

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

Minutes of the March 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.

Chairman Meier, Vice-Chairman Harrigan, Commissioner McQueeney, Commissioner Moreno, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Chief Bitalvo were present at the meeting. Commissioner McManus absent with prior notice.

Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to accept the minutes of the February 25, 2019 meeting.

**Public Comments: Secretary Donnelly**

- Robert Mudzinski – requested use of the meeting room on May 12, 2019. Approved pending completion of paperwork.
- Dominic Tacoma – requested follow up regarding his request for copies of election documents in response to his FOIL request.

**Correspondence: Secretary Donnelly**

- March issue of the Counsellor.
- Legal documents regarding the lawsuit for an alarm that the Wading River Fire Department did not respond to (incident occurred in Ridge Fire District).
- Letter from Bill Scheibel regarding 2018 LOSAP.
- Letter from Town of Brookhaven regarding key lock box for Robert Reid Rec Center. Chiefs have a copy.

**Secretary Report: Secretary Donnelly**

- Nothing to report

**Wading River Fire Department: President Hammer**

- Nott present.

**Material Requests: District Manager Michalakopoulos**

- 2019-0015 – after discussion, motion rescinded.
- 2019-0019 – after discussion, motion rescinded.

- 2019-0024 – Medical supplies (Teleflex) in the amount of \$665.00. Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.
- 2019-0025 – Medical supplies (Bound Tree) in the amount of \$153.40. Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.
- 2019-0026 – Medical supplies (PBMC) at no cost. Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.
- 2019-0027 – Medical supplies (Bound Tree) in the amount of \$34.25. Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.

**District Manager Report:**

**District Manager Michalakopoulos**

- 2018 LOSAP report is expected to be completed by next meeting.
- Headquarters:
  - Fuel Tank – Counsel will provide update.
  - Met with Commissioner McQueeney and a mechanical engineer to review the heating plant project. Waiting on options for design and installation phases. Discussion.
  - Retaining wall – waiting on a 3<sup>rd</sup> quote.
- Station Two:
  - Shed / garage. Waiting on a response from NYS.
  - Clean up on hold as the building is temporarily closed.
  - Requested a second quote for fencing around the oil tank and around the new tower.
- Fire prevention trailer – no change.
- Surplus of fire prevention trailer – researching value.
- Working with Chief Bitalvo regarding signage at the call boxes. Chief Bitalvo discussed the option of engraving. More information will be provided.
- Letter has been submitted to Suffolk County regarding the new per diem positions.
- The 30 day notice for LOSAP has expired.
- Reviewed issue regarding a corrupt table disabling the Laserfiche system. Cost to repair \$3,050.00. After discussion Vice-Chairman Harrigan made a motion, seconded by Commissioner McQueeney, after discussion unanimously approved to repair.
- Worked with Chief Bitalvo to register with Tech Suit for access to better software pricing.
- Submitted proposal from Cummings Generator to the Board for review.
- Met with Verizon Wireless and have removed some cradle points and expect a \$300.00 month savings.
- After discussion Commissioner McQueeney made a motion, seconded by Vice-Chairman Harrigan, unanimously approved to join HDAC cooperative. Commissioner McQueeney made a motion, seconded by Vice-Chairman Harrigan, unanimously approved to adopt a best value resolution. Counsel will prepare the resolution.
- Requested executive session for personnel.

**Treasurers Report:****Treasurer Bushell**

- Bills total \$217,970.72. Vice-Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.
- Received a check for deposit from the Town of Riverhead in the amount of \$8,344.73.
- Received a direct deposit from the Town of Brookhaven in the amount of \$7,606.24.
- Inquired on the following bills:
  - \$75.00 for Riverhead Town Fire Chiefs Council. Commissioner McQueeney made a motion, seconded by Vice President Harrigan, unanimously approved.
  - Suffolk County Fire Safety Education Association. Board agreed to not approve.
  - Volunteer Firefighters Burn Center Fund. Request was given to the Chief.
  - Brookhaven Firefighters Museum. Given to the Chief.
  - Gym membership – sign up book will be requested.
- Chairman Meier inquired on the dues for the Association of Fire Districts of NYS. Treasurer reported that the bill has not been received.

**Attorney's Report:****Attorney Sapienza**

- Paperwork for the DASNY grant has been filed. Additional Commissioner certification is required.
- Requested executive session for personnel and possible litigation.

**Chief's Report:****Chief Bitalvo**

- Submitted the following memos:
  - 19-23 – department vehicle accident involving 6-3-17.
  - 19-24 – department vehicle accident/damage involving 6-3-16.
  - 19-25 – line of duty injury report which occurred during training.
  - 19-26 – request for four members in good standing to attend Firefighter II class.
  - 19-27 – Standbys are in place for the Wading River Installation Dinner. Also requesting a second responder. Chairman Meier made a motion, seconded by Commissioner McQueeney, after discussion to minimize overtime unanimously approved to add a second responder
  - 19-28 – investigation of Station Two mold remains open.
- Mandatory training cycle continues.
- Station Two remains closed.
- Annual review board for 2018 is scheduled for March 12.
- Stony Brook University Educational Program has requested CPR/AED class assistance at the Wading River High School on March 13. Members and First Responder will assist.

**Adjourned for executive session 1930**

**Reconvene from executive session 2126**

Vice Chairman Harrigan departed prior to reconvening from executive due to work.

## **Commissioner Reports**

### **Chairman Meier**

- Responded to Dominic Tacoma that they will work on a response to his request.
- Requested the rec room camera display viewing the parking lot is repaired, as well as the monitor for Station Two.
- Requested the District Manager amend the INDY Conference arrangements are updated for a Saturday departure.

### **Vice Chairman Harrigan**

- Departed due to work.

### **Commissioner McManus**

- Not present.

### **Commissioner McQueeney**

- Requested the front plates are installed on the Chiefs vehicles.

### **Commissioner Moreno**

- Inquired on the temperature correction on the district sign. District Manager is following up.
- Was advised by Heller that the Wading River Fire District sign was destroyed. He has contacted the Riverhead Highway Department and they have replaced the sign and post.
- Discussed replacing the siren in headquarters cupola with the sign in the garage. He will work with the District Manager to obtain a quote to have the siren serviced and installed. Commissioner Moreno made a motion to have the siren refurbished, after discussion seconded by Commissioner McQueeney, unanimously approved.

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

Meeting adjourned at 2133 hours

Respectfully submitted,

Steven Donnelly  
District Secretary  
Wading River Fire District