

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

Minutes of September 13, 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, District Manager Michalakopoulos, District Treasurer Cangelari, District Secretary Manitta, Attorney Ring, EMS Coordinator Danowski, Chief Heller and 1<sup>st</sup> Assistant Chief Gluck were present at the meeting. Commissioner Deveny, 2<sup>nd</sup> Assistant Chief Berg and President Hammer were absent with prior notice.

Commissioner Moreno made a motion, seconded by Vice Chairman Harrigan unanimously approved to accept the minutes of the August 23, 2021 meeting.

**Public Comments:**

- Discussion with Riverhead Town Fire Marshall, Craig Zitek, regarding plan approvals for new structures. According to Fire Marshall Zitek, the Town does not get involved in existing structures. All plans submitted to the Town Fire Marshall Office are reviewed for adherence to State and Town Codes with recommendations from the Fire District. Concerns were expressed regarding the need for fire protection engineer oversight.

**Correspondence:** **Secretary Manitta**

- AFDSNY Fire District Affairs Newsletter

**Secretary Report:** **Secretary Manitta**

- **Rescission of Candidate Petition Resolution** – due to concerns regarding COVID-19 when obtaining signatures for petition, motion was requested to rescind the prior BOFC policy resolution and temporarily allow submission of a letter of intent in writing.
  - Vice Chairman Harrigan made a motion to adopt the Rescission of Candidate Petition Resolution, seconded by Commissioner McQueeney. After discussion the BOFC voted 2:2 split vote on this motion. Motion did not pass.
- **Notice Extension of NYS Open Meetings Law** allowing virtual access to public meeting to January 15, 2022.
- Installation Dinner update

**Wading River Fire Department:** **President Hammer**

- Not Present

**Material Requests:****District Manager Michalakopoulos**

- 52 – FF Equip – Replacement Fire Hook in the amount of \$185.00
  - Commissioner McQueeney made a motion to approve, seconded by Commissioner Moreno, unanimously approved.
- 53 – FF Equip – Replacement (2) 1 ¾ Nozzle in the amount of \$1,874.00
  - Vice Chairman Harrigan made a motion to approve, seconded by Commissioner McQueeney. After discussion, motion was not approved. Request denied.

**District Manager Report:****District Manager Michalakopoulos**

- No Checks to Submit
- 6-3-4 – Punch list and warranty items completed with the exception of the rear hose tray. Replacement tray has been manufactured however due to production delays lead time will be 8-10 weeks until both tray and rails arrive for install.
- UTV – Vehicle – in progress, some equipment/part have arrived to local dealer. Delivery on track no later than mid-October.
- HQ Apparatus Floor Project – In progress Flooring shipping date still scheduled for the week of September 20<sup>th</sup>, however yellow tiles & yellow traffic paint are on backorder with no ETA. Alternative option is a 4" or 6" tape, recommend remaining order ships but installation is placed on hold till the remaining supplies arrive.
- HQ Rear Stairs Awning Project – In progress, project wrapping up, gutters and capping being completed, lighting still remains along with replacement cameras.
- Annual Backflow Prevention Station 2 – Repairs were completed on Friday September 10<sup>th</sup> by Mattituck Plumbing. Annual backflow reports submitted to Riverhead Town for both buildings.
- Station 2 Electrical Service Project – In progress, PSEG scheduled for switchover tomorrow Tuesday 9/14 approx. noon.
- HQ Garage Doors – Recommending the garage door at headquarters be replaced at this time as part of the district's capital building plan. Requesting the BOFC begin the permissive referendum process to secure the funding from the building reserve fund not to exceed \$60k.
- Brush Truck AFG 2020 Award - Worked with Chief Heller on preliminary vehicle specs. Submitting to BOFC for review. Due to the time limitations, requesting that the BOFC begin the PERM REF process in the amount not to exceed \$280,000.00 in order to secure a vehicle chassis
- Received notification that AFG application for replacement cardiac monitor has been approved in the amount of \$66,666.00. Requesting BOFC accepts award and begins permissive referendum process in the amount not to exceed \$165,000.00. Note: Federal award reduced due to changes in award requirements, only about to award for patient transporting vehicles, however as an ALS agency cardiac monitors are required in first responder vehicles.
  - AFG & DANSY Awarded funds to date total \$869,571.43
- 2021 AFGP scheduled to open shortly, will advise once notification come out.

- Annual Gear inspection is scheduled for tomorrow September 14<sup>th</sup> 2021
- Annual Gear cleaning scheduled for Wednesday September 23<sup>rd</sup> and 23<sup>rd</sup> 9am start
- Annual Department physicals scheduled for Sunday November 21<sup>st</sup>, Chief's office will be posting signup schedules.
- Attended SC District Managers Association meeting on September 8<sup>th</sup> at Centereach, meeting well attended. The following topics discussed:
  - Civil Service Titles
  - Ambulance Billing
  - EMS Staffing & Requirements
  - Multi District Consortium
  - Next meeting scheduled for December 8<sup>th</sup>, commissioners, secretaries & treasurers welcomed to attend.
- 2022 Budget – Preliminary for 2022 budget submitted to BOFC by district treasurer. Discussion to follow under Treasurer Cangeleri's report
- Laserfiche Training – In Progress
- Requesting Executive Session for Personnel and Pending Litigation

**Treasurers Report:**

**Treasurer Cangeleri**

- Bills total \$135,435.46
  - Vice Chairman Harrigan made a motion, seconded by Commissioner Moreno, unanimously approved to pay the bills.
- Financial Report Presentation to BOFC
- Date for **Budget Hearing: October 5, 2021, at 7:00 pm**
- 2022 Preliminary Budget discussed.
  - Vice Chairman Harrigan made a motion to adopt the Preliminary Budget for 2022, seconded by Commissioner Moreno, unanimously approved.

