

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

Minutes of the February 24, 2020 Meeting

The meeting of the Board of Fire Commissioners was called to order by Vice Chairman Harrigan at 1830 hours with the Pledge of Allegiance and a moment of silence for all those who have passed.

Vice Chairman Harrigan, Commissioner McQueeney, Commissioner Moreno, District Manager Michalakopoulos, and Assistant Chief Heller, Assistant Chief Gluck, and Assistant Chief Berg were present at the meeting. Chairman Meier, Treasurer Cangelari, Commissioner McManus, and Attorney Sal Sapienza absent with prior notice.

Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to accept the minutes of the February 10, 2020 meeting.

Public Comments:

Acting Secretary Michalakopoulos

- None

Correspondence:

Acting Secretary Michalakopoulos

- Installation Dinner from Manorville FD
- Installation Dinner from Soundbeach FD
- February Issue of the Counsellor
- Letter from The Wading River Fire Department Inc. with special chief election results:
 - Chief of Department Branden Heller
 - 1st Assistant Chief Denise Gluck
 - 2nd Assistant Chief Kevin Berg
 - 3rd Assistant Chief Vacant

Secretary Report:

Secretary

- Volunteer Firefighters Property Tax Exemption have need submitted to both Brookhaven & Riverhead Townships.
- Thirty day LOSAP contesting period has elapsed, one member came forwarded and upon review corrections made and members points added.

Wading River Fire Department: President Hammer

➤ No Report

Material Requests: District Manager Michalakopoulos

No Material Request to be present at this time.

District Manager Report: District Manager Michalakopoulos

- Headquarters
 - Heating system – Phase I punch list in progress, vendor working on as Built at this time. Moving forward with engineers on phase II so we can put out to bid. Meeting setup with Honeywell and Johnson Controls to explore BMS options.
 - Johnson Controls will be coming down to perform a walkthrough and possibly perform a building energy study at no cost.
 - Retaining wall – Project has been completed
 - Southeast parking light not working, working with electric to order replacement unit.
 - Rear apparatus Bay entrance door glass in on order and should be repairs soon.
 - Relocation of District Records to Station 2 has begun and is expected to be completed quickly.
 - Working on estimated for room reconfigure and renovation as requested by the board of fire commissioners, will try to have information to present at the next meeting.
 - Notification of damages to the 30 vehicle to the board of fire commissioners, will work on updating the repair quote to reflect the additional repairs required.
 - Vice Chairman questioned damage to 6-3-20 driver's side front, damage was reported in June 2019 which accrued while member responding to EMS alarm.
 - Additional ADP time clock has arrived and will be installed at station 2 as requested.
 - Ambulance unit 6-3-16 preventive maintenance service was completed as per maintenance schedule. Minor oil leak which will be repaired at Ford dealer once parts come off national backorder. Repair will take approximately a week and is covered under manufacturer's warranty.
 - 2020 district vehicle still at dealer awaiting system reprogramming. Vehicle expected to be back next week. Vice Chairman questions if there is a defect with vehicle. DM replied that issues is related to new 2020 vehicle redesign.
 - District Clerk position being posted in News Review classified section as requested.

Treasurers Report: Treasurer Cangeleri

➤ Bills total \$25,540.31, Commissioner Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.

Attorneys Report: Attorney Sapienza

- No Present.

Chief's Report:

Chief Heller

Submitted the following memos:

- 20-16 – All Medical Providers have successfully completed the new NYS BLS Protocol Update and fire department will be going live on March 1st 2020
- 20-17 – Requested to reuse portables radios and chargers from unit 6-3-4 be installed in units 6-3-1, 6-3-6, and 6-3-11 for the chauffer position. Currently divers do not have an assigned portable radio.
 - Commissioner McQueeney questions if unit 6-3-6 will be rotated into the role pattern. Chief Heller reported that all equipment has been serviced and is planning on having a work detail to go through truck and once complete rotate into roll pattern at headquarters.
 - Question by Commissioner McQueeney regarding condition of the Engine Brake (Jake Brake), district manager reported that mechanic has submitted a letter regarding the age of the vehicle and parts availability. Attempted to repair but due to age parts are not rarely available so repair is done. Mechanic is schedule to be onsite tomorrow and requested will be made for updated status as road test is completed. Assistant Chief Berg reported that engine is working on low but not on high. Additional discussion regarding the matter continued and once mechanic has a chance to report decision will be made on to the status of the vehicle.
 - Chief Heller requested to hold work detail at station with board approval.

Informational Items:

- Annual Review Board for 2019 is scheduled for Wednesday March 11th, 2020
 - Membership Candidate Crystal Cummings (EMS Only) has completed district medical and membership process, chief staff is requesting a March 1st start date.
 - Membership Candidate Patrick Slavin (Fire & EMS) has completed district medical and membership process, chief staff is requesting a March 1st start date.
 - Chief Heller thanked district manager for help with installation dinner.
- Chief Heller Requested executive session for Personnel

Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to go into executive session at 18:41

Adjournment for Executive Session 18:41
Reconvene from Executive Session 18:54

Commissioner Reports

Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to approve the special chief election results as submitted by the Wading River Fire Department Inc. secretary. Congratulated all on new position appointment

Commissioner Morino made a motion, seconded by Vice Chairman Harrigan, and unanimously approved a start date of March 1, 2020 for Crystal Cummings and Patrick Slavin.

Chairman Meier

- No Present.

Vice Chairman Harrigan

- No Report

Commissioner Moreno

- Requested Chief Heller perform a work detail on all apparatus to insure all vehicle are in proper working order included undercarriage.
- Assistant Chief Berg questioned if he can assist with parts for 6-3-6 engine brake issue. Assistant Chief Berg confirmed that OEM parts are still available for unit 6-3-6.
- In discussions with Calverton National Cemetery for the installation of an additional siren in the vicinity of 25a and Sound Avenue. Also talking with Riverhead town board to have a siren added in the vicinity of Wading River Manner Road by Walgreens for additional coverage in those areas. More to follow.
- Would like to see preventive maintenance be done on the siren at the power plant, will work with district manager.

Commissioner McQueeny

- Status on 6-3-18B re-lettering, district manager working with new vendor to have work performed by the next board meeting.
- Status on 6-3-18B maintenance, district manager working with Chief Heller to schedule
- Requested that district manager look into replacement emergency and scene lighting for unit 6-3-18B, district manager will work with district mechanic on options and pricing.
- Requested business cards be ordered for any commissioner and chief that needs them.
- Requested district manager remove any users that are no longer part of the organization from the MRS App.
- Requested the district manager and chief send out a notification to all employees and members that personal email addressed are not be used for official business. Fire District

cannot be held responsible for anyone personal property is they succumb to malware/ virus or hacked.

- Requested quote for the chief request to reprogram portable & mobile radios with chiefs changes.
- Discussion on the MDT in ambulance unit 6-3-17, and if district should concenter removing the MDTs from vehicle. Chief staff will meet and re-evaluate the need and report back to the board. Lengthy discussion regarding shared services for district mechanic and dispatch service, pros & cons, and costs for these services. Will continue to evaluate all options in order to put together a plan for future communications.
- Requested update on the communication tower for headquarters, district manager reported at we have not heard and will request an update from vendor.

Commissioner McManus

- No Present.

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

Meeting adjourned at 19:15 hours

Respectfully submitted,

Greg Michalakopoulos
Acting District Secretary
Wading River Fire District