

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

Minutes of the March 26, 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 Commissioner Harrigan, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Chief McQueeney were present at the meeting.

Commissioner Harrigan made a motion, seconded by Commissioner Erick, unanimously approved to accept the minutes of the March 12, 2018 meeting.

Bid Opening for Vehicle Exhaust Upgrades (closed 03/23)

- Breath Clean Air \$200,000.00
- Aire Deb Magnegrip \$205,700.00
- Hi-Tech Air Conditioning \$416,000.00

Commissioner McManus made a motion, seconded by Commissioner Harrigan to forward the bids to Counsel for review.

Public Comments:

Secretary Donnelly

- None

Correspondence:

Secretary Donnelly

- Notification of Long Island Heart & Stroke Heart Rock Gala, April 26 at Garden City Hotel.
- Invitation to Jamesport Installation Dinner, April 13 at Atlantis.
- Invitation to Manorville Installation Dinner, April 28 at Majestic Gardens.
- Brookhaven Town Fire Districts January 12, 2018 meeting minutes.
- Invitation to Brookhaven Town Fire Districts Annual Workshop, April 14, at Centereach.
- Invitation to Brookhaven Town Fire Districts Installation Brunch, April 29, at Sunset Harbor.
- Brookhaven Town Fire Districts memo regarding Commissioners for 20+ years.

Secretary Report:

Secretary Donnelly

- Permissive for EPCR purchase of hardware and software closes March 30.
- Bids for fuel storage and dispensing closes April 06, open April 09.
- Reminder of the Long Island Fire Districts Law Legislation April 08 at Huntington.

Material Requests:**District Manager Michalakopoulos**

- 2018-0022 – Annual anti-virus renewal (Webroot) in the amount of \$1,250.00. Commissioner Harrigan made a motion, seconded by Vice Chairman Meier, unanimously approved to purchase.
- 2018-0023 – Annual Sonicwall NSA 2600 subscription for Headquarters in the amount of \$1,440.02. Commissioner Harrigan made a motion, seconded by Vice Chairman Meier, unanimously approved to purchase.
- 2018-0024 – Annual Sonicwall TZ400 subscription for Station Two in the amount of \$1,431.00. Commissioner Harrigan made a motion, seconded by Vice Chairman Meier, unanimously approved to purchase.
- 2018-0017 - Firefighter equipment (Hi-Lift jack (2)) in the amount of \$1,285.07 which was put on hold at the March 12 BOFC meeting. After review by Assistant Chief Bitalvo, Commissioner Harrigan made a motion, seconded by Commissioner Erick, unanimously approved to purchase as long as the jack(s) will fit on the vehicle.

District Manager Report:**District Manager Michalakopoulos**

- EPCR - cost comparison of the two proposed platforms provided by the District Manager. Assistant Chief Denise Gluck and EMS Coordinator Brian Danowski were in favor of the ESO platform. After discussion Chairman Colitti made a motion, seconded by Commissioner McManus, approved by Vice Chairman Meier and Commissioner Harrigan to purchase the SCM platform due to cost and minimum 3rd party vendor interaction with the system. Opposed by Commissioner Erick. Motion passed 4-1. District Manager was requested to finalize the required hardware.

1924 Treasurer Bushell was excused due to a family emergency.

- Station Two flooring – after discussion regarding cost and warranty the Board agreed to rebid for the installation of the interlocking floors with a bid opening date of April 23, 2018.
- Station Two pole and siren – after discussion Commissioner McManus made a motion, seconded by Commissioner Harrigan, unanimously approved to dispose of the old siren pole when removed. Siren is being repaired and a new siren bracket is being fabricated.
- Station Two led lights are scheduled to be installed on March 27, 2018.
- Station Two camera and access upgrade is scheduled to begin April 9, 2018.
- Boat lift PM will be scheduled with the changing weather. Counsel is working with PSEG regarding the access license.
- Retaining wall – District Manager reviewed prior pricing and will provide updated pricing.
- RFP for electrical – Counsel has updated the RFP. Board agreed to have the RFP opened April 23, 2018.
- Natural gas – expect 12-16 weeks before project begins.
- Commissioner McManus requested an update on the Headquarters heating plant. Expected cost is \$332,000.00. After discussion Chairman Colitti made a motion, seconded by Commissioner McManus, approved by Commissioner Erick and Commissioner Harrigan to go out for a permissive referendum for architectural and engineering work to upgrade the heating plant at Headquarters for an amount not to exceed \$35,000.00 from the building reserve account. Opposed by Vice Chairman Meier. Motion passed 4-1.

- LOSAP – Commissioner McManus and the District Manager has completed and will submit the LOSAP consensus. Follow up will be completed with a few members who have been identified as not having life insurance.
- Exterior doors – no update due to weather.

