

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

Minutes of the March 12, 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 Harrigan, District Manager Michalakopoulos, Secretary Donnelly, Attorney Sapienza, Assistant Chief Gluck were present at the meeting. Commissioner McManus and Treasurer Bushell absent with prior notice. Chief McQueeney absent due to work.

Commissioner Erick made a motion, seconded by Commissioner Harrigan, unanimously approved to accept the minutes of the February 26, 2018 meeting.

Public Comments:

Secretary Donnelly

- None

Correspondence:

Secretary Donnelly

- Notice of LI Fire Districts Law & Legislation Luncheon, April 8, in Huntington.
- Notice of Suffolk County Fire Chiefs Seminar, March 23, in North Babylon.
- Suffolk County Legislation re: sparkler devices. Copy put on round table.
- Notice of a Hagerman Fire Department fund raiser.
- Jamesport Installation Dinner Invitation.
- Manorville Installation Dinner Invitation.
- Lasting Impressions Photography flyer.

Secretary Report:

Secretary Donnelly

- Policy 4.3.1
- Permissive for EPCR purchase of hardware and software published.
- Tax exemption forms completed.

Treasurers Report:

Secretary Donnelly

- Bills total \$70,231.00. Commissioner Harrigan made a motion, seconded by Vice-Chairman Meir, unanimously approved to pay the bills.
- Received direct deposit from the Town of Brookhaven in the amount of \$6,581.73.
- Received the following checks for deposit
 - Town of Riverhead in the amounts of \$8,270.55 and \$7,236.73

- District Manager reported that there is cosmetic damage to the front of the old 6-3-80. Chairman Colitti requested that the Chief's provide a report for the next meeting.
- District Manager reported that the Houseman was approached by a resident who has volunteered to help shovel snow. After discussion Commissioner Harrigan made a motion, seconded by Chairman Colitti to table the request for additional information.
- Assistant Chief Gluck reported that the current CME Coordinator is no longer available for classes due to work. EMS Coordinator Brian Danowski found a temporary replacement who is available for Tuesday nights. After discussion it was recommended to obtain additional information.

Commissioner Reports

Commissioner Erick

- Sent out a draft of policy 5.5 out for review. Has received feedback from Chairman Colitti. Chief McQueeney has also requested to add to the policy. Also has sent out a draft of the Chiefs Election Policy.
- Commissioner Harrigan inquired about updating the Employee Handbook to add drug testing.

Commissioner Harrigan

- Reported that he and the District Manager have met with a potential cell tower vendor. He does not feel that this vendor would be a good fit as a long term partner. Discussion.
- Suggested that the Board consider obtaining the lot behind Headquarters for potential tower placement as it is at a higher elevation as well as potential additional parking.

2040 Commissioner Erick excused for work.

Vice Chairman Meier

- Apologized for not being available recently as his father in law suddenly passed.
- Requested if there is need for a data entry clerk and/or assistance for the Treasurer, his daughter is looking for temporary part-time work as she works towards her CPA.

Chairman Colitti

- Requested policy 5.5 Physical Examination is reviewed.
- Requested policy 6.1 Chiefs Election is reviewed.
- Requested the Secretary draft 6.2 Chief Requirements Policy using the chief requirements submitted by the Chiefs office for the Chief 1st, 2nd, and 3rd Deputy.
- Requested to move forward with updating SCM utilizing the SCM template for the members to complete and the updating of the member files. District Manager reported that the Department Secretary is also willing to help keep the records organized.
- Requested that the Chief submit the 2017 year end reports.
- Requested that the retaining wall in the parking lot is addressed. District Manager will obtain updated costs.

- Requested 6.3 Injury Policy is drafted.
- Inquired on the progress of the Chiefs Rules. Assistant Gluck reported that Chiefs are working on updating the rules.
- Inquired about the old equipment in the engine bay. Discussion regarding surplus of the equipment and cleaning up the engine bay. A list of surplus items will be provided.

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

Meeting adjourned at 2100 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District