

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

Minutes of the June 11, 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, Commissioner Erick, Commissioner McManus and Commissioner Harrigan, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Assistant Chief Gluck were present at the meeting. Vice-Chairman Meier was delayed.

Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved to accept the minutes of the May 29, 2018 meeting.

Public Comments: Secretary Donnelly

- None

Correspondence: Secretary Donnelly

- None.

Secretary Report: Secretary Donnelly

- Local Government Records Management Improvement Fund (LGRMIF) grant application for records scanning was denied. District Manager requested if the district could utilize a grant writing service.

Wading River Fire Department: President Hammer

- Not present.

Material Requests: District Manager Michalakopoulos

- 2018-0037 – Training supplies (AHA BLS manuals & masks) in the amount of \$1,362.50. Commissioner McManus made a motion, seconded by Commissioner Erick, unanimously approved to purchase.
- 2018-0038 – Office supplies (picture frames and mats) in the amount of \$1,558.80. Commissioner Erick made a motion, seconded by Chairman Colitti. After discussion in order to ensure the style frame is available for future pictures, Commissioner Erick rescinded the motion, and then made a motion seconded by Chairman Colitti, unanimously approved to purchase for an amount not to exceed \$3,000.00.

- 2018-0039 – Medical supplies (Bound Tree) in the amount of \$2,280.80. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.
 - 2018-0040 – Medical supplies (Bound Tree) in the amount of \$456.46. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.
 - 2018-0041 – Medical supplies (PBMC) at no cost to the district. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.
 - 2018-0042 – Supplies (batteries) in the amount of \$338.40. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.
- Commissioner Harrigan requested and it was agreed to add the CPR supplies to the consumables list.

District Manager Report:

District Manager Michalakopoulos

- Headquarters fuel tank – expected to be delivered the end of July. Expected completion on installation is 4-5 weeks. During the construction the district will need to rent a generator.
- Headquarters walkways – estimated not available.
- Headquarters retaining wall – estimated cost to replace with segmented stone is \$141,500.00, to replace with concrete is \$213,000.00, which includes a 25% contingency. The District Manager was asked to follow up regarding the contingency.
- Headquarters roof unit – was reviewed by the claims adjuster.
- Headquarters handicapped parking stripping – paint was delivered today.
- Natural gas installation – in progress.
- Vehicle exhaust systems – in progress.
- Station Two bay doors – north side installed today, south side expected to be completed tomorrow.
- Station Two shed – tentative meeting with NYS Parks Regional Director on June 20.
- Station Two floor – installation date not scheduled. District staff will begin removing the old floor.
- Station Two camera and access system – completed.
- Boat lift access license – being reviewed at PSEG.
- Boat has been removed from service due to starboard engine taking in water and rotting the cylinders. Both engines are being assessed. Repair is estimated at \$4,000.00 – 5,000.00 per unit. Cost to replace estimated \$40,000.00. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to repair both engines. Commissioner Erick requested that the Chief notify the county that boat alarms will need to be an automatic mutual aid.
- 6-3-4 – District has received the offer letter to purchase. Counsel will review.
- 6-3-8 – expected to be returned to the district this week.
- Chief’s replacement vehicle on hold until 6-3-8 is completed.
- Chief Gluck’s MDT unit is out of service, non-repairable. After discussion Commissioner Harrigan made a motion, seconded by Commissioner Erick, unanimously approved to replace out of the open permissive.

Treasurers Report:

Treasurer Bushell

- Bills total \$36,846.77. Commissioner McManus made a motion, seconded by Commissioner Erick, unanimously approved to pay the bills.
- Received checks for deposit from the Town of Riverhead in the amounts of \$282,232.65, \$49,623.32 and \$53,448.46.
- Received direct deposits from the Town of Brookhaven in the amounts of \$176,244.01 and \$120,664.99.
- Commissioner Harrigan inquired if the district receives any tax money from the state park as other districts do. Also inquired if developments approved by the Town IDA are also excluded from fire district tax.
- Chairman Colitti requested that EMS Coordinator Brian Danowski follow up with the First Responders regarding the unprofessional manner the gas receipts are submitted.

EMS Coordinator Brian Danowski requested executive session for personnel.

Chief's Report:

Assistant Chief Gluck

- Submitted a memo regarding the return to duty from medical of Fire Police member Eugene Gerson.
- Submitted a memo regarding the resignation of EMT-CC Diane Brayer.
- Submitted a memo regarding Fire Police member Glenn Erick's uniform gone missing from the now closed Wading River Cleaners. After discussion Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to replace the uniform and for the District Manager to contact the owner.
- Submitted a memo regarding a training request from EMS member Emma Pase for rapid EMS refresher being held at Port Jefferson Ambulance. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved.
- Commissioner McManus inquired about the account with the Shoreham Cleaners.

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

Adjournment for Executive Session 1934

Reconvene from Executive Session 2025

Commissioner Reports

Commissioner McManus

- Nothing to report.

Commissioner Erick

- Received from Counsel the questions submitted to Fire Districts of NY. After review by the Board, he would like to work on a draft of the Line of Duty Policy.

- Working with the photographer Ed McManus, regarding updating the Ex-Chief and Ex-Commissioner pictures. Anticipate pictures to be taking in the fall.

Commissioner Harrigan

- Requested the Board revisit holding an installation dinner every off year or having a smaller event due to costs, and apply that money elsewhere. Assistant Chief Gluck will review with the Chiefs office.

Vice Chairman Meier

- President Hammer has requested that the ovens in the kitchen are cleaned. District Manager will research for a vendor.
- Confirmed that all the parking lot lines are being painted by District Staff.
- Inquired on the process of reviewing the functions performed by members who are on medical leave. Counsel explained that the physician would state the individual is fit or not for duty.

Chairman Colitti

- Requested that the Chief's update the classifications of firefighters for the next Board meeting, so that it could be provided to the district physician for completion of physicals.

Attorney's Report:

Attorney Sapienza

- Fire Districts of NY is planning on holding another seminar in Selden regarding VFBL.

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

Meeting adjourned at 2042 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District