Treasurers Report: Secretary Donnelly

- Bills total \$33,641.03. Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills. After discussion Chairman Colitti opposed to paying the IWT bill.
- Received direct deposit from the Town of Brookhaven in the amount of \$5,119.12. Checks from O’Hanlon in the amounts of \$3,190.00 and \$425.00. Check from the Town of Brookhaven IDA in the amount of \$47,148.64

Attorney’s Report: Attorney Sapienza

- Copiague Fire District bid for medical supplies has been awarded.
- West Babylon Fire District bid for EMS gear to be opened next week.
- Senator Boyle and Senator Grucci have prepared a bill regarding vehicle weight limitations

Chief’s Report: Chief McQueeney

- Submitted memo 2018-30 - membership application Jessica Lahey.
- Submitted memo 2018-31 – year end report.
- Submitted memo 2018-32 - SOG for Forcible Entry Door.
- Submitted memo 2018-33 - training request Engine Company Operations for Brendan Stasiukiewicz, Chris Manzella, Emil Trotta, Cole Stasiukiewicz, Keith Lindblad, and David Blackmore.
- Submitted memo 2018-34 - surplus list. Vice Chairman Meier and Commissioner Harrigan will surplus items to upstate fire departments.
- Submitted updated members SCM forms.
- Investigated the damage to old 6-3-80 and is unable to determine on the video how the damage occurred. It has been addressed with the membership. Chairman Colitti verified that the vehicle is part of the Chiefs roll pattern.
- Submitted the proposal for 6-3-8 lighting and stripping. Vice Chairman Meier made a motion, seconded by Commissioner Erick for lighting, stripping and two GPS units. After discussion approved by Vice Chairman Meier, Commissioner McManus and Commissioner Erick based upon the Chiefs recommendation, opposed by Chairman Colitti and Commissioner Harrigan due to the vehicle being used 10 times in the past 5 years. Motion passed 3-2. It was also agreed by the Board and Chiefs staff that the permissive referendum of \$100,000.00 for the replacement of a small brush truck (6-3-7) was not going to be pursued, and that amount was to be returned to the equipment reserve.
- Commissioner Erick made a motion, seconded by Vice Chairman Meier, unanimously approved to go out for a permissive to install lighting & striping on the brush truck and purchase two GPS units from the equipment reserve in an amount not to exceed \$20,000.00.

- Discussion regarding the Line of Duty Injury policy. Will be put on hold until after the upcoming seminar in May.
- Discussion regarding Chief's Rules. Assistant Chief Bitalvo explained the Chiefs are working to consolidate the Chief Rules, Chiefs Procedures and Chiefs SOG's into the Chiefs Standard Operating Guide. All agreed to review at a work session.
- Chairman Colitti requested a copy of the Chiefs directive regarding the member's use of the First Responder office.
- Chairman Colitti requested a copy of the Chiefs directive regarding parking in front of the fire house.
- Chairman Colitti inquired on the process to enter certifications into SCM. Agreed that the District Manager enter the certifications and assign the points. Chairman Colitti requested the Chief ensure the January and February paperwork has been submitted to the District Manager.

EMS Coordinator: Brian Danowski

- Provided up date to the Board on recommendation for Winston Lee to be the District CME Coordinator. Commissioner McManus made a motion, seconded by Commissioner Erick, to have Winston Lee as the District CME Coordinator. After discussion approved by Chairman Colitti, Vice Chairman Meier, Commissioner McManus, Commissioner Erick. Opposed by Commissioner Harrigan. Motion passed 4-1.
- Brian Danowski is researching possible on-line training options approved by the County. Commissioner Harrigan inquired on cost sharing.
- The district received the NYS Department of Health Operations Certificate as well as the Controlled Substance License. Both will expire March, 2020.
- Working with the Chiefs office and EMS staff to review cardiac monitors. Concern with the support provided by current vendor.

- Board discussion regarding addition of clerical position and hiring of members and family members. Vice Chairman Meier explained that he had previously suggested his daughter, as there was a discussion of a possible need for the position. Chairman Colitti asked the District Manager if the priority would be a maintenance or clerical position. It was determined the priority would be a maintenance position to complete building projects. Chairman Colitti made a motion seconded by Commissioner McManus, approved by Commissioner Erick and Commissioner Erick to not proceed with a clerical position. Vice Chairman Meier recused himself. Motion passed 4 in favor, 1 recused.
- Policy 5.5 Physical Examination Policy - Chiefs will provide input.
- Policy 6.1 Chiefs Election Policy - Chairman Colitti made a motion, seconded by Commissioner Erick, approved by Vice Chairman Meier and Commissioner McManus. Opposed by Commissioner Harrigan opposed due to the eligibility requirements to vote. Motion passed 4-1.
- Policy 6.2 Chiefs Requirements Policy - Chiefs will provide input.
- Policy 6.3 Line of Duty Injury Policy - will be put on hold until after the seminar in May.

- Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved for Jessica Lahey to complete a Class A physical.

Commissioner Reports

Chairman Colitti

- April 30 is a scheduled work session regarding communications / radios. District Manager has invited IWT and the Consultant.
- Followed up with the District Manager on the request from the Association for the list of members and tier status.

Vice Chairman Meier

- Inquired if the Chiefs had qualification for the members to drive 6-3-27 with the snow plow on. Chairman Colitti requested that the Chief ensure the proper vehicle documentation is being completed.

Commissioner Erick

- Will be working on the memorial monument with the Fire Department.

Commissioner McManus

- Nothing to report

Commissioner Harrigan

- Nothing to report.

Wading River Fire Department: Ex Chief Anthony VanBommel

- Provided proposal for a shed a Station Two. After discussion Chairman Colitti made a motion, seconded by Vice Chairman Meier, unanimously approved to go out for a permissive referendum for an amount not to exceed \$25,000.00 from the building reserve fund and for the District Manager to notify Wildwood Park and Riverhead Town.

Chief McQueeney reported that he has met with Little Flower regarding alarms and their alarms have reduced. He has also met with Northville regarding transporting. Commissioner Harrigan reported that Northville has offered to consider including the district in the purchase of ambulances.

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

Meeting adjourned at 2112 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District