

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

Minutes of the January 22, 2018 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Colitti at 1900 hours with the Pledge of Allegiance and a moment of silence for our first responders and military who have made the ultimate sacrifice.

Chairman Colitti, Vice-Chairman Meier, Commissioner Erick, Commissioner McManus and Commissioner Harrigan, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Chief McQueeney were present at the meeting.

Bid opening Installation of Interlocking Floor Tiles at Station 2 – Due to miscommunication bid packages were not sent nor received. Legal notice of the request for bids will be republished and posted with a bid acceptance date of the Friday prior to the BOFC meeting, February 09, 2018, bid opening will be Monday, February 12, 2018.

Commissioner Erick made a motion, seconded by Commissioner Harrigan, unanimously approved to accept the minutes of the January 08, 2018 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- Affidavit of publication of the legal notice regarding interlocking floors at Station Two.
- Return receipt of certified mail from NYS Archives grants administration.
- Notification of the January 25, Brookhaven Town Fire Districts Officers Association meeting at Lake Ronkonkoma.
- Letter from the Wading River Fire Department with applicant packets for Keith Lindblad, Sabrina Santiago, and Kevin Stephens.

Secretary Report: **Secretary Donnelly**

- Riverhead Town Fire Districts Officers meeting at Wading River on January 24, 2018. Dinner at 7:00 pm, meeting at 8:00 pm.
- Permissive published / posted
 - Update cameras and access systems at Station Two and call boxes at both houses
 - Replace and Refurbish Garage and Exterior Doors
- Legal notice published / posted
 - Regular meetings and work sessions

- Notice to Bidders Sale of 1994 Pierce Skylift Aerial Vehicle

Wading River Fire Department: President Hammer

- Not present.

Material Requests: District Manager Michalakopoulos

- None.

District Manager Report: District Manager Michalakopoulos

- LOSAP list submitted for review.
- Replacement Chiefs vehicle - in service.
- 6-3-17 - returned repaired from Kessel Collision. LED lights installed. Out for air ride repair.
- 6-3-16 - Board agreed to update the headlights to LED similar to 6-3-17. Vice Chairman Meier requested that the hub caps are put back on 6-3-16 and 6-3-17. Discussion regarding keeping the rental ambulance until 6-3-16 is repaired. Unable due to availability of radios.
- Station Two communication tower - electric being run this week. A 100 amp sub panel was required. Antenna cable also expected to be installed this week. After discussion regarding the siren, Chairman Colitti made a motion, seconded by Vice Chairman Meier, unanimously approved for the District Manager to obtain pricing to move the existing Model 2 siren from the existing pole to the antenna.
- Vehicle exhaust system - H2M finalizing specs and expects to have the bid packet prepared to go out for bid by the end of February.
- Fuel tank plans have been approved by the Suffolk County Department of Health.
- Clock tower at Headquarters is no longer working. District Manager will obtain prices to repair. The hands have been temporarily removed.
- Received a FOIL request.
- Headquarters generator out of service during testing due to the relay on the day tank. Repaired by Genserve. District Manager will obtain price to replace the relay and/or day tank.
- Obtained surplus prices as requested
 - 6-3-3 - 2004 Tahoe – private \$5654.00, trade in \$3121.00. After discussion Commissioner Erick made a motion, seconded by Commissioner Harrigan, unanimously approved to surplus for a minimum bid purchase price of \$3000.00, bids due Friday, February 23, 2018, bid opening on February 26, 2018.
 - 6-3-33 - 2007 – \$6300.00 - \$8800.00 running. The vehicle is currently not running. After discussion Vice-Chairman Meier made a motion, seconded by Commissioner McManus, unanimously approved to surplus for a minimum bid purchase price of \$2000.00, bids due Friday, February 23, 2018, bid opening on February 26, 2018.

Requested to surplus Pfizer printer combos, valued at \$350.00 - \$600.00. After discussion Commissioner McManus made a motion, seconded by Commissioner Erick, unanimously approved to internally post the surplus of the machines with a minimum price of \$250.00.

