

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

Minutes of the September 09, 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, Chief Bitalvo, Assistant Chief's Gluck and Berg were present at the meeting. Commissioner McQueeney, and Attorney Sapienza absent with prior notice.

Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to accept the minutes of the August 26, 2019 meeting.

**Public Comments:** **Secretary Donnelly**

- N/A

**Correspondence:** **Secretary Donnelly**

- Brookhaven Town Fire District Officer's Association meeting minutes.

**Secretary Report:** **Secretary Donnelly**

- Nothing to report.

**Wading River Fire Department:** **President Hammer**

- Nothing to report.

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

- Bills total \$59,672.67. Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, unanimously approved to pay the bills.
- After discussion regarding a \$250,000 surplus from 2018, Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to split the deposit of the surplus between the Building and Equipment Reserve funds.
- Reminded the Board that the draft of the preliminary budget needs to be completed at the next meeting.

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

- Submitted the following memos:

- 18-80 – Request for Lt. Kevin Brayer, Lt. Ricky Chan, EMT Sabrina Santiago and EMT Greg Curial to attend the 2019 Vital Signs Conference.
- Material request submitted for fire prevention supplies.
- Craftsman Marine Aluminum Boats are at Headquarters to night to review the boat and give a recommendations on repair.
- Requested an October 1, 2019 start date for Ricky Bilig and Craig Fernandes who have passed the district physical.
- The department has been requested to provide a stand by crew for the Andrew McMorris Memorial Hike on September 30, 2019 from 11:00 am to 3:00 pm. Chief has also completed his portion of the Brookhaven Town permit for the event.
- The Shoreham BMX EMS has requested the department provide a stand by crew for the State Champion Event at the BMX track on Defense Hill Road September 20 and September 21, rain date September 22. After discussion, the department will decline.
- The department attended the Southampton Fire Department Antique Muster on September 7, 2019, and received a trophy for Antique 6-3-46 and one for Tanker 6-3-2.
- Vice Chairman Harrigan inquired on a status of AHRC and department alarms. Chief advised that Counsel was reviewing.

**1912 - Board of Fire Commissioners broke from the meeting to meet with Craftsman Marine Aluminum Boats.**

**1925 - Board of Fire Commissioners meeting resumed.**

**Material Requests: District Manager Michalakopoulos**

- 2019-0067 – BOFC meeting August 26, 2019 Commissioner Moreno made a motion, seconded by Commissioner McQueeney, to purchase a refurbished monitor at a cost of \$8,310.00, approved by Chairman Meier and Vice Chairman Harrigan. Opposed by Commissioner McManus. Motion passed 4-1.
- 2019-0068 – BOFC meeting August 26, 2019 Commissioner Moreno made a motion, seconded by Commissioner McQueeney, EMS equipment (MRX 4g wireless link in the amount of \$1,995.00, approved by Chairman Meier and Vice Chairman Harrigan. Opposed by Commissioner McManus. Motion passed 4-1.
- 2019-0069 – Medical supplies (Hammer Medical) in the amount of \$94.50. Consumable.
- 2019-0070 – Medical supplies (Bound Tree) in the amount of \$556.04. Consumable.
- 2019-0071 – Fire prevention materials in the amount of \$1,360.00. Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved.

**District Manager Report: District Manager Michalakopoulos**

- Headquarters
  - Main entrance double doors – waiting on replacement glass.
  - Caulking replaced on cement wall will be completed with the wall repair.
  - Retaining wall – engineer expects to have the bid prepared shortly.
  - Outside wall of Chiefs office – waiting on quotes.

- Garage roof – received a second quote from Outer County Construction prevailing wages \$50,000-55,000, non-prevailing wages \$30,000-35,000. Original quote from Mark Hanson was \$14,500.00.
- Gas main to kitchen – work expected to begin on September 12. Vendor will complete the permit required from the Town of Riverhead, pressure test and coordinate the meter with National Grid. Discussion regarding any effect on room rentals.
- Heating system – bid package is expected this week. The proposed boiler is being used at Stony Brook. After review with Stony Brook another option is being researched. Chairman Meier requested that a quote is also obtained for a dual fuel system.

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

**Adjournment for Executive Session                    1934**  
**Reconvene from Executive Session                    1949**

**Commissioner Reports**

Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, unanimously approved to send Lt. Kevin Brayer, Lt. Ricky Chan, EMT Sabrina Santiago and EMT Greg Curial to the 2019 Vital Signs Conference at the current GSA rate, and to use the van for transportation.

Chairman Meier made a motion, seconded by Vice Chairman Harrigan, unanimously approved to accept the revised policy 5.0.

Commissioner Moreno made a motions, seconded by Commissioner McManus, unanimously approved Ricky Bilig and Craig Fernandes to start effective October 1, 2019.

**Chairman Meier**

- Discussion regarding the proposed 2019 budget.

**Vice Chairman Harrigan**

- Vice Chairman Harrigan made a motion seconded by Commissioner Moreno, unanimously approved to have Mark Hansel repair the garage roof at a cost of \$14,500.00.
- Vice Chairman Harrigan reported that based upon Counsels suggestion the part time custodial position will be eliminated. That individual will be moved to a call in status.
- Vice Chairman Harrigan requested that the help wanted ad for the District Treasurer position is published. District Manager, Treasurer and Secretary will work with Counsel.
- Vice Chairman Harrigan reported that the First Responders will be moved to an 8 hr day, effective January 1, 2020.
- After discussion regarding the additional position created in the org meeting it was agreed to hire Mark Hansel as a per diem at a rate of \$30.00/hour.

- Requested to add the lease / purchase expenditure for 2 large vehicles for a cost not to exceed \$1,500,000.00 to the December election ballot.

**Commissioner McManus**

- Nothing to report.

**Commissioner Moreno**

- Nothing to report.

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

Meeting adjourned at 2000 hours

Respectfully submitted,

Steven Donnelly  
District Secretary  
Wading River Fire District