

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

Minutes of the July 09, 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, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Assistant Chief's Bitalvo, Heller and Gluck were present at the meeting. Vice-Chairman Meier and Attorney Sapienza were delayed. Commissioner Harrigan absent due to vacation. Chief McQueeney absent due to work.

Commissioner Erick made a motion, seconded by Commissioner McManus, unanimously approved to accept the minutes of the June 25, 2018 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- NYS Department of Environmental Conservation notification of 50/50 grant application deadline August 10, 2018.
- July 3 letter from the Jamesport Fire District requesting use of the training facility on July 29, 2018. Copy to be given to the Chief.
- July copy of The Counsellor.

Secretary Report: **Secretary Donnelly**

- Nothing to report.

Wading River Fire Department: **President Hammer**

- Wading River is hosting the Riverhead Town Fire Chiefs meeting this Wednesday.
- July 28 is the family picnic at Station Two.

Material Requests: **District Manager Michalakopoulos**

- None.

District Manager Report: **District Manager Michalakopoulos**

- Headquarters
 - Cell Tower – contract forwarded to the Board and Counsel for review.

- Fuel Tank – work scheduled to begin July 23. Received an updated quote from Genserve for a 150 kw generator in the amount of \$9550.00 for 4 weeks. Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to amend the previous motion, cost is \$9550.00.
- Walkway – waiting on quotes.
- Vehicle exhaust system – work has begun at headquarters.
- Retaining wall – per H2M the 25% contingency is due to expected rise in construction cost.
- Natural gas line – progressing.
- Reported access control system issues at Headquarters. The system is 30 years old and cannot be repaired. Insurance company is also reviewing the claim for damages being possibly attributed to the power surge. After discussion Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to transfer \$200,000.00 from the equipment reserve to the building reserve. Commissioner McManus made a motion, seconded by Commissioner Erick to go out for a permissive referendum for an amount not to exceed \$200,000.00 to replace the door access system.
- Station Two
 - Bay doors remotes - have been upgraded.
 - Shed / garage – waiting for NYS review of plans.
 - Installation of interlocking floors – working with vendor on logistics of delivery. Staff has begun removing the old flooring.
- Boat
 - Engine repair – no update.
- 6-3-4 – vendor confirmed the vehicle is sold. Delay due to change in money exchange rates. Additional documents expected at next BOFC meeting.
- 6-3-8 – work completed. Vehicle has been returned to the district.
- Chief’s replacement vehicle – with completion of 6-3-8, vehicle preparation will begin.
- Submitted application for new per-diem Jeffrey Alt. Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to hire with a July 9, 2018 start date.
- Annual hose and nozzle testing scheduled for this Wednesday at Fireman’s Park. After discussion it was agreed that any failed hose would be offered to the town, and then to be surplus
- After discussion Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to surplus the damaged ladder in the truck bay.

Treasurers Report:

Treasurer Bushell

- Bills total \$38,298.96. Commissioner McManus made a motion, seconded by Vice Chairman Meir, unanimously approved to pay the bills. Commissioner Erick opposed to the Verizon Wireless and Specialty Fleet Services bills.
- Received a check from the Town of Riverhead in the amount of \$20,676.38.

- Requested to make the following budget adjustments
 - Plus \$10,000.00 to training. Minus \$6,500.00 from equipment, minus \$3,000.00 from utilities
- Draft of the 2017 audit has been provided for review. Commissioner Erick made a motion, seconded by Commissioner McManus, unanimously approved to accept the 2017 audit report provided by R.S. Abrams.

Chief's Report:

Assistant Chief Bitalvo

- Carolyn Roberto has resigned as Lieutenant.
- Thanked Brain Danowski for completing the application request to extend the EPCR go live date to 09/01/2018 with no change in status regarding District certifications.

Commissioner Reports

Commissioner McManus

- Nothing to report

Commissioner Erick

- After discussion Commissioner Erick made a motion, seconded by Commissioner McManus, approved by all to proceed with the proposed Line of Duty policy.
- Provided feedback to the Chief's regarding the submitted membership classifications. The Chief's will review with Chief McQueeney.
- The original plans for addressing the Ex-Commissioner and Ex-Chief pictures is not working due to some of the existing frames not being reusable. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Meier, unanimously approved to purchase additional frames up to a maximum of \$1,500.00.
- Requested if the District Manager is aware of any members completing the VF3 form. District Manager will follow up.

Vice Chairman Meier

- Nothing to report.

Chairman Colitti

- Discussion regarding the member's requirement during line of duty injury to see the district doctor or personal doctor during a leave. After discussion it was agreed the members would be required to see their personal physician every 30 days and the district physician for clearance to return to duty.
- Discussion regarding the Commissioners vehicle needing repairs and value of the vehicle. After discussion it was agreed to surplus the vehicle at book value. Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to request bids for the 2003 Tahoe as is / with all lettering, lights and radios removed, with a minimum price of \$1000.00. Bids to be received at the District by August 10, 2018 for bid opening August 13, 2018.

- Reminded all about the July 30 work session, which is to begin at 1830. The meeting will include beginning preparation for the 2019 budget. The Chiefs have been requested to bring proposed purchases for 2019.
- Inquired on the progress of the Chiefs Rules. Assistant Chief Bitalvo reported that the Chiefs expect to have some policies/rules available for review in September.

Attorney's Report:

Attorney Sapienza

- License agreement for boat access has been sent certified mail to LIPA.
- The district has received legal documents regarding a lawsuit for an alarm that the Wading River Fire Department did not respond to (incident occurred in Ridge Fire District). The documents have been forwarded to the attorney's that Suffolk County has assigned to the case.
- Received and is reviewing the cell tower contract.
- Prepared the statement of charges as requested by the Board.

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

Adjournment for Executive Session 1950
Reconvene from Executive Session 2007

Chairman Colitti requested that the District Manager forward the membership classifications to Counsel for review.

Commissioner Erick inquired from the Chief's on the review of the district map. Assistant Chief Gluck has a request for 1 change.

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

Meeting adjourned at 2009 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District