

**WADING RIVER FIRE DISTRICT
1503 North Country Road
Wading River, NY 11792**

Minutes of the September 12, 2017 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Erick at 1830 hours with the Pledge of Allegiance and a moment of silence to reflect on the events that occurred on 09/01/2001 as well as those effected by Hurricane Irma.

Chairman Erick, Vice-Chairman Colitti, Commissioner Meier, Commissioner McManus and Commissioner Hintze, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Assistant Chief Gluck were present at the meeting. Chief McQueeney was excused due to work.

Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to accept the minutes of the August 28, 2017 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- August 31, 2017 letter from the Town of Brookhaven Development Agency.
- The Counsellor, September 1.
- Notification of the Annual Legislative Conference Saturday, October 7 at the East Farmingdale Fire Department.
- Flyer from the South Shore Press regarding publication of legal notices.

Secretary Report: **Secretary Donnelly**

- Meeting scheduled for Monday with two election inspectors regarding new election software. Discussion regarding the need to utilize the ballot machines.

Wading River Fire Department: **President Hammer**

- Nothing to report.

Material Requests: **District Manager Michalakopoulos**

- 2017-0070 – Medical supplies (Bound Tree) in the amount of \$348.54. Approved at a previous meeting.
- 2017-0071 – Medical supplies (Meridian) in the amount of \$4,927.92. Chairman Erick made a motion, seconded by Commissioner McManus. After discussion unanimously approved to purchase.

- 2017-0072 – Office supplies in the amount of \$1,348.01. Vice Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to purchase.
- 2017-0073 – Medical supplies (Mather Pharmacy) in the amount of \$405.53. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to purchase.
- 2017-0074 – Medical supplies (Bound Tree) in the amount of \$1,100.20. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0075 – Medical supplies (Bound Tree) in the amount of \$481.92. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0076 – Medical supplies (Teleflex) in the amount of \$625.00. Vice Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to purchase.
- 2017-0077 – Network switches for Station Two in the amount of \$1,362.76. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to purchase.

District Manager Report:

District Manager Michalakopoulos

- Headquarters roof leak – scheduled for repair next week due to weather.
- Fire Police vehicle – waiting on storage box and stripping.
- Chief’s vehicle replacement – scheduled delivery in mid-November.
- Communication tower at Station Two – building permit to be reviewed by Counsel. Antenna discussed at the August 28 BOFC meeting was found to not be under NYS contract resulting in an additional cost of \$8,500.00. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to go out for bid for the equipment and installation of the antenna on the tower. Bid opening October 10, 2017.
- Vehicle exhaust system – District Manager has met with H2M. H2M will be visiting Headquarters to review the layout with the District Manager and Chief.
- PA system – met with IWT regarding replacement options. After discussion Vice Chairman Colitti made a motion, seconded by Commissioner Hintze, unanimously approved to have the recommended system installed by IWT at a cost not to exceed \$923.00.
- District Manager has contacted the Verizon vendor regarding attending a future BOFC meeting.
- AT&T has requested a meeting to review the phone plans in an attempt to save money.
- Cascade system has received its quarterly PM.
- Annual pump test completed. All pumps passed. A leak reported on 6-3-6 will be repaired.
- Clarified that the cost for the heating plant is \$326,500, which includes the removal of the tank, site work, preparing the boiler room. The spec is based on using natural gas.
- In follow up to questions from the last meeting as per National Grid the estimated completion time for the gas line is 12-16 weeks. There is no additional cost for sidewalk repair and the gas line is expected to be 3 ft. into the road.
- Application with the Suffolk County Dept. of Health regarding the tank has been completed. Soil borings will be sent to the Dept. of Health by the end of the week.
- Two portables are out for repair.

- Parking light lighting at Station Two has been repaired.
- Cameras at Station Two have been repaired.
- Wading River is hosting the Suffolk County District Managers meeting tomorrow at 9:00 am.
- Chairman Erick requested the NYS Inspections are reviewed on the vehicles.
- Requested executive session for personnel.

Treasurers Report:

Treasurer Bushell

- Bills total \$58,001.04. Commissioner Hintze made a motion, seconded by Commissioner Meier. Vice Chairman Colitti inquired on the IWT bill for 6-3-32 and the vehicle warranty, as well as the missing receipts from 31 for the gas bill and policy regarding. After discussion bills were approved by Chairman Erick, Commissioner Meier, Commissioner McManus and Commissioner Hintze. Vice Chairman Colitti approved all with the exception of the two mentioned above.
- Discussion regarding \$210.80 bill from IWT which was removed from the bills at the last meeting. After discussion Commissioner Hintze made a motion seconded by Chairman Erick, unanimously approved to pay the bill.
- Discussion regarding Quench bill of \$450.00, and being taking to collections for the bill. After discussion Chairman Erick made a motion, seconded by Vice Chairman Colitti. After discussion motion was approved by Chairman Erick, Commissioner McManus, Vice Chairman Colitti approved with the request for a copy of the contract to review any removal fees. Opposed by Commissioner Meier and Commissioner Hintze. Motion passed 3 to 2.
- Requested the District Manager contact Industrial Appraisers.

Attorney's Report:

Attorney Sapienza

- Progress.

Chief's Report:

Chief Gluck

- Submitted memo requesting to attend a brush truck competition Saturday, October 16, at a cost of \$200.00. After discussion regarding the timeliness of the request Chairman Erick made a motion, seconded by Vice Chairman Colitti, approved by Commissioner Meier and Commissioner McManus. Opposed by Commissioner Hintze. Motion passed 4 to 1.
- Submitted certification for Terri Meier EMT Technician.
- Submitted a memo requesting us of the meeting room October 20, for the Madrid trip fundraiser. Vice Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved predicated upon the required paper work being submitted to the District Manager.
- Submitted a memo requesting clarification on the consolidation of vehicles and Boards direction for leasing in 2018 and 2019. Discussion regarding agreement at prior meeting of no vehicles purchased / leased in 2018.
- Chairman Erick inquired on the progress of the purchase of the Brush Truck.

Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved for executive session.

Adjournment for Executive Session **1916**
Reconvene from Executive Session **1925**

Commissioner Reports

Vice Chairman Colitti

- Nothing to report

Commissioner McManus

- Nothing to report

Commissioner Hintze

- Nothing to report

Commissioner Meier

- Nothing to report.

Chairman Erick

- Requested to have the district policies added to the district section of the website. Agreed by Vice Chairman Colitti and Commissioner Meier. Opposed by Commissioner McManus.

Discussion regarding the proposed 2018 budget. After discussion it was agreed to go forward with the proposed budget. Chairman Erick made a motion, seconded by Commissioner McManus. Roll call vote – Chairman Erick – yes, Vice Chairman Colitti – yes, Commissioner Hintze – yes, Commissioner McManus – yes, Commissioner Meier – yes. Budget meeting will be scheduled for Tuesday, October 17 at 6:00 pm. Requested the Secretary make the appropriate notifications.

Chairman Erick made a motion, seconded by Commissioner McManus and unanimously approved to adjourn.

Meeting adjourned at 1935 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District