

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

Minutes of the October 26, 2020 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Meier at 18:30 hours with the Pledge of Allegiance and a moment of silence for First Responders, Police, Fire, EMS, and Military.

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

Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to accept the minutes of the September 28, 2020 meeting with a note that Vice Chairman was in attendance via video conference in accordance with the governor's execution order.

Public Comments: **Acting Secretary Michalakopoulos**

- None

Correspondence: **Acting Secretary Michalakopoulos**

- Town of Riverhead 2021/2022 Property Tax Exemption Letter
- Town of Brookhaven 2021/2022 Property Tax Exemption Letter
- The Counsellor Volume 25 Issue 10 October 2020 Issue
- Fire District Affairs October/November 2020 Issue

Secretary Report: **Secretary**

- Attended BOE inspector Seminar on Tuesday 9/29/20 1:30pm at West Babylon FD, successfully completed Suffolk County Board of Election Inspector course and certification.
- Annual budget Hearing took place on Tuesday October 20th, 2020 7:00pm – No Public in attendance, with no additional questions meeting was adjourned at 7:30pm

- Worked with District Mechanic on replacement 6-3-28 vehicle. Created and submitted OGS mini bid, results pending 5-day process. No obligation to purchase anything.
- Annual STOP Day Oct 7th – Items dropped off Bulbs, Ballast, Batteries, old paint, electronic/computer items, and old cleaning supplies. Wish to thank houseman Pirnak for taking care of the drop off.
- Heating Project - Phase II Began on Wednesday Oct 7th, project is on schedule, all control valves, installed, pressure test for leak completed, remaining equipment is scheduled to arrive next week. Upon installation of the new heater in the radio room hallway
- New District Office Space – Work began on Friday Oct 9th and was completed Saturday Oct 24th. Contacted Johnson Controls to have a smoke/co detector and will schedule installation during the next few days.
- Board room renovation 75% completed, apologies for the appearance of the room, staff working to complete ASAP.
- Dept. of Health Office of Pollution Control - Underground tank inspection performed today, received notice of violation for 4000k heating oil tank, provided documentation from Island Tank & Pump to inspector and required his assistance in moving the tank abandonment process along. Contracted Island Tank & Pump, sent copy of the notice and they will assist with Dept. of Health where possible. Few additional record keeping items which we're in the process of addressing. Lastly Annual line leak detection no performed. Contract Phoenix Environmental, test performed today and copy sent to Dept. of health.
- Working on pricing with several vendors as per district procurement policy on the replacement of the transfer switches at both buildings. Requesting a permissive referendum from the building reserves in the amount of \$35,000.00. Generator systems are expensive and would like to break in more manageable phases in order of importance which will allow the district to set budget goals.

Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved to move forward with a permissive referendum from the building reserves not to exceed \$35,000.00.

- AFG FEMA Award – Received updated quotes reviewed with Chief Heller, requesting to move forward with the ordering of equipment.
 - After lengthy discussion and review of proposed equipment the portable radios for the fire police, bush tucks, and tanker were removed for the equipment purchase with the exception of the mobile radio used to communicate with FRES. Board gave approval to move forward with the equipment purchase as per district procurement policy.
- Requesting Executive Session for personnel

Treasurers Report:

Treasurer Cangeleri

- Bills total \$300,756.10 Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Budget adjustments for the current 2020 budget needed, request the following adjustment to the budget be made:
 - 2020 budget adjustments

▪ 3410.10 – Salaries	(\$ 90,000.00)
3410.20 – Equipment	(\$ 235,000.00)
3410.44 - Signal 8 Inspections	(\$ 18,000.00)
3410.45 - Insurance	(\$ 45,000.00)
3410.52 - Repair & Maintenance Equipment	(\$ 25,000.00)
3410.57 - Telephone Expense	(\$ 10,000.00)
3410.58 - Training & Fire Prevention	(\$ 3,000.00)
3410.59 - Travel & Conventions	(\$ 3,000.00)
3410.61 - Utilities	(\$ 5,000.00)
9030.00 - Social Security Payroll Taxes	(\$ 25,000.00)
9040.80 - Workers Compensation	(\$ 138,000.00)
▪ 3410.46 - Medical Inspections	\$ 2,000.00
3410.50 - Professional Services	\$ 4,000.00
3410.53 - Repair & Maintenance Buildings	\$ 535,000.00
3410.56 - Service Contracts	\$ 11,000.00
9060.83 - Vehicle Insurance	\$ 45,000.00

Reason for the large transfer into the building repair and maintenance line is due to the heating project which was budgeted in 2019 but carried over into the 2020 budget however previous treasurer did not account for the project in the 2020 budget. Some additional funding in needed for the tank removal. It is the recommendation of the treasurer that any project that have the potential of spanning over multiple years or not being do in the current budget year utilize funds from the capital reserve accounts.

