

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

Minutes of the August 13, 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, as well as the passing of Bob Quaranta's sister.

Chairman Colitti, Vice-Chairman Meier, Commissioner Erick, Commissioner McManus and Commissioner Harrigan, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Assistant Chief's Heller and Gluck were present at the meeting. Chief McQueeney absent due to work.

Commissioner Erick made a motion, seconded by Vice-Chairman Meier, unanimously approved to accept the minutes of the July 23, 2018 meeting.

Bid opening for the sale of the 2003 Tahoe:

- Robert Donnelly \$1,000.00
- Mitchel LaShier \$3,336.00

Public Comments:

Secretary Donnelly

- None

Correspondence:

Secretary Donnelly

- Fire District Affairs.

Secretary Report:

Secretary Donnelly

- Provided update on the members files. Chairman Colitti requested that the Chief's update the member's vehicle qualifications.

Wading River Fire Department:

President Hammer

- Not present.

Material Requests:

District Manager Michalakopoulos

- 2018-0054 – Training (CFR course for K. Berg) in the amount of \$115.00. Commissioner Harrigan made a motion, seconded by Vice Chairman Meier, unanimously approved.
- 2018-0055 – Medical supplies (Bound Tree) in the amount of \$928.19. Commissioner Harrigan made a motion, seconded by Commissioner Erick, unanimously approved to purchase.

- 2018-0056 – Medical supplies (PBMC) at no cost. Commissioner Harrigan made a motion, seconded by Commissioner Erick, unanimously approved.

District Manager Report:

District Manager Michalakopoulos

- Labelling of installed electrical equipment – after discussion it was agreed not to complete at this time due to cost, but to include labelling in future bids for electrical work.
- Notification of power loss at water tower – working with IWT to have notification of power loss at the water tower sent to Headquarters and Station Two.
- Headquarters
 - Cell Tower – counsel will provide update.
 - Fuel Tank – progressing.
 - Walkway – as no other quotes were given, District Manager will obtain references for prior quote submitted. Will also request a quote from the vendor installing the fuel tank as additional sidewalk work will need to be replaced due to the tank installation.
 - Vehicle exhaust system – 85% completed.
 - Retaining wall – received an updated quote of \$24,400.00 for structural engineering services from H2M for entire rear wall. After discussion it was agreed to obtain additional quotes.
 - Natural gas line – complete.
- Station Two
 - Shed / garage. Anticipate response from NYS in October.
 - Installation of interlocking floors scheduled for September.
- 6-3-4 – District has received the check for purchase and is working with the vendor to have the vehicle removed from the district.
- Chief’s replacement vehicle – radios removed from 6-3-31 to be installed in the new vehicle.
- Exterior doors – The following doors are being replaced through existing permissive. Station Two – 2 doors to the truck bay, 1 to the parking lot. Headquarters 3 exterior doors to the truck bay and generator door.
- Former member Roy Steiner has reached LOSAPP entitlement age. After discussion the Board agreed that payment would be made from the plan.
- 6-3-17 – electrical problem with door locks being reviewed tomorrow. New air compressor has been installed.
- 6-3-16 – air conditioning on front driver’s side is blowing hot air. Will be reviewed.
- Commissioner Erick requested review of the vehicle exhaust on 6-3-9 to prevent damage when used in the woods.

Treasurers Report:

Treasurer Bushell

- Bills total \$32,998.72. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Received checks for deposit
 - The Guardian \$480.28
 - VFIS \$17,058,70
 - Certified check from Bank of America \$65,000.00.

Attorney's Report:**Attorney Sapienza**

- Sent a letter to DASNY in reference to the grant.
- The district has received additional correspondence regarding a lawsuit for an alarm that the Wading River Fire Department did not respond to (incident occurred in Ridge Fire District). Counsel has forwarded the letters to the Insurance Company attorneys.
- Received an Insurance Company FOIL request. Insurance Company position is that they are not obligated to provide a HIPPA release is being further reviewed.
- Drafted audit response letter.
- Attended a seminar regarding shared services. The September Counselor will contain a resolution to join the Suffolk County initiative.
- Has had communication with the cell tower vendor and hope to have definitive answers to outstanding items by the next Board meeting. Commissioner Harrigan reported that he has spoken to the Riverhead Town Supervisor, who is aware and supports the districts need for the cell tower. There is also interested in adding Riverhead Town Police communications to the tower. After discussion it was requested that the District manager work with the secretary on a letter to the Supervisor regarding the tower.

