

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

Minutes of December 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. In addition, Commissioner Harrigan's father, former member B. Klement passing and victims of the recent natural disaster in Kentucky were acknowledged.

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

Commissioner Moreno made a motion, seconded by Commissioner Deveny, unanimously approved to accept the minutes of the November 22, 2021 meeting.

Public Comments:

- None

Correspondence:

Secretary Manitta

- Chief Elections read into the minutes:
 - Chief – Denise Gluck
 - 1st Assistant – Kevin Berg
 - 2nd Assistant – Mark Donnelly
 - 3rd Assistant - Thomas Whelan
- Updated NYS Mask Mandate
- First Responder Leadership Series
- Suffolk County notification of Healthcare Supply and COVID 19 Vaccinations availability
- Upcoming deadlines for the Volunteer Firefighter Enhanced Cancer Benefit Program

Secretary Report:

Secretary Manitta

- Election preparation update
- Reorganization meeting 01/03/2022 at 6:30 pm – schedule for regular meetings will be determined at that time.

Wading River Fire Department: President Hammer

- Not Present

Material Requests: District Manager Michalakopoulos

- NONE

District Manager Report: District Manager Michalakopoulos

- Received the following checks:
 - None
- Annual pump testing on units 6-3-1, 6-3-2, 6-3-4, and 6-3-11 were completed on December 13th, all vehicles passed pump test, report to follow from vendor.
- 6-3-4
 - Open punch list times scheduled to return to Neville Fire Apparatus the week of January 10th.
- 6-3-16
 - Driving issue reported on December 3rd, after examination by district mechanic, front passenger tire & drivers inter rear tire needed to be replaced.
- 6-3-17
 - Vehicle siren reported to be out of service, after examined by district mechanic, determination made that amplifier needs to be replaced. Local vendors do not have parts in stock, and long lead time from manufacturer, working on getting replacement parts.
- 6-3-31
 - Vehicle reported to have coolant leak by Chief Gluck, after reviewed by district mechanic, vehicle was set to Otis Ford for repair. District mechanic was able to locate possible cause, reported to dealer so parts can be ordered to minimize downtime.
- 6-3-32
 - Manufacturer working on hardware issue on MDT as soon as possible.
- 6-3-28
 - Open recalls completed by dealer, vehicle being used by district staff while remaining parts arrive to complete aftermarket outfitting by district mechanic.
- 6-3-80
 - Battery issues resolved but being monitored.
 - Vehicle scheduled for replacement tires and alignment at Barnwell Tires Tuesday 12/14.
 - Vehicle remains in service, however once current vehicle has returned from dealer, vehicle will be scheduled for open recall items.
- 6-3-81
 - Front end repairs completed by district mechanic
 - Vehicle scheduled for wheel alignment at Barnwell Tires Wednesday 12/15
 - Vehicle remains in service