Vice Chairman Harrigan made a motion seconded by Commissioner McManus, unanimously approved the 2020 category budget adjustments as recommended by district treasurer

- Upon reviewing the 2021 budget, the following budget adjustments are being recommended

○ Salaries & Wages	Increase \$50,000.00	Total \$750,000.00
○ R/M Buildings	Decrease \$18,000.00	Total \$132,000.00
○ Building Reserve	Decrease \$16,000.00	Total \$350,000.00
○ Equipment Reserve	Decrease \$16,000.00	Total \$350,000.00
○ Liability	Decrease \$45,000.00	Total \$50,000.00
○ Auto	Increase \$45,000.00	Total \$45,000.00

Chairman Meier made a motion seconded by Commissioner McManus, unanimously approved the 2021 category budget adjustments as recommended by district treasurer

- Vice Chairman Harrigan made a motion seconded by Commissioner Moreno to adopt the 2021 budget with the 1.53% increase, below the 1.56% allowable tax cap totaling \$3,251,000.00
 - Chairman Meier) AYES
 - Vice Chairman Harrigan) AYES
 - Commissioner McQueeney) AYES
 - Commissioner Moreno) AYES
 - Commissioner McManus) AYES

Motion unanimously approved

Attorneys Report: Attorney Sapienza

- Governor signed an executive order extending remote meetings till November 3, 2020.
- The signed legislation requiring public employers to develop/adopt an operational plan to address declared public health emergencies has been extended till April of 2021
- Requesting Executive Session for real estate and pending litigation matters

Chief's Report: Chief Heller

Submitted the following memos:

- 20-44 – Ex-Captain Robert Masucci requesting a change in Membership status from Active to Inactive Life Member dated October 1, 2020. See attached letter.
- 20-45 – Personal Leave request from Fire Police Member Eugene Gerson dated October 1, 2020. See attached letter.

- 20-46 – Resignation Letter from Probationary Member Philip Costa dated October 21, 2020. All Department & District issued equipment has been acquired. See attached letter.

- Material Requests submitted in Laserfiche
 - None

Follow-up:

- 20-41 Completed Accident Investigation Folder
- Presentation of Ferrara Change Order for the new 6-3-4
 - Lengthy discussion and review of change order items, Commissioner Moreno made motion, seconded by Chairman Meier to have cab of new vehicle repainted from all red to two tone white/red for the additional cost of \$5,260.00.
 - Chairman Meier) AYES
 - Vice Chairman Harrigan) NAYS
 - Commissioner McQueeney) NAYS
 - Commissioner Moreno) AYES
 - Commissioner McManus) AYES

Motion passed 3 to 2

- Commissioner McManus made motion, seconded by Commissioner Moreno to approve the remaining change order items bring the total vehicle purchase to \$1,076,674.00.
 - Chairman Meier) NAYS
 - Vice Chairman Harrigan) AYES
 - Commissioner McQueeney) NAYS
 - Commissioner Moreno) AYES
 - Commissioner McManus) AYES

Motion passed 3 to 2

Informational Items:

- EMS Only Member Ricky Chan requesting to change his status from EMS Only to Fire & EMS. Member wishes to enroll into a Firefighter 1 course and become an interior firefighter. See attached letter.

Adjournment for Executive Session 19:37

Reconvene from Executive Session 20:21

Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to move forward with a permissive referendum for the sale of unit 6-3-6 for the approximate amount of \$25,000.

Chairman Meier made a motion, seconded by Commissioner McQueeney, unanimously approved to move forward with the sale of unit 6-3-28 with the snow plow as is condition. Bid opening to be held at the November 9th board meeting at 6:30pm.

Commissioner Reports

Chairman Meier

- Discussion regarding the repair of Unit 6-3-46 antique fire engine, have spoken to a local body shop and they are willing to perform the body work only. Chairman Meier will handle getting a repair price from vendor at next meeting so the board can determine if they will through insurance or pay out of pocket.
- Requested the fence in rear of building be removed ASAP
- Vehicle 6-3-20 – Currently scheduled to bring vehicle to Jefferson Fire Department on November 13th will keep the board updated on status.
- Vehicle 6-3-80 –Lengthy discussion regarding vehicle placement to avoid damage to vehicle in addition to pandemic protocols with membership returning vehicle back from scene. Turned over to the chief staff to handle on a case by case bases and if needed board will review procedures and address with the chief staff if needed.

Vice Chairman Harrigan

- No Report

Commissioner Moreno

- No Report

Commissioner McQueeney

- No Report

Commissioner McManus

- No Report

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

Meeting adjourned at 20:43 hours

Respectfully submitted,

Greg Michalakopoulos
Acting District Secretary
Wading River Fire District