

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

Minutes of January 23, 2023 Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Meyer 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 Moreno, Commissioner Wallace, Commissioner Meyer, Treasurer Cangelieri, District Manager Michalakopoulos, Secretary Manitta, Chief Berg, 2nd Assistant Chief Donnelly, 3rd Assistant Chief Whelan, and EMS Supervisor Andracchi were present. Chairman McQueeney, Commissioner Deveny, President Kuzloski and Attorney Ring were absent with prior notice.

Commissioner Meyer made a motion, seconded by Commissioner Wallace, unanimously approved to accept the minutes of the January 9, 2023, Organizational and BOFC meetings.

Old Business: Vice Chairman Moreno swore in Mark Donnelly as 2nd Assistant Chief (6-3-32)

“I, Mark Donnelly, do solemnly swear that I will support the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of Second Assistant Fire Chief of the Wading River Fire Department, according to the best of my ability”

Public Comments:

- No Comments

Correspondence: **Secretary Manitta**

- Riverhead Town Fire District Council Minutes
- LI Metro Fire/EMS Expo 2/3-2/5 Nassau Coliseum
- Room Request – Mark Donnelly 3/29 & 4/10

Secretary Report: **Secretary Manitta**

- Annual Installation
- FDIC Conference

Wading River Fire Department: **President Kuzloski**

- No Comments

Material Requests: **District Manager Michalakopoulos**

- None

District Manager Report:

District Manager Michalakopoulos

- No checks received
- 6-3-4 – Annual Arial & Chasse PM, completed, having issues with drivers’ side inner tire, working with vendor resolve.
- 6-3-11 – Hi-idle, engine brake, and rear spotlight switch have been repaired by district mechanic.
- Chiefs Vehicle – 6-3-30 experiencing issues with 7/800 mobile radios, vendor coming onsite on 1/25 to address.
- First Responder – Completed, received new DOH certification labeled today, and vehicle will be picked up and put into service on 1/24.
- Replacement Brush Truck –Inspection trip pending.
- Station 2 Suction Pump – Repairs completed.
- Phone System PRI/SIP cutover completed; new door intercom units installed at both HQ & Sta 2.
- HVAC System – Vendor completed filter change and is recommending chemical cleaning of the ductless a/c condenser coils and HVAC evaporator coils. Requesting approval to have vendor complete at a maintenance cost of \$1,380.00.
 - Commissioner Wallace made a motion to approve the maintenance cost of \$1,380, seconded by Commissioner Meyer, unanimously approved.
- HQ Apparatus Bay Door Repair - Repairs to Bay 1 have been completed, door cleaned by district staff and is back in service. Requested PM proposal from vendor for both district locations waiting for proposal to submit.
- EMS Recovery Billing is live, EMS Supervisor submitted PCRs through portal, work in progress.
- Submitting EMS Cost Recovery/Ambulance Billing FAQ to BOFC via email.
- Received and submitted proposal for rescue pumper for board review, requested vehicle specification and drawings from vendor. Working with chief staff on equipment items and pricing.
- Submitting truck appraisal proposal from Signal 5 Fire Apparatus for board review.
- Communication Tower – Received additional documents Owner’s Endorsement & Riverhead Town Construction Activity Agreement from Elite Towers, reviewed by special counsel, and approved. Requesting authorization to have Chairman McQueeney sign.
- Contacted Riverhead Central School District regarding fuel shared services, spoke with Leslie Moore in the transportation department. Request has been forwarded to Dr. Rodney Asse at the business office, waiting for reply.
- Requesting Executive Session for personnel
 - Requesting approval to hire Erin Maass as a Call-in paramedic at the current rate.

Treasurers Report:**District Treasurer Cangeleri**

- **Bills total: \$106,495.42**
 - Commissioner Meyer made a motion to pay the bills, seconded by Commissioner Wallace, unanimously approved.
- **Deposits received:**
 - Town of Brookhaven \$72,916.47, \$248,827.45
 - Town of Riverhead \$534,013.49, 267,006.74
- **Audit** kicking off, on-site meeting 2/8/23.