- 6-3-96
 - Vehicle at dealer for open safety recalls and minor repairs. Waiting on parts, vehicle repair is estimated to be completed this week.
- UTV – Vehicle – in progress, no new ETA provided by manufacturer. If no new information is provided by the end of the year, recommendation is to cancel order and look into a different manufacturer.
- HQ Apparatus Floor Project – In progress, project 80% completed. Delays caused to incorrect color tiles shipped. Correction make right away eta on delivery is December 16th. Delays due to shipping from manufacturer direct, order showed in transit since December 3rd. Product showing arrived on Long Island today and vendor is working with local shipping complete to get product delivered onsite. Once delivered vendor will get installer onsite right away to complete.
- New Responder Vehicle (6-3-80) – In progress, vehicle arrived and accepted. ETA delivery on remaining items needed for vehicle IE lightbar, console, equipment box end of January 2022. Vehicle has been added to district automotive fleet insurance and DMV registration in progress.
 - Note: As reported at previous BOFC meeting, current lead-time and new SSV vehicle ordered regardless of make/model are over 22 months. Strongly recommend board consider ordering new chief's vehicle, district pickup, and district utility vehicle due to lead-time.
- Brush Truck AFG 2020 Award – Bid opening scheduled for December 15th, following vendors have requested bid packages:
 - Chivvis Enterprises
 - Firematic
 - Neville Fire Apparatus
- Text paging issues – Enhanced EMAG configured and working. Fire Rescue System working on new MRS app release to address mobile carrier changes.
- Alarm Activation Paging issues – Received notification regarding alarm activation issues on December 5th with no tones, voice, etc. FRS & IWT contacted, issue found at Riverhead FRES site with low band equipment. Issues continued intermittently till
- Community Blood Drive Request - Ms. Halloran requesting January 14th 2p-8p.
- Working with District Secretary Manitta on annual commissioner & LOSAP proposition. During setup and training we experienced hardware issue due to the age of the equipment. Required to immediate replacement of the election laptops, which were able to be obtained through distribution.
- Requesting approval to purchase (4) four new workstations for Chief staff, as per hardware replacement plan and age.
 - Commissioner McQueeney made a motion to purchase (4) new workstations not to exceed \$5494, seconded by Commissioner Moreno unanimously approved.
- Requesting Executive Session for personnel
 - Hire Stephen Rotavera as Call-in Medic effective December 13th

Treasurers Report:

Treasurer Cangeleri

- Bills total \$147,258.42
 - Commissioner Moreno made a motion, seconded by Commissioner McQueeney, unanimously approved to pay the bills.
- Audit Engagement Letter and Planning Memo
- Bill.com - update
- Recent change in NYS law regarding document requirement accessibility for public meetings.

Attorneys Report:

Attorney Ring

- Clarified the recent updates to NYS Mask Mandates for the BOFC
- Reviewed recent district activity – Suffolk County Health Department fine.
- Internal memo on handling disciplinary issues – flow chart

Chief's Report:

Chief Heller

- **Submitting the Following Items:**
 - ✓ **21-27** Fire Police Member Michael Harrigan requesting Personal Leave and meets all requirements within the **Wading River Fire District Policy 5.0 Personal Leave (LOA)**. See attached letter.
- **Material Requests Laserfiche:** None
- **Follow-Up:** None
- **Informational:**
 - ✓ Suffolk County Fire Academy Annual Hazmat & WMD Refresher at WRFD HQ Thursday January 6, 2022.
 - ✓ This is my last Board of Fire Commissioners meeting as Chief of the Department. I want to thank the Board of Fire Commissioners and the District Staff for all their assistance and support. I want to wish everyone Happy Holidays and Happy New Year.

Executive Session was requested by District Manager Michalakopoulos to discuss personnel.

- Commissioner Moreno made a motion to move to executive session, seconded by Commissioner Deveny, unanimously approved.

Adjournment for Executive Session: 1853

Reconvene from Executive Session: 1942

Commissioner Reports:

Chairman McManus

- Nothing to report.

Vice Chairman Harrigan

- Not present.

Commissioner Moreno

- Commissioner Moreno made a motion to buy the Fleet Maintenance Program for the 6-3-80 car, seconded by Commissioner Deveny, unanimously approved.
- Commissioner Moreno made a motion to hire the new medic effective 12/13/21, seconded by Commissioner Deveny, unanimously approved.

Commissioner McQueeny

- Discussion regarding permanent lighting and perhaps enclosure of overhang.
- Requested update on STA2 status
- Requested a replacement supply list from water damage
- Discussion regarding ways to cover Alarm Activation to address problem with activation system.
- Discussion regarding replacement vehicles – planning for future purchases.

Commissioner Deveny

- Discussion regarding winter storage of the Rescue Boat
- Discussion regarding WRFD Policy 5.5 Classifications. Asked that the BOFC consider adding other classifications in order to expand membership.

Commissioner McQueeney presented Chairman McManus with a plaque and thanks for his service as WRFD Board of Fire Commissioner.

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

Meeting adjourned at 2000 hours

Respectfully submitted,

Eileen F. Manitta
District Secretary
Wading River Fire District