

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

Minutes of August 23, 2021 Meeting

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

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

Commissioner Moreno made a motion, seconded by Commissioner Deveny, unanimously approved to accept the minutes of the August 9, 2021 meeting.

Public Comments:

- None

Correspondence:

Secretary Manitta

- Nothing to report.

Secretary Report:

Secretary Manitta

- Annual Installation Dinner Invitations sent out.

Wading River Fire Department:

President Hammer

- Not Present

Material Requests:

District Manager Michalakopoulos

- 49 – Medical Supplies – Seals (Health Care Logistics) \$40.79
- 50 – Medical Supplies – (Bound Tree Medical) \$337.14
 - Commissioner McQueeney made a motion to approve both material requests 49 & 50, seconded by Commissioner Deveny, unanimously approved.

District Manager Report:**District Manager Michalakopoulos**

- Received the following checks:
 - No checks to submit
- 6-3-4 – scheduled to return to vendor tomorrow Tuesday 8/24/21 to have open punch list and warranty items completed. Vehicle will be returned Friday 8/27/21.
- 6-3-28 – District Pickup has been registered with NYS DMV, working with East End Sign Design on striping and district mechanic for emergency lighting, radio install, etc.
- UTV – Vehicle – in progress, ETA on UTV remains between September 10th and October 22nd.
- HQ Apparatus Floor Project – Flooring has been ordered by vendor, estimated material ship date is the week of September 20th. Once materials have arrived onsite, installation generally starts within a week.
- HQ Rear Stairs Awning Project – In progress, some additional delays due to weather. Project progressing as planned.
- Parking lot drain repairs – both drains have been completed, would like to thank Commissioner Moreno for his assistance in completing these repairs. Currently evaluating remaining drains to determine if any others need repair. Cost analysis in progress and will be sent to the BOFC upon completion.
- Permissive Ref Hose Order – Remaining hose order scheduled to arrive today Monday 8/23/21. Chief staff has begun replacement of hose on apparatus. Would like to thank Chief's staff for their assistance with hose inventory while I was away on vacation.
- Annual Backflow Prevention Station 2 – In progress, still waiting on parts
- Station 2 Electrical Service Project – In progress, project approximately 80% completed, work inspected by Riverhead Town and passed. Application filed with PESG by Wildwood Electric, no ETA on new service connection.
- Radio Communication Issues – 7/800 problem areas email to FRES for review. Water Tower over the weekend were resolved, electrician and district staff dispatched to resolve power issue. Outage due to Tropical Storm Henri has been restored by PSEG. IWT dispatched to look at radio console at HQ and water tower equipment to determine cause of electrical issues unrelated to recent storm. Current radio system is single point of failure, meeting with vendor to review possible radio communication infrastructure upgrades.
- 2022 Budget – Preliminary for 2022 budget in progress, working with district treasurer to update 5-year capital plan for both buildings and equipment for BOFC review.
- Replacement Mower Station 2 – Received quote from Chief Equipment under OGS Contract PC68131. Mower price \$8,396.08, 3-bag collation system \$2,860.50. Total Cost \$11,256. Request BOFC consider purchase in next budget cycle.
- Received Notification of AFG 2020 award in the amount of \$133,333.00 for the direct replacement of unit 6-3-8. District is required to produce a 5% match for project bringing the minimal grant amount to \$144,000.00. The following requirements needed in addition to the 5% match. Specific vehicle MUST be removed from service and project must be completed within one year of acceptance. Requesting BOFC accept award and begin the permissive ref process to secure \$275,000. for the purchase of a new vehicle, in addition to bid specification process.

