

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

Minutes of March 13, 2023 Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Deveny at 1800 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 McQueeney, Vice Chairman Moreno, Commissioner Deveny, Commissioner Wallace, Commissioner Meyer, Treasurer Cangeleri, District Manager Michalakopoulos, Secretary Manitta, Chief Berg, 2nd Assistant Chief Donnelly, 3rd Assistant Chief Whelan, EMS Supervisor Andracchi, Vice President Hammer and Attorney Ring were present. President Kuzloski was absent with prior notice.

Commissioner Meyer made a motion, seconded by Commissioner Wallace, unanimously approved to accept the minutes of the February 27, 2023 meeting, and the minutes of the Work Session meeting held on March 6, 2023.

Executive session requested by Chairman McQueeney to discuss personnel and litigation matters.

- Chairman McQueeney made a motion to move to executive session, seconded by Commissioner Wallace, unanimously approved.

Adjournment for Executive Session: 1800

Reconvene from Executive Session: 1853

Old Business:

- Commissioner Meyer made a motion to amend the EMS Supervisors pay to \$40/hr. – to encompass supervisory roles only OT when working extra shifts or teaching, seconded by Wallace, unanimously approved.

Public Comments:

- Association Vice President Mike Hammer announced they are hosting Brookhaven Town Chiefs on Friday, St. Patrick's Day.

Correspondence:

Secretary Manitta

- Brookhaven Town Fire District Officers Association
 - 04/27/23 dinner at 6:30 pm, meeting to follow at 7 pm at Ridge FD. Presentation by Coastal Medical
 - 04/30/2023 Annual Installation Brunch at Sunset Harbor, Patchogue 11-3 pm, \$185 permits 2 must respond by 04/14/2023

Secretary Report: Secretary Manitta

- Change Replacement Handler cost previously approved which was originally quoted as \$3,950 but is actually \$4,175. Motion to amend approved purchase cost.
 - Chairman McQueeney made a motion to amend cost to \$4,175.00, seconded by Commissioner Meyer, unanimously approved.
- Annual Installation Update
- Receipt of ex-Chief Gluck's Laptop and Motorola Pager 03/13/2023 delivered by J. Boyd
- Requesting executive session for a personnel matter

Wading River Fire Department: President Kuzloski

- Not present

Material Requests: District Manager Michalakopoulos

- None

District Manager Report: District Manager Michalakopoulos

- Update on Elite Towers and Verizon Wireless Survey in preparation for Communication Tower
- Weekly onboard meeting QCM and medical billing update
- BBS structure onsite performed a visual inspection; will receive a report within the next two weeks – may recommend penetration testing for moisture
- HQ Remodeling/Renovation Project Update: Building projects progressing on schedule. Reported on various projects in progress
- Thursday, 03/16/2023, PESH Training at 9 am. Dix Hills – Fire Districts Manager Meeting
- Commissioner Meyer requested information on timeline for ordering supporting equipment for when tower is installed. DM recommends opening a permissive referendum. Estimate was presented of approximately \$81,000. Recommending to \$125,000 as permissive for the equipment.
 - Chairman McQueeney made a motion to open a permissive referendum for the Communications Project not to exceed \$125,000, seconded by Commissioner Meyer, unanimously approved.

Treasurers Report: District Treasurer Cangeleri

- **Bills total: \$450,694.85**
 - Chairman McQueeney made a motion to pay the bills, seconded by Commissioner Wallace, unanimously approved.
- **Deposits received:**
 - Town of Brookhaven \$11,848.93
 - Town of Riverhead \$3,814.38, \$2,542.92
- **Audit update**
- **Interest** earned from M&T \$293.63 in Jan. NYCLASS int \$7,394.09 for Feb.

Attorneys Report:**Attorney Ring**

- Employee letter for personnel issue 02/14/2023
- Updated district policy
- Preparation of Special Election for Rescue Pumper Proposition
 - Chairman McQueeney made a motion to adopt resolution to purchase One (1) Marion Rescue Pumper Engine, with necessary and related equipment for a total of \$1.2 Million Dollars, sell One (1) 2007 Pierce Dash Walk Around Heavy Rescue, for a total of \$350,000.00, sell One (1) 2002 Pierce Dash Pumper for a total of \$120,000.00, and calling a Special Fire District Election, seconded by Commissioner Meyer, unanimously approved.
 - Commissioner Meyer made the motion, seconded by Commissioner Deveny, unanimously approved to adopt resolution appointing Board of Elections and Fixing Fees of \$16.50/hr.
 - Chairman McQueeney made a motion to adopt the timetable for April 25, 2023, Special Fire District Election, Preparation and Registration rolls, seconded by Commissioner Meyer, unanimously approved.

Chief's Report:**Chief Berg**

- **Item Submissions:**
 - Termination of Probationary Member Tristan Visco. He has been asked to provide a letter of resignation and has not done so. He still has his district issued equipment. (Pager and charger)
- **Training:** *All trainings are subject to change by the chief*
 - Brush truck training lecture at SCFA on March 19th.
 - Line Officers meeting scheduled for Tuesday, March 28th.
 - Brush Truck training added for march 30th. Interior FF to attend Flashover at SCFA on March 30th.
 - April 6th will be Air bag and stabilization demonstration.
 - Asst. Chief Donnelly will be attending the Mastic Cancer DECON training on May 10th.
 - OSHA training is in progress and all but a few members have completed all training completed soon.
- **Material Requests:** None
- **Follow-up items:**
 - I do not have Ex-Chief Gluck's laptop that she reported was left in the Chiefs office. The District may have to file a police report if it is still missing.
 - Chief Donnelly, Chief Whelan and DM Michalakopoulos along with RT PD Chief Hegermiller and RT Councilman Rothwell attended a meeting of the Suffolk County Legislature and the Chiefs spoke about the issues at WR Motel. RT PD will now send all alarm information to the Department of Social Services (DSS) for information and review.

