

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

Minutes of the December 26, 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 for our first responders and military who have made the ultimate sacrifice.

Chairman Erick, Vice-Chairman Colitti, Commissioner Meier, Commissioner McManus and Commissioner Hintze, District Manager Michalakopoulos, Secretary Donnelly, Attorney Sapienza were present at the meeting. Treasurer Bushell absent with prior notice. Chief's staff not present.

Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the December 11, 2017 meeting.

Public Comments:

Secretary Donnelly

- None

Correspondence:

Secretary Donnelly

- Received confirmation from the NYS Workers Compensation Board that they have received the districts notification to opt out of the NYS Paid Family Leave.
- Affidavit of publication Legal Notice - installation of natural gas line.
- Affidavit of publication Legal Notice - 2018 Organizational Meeting.
- Affidavit of publication Legal Notice - sale of 1994 Pierce.
- Brookhaven Town Fire Districts Officers Association meeting minutes and 2018 schedule.
- Notification of the 2018 Fire & EMS Conference.
- December edition of Fire District Affairs.
- Flyers for QuickBooks training.

Secretary Report:

Secretary Donnelly

- District annual election update – Michael Harrigan won the election for the Commissioner position. The certificates of canvas have been submitted to both towns.
- Discussion regarding a second bid for the sale of the 1998 GMC Suburban being received by member Steve Martin, and placed in the District mailbox after the mail was retrieved on December 11, 2017. Statement has been submitted by Steve Martin as well as the District Manager.
- Riverhead Town Fire Districts Officers meeting at Wading River on January 24, 2018. Dinner at 7:00 pm, meeting at 8:00 pm.

Treasurers Report: Secretary Donnelly

- Bills total \$48,346.13. After discussion the bill for B&J Fire Inc., dba Fire Masters was held. Bills total adjusted to \$41,596.13, Chairman Erick made a motion, seconded by Commissioner Hintze, unanimously approved to pay the bills.
- 2017 budget adjustment - \$10,000.00 salaries, + \$10,000.00 building maintenance main house. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to approve the budget adjustments.

Wading River Fire Department: President Hammer

- Not present.

Material Requests: District Manager Michalakopoulos

- 2017-0105 – Office equipment (4 drawer file cabinet) cost of \$237.99. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved.
- 2017-0106 –EMS equipment (MRx monitor batteries) cost of \$2,556.40. Approved at the December 11, 2017 BOFC meeting.
- 2017-0107 – Medical supplies (Bound Tree Medical) cost of \$353.42. Commissioner McManus made a motion, seconded by Commissioner Hintze, unanimously approved.
- 2017-0108 – Medical supplies (Healthcare Logistics) cost of \$23.60. Commissioner Hintze made a motion, seconded by Commissioner Meier, unanimously approved.
- 2017-0109 – Medical supplies (Mather Pharmacy) cost of \$373.57. Commissioner Meier made a motion, seconded by Commissioner Hintze, unanimously approved.

District Manager Report: District Manager Michalakopoulos

- Power plant siren (antenna) was found to be removed and has been repaired. Chief McQueeney has spoken to the National Grid security regarding this.
- 6-3-17 – expected to be returned to the district next week. Commissioner Meier reported he ordered and has spoken to Kessel Collision regarding the LED headlights.
- 6-3-8 – discussion regarding being reviewed by the vendor and updating the lighting to match 6-3-9.
- 6-3-1 – valve box has been repaired.
- 6-3-11 – heat has been repaired.
- 6-3-33 – equipment is being removed to be put in replacement vehicle.
- Chief's replacement vehicle has arrived.
- Station Two communication tower progressing - pole expected to arrive mid-January.
- Station Two floor – Counsel has provided specs. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to go out for bid, with the bid opening January 22, 2018.
- Call boxes – proposed boxes have been submitted to the Board for review.
- Vehicle exhaust system – expected to have bid prepared by H2M by the end of January.
- Tank project – waiting on the Suffolk County Department of Health review.
- Requested executive session for personnel.

Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to break for executive session for personnel.

Adjournment for Executive Session: 1852
Reconvene from Executive Session: 1857

Attorney's Report: Attorney Sapienza

- After discussion regarding custody of the second 1998 GMC Suburban bid, Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to rescind the December 11, awarding of the bid for the 1998 GMC Suburban, and to open the second bid received.

Bid opening of 1998 GMC Suburban

- Frank Kevin Dresch in the amount of \$3,609.00, with required check. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to award the bid of the 1998 GMC Suburban to the highest bidder, Frank Kevin Dresch. Check will be returned to the unsuccessful bidder. Discussion regarding updating the bid process to close acceptance of the bids prior to the BOFC meeting.

Chief's Report: Chief McQueeney

- Chief's not present.

Commissioner Reports

Vice Chairman Colitti

- Nothing to report

Commissioner McManus

- Requested the status of the Fire Police vehicle. District Manager reported it has been released to the Chief to be placed in service.

Commissioner Hintze

- Requested progress on the posting of open items on the share drive.
- Discussion regarding the 6-3-17 accident review report, and the requalification for driving process.
- Wished the Board good luck going forward. It has been a pleasure working with the Board, and personnel.
- Reported discussion with the District Manager for a possible need for the addition of a clerical position and requested the Board consider the request. Vice Chairman Colitti requested an additional house man position is also considered.
- Chairman Erick thanked Commissioner Hintze for stepping up to fill the vacant position left with the passing of Commissioner Lateulere.

Commissioner Meier

- Requested an update on the offer to the Bohemia Fire District for the BRAT vehicle. District Manager reported the offer was not accepted.

Chairman Erick

- Reminded all that organization meeting is scheduled for January 2, 2018 at 6:30. Requested the District Manager contact the Chief regarding the appropriate documents for the organization meeting.
- After discussion Chairman Erick made a motion, seconded by Vice Chairman Colitti, approved by Commissioner Hintze and Commissioner McManus, opposed by Commissioner Meier, to beginning the application process with Natl Grid for the installation of natural gas. Motion passed 4 – 1.

Chairman Erick made a motion, seconded by Vice Chairman Colitti and unanimously approved to adjourn.

Meeting adjourned at 1921 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District