

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

Minutes of March 22, 2021 Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Deveny at 1830 hours with the Pledge of Allegiance and a moment of silence for our First Responders, EMS, Police, Fire and Military who have made the ultimate sacrifice.

Vice Chairman Harrigan, Commissioner Moreno, Commissioner Deveny, District Manager Michalakopoulos, District Treasurer Cangelieri, District Secretary Manitta, Chief Heller, 1st Assistant Chief Gluck, 2nd Assistant Chief Berg, Attorney Sapienza, and President Hammer were present at the meeting. Commissioner McQueeney was absent with prior notice.

Commissioner Moreno made a motion, seconded by Commissioner Deveny, unanimously approved to accept the minutes of the March 8, 2021 meeting.

Public Comments:

- None

Correspondence:

Secretary Manitta

- None

Secretary Report:

Secretary Manitta

- Reminder for BOFC to consider the adoption of the two policies in accordance with NYS legislation – Public Employer Health Emergency Plan and Information Technology Data Security Breach Notification Policy.

Wading River Fire Department:

President Hammer

- Approved splitting the cost of repairing the antique
- Tentative date of April 6th at 7:00 pm. for TIPS Certification. Asked for permission to utilize the room upstairs. BOFC approved the room usage for this purpose.
- Informed the BOFC that the trainer also does the Drivers Safety course at \$35/person if they are interested. President Hammer will arrange for this training.
- Vice Chairman Harrigan informed President Hammer that the BOFC is also looking to bring Cardiac Scans for the members and employees

Material Requests:**District Manager Michalakopoulos**

- 13 – Medical Supplies (BoundTree Medical) Consumables in the amount of \$754.61
- 14 – Medical Supplies (BoundTree Medical) Consumables in the amount of \$1,366.93
 - Vice Chairman Harrigan made a motion to approve Consumable Medical Supplies 13 and 14, seconded by Commissioner Deveny, unanimously approved.
- 15 – EMS Staff Locker (Grainger) in the amount of \$1,322.70
 - Vice Chairman Harrigan requested that Material Request item 15 be put on hold until the next meeting as the BOFC need all material requests prior to the meeting.

District Manager Report:**District Manager Michalakopoulos**

- Received the following checks:
 - Check from NYS Comptrollers (Sales Tax Refund) in the amount of \$840.33
 - Check from Town of Riverhead in the amount of \$2,115.15
 - Check from Town of Riverhead in the amount of \$2,350.16
 - All checks turned over to the Treasurer's Office for deposit
- 6-3-1 – CAF System repair in progress, upon inspection of system found most of the hose lines need to be replaced, screens bubbling and dirty, filter appears original. Instructed vendor to repair, vehicle scheduled to be back midweek to end of the week at the latest. Multi Gas Meter replacement battery still on order, unit loaner in place.
- 6-3-16 – MedCom front mobile radio repair in progress, Motorola Repair Depot cost \$450.00. Sent unit out to Depot for repair, ETA 4 weeks.
- 6-3-4 – In production, punch list being worked on with progress photos being sent to the chief. Reinspection trip tentatively scheduled for some time in the beginning of April.
- 6-3-18B – In-service, in progress working with the chief staff to complete prior to May 1st target date at Great Bay Marine.
- 6-3-90 – PM service and repairs, vehicle at Wading River Auto for headlight replacement and engine tune-up.
- 6-3-46 – Antique bodywork repair tentatively scheduled with Kessel Collision for April 19th. Present Hammer was notified. Vendor has requested point of contacts and a project kickoff meeting prior to start date to confirm scope of work.
 - Vice Chairman Harrigan requested that the Fire District point of contact be District Manager Michalakopoulos along with the Associations' President Hammer.
- Quarterly NFPA1500 Quality Test Analysis and Calibration completed today (3/22/21) by Coastal Fire Systems.
- 6-3-2 SCBA Pack 1 – Picked up on 3/17/21 returned repaired on 3/19/21 put in officers' room by houseman, chief notified.
- Semi-annual Cleaning - kitchen hood, shafts, filters, and roof top fans cleaned as required.
- Fire Alarm Repairs – backup batteries replaced in panel, technician will return to troubleshoot and repair trouble fan 2 relay issue.