- District Manager, Commissioner McManus, Commissioner Harrigan and Chief McQueeney met with the NYS Parks Manager of Wildwood State Park at Station Two regarding the antenna. The as built drawings have been requested, and the district was asked if it would consider allowing the NYS Parks on the antenna if there is room and a need.
- Natural gas – application has been submitted.
- District Manager requested to go out for RFP for an electrical vendor. It was agreed to publish first in the local media.
- Reported there are some minor plumbing issues that in need of repair.

Treasurers Report:

Treasurer Bushell

- Bills total \$304,885.96. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Received direct deposits from the Town of Brookhaven in the amounts of \$127,978.02 and \$184,288.34.
- Received the following checks:
 - Town of Riverhead \$114,222.44
 - Cashier checks \$3248.00 and \$361.00 for the sale of the 1998 Suburban.
- Auditors will be at the district beginning January 31.

Attorney’s Report:

Attorney Sapienza

- Permissive referendum documents have been prepared.
- There was a meeting in Albany today regarding ambulance billing.
- Working on legislation regarding the vehicle and traffic law in regards to fire vehicle weight restrictions.

Chief’s Report:

Chief McQueeney

- Memo 1804 – request for training for EMS members Stephanie and Theresa Meier.
- Memo 1805 – resignation of EMS member Christine MacDougall. All district property has been returned.
- Memo 1806 – Certified First Responder certification for District Manager Greg Michalakopoulos and Firefighter Jason Nadler.
- Memo 1807 – personal medical leave request for a firefighter Eugene Gerson.
- Memo 1808 – requesting the purchase of a replacement chief vehicle for 6-3-31. Current vehicle 11 yrs. old, 105,000 miles
- Memo 1809 – requested dues paid for Fire Chief’s Council and Brookhaven Fire Fighters Museum.
- Discussion regarding 6-3-8 – agreed to wait for the outcome of the Bohemia bid request for the BRAT. Chief also submitted a proposal for purchase.
- Requested executive session for personal.

Adjournment for Executive Session 1943
Reconvene from Executive Session 2010

Commissioner Reports

Chairman Colitti reported the Board is returning the 3 applications to the Chief for the review.

Chairman Colitti

- Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to send Theresa Meier to the EMS conference on January 27, cost of \$80.00.
- After discussion regarding the purchase of a replacement chief vehicle Commissioner Erick made a motion, seconded by Vice Chairman Meier, unanimously approved to go out for permissive referendum in an amount not to exceed \$70,000.00 from the Equipment Reserve Account.
- Discussion regarding updating policy 4.3 Fire Apparatus Usage and 4.3.1 District Vehicle Policy, to both include that members under the age 21 can operate an district vehicle for training only, members must be over the age of 21 to operate an emergency vehicle in emergency mode. The Chief will also address the same in the Chief's rules.
- Requested that the Chief provide the District Manager with any data to be entered into SCM at the first Commissioners meeting of the month.
- Discussion regarding the District Secretary working with the Chief on personal files.
- Requested that vendor business communications are filtered through the District Manager for consistency.
- Commissioner McManus requested that there are no meetings, deliveries, or district business scheduled on district holidays, unless it is an emergency situation.
- Discussion regarding the work session scheduled for January 29.
- Requested the Chief staff address the missing receipts on vouchers.
- Requested the Chief work with the District Manager on locations of speakers for the PA system.
- Discussion regarding storage at Station Two.
- After discussion regarding the preparation of specs, and submission of bids, Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to hire Dennis Kenter of Long Island Communications and Electronic Services as a consultant at a cost of \$125.00/hour, capped at \$12,500.00

Vice Chairman Meier

- Requested the alarms on the webpage are updated.
- Inquired on the replacement of battery on new Chief's vehicle. District Manager reported the battery was replaced outside of warranty in order to keep the vehicle from being out of service while at Ford.

Commissioner Erick

- Nothing to report

Commissioner McManus

- Commented on NYS Assembly discussion regarding complying with the 2% cap.

Commissioner Harrigan

- Nothing to report.

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

Meeting adjourned at 2045 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District