The head of DSS made a presentation that revealed that there were possibly even more issues that the approved contractor (WR Motel) may be failing to provide in violating of their contract with the county including onsite training and services as well as providing transportation for shopping, appointments and non-emergent medical transport. Legislator Dominick Thorne was very vocal and supportive of us and is looking to be involved in creating a solution as this is also happening in other areas. A zoom meeting has been set up for Tuesday 3/14 with all involved parties. If anyone would like to attend Chief Donnelly can send out the meeting information. Chief Donnelly is planning on attending.

- Thank You to everyone for the help with Ex Chief / Ex Commissioner and 64 Year member Daniel Zaveski's services. Services were difficult to get thru but we handled the event with grace provided an honorable farewell to our brother.
- UTV trailer tie down D rings are not properly secured. They are fastened to the deck boards and not to the trailer frame itself, which is causing the deck boards to lift. I am afraid this may be a safety issue in the future and should be rectified.
- UTV dump bed is not secure and can still be tilted with lockout bolt. It accidentally tilted on an alarm.
- A piece possibly fell off the UTV or the trailer and is in the chief's office.
- Awards for installation dinner have been ordered and are being built. Expected to be completed in time for dinner.
- SCBA regulators have been issued and there is 1 spare regulator on each truck.
- New glove sizing is still in progress.
- Awaiting info on approved district physician for physicals. We have a few members needing them and would like to get everyone compliant.
- EMS billing – Potential web site posting was submitted at last regular meeting. Has any decision been made on if the district would like to have anything posted on website?

Information:

- Riverhead Town Chiefs meeting is Wednesday, March 15th at 8pm. Meal will be served beforehand at 7pm.
- Brookhaven Town Chiefs Friday, March 17th hosted by Wading River Fire department.
- Please do not park in the Southwest corner of the parking lot at HQ as we will be getting cars delivered to be cut this week.
- Funeral procedure planning committee: Dept Inc. has not provided a representative yet. Looking to start working on this as a group after the Installation dinner. Will place a request for bunting as 1st order of business after discussing with group.

EMS Supervisor Report

EMS Supervisor Andracchi

- Medicare Billing:
 - We have received our Medicare number and have been approved to back bill to 10/18/2022.
 - Since receiving our Medicare number, we are now eligible to submit our Medicaid application.
 - All PCR documentation have been satisfactory for billing purposes.
- Employees – I reached out to Ryan McCarrick and Steve Galvao as they have not picked up any shifts for several months. They both stated they have other obligations (work/school) and do not have time to pick up any shifts. They both requested to be removed from the roster.
- Scheduling – survey reported on data
 - We are making progress with weekend coverage. Some of our newer hires have picked up some weekend overnights. Our EMTs have helped fill the gaps. However, Saturday overnight still presents the most difficult shift to fill. I have surveyed our employees to find out what can be done to resolve this issue. I have found that most of our existing staff do not have overnight availability. While many of them do have weekend availability, it is only for daytime shifts.
 - Most of our staff applied here due to a referral from a colleague (Paid employee/Volunteer). However, some of our newer employees found our listing on the Suffolk REMSCO website. I would like to repost our flyer edited to reflect weekend overnight availability is required for employment consideration.
 - Because employee referrals are so significant in the recruitment of new employees, the survey included questions regarding employee satisfaction. I have found some changes we can make and would like to have a discussion regarding them.
- Training
 - CPR classes for Calverton National Cemetery were completed
 - New Pelvic splints have been placed in the ambulance and paid/volunteer staff have been provided with video training
 - All new hires have completed training

Executive session #2 requested by District Secretary Manitta to discuss a personnel matter.

Chairman McQueeney made a motion to move to executive session, seconded by Commissioner Wallace, unanimously approved.

Adjournment for Executive Session: 1942

Reconvene from Executive Session: 2100

Commissioner Reports:

Chairman McQueeney

- Discussion/update on New Membership Application process.
- Discussion regarding new member physicals procedure

Vice Chairman Moreno

- Nothing to report

Commissioner Deveny

- Asked about the keypad outside. District Manager will follow up on this.

Commissioner Wallace

- LOSAP has been posted and will be submitted to LOSAP program.
- Brookhaven Town Fire District Officers
 - Next meeting April 20,2023 in Ridge. Commissioner Wallace is running for Sgt. at Arms position.
 - Commissioner Wallace made a motion to purchase 4 tickets to the Annual Installation Dinner at Sunset Harbor, seconded by Commissioner Deveny, unanimously approved.
- Physicals discuss with Chief and District Manager

Commissioner Meyer

- Facilities update report - Prices back for new furniture. Made a motion to purchase furniture at \$30,000.
 - Commissioner Meyer made a motion to purchase new furniture not to exceed \$30,000, seconded by Commissioner Deveny, unanimously approved.
- Purchase of Wall Art –
 - Commissioner Meyer made a motion to purchase new Art work not to exceed \$1,200, seconded by Commissioner Deveny, unanimously approved.

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

Meeting adjourned at 2116 hours

Respectfully submitted,

Eileen F. Manitta, District Secretary
Wading River Fire District