- Heating Project - Phase II – in progress remaining monitoring equipment required for boiler monitoring completed, final walkthrough with Bladykas Engineering, Venco Sales, and Quality A/C & Heating scheduled for this Wednesday at 2pm (3/24/21). Training and final setup will be performed at the end of walkthrough.
- AFG FEMA Award Project – In progress, install/programming meeting between Integrated Wireless Technologies (IWT), Chief Heller, and myself took place on 3/11/21 to review programming and installation schedule. Tentative start date is April 15th. EMS and Chief vehicles will be first then the remaining frontline trucks, followed by the secondary.
- Electrical Transfer Switches Project – in progress, remote monitoring system installed on Friday 3/19/21, project completed. Notification system working well received notification over the weekend when building went on generator.
- Laserfiche Training – In progress.
- Replacement American Flags received, turned over to Houseman for installation.
- Building Project Permissive bring reviewed by BOFC for 2021
 - Replacement of garage door – HQ Permissive Referendum \$80K
 - Replacement of Truck Room Floor – HQ Permissive Referendum \$150K-\$170K
 - Replace Electrical Service – Station 2 Permissive Referendum \$65K
 - Re-cabling of Server Room – TBD
 - Commissioner Deveny proposed that a Permissive Referendum be considered to update and/or replace underground electrical service at STA 2.
 - Vice Chairman Harrigan made a motion for a Permissive Referendum to upgrade underground electrical service not to exceed 65K, seconded by Commissioner Moreno unanimously approved by all.

Treasurers Report:

Treasurer Cangeleri

- Bills \$215,689.83
 - Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.
- Received tax deposit from the Town of Brookhaven in the amount of \$7509.26
- Safe Deposit Box Access in progress; changing responsibility to Treasurer and District Manager.

Attorneys Report:

Attorney Sapienza

- Discussed two new NYS legislative policies for adoption consideration:
 - Public Employer Health Emergency Plan for the Wading River Fire District – Sal reported on customization of plan from NY – must be approved by April 1st.
 - WRFD Information Technology Data Security Breach Notification Policy
- Commented on proper protection of personal information of members/employees
- NYS Governor signed executive orders extending open meetings to end of April
- New legislation – training qualifications for volunteer chiefs – outlined in the Counselor
 - Only relates to FD with 6 or more paid firefighters
- Requested Executive Session for Personnel matters

Chief's Report:

2nd Assistant Chief Berg

- **Submitting the Following Items:**
 - **21-03** Medical Approval for Membership Candidate **Doreen Tiernan** (Firefighter and EMS).
 - **21-04** Medical Approval for Membership Candidate **Joseph LaFrance** (Firefighter and EMS).
 - **21-05** Medical Approval for Membership Candidate **Carlos Guerrero** (Firefighter and EMS).
 - **21-06** Medical Approval for Membership Candidate **Joseph McMullan** (Firefighter and EMS).
- **Material Requests Laserfiche:**
 - None
- **Follow-Up:**
 - Chiefs Office approved a new Duty Crew timeframe for high call volume periods, (8am-12pm and 12pm-4pm) 4hr. blocks.
- **Informational:**
 - None

Adjournment for Executive Session 1857
Reconvene from Executive Session 1951

Commissioner Reports:

Chairman McManus

- Not Present

Vice Chairman Harrigan

- Requested the BOFC approve the settlement agreement with Environmental Compliance Associates and to authorize payments to the vendors in accordance with the terms of agreement regarding the Perm Ref Underground Tank project.
 - Vice Chairman made a motion to approve settlement agreement, seconded by Commissioner Deveny, unanimously approved.
- Requested the BOFC consider Permissive Referendum to replace Headquarters Engine Bay Floor not to exceed \$170K.
 - Vice Chairman made a motion to proceed with Permissive Referendum to replace the Headquarter Engine Bay Floor not to exceed \$170K, seconded by Commissioner Moreno, unanimously approved.
- Inquired about status of audit report. Treasurer Cangelieri reported auditors have extended their inquiry due to fixed asset information issue. Further investigation into archived documents is warranted. Directed the Treasurer to work with the attorney to resolve.
- Inquired about the status of STA2 renovations. District Manager reported renovations are in progress – wiring issues have been addressed, kitchen items are coming in, flooring is beginning this week, new tiles in and fixtures.
- Thanked District Manager and staff for progress on work being done by both STA2 and Headquarters.
- Requested that the District Manager make sure a permanent activation speaker and security light are installed for the EMS.
- After review of policies during executive session, Vice Chairman Harrigan made motion to approve adoption of the Public Employer Health Emergency Plan policy – seconded by Commissioner Moreno, unanimously approved.
- Requested the District Manager ask the Houseman to continue with the painting of the striping for vehicle backup lines in the truck room.

Commissioner Moreno

- Made a motion for new members to start effective April 1, 2021, seconded by Commissioner Deveny, unanimously approved.

Commissioner McQueeny

- Not present

Commissioner Deveny

- Inquired about the reservations for the AFDSNY Conference. All arrangements have been confirmed by District Secretary.
- Reported on attending the Babylon Town Fire Districts meeting in West Islip. Requested the District Manager check with Copiague Secretary to see if we can get a better rate for hose bids.
- Made a motion to authorize Vice Chairman Harrigan to sign and settle agreement, Commissioner Moreno seconded, unanimously approved by all.

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

Meeting adjourned at 2004 hours

Respectfully submitted,

Eileen F. Manitta
District Clerk/Secretary
Wading River Fire District