**Attorneys Report:**

**Attorney Ring**

- Reported on the following items:
  - ✓ Budget Timeline
  - ✓ State Code of Ethics
  - ✓ Dispute Letter to H. Lewis, RE: Cummings Electric Bill Payment
  - ✓ Depositions
  - ✓ Election
  - ✓ LOSAP Proposition Language
  - ✓ NYS Open Meetings Law – remote meetings

**Chief's Report:**

**Chief Heller**

➤ **Submitting the Following Items:**

- ✓ **21-19** Resignation Letter from Firefighter Brendan Stasiukiewicz dated September 13, 2021. Chiefs Office is working to acquire all district issued equipment. See attached letter.
- ✓ **21-20** Resignation Letter from EMS Member Joanne Peters dated September 12, 2021. All district issued equipment was received. See attached letter.
- ✓ **21-21** Termination of Probationary Firefighter Carlos Guerrero for **Lack of Performance**.
- ✓ **21-22** Minor Motor Vehicle Accident to 6-3-31 Vehicle. See attached paperwork.

➤ **Material Requests Laserfiche:**

- ✓ Nozzle Replacement
- ✓ 12' Multi-Purpose Hook

➤ **Follow-Up:**

- ✓ **20-43** Firefighter Lee Tacoma returning to active status from Fire District Personal Leave Status (**Leave Policy 5.0**) pending District Physical Examination. See attached letter.
- ✓ 6-3-46 Antique Apparatus returned to Headquarters.
- ✓ Antique Motor removed from Station 2 by the Antique Committee.
- ✓ Apparatus Replacement and Consolidation Plan.

➤ **Informational:**

- ✓ 6-3-4 Placed in service on September 5, 2021.
- ✓ Probationary Member Monthly Progress Report. See attached paperwork.

➤ **Executive session requested by District Manager Michalakopoulos to discuss personnel matters.**

<b>Adjournment for Executive Session</b>	<b>19:22</b>
<b>Reconvene from Executive Session</b>	<b>19:59</b>

NOTE: Employee resignations received by the WRFD BOFC – Paramedic First Responders:

- Brandon McAlary
- Pete Fallon
- Livia Eyde
- Jeff Corazzini
- Lauren Stalzer

## **Commissioner Reports:**

### **Chairman McManus**

- Nothing to report

### **Vice Chairman Harrigan**

- Discussion regarding election preparation procedures, COVID-19 safety requirements for voting, ballot proposal, number of election workers and procurement of election machines. Election procedures will be further discussed at next BOFC meeting.
  - Vice Chairman Harrigan made a motion to procure election machines, Chairman McManus seconded, unanimously approved.
- Discussion regarding replacement of HQ garage doors.
  - Vice Chairman Harrigan made a motion to approve a Permissive Referendum to Replace HQ Garage Doors as part of the District's Capital Building Plan not to exceed \$60,000, seconded by Commissioner McQueeney, unanimously approved.
- Discussion regarding the 2020 AFG Grant Award for replacement Brush Truck. Reimbursement amount of \$144,000 from grant.
  - Vice Chairman Harrigan made a motion to move forward with a Permissive Referendum for the Brush Truck replacement from the equipment reserve not to exceed \$280,000 and in accordance with the AFG Grant Guidelines, seconded by Commissioner Moreno, unanimously approved.
- Discussion regarding AFG grant award of \$66,666.00 for the purchase of Cardiac Monitors for patient transporting vehicles as per the AFG grant guidelines.
  - Vice Chairman Harrigan made a motion to purchase Cardiac Monitors not to exceed \$165,000 from equipment reserves and in accordance with the AFG Grant Guidelines, seconded by Commissioner Moreno, unanimously approved.

### **Commissioner Moreno**

- Inquired about annual gear inspection.
- Made a motion to close the Permissive Referendum for Purchase of Hose.
  - Commissioner Moreno made the motion to close the 2020 Permissive Referendum Fire Hose Purchase, seconded by Vice Chairman Harrigan, unanimously approved.
- Inquired if the Chief's Office needed assistance in forming a committee to begin the purchase of a new Brush Truck.

### **Commissioner McQueeney**

- No report. Needed to leave meeting early.

**Commissioner Deveny**

➤ Not present.

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

Meeting adjourned at **20:34** hours  
Respectfully submitted,  
Eileen F. Manitta  
District Secretary  
Wading River Fire District