Chief's Report:**Assistant Chief Heller**

- Submitted the following memos:
 - 18-62 requesting Bill Savage and Bob Quaranta attending the Annual Safety Officers meeting at Coram Fire Department. No cost. Agreed.
 - 18-63 requesting membership approval and to send applicants Faith Singh, Max Goldfarb and Renee Dunn for the district physical. Also attached a letter regarding Town Law 176-B. Chairman Colitti advised that there was a decision made within the proper timeframe.
 - 18-64 requesting probationary member Mason Sierra attend EMT-B Original course at Pt Jefferson EMS, September 18 – December 20, at a cost of \$175.00. Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved as material request 2018-057.
 - 18-65 requesting Captain Berg attend CFR class. Approved material request 2018-0054.
 - 18-66 requesting the surplus of the fire prevention trailer.
 - 18-67 requesting the surplus of 6-3-31. After discussion regarding using temporary use as District vehicle it was agreed for the District Manager to research the value of the vehicle.
 - 18-68 requesting the process is begun to obtain a Pierce Quint in order to downsize the fleet. Truck Committee has researched and submitted paperwork regarding proposed a Quint demo. Discussion regarding financing options, mandatory referendum with special election. Discussion regarding additional options for the Board to review, there is also a proposal delivered to the District from Rosenbauer.
 - 18-69 requesting the Department send the antique truck to the Antique show in Southampton on September 8, and the brush truck to competition on September 30. Chairman Colitti made a motion, seconded by Vice Chairman Meier. After discussion regarding the status of antique truck (policy & procedure, insurance, appraisal, driver

qualifications) Chairman Colitti amended the motion, seconded by Commissioner Harrigan, unanimously approved to support sending a district vehicle to the Antique Show with the antiques truck policy and procedures, and driver qualifications provided from the Chief. Chairman Colitti made a motion, seconded by Vice-Chairman Meier, unanimously approved to support the brush truck competition at a cost not to exceed \$500.00.

Chairman Colitti made a motion, seconded by Vice-Chairman Meier, unanimously approved to break for executive session for personnel.

Adjournment for Executive Session	1957
Reconvene from Executive Session	2030

Commissioner Reports

Commissioner McManus

- Nothing to report

Commissioner Erick

- Regarding with the operation of the exhaust system:
 - Requested the Chief's staff remind the members once the exhaust system is operating there should not be any crossing of bays.
 - Suggested the Chief's review policy 13.8 regarding idling of vehicle in the truck bay, boarding and dismounting vehicles.
- Provided update on the district maps.
- Submitted comparison of neighboring district's 2018 budget for review and comparison for the Board.
- Ex-Commissioner and Ex-Chief pictures are completed until the updated photos are taken in September. After discussion regarding signs to identify the pictures, Chairman Colitti made a motion, seconded by Commissioner Harrigan, unanimously approved to proceed with signs for an amount not to exceed \$1,125.00 for signs and installation. Chairman Colitti thanked Commissioner Erick for his work on this.
- In follow up to the VFIS meeting, he requested from the Chief's a list of members, their categories and when their physicals were completed.
- Discussion regarding the VFIS meeting.

Vice Chairman Meier

- Requested to attend the NYS Fall Conference in Saratoga October 11 – October 13 at the GSA rate. Commissioner Erick made a motion, seconded by Chairman Colitti, unanimously approved.

Commissioner Harrigan

- Submitted quotes to have the duct work cleaned at both Headquarters and Station Two in the following amounts, Cunningham Duct Cleaning \$8,225.00, A&W Sons \$10,825.00. After discussion Commissioner Harrigan made a motion, seconded by Commissioner Erick, and unanimously approved to have the ducts cleaned by current district vendor Cunningham Duct Cleaning.
- Has spoken to the Town Supervisor regarding the dredging of the creek.

Chairman Colitti

- Advised that in regards to the letter provided to the Board regarding Town Law 176-B and that the District is not in violation as a decision has been made prior to not vote due to not having a full Board present. Chairman Colitti made a motion, seconded by Commissioner Erick, unanimously approved to send Faith Singh, Max Goldfarb and Renee Dunn for the class A physical.
- Inquired if the Board needs a second work session to address the 2019 budget. It was agreed as there are 3 more Board meetings prior to the deadline to submit the proposed budget a work session would not be needed.
- Reported that the preceding for the charges for district employee is tentatively scheduled for September 17.

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

Meeting adjourned at 2050 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District