

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

Minutes of the February 11, 2019 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Meier 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. Also please keep Secretary Donnelly and his family in your thought and prays and wish a speedy recovery.

Chairman Meier, Vice-Chairman Harrigan, Commissioner McManus, Commissioner Moreno, District Manager Michalakopoulos, Treasurer Bushell, Attorney Sapienza, Chief Bitalvo, Assistant Chief's Gluck and Berg were present at the meeting.

Commissioner Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to accept the minutes of the January 28, 2019 meeting.

Public Comments: **District Manager Michalakopoulos**

- N/A

Correspondence: **District Manager Michalakopoulos**

- Ridge FD Annual Installation Dinner invitation
- Manorville FD Annual Installation Dinner invitation
- February – March issue of Fire District Affairs Vol 71 No. 79
- Fire District Commissioner Training notification from Pinsky Law flyer
- Letter from Law Offices of Sapienza and Frank to RS Abrams & Co., LLP
- Fire District of NY Mutual Insurance Co., Inc change of address notification letter

Secretary Report: **District Manager Michalakopoulos**

- N/A

Wading River Fire Department: **President Hammer**

- Not present.

Material Requests: **District Manager Michalakopoulos**

- 2019-0015 – Building (New outdoor camera), remain on hold.
- 2019-0017 – Training (Fire Dept. Annual HazMat Refresher) in the amount of \$190.00. Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, unanimously approved to purchase.

- 2019-0018 – Training (BLS CPR Cards) in the amount of \$64.00. Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, after discussion unanimously approved to purchase.
- 2019-0019 – Equip (Replacement MDT Unit 6-3-33) in the amount of \$5,031.00. Upon review it was discovered that roof antenna connection for cellular and wifi was been damaged. Due to the intermitted connection it appears that the internal radio board was damaged which requires the device to be replaced. District Manager requested that request be put on hold, working with Chief Bitalvo on getting external cradlepoint modems working correctly which may allow the fire district to use the existing Data911 MDT unit and replace when the vehicle is replaced in the future.

District Manager Report:

District Manager Michalakopoulos

- Commissioner Moreno has successfully completes the mandated Commissioner Training Course required, certificate has been added to his file and electronic files updated.
- Received reimbursement paperwork from DANSY, working with district legal counsel to complete and submit.
- Received OFPC EOSB-210.5 Volunteer Firefighters Enhanced Cancer Disability Benefits Program Attestation/Proof of Benefits form. Form requests authorized representative information. BOFC designated District Manager Greg Michalakopoulos as the contract.
- Cell tower – Received contract from vendor, forwarded to district counsel for review.
- 2018 LOSAP Report posted at both stations
- Headquarters
 - Fuel Tank – Meeting scheduled for Friday February 15th at 10am with H2M, ECA, District Manager, District legal counsel, and Commissioner McQueeney to review project and attempt to close out project. Retaining wall – on hold.
- Station Two
 - Shed / garage. No change in status, waiting on NYS Parks Department for approval.
 - Clean-up of truck room and Rec room has begun, working with Chief's Office and Captain to complete. Much progress has been made.
 - Met with RFC Residential Fence Corp regarding repairs to oil tank fence and around communications tower. Waiting on proposals
 - Reached out to IWT for the removal of old tower, currently the scanner antenna is still active, proposal being submitted to the board for review.
- Fire prevention trailer – No change in status, waiting on guidance from BOFC on minimum selling price before attempting to see if other departments/District are interested.

Treasurers Report:

Treasurer Bushell

- Bills total \$55,314.13. Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Received the electronic direct deposits from the Town of Brookhaven in the amounts of \$33,805.51 and \$64,230.48

- Received checks from the Town of Riverhead in the amounts of \$17,881.56, \$238,420.78, and \$178,815.00.
- RSA Abrams will be starting the annual audit onsite tomorrow Tuesday February 12th.
- Treasurer Bushell requested updated district vehicles list and Verizon phone list. District Manager will provide

Attorney’s Report: Attorney Sapienza

- Forwarded the alarm log from May 2016 to the attorney and request that Wading River is dismissed from the litigation. Waiting on reply
- Spoke with Matthew Myers from the Department of Labor and forwarded copies of payment requisitions as requested.
- Received copy of contract from vendor, requesting executive session to discuss
- Meeting scheduled for Friday February 15th to review documents and payment requisitions with ECA regarding the fuel tank project. Chairman Meier requested that the District Manager send out a email reminder to the BOFC for the meeting with ECA
- Working with the District Manager on finalizing the DANSY paperwork for the \$200k communications grand reimbursement. DANSY is requesting an update questioner due to the information being over a year old. Once they receive the updated paperwork, we will be able to submit for funds reimbursement.

Chief’s Report: Chief Bitalvo

Chief Bitalvo apologies for not being able to attend the last board meeting due to work.

- Submitted the following memos:
 - 19-18 – Department vehicle accident investigation report for 6-3-33
 - 19-19 – Department vehicle accident investigation report for 6-3-30
- Mandatory Training Cycle in progress, in compliance with NFPA, OHSA, and PESCH as per memo 19-07
- Missing 80 Pager – Investigation has been conducted by the office of the chief in conjunction with the district ems coordinator Brian Danowski. Please reference item # 2018, report submitted this meeting.

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

Adjournment for Executive Session 1918
Reconvene from us Session 2000

Commissioner Reports

Commissioner McManus

- Nothing to report.

Commissioner McQueeney

- Not Present

Commissioner Moreno

- Nothing to report

Vice Chairman Harrigan

- Nothing to report

Chairman Meier

- Attending FDIC Conference - Requesting BOFC approval to make airfare fight changes for James Meier due to mandated NASCAR training. Cost is approximately \$160.00 and would be returning one day earlier from conference.

Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved expenditure.

Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to adjourn.

Meeting adjourned at 2008 hours

Respectfully submitted,

Greg Michalakopoulos
District Manager
Wading River Fire District