

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

Minutes of the April 08, 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 McManus, Commissioner Moreno, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, Chief Bitalvo were present at the meeting. Commissioner McQueeney excused due to work.

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

Public Comments: Secretary Donnelly

- N/A

Correspondence: Secretary Donnelly

- Letter from Joyce Petkus regarding her being a candidate for the Secretary/Treasurer of the Association of Fire Districts of the State of New York.

Secretary Report: Secretary Donnelly

- Sound Beach is inquiring regarding attendance at their Installation Dinner.

Wading River Fire Department: President Hammer

- Not present.

Material Requests: District Manager Michalakopoulos

- 2019-0031 – Medical supplies (Bound Tree Medical) in the amount of \$497.88. Commissioner McManus made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.
- 2019-0032 – Medical supplies (Bound Tree Medical) in the amount of \$315.00. Commissioner McManus made a motion, seconded by Commissioner Moreno, unanimously approved to purchase.

District Manager Report: District Manager Michalakopoulos

- Headquarters
 - Electric sign - wireless bridge has been delivered. Working with the IT vendor to repair.

- Fuel tank – meeting with Wade Pumps regarding fuel dispensing reporting.
- Retaining wall – on hold.
- Station Two
 - Shed / garage. Waiting on response from New York State.
 - Clean up is ongoing.
 - Fencing – received a quote from RFC of \$1260.00 to fence in the fuel tank, \$5,472.00 to fence the tower. District Manager will request additional quotes.
- Surplus of fire prevention trailer – Red Trucks and Signal 5 are reviewing. Chief’s staff is contacting the towns.
- Discussion regarding the new ambulance and a trip to inspect the ambulance.
- Access control and camera project – walk through completed today
 - Discussion regarding changing the following locks from key fob to regular key access at Headquarters 2nd floor closet, double door to meeting room, kitchen door to rec room, 2nd floor of generator shed, elevator mechanical room, and interior electrical room.
 - Headquarters ADR installed today.
- Call box signs are in.
- Front license plates have been shipped.
- New hire paperwork has begun for three of the applicants interviewed for the per diem First Responder position.
- Requested executive session for personnel.

Treasurers Report:

Treasurer Bushell

- Bills total \$287,062.93. After discussion it was agreed to hold the DVSS bill. New bills total \$285,500.43. Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Checks for deposit from Town of Riverhead in the amounts of \$2,741.84, \$4,172.36.

Attorney’s Report:

Attorney Sapienza

- Documents were sent to Cell Site Capital. Waiting on a response.
- Requested executive session for possible litigation and personnel.

Chief’s Report:

Chief Bitalvo

- Submitted the following memos:
 - 19-36 – year end report.
 - 19-37 – resignation of James Wilson. All district equipment has been returned.
 - 19-38 – suspension of Keith Lindblad and request to remove from district rolls.
 - 19-39 – suspension of Anthony Van Bommel.
 - 19-40 – line of duty injury.
 - 19-41 – Assistant Chief Heller will be attending ICS-300 class.
- Mandatory training cycle continues with entries into SCM.
- Reopening of Station Two for members continues to be evaluated.
- Annual Installation Dinner scheduled for April 6, at The East Wind. Thanked the Board of Fire Commissioners for their support

Adjournment for Executive Session **1921**
Reconvene from us Session **2011**

Commissioner Reports

Chairman Meier

- Board agrees to continue with the suspension of Anthony VanBommel.
- Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, unanimously approved to remove Keith Lindblad from the district rolls as recommended by the Chief.

Vice Chairman Harrigan

- Upon the request of First Responder Coordinator Brian Danowski, requested to remove the following from the district First Responder per diem roster: Nick Calace, Emily Edgar, Cassandra Fiore, William Lutz, and Brandon Tishim.
- Requested to add the following to the district First Responder per diem roster: Henry Messina, Brianna Scotti, and Bryan Fleischman.
- Requested to donate the alcohol and money found at Station Two the Association Inc. District Manager will work with Chief Bitalvo to complete.
- Requested that the district milk is purchased from King Kullen.
- Requested that Counsel review District policy 5.0.
- Inquired if the dumpster is still needed at Station Two. After discussion it was agreed to leave it there.
- Requested that the record reflect that Chairman Meier was given the GSA rate of \$56.00/day for the period of April 10 - April 13.

Commissioner McManus

- Nothing to report.

Commissioner Moreno

- Made a motion, seconded by Commissioner McManus, unanimously approved to purchase lumber for the Headquarters siren up to a maximum of \$250.00.

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

Meeting adjourned at 2018 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District