

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

Minutes of the October 15, 2019 meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner McManus 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.

Commissioner McManus, Commissioner McQueeney, Commissioner Moreno, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Chief Bitalvo, Assistant Chief's Heller and Gluck, and Attorney Sapienza were present at the meeting. Chairman Meier absent due to work, Vice-Chairman Harrigan absent with prior notice.

Annual Fire District Budget Hearing for the fiscal year 2020 budget opened.

Glenn Erick was present to address the Board. Inquired about the increase over 2019. Requested to know the balances of the reserve accounts. If there was a projected surplus for 2019. And if any capital improvement projects are budgeted for Station Two.

As there were no additional members of the public to address the Board, the annual budget hearing closed at 1915.

Regular meeting opened at 1915

Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved to accept the minutes of the September 23, 2019 meeting.

Public Comments: Secretary Donnelly

- N/A

Correspondence: Secretary Donnelly

- Fire District Affairs.
- Notification of the Town of Riverhead water flushing.
- Notification of the Town of Riverhead S.T.O.P Day, Saturday, October 26.
- Town of Riverhead Police Department request to use Station Two for training.

Secretary Report: Secretary Donnelly

- Preliminary 2020 budget has been delivered to both towns and posted.
- Election Inspectors for the 2019 election have been contacted.

- Notice of the Annual Fire District Budget Hearing has been published and posted.
- Treasurer job posting has been published and posted.

Wading River Fire Department: President Hammer

- Not present

Material Requests: District Manager Michalakopoulos

- 2019-0074 – Computers. On hold at the September 23 meeting.
- 2019-0077 – Medical supplies (Bound Tree) in the amount of \$1,044.39. Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved.
- 2019-0078 – Training materials (Rescue essentials bleeding control instructors kit) in the amount of \$1,365.00. After discussion Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved.
- 2019-0079 – Medical supplies (Bound Tree) in the amount of \$1,321.00. Commissioner McQueeney made a motion, seconded by Commissioner Moreno, unanimously approved.
- 2019-0080 – Office supplies and software in the amount of \$2,360.00. After discussion Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved.
- 2019-0081 – Access control keypad upgrades in the amount of \$1,714.28. Commissioner Moreno made a motion, seconded by Commissioner McManus, opposed by Commissioner McQueeney. Motion failed 2-1.
- 2019-0082 – Office supplies (ID card capture software) in the amount of \$158.00. Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved.

District Manager Report: District Manager Michalakopoulos

- Headquarters
 - The following bid packets have been prepared:
 - the purchase of heating equipment,
 - the installation of heating equipment,
 - the retaining wall replacement and related site improvements
 - Outside wall of Chiefs office – waiting on quotes.
 - Garage roof – waiting on the crew to remove the roof. Estimate has also increased an additional \$5,000.00.
 - Generator is out of service. Cummins has reported that the fuel pump is no good and possible issue with the governor control. After discussion Commissioner McManus made a motion, seconded by Commissioner McQueeney, unanimously approved to look into the repair of the generator.
 - Provided the Board with information regarding the remaining funds for the Station Two communication project.

Treasurers Report:**Treasurer Bushell**

- Bills total \$74,013.88. Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved to pay the bills.
- Received a check from American General Life Insurance in the amount of \$884.30.

Chief's Report:**Chief Bitalvo**

- Submitted the following memos:
 - 19-84 – worked with the District Manager to begin using VFIS University and Target Solutions for training.
 - 19-85 – NYS Sexual Harassment updated training is ongoing and being completed.
 - 18-86 – Chief's office requests the introduction of BLS response unit to be managed by Department personnel. SOG submitted for review.
 - 18-87 – Chief's office requests the release of District employees to respond to alarms under certain conditions. SOG submitted for review.
 - Fire Prevention is being completed at the schools.
 - Chief will be completing a demonstration at the Schiff Scout Camp on October 19, 2019.
 - Open House is scheduled for Sunday, October 20, 2019.
 - Requested executive session for personnel.

Adjournment for Executive Session 1952

Reconvene from Executive Session 2012

Commissioner Reports**Commissioner McManus**

- Commissioner McManus made a motion, seconded by Commissioner McQueeney, unanimously approved to fund the purchase of a pumper and a quint through an installment purchase contract in an amount not to exceed \$1,750,000.00.
- Commissioner McManus made a motion, seconded by Commissioner Moreno, unanimously approved to request separate bids for heating equipment, the installation of the heating equipment, and the replacement of the retaining wall.

Commissioner McQueeney

- Commissioner McQueeney made a motion, seconded by Commissioner McManus, unanimously approved to install an access keypad on the back door, rec room, and double entry door.
- Inquired on the status of the boat repair. District Manager reported that the collars are being made, and the district will be notified when they are complete.
- Requested the Chief monitor the signal 8's.
- After discussion they board agreed to begin interviews for the treasurer position at 7:00 pm on October 30.
- Thanked Counsel for his help on preparing the bids.

Commissioner Moreno

- Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved to allow the Riverhead Town Police to use Station Two for training.
- District Manager Michalakopoulos reported that the Board of Directors printer is broken. Replacement cost is \$385.00.

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

Meeting adjourned at 2030 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District