

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

Minutes of the March 25, 2019 Meeting

The meeting of the Board of Fire Commissioners was called to order by Vice-Chairman Harrigan 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.

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

Vice-Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to accept the minutes of the March 11, 2019.

Public Comments: Secretary Donnelly

- N/A

Correspondence: Secretary Donnelly

- Riverhead Water Authority notification of spring flushing.
- Invitation to the Brookhaven Town Fire Districts Installation Brunch, May 5, 2019. Cost of \$150.00 for two.
- Notification of the Brookhaven Town Fire Districts Annual Workshop, April 20, 2019. Cost of \$60.00 per person.
- Invitation to the Sound Beach Installation Dinner, April 13, 2019 at The East Wind.
- Request from the Wading River Fire Department Inc. to provide membership dates of members with a break in service.

Secretary Report: Secretary Donnelly

- Nothing to report.

Wading River Fire Department: President Hammer

- Not present.

Material Requests: District Manager Michalakopoulos

- 2019-0028 – Medical supplies (Bound Tree) in the amount of \$211.65. Vice-Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved.
- 2019-0029 – Annual antivirus renewal (Wetboot) in the amount of \$750.00. Vice-Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved.

- 2019-0030 – Training – NFPA Photovoltaic & Battery Energy Storage Systems, in the amount of \$10.00. Vice-Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved.

District Manager Report:

District Manager Michalakopoulos

- Headquarters
 - Fuel Tank – update to be provided by Counsel.
 - Cell tower – update to be provided by Counsel.
 - Retaining wall – waiting on a 3rd quote.
 - Headquarters display board in dispatch and break room – DSS notified the district that the video card in the server is bad and cannot be repaired. Information was provided to the Board.
 - Headquarters electronic sign - vendor is repairing the access point under warranty.
- Station Two
 - Shed / garage. Per NYS they are reviewing the plans.
 - Clean up has been on hold as building has been closed. Will begin outside clean up.
 - Fencing – District Manager requested the district post for a district maintenance mechanic position for an individual that could complete these projects. After discussion Vice Chairman Harrigan made a motion seconded by Commissioner McQueeney, unanimously approved to post for a part time civil service position as established in the January 2019 organizational meeting.
- Fire prevention trailer – after discussion agreed to contact Red Trucks for a value, and to see if the Brookhaven Volunteer Firefighter’s Museum is interested in the trailer.
- Met with Intelitech, under NYS contract and completed a walkthrough for the camera and access system repair. After discussion Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to have Intelitech complete the access control and video camera project. Also approved for the Chairman or Vice Chairman to sign the contract.
- Ordered the signs for the call boxes as requested by Commissioner McQueeney.
- Interviews for the per diem first responders are scheduled for 09:00 Thursday.
- Received VFIS reports from Gladfelt for 2015, 2016, 2017 and submitted to the Chief for distribution to the members.
- 6-3-17 – module being repaired at Proliner on Thursday.
- Plow has been repaired at Rapid Auto.
- Will be sending the fleet to Better Auto in Rocky Point for routine PM’s.
- Requested executive session for personnel.

Treasurers Report:

Treasurer Bushell

- Bills total \$32,354.66. Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.
- Received the following checks for the Town of Riverhead in the amounts of \$2,384.21, \$2,384.21, \$2,086.18, \$2,741.84.
- Received direct deposit from the Town of Brookhaven in the amount of \$6,761.10

Attorney's Report: Attorney Sapienza

- Additional certification documentation has been forwarded to DASNY regarding the grant.
- Best Value resolution has been prepared.
- Has spoken to the cell tower vendor.
- Submitted FOIL request to the Board for review.
- Requested executive session for personnel and possible litigation.

Chief's Report: Chief Bitalvo

- Submitted the following memos:
- 19-29 – annual review board report.
- 19-30 – resignation letters of Emma Pace and Michael Seymour, district property has been returned.
- 19-31 – following have been suspended by the Chief - James Wilson and Keith Lindblad.
- 19-32 – Anthony Salinitro has passed the medical. Board and Chief agreed to April 1, 2019 start date.
- 19-33 – proposal regarding an engraving system.
- 19-34 – stand by for the Department Installation Dinner has been confirmed with Rocky Point (1800 – 0000), Brookhaven Fire Department (0000 – 0600), Riverhead Ambulance, and a second responder will be scheduled. Signal 8 will be provided by Mike Hammer.
- 19-35 – requested follow up on spec submitted on 01/14/19 for a replacement ambulance. Commissioner McQueeney made a motion, seconded by Vice Chairman Harrigan, unanimously approved to purchase the ambulance per the spec through Specialty Ambulance, using the HGAC piggyback bid. The 30 day permissive referendum has closed.
- 19-36 – training requests as reported by the District Manager, material request 2019-0030.
- Mandatory training continues as planned, with SCM updates.
- The report regarding possible mold at Station Two has been received and is being reviewed.
- Thanked Assistant Chief Heller and his wife for attending the Ridge Installation Dinner.
- Thanked the Board of Fire Commissioner, District Manager, and the Chief's staff for the Annual Installation Dinner scheduled for Saturday, April 6.
- Requested executive session for personnel.

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

Adjournment for Executive Session 1925
Reconvene from us Session 2017

Commissioner Reports

Vice Chairman Harrigan

- Requested that the District continue to follow the MU1 schedule.
- Vice Chairman Harrigan made a motion seconded by Commissioner Moreno, unanimously approved to accept the generator maintenance agreement with Cummins Sales and Service.

- District Manager reported that the Headquarters generator is displaying a low oil notification.
- Requested an update on Laserfiche from the District Manager for the next meeting
- After discussion with the Chief, Station Two will be open to district staff and law enforcement at this time.
- FOIL request is under review.
- Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to purchase a district utility vehicle. 30 day permissive has closed.
- Requested that the District Manager begin researching a data entry clerk position to satisfy the needs of the District Manager and Chiefs staff.

Commissioner McQueeney

- Requested update on the front plates of the Chiefs vehicles. District Manager has ordered the plates.

Commissioner Moreno

- Headquarters siren updates –
- Commissioner Moreno made a motion, seconded by Commissioner McQueeney unanimously approved for Ultimate Powder Coating to sand and paint the siren at a cost of up to \$500.00
- Commissioner Moreno, made a motion, seconded by Commissioner McQueeney, unanimously approved for Frank Vaughn to complete the wiring for the siren installation at a cost of approximately \$1500.00, Dennis Kentor to wire the siren controls at no cost, and James McGran to frame the base for the siren at no cost

District Manager reported that AW Mechanic will be at Headquarters on April 5 to review the heating plant.

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

Meeting adjourned at 2022 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District