Attorneys Report:**Attorney Ring**

- Not present

Chief's Report:**Chief Berg**

- **Item Submissions:**
 1. Training submission for firefighters Brendan Donnelly and Salvatore Como for Heavy Rescue 1 Class at SCFA.
 2. Washington's Birthday parade sponsored by Greenport Fire Dept. February 18th. Trucks to attend will be 6-3-2, 6-3-3, 6-3-11, 6-3-30. (6-3-5 will be substituted for 6-3-3 in the event 6-3-46 is back and able to attend)
- **Material Requests:**

Voucher to be submitted for membership to attend the Mega Show @ Nassau Coliseum February 3rd, 4th, and 5th to see our new Brush Truck 6-3-8 which is scheduled to be on display at Neville Fire Apparatus booth.
- **Follow-up items:**
 1. 6-3-30 Tahoe to be left at WRFD HQ for 800 radio issue and retainer strap to be added to rear cubby hole.
 2. 6-3-26 UTV SOG updates for approval by BOFC.
- **Information:**
 1. Will be out of district to inspect new brush truck at Steele Brush Fire Apparatus in Haskell, TX. from Tuesday, January 24th through Thursday, January 26th.
 2. Thursday, January 26th will be an OSHA refresher at WRFD HQ at 7:30pm.
 3. Sunday, January 29th will be HAZ-Mat refresher at WRFD HQ with SCFA instruction 9am-12pm.

No Executive Session

Commissioner Reports:

Chairman McQueeney

- Not Present

Vice Chairman Moreno

- 6-3-4 Asked Chief Berg to check for cleaning

Commissioner Deveny

- Not Present

Commissioner Wallace

- Commissioner Wallace made a motion to hire Erin Maass as a part-time per diem medic, seconded by Meyer, unanimously approved.
- Requested District set up refreshments for the Riverhead Town Fire Chiefs Council Meeting.

Commissioner Meyer

- The District Treasurer will prorate the compensation for both the stipend ending on 12/31 and the \$1/hr. raise for Daniel Manzella and compensation provided according to the motions approved below.
 - Commissioner Meyer made a motion to amend the medic narcotics stipend for Daniel Manzello stipend ending on December 31, 2022, seconded by Commissioner Wallace, unanimously approved.
 - Commissioner Meyer made a motion to amend motion to provide Daniel Manzello \$1 raise effective January 1st – narcotics supervision pay, seconded by Commissioner Wallace, unanimously approved.
- After discussion, Commissioner Meyer made additional motions:
 - Commissioner Meyer made a motion to change of working hours from 11-7 pm to 10-8 pm, seconded by Commissioner Wallace, unanimously approved.
 - Commissioner Meyer made a motion to adopt 2023 BOFC Committees assignments (see attached) seconded by Wallace, unanimously approved.

Commissioner Wallace made a motion to adjourn, seconded by Commissioner Meyer, unanimously approved.

Meeting adjourned at 1900 hours

Respectfully submitted,

Eileen F. Manitta, District Secretary
Wading River Fire District

Fire Commissioner Committee Duties 2023

Each BOFC will serve on two committees as a Chairperson and Alternate

1. Audit & Policy *Legislation, Regulations, Audits and Policy Review*

Chairperson: Commissioner Meyer

Alternate: Commissioner Deveny

2. Facilities *Buildings Headquarters and Station 2, and Land Acquisition*

Chairperson: Commissioner McQueeney

Alternate: Commissioner Meyer

3. Fleet Management *Vehicles and Equipment*

Chairperson: Commissioner Deveny

Alternate: Commissioner Moreno

4. OHSI (Occupational Health, Safety & Insurance) *Recruitment/Retention, Annual Installation Dinner, Members/Employees, Compliance with State/Federal mandates (EMS, DOH, PESH/OSHA), LOSAP and Insurance*

Chairperson: Commissioner Wallace

Alternate: Commissioner McQueeney

5. Technology *Radio Communication, Computer, Network Administration*

Chairperson: Commissioner Moreno

Alternate: Commissioner Wallace