- Vice Chairman Harrigan made a motion to accept the AFG 2020 Grant in the amount of \$133,333.00 for a new Brush Truck and 5% match – total \$144,000.00, seconded by Commissioner Deveny, unanimously approved.
- AFG application for replacement cardiac monitor still open, will continue to monitor till award session is closed.
- Laserfiche Training – In Progress
- Requesting Executive Session for Personnel & Pending Litigation

Treasurers Report:

Treasurer Cangeleri

- Bills total \$65,297.93
 - a. Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to pay the bills.
- Bill.com, which allows for bills to be reviewed and signed electronically. It also integrates with QuickBooks. Rescheduled to this Friday, 8/27/21.
- We need to adopt a proposed budget by 9/28/21. Leaves two more meetings on 9/13/21 and 9/27/21. There is a 2% cap for 2022, which equates to approximately \$65K increase.
- Areas in need of BOFC guidance:
 - a. Salaries
 - b. LOSAP Plan Changes
 - c. Station 2 Structure
- LOSAP Plan changes were discussed in terms of cost to the district and impact on membership retention. Cost Illustration two discussed, would increase the cost to the district by approximately \$65,000 initially but after 10 years of implementation the projected cost could reduce. The benefit would increase payment to members to \$30 from \$20 based on completion of a full year of LOSAP.
 - Vice Chairman Harrigan made a motion to adopt change to the LOSAP Plan as a December 2021 Ballot Proposal, seconded by Commissioner McQueeney, opposed by Chairman McManus, motion passes 4-1.

Attorneys Report:

Attorney Ring

Not Present

Chief's Report:**Chief Heller**

- **21-18** Proposed fire hydrant on the south side of Sound Ave. across from Forest Hollow Lane. Proposed land division address 730 Sound Ave. See attached map prepared by Nelson & Pope Engineers & Surveyors.
- **Material Requests Laserfiche:**
 - ✓ None
- **Follow-Up:**
 - ✓ **21-15** Requesting the Antique (6-3-46) to be moved to Station 2 and allow the Department Membership access to the vehicle and facility with Chiefs Office authorization.
 - Discussion regarding options for storage and expansion at Station 2.
- **Informational:**
 - ✓ Department will be standing by for the Rocky Point Fire Dept. on Saturday, August 28th from 1700 hrs. -2300 hrs. with one Engine.
 - ✓ Department will be standing by for Veterans Run for Life in EPCAL Bike/Walking Path on Saturday September 18th at 0800hrs with an Ambulance.
 - ✓ Department will be attending the Rocky Point 9/11 Service on Saturday September 11th at 1900 hrs.
- **No adjournment for executive session requested.**

Commissioner Reports:**Chairman McManus**

- Nothing to report.

Vice Chairman Harrigan

- Requested Vehicle Condensing Policy from Chief's Office.
- Thanked District Manager for working with the Grant Guys to successfully secure grant funding. Noted his hard work has resulted in a great deal of grant funding over the years.
- Requested District Manager draft a retirement staff addendum to the Handbook for the BOFC to review.

- Requested that the BOFC approve arrangements being sent and flags at half staff for deceased members/BOFC. Affirmed by all BOFC.

Commissioner Moreno

- Inquired about safe deposit box. District Manager and Treasurer reported on items were retrieved and the box account was closed.

Commissioner McQueeney

- Discussion regarding the need to possibly secure Fire Protection Structural Engineer consultation for future plan approvals for fire hydrants. The District will follow up with the Riverhead Town Fire Marshall's Office to ascertain if plans are inspected by Fire Protection Engineers prior to submission to the Chief's Office and Fire Districts for approval. In addition, the BOFC will follow up with Attorney Ring for further clarification.

Commissioner Deveny

- Nothing to report.

Further Work Session Discussion – Station 2 Expansion to address storage needs.

- Vice Chairman stated he is in favor of a separate building at Station 2.
- Commissioner Deveny and District Manager will meet with a vendor to obtain an estimated cost of expansion or building a new structure at the Station 2 site. Cost estimates would then be reported back to BOFC.
- BOFC agreed more information is needed to determine future project recommendations for Station 2 to be considered in the budget.

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

Meeting adjourned at 19:42 hours

Respectfully submitted,

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