



# BOFC Regular Meeting 13 Minutes

Wading River Fire District

8/11/2025 6:00 PM EDT

@ 1503 N Country Rd Wading River, NY 11792

## Attendance

### Present:

Members: Tim Cangelieri, Commissioner Deveny, Commissioner Hegermiller, Commissioner McQueeney, Chairman Meyer, Greg Michalakopoulos, Vice Chairman Wallace, Chief Mark Donnelly, Paramedic Dan Manzella, Attorney Chris Ring, 1st Asst. Chief Tom Whelan

### Absent:

Members: Amanda Telepan

#### I. Procedural

The meeting of the Board of Fire Commissioners Regular meeting was called to order by Commissioner Deveny at 18:00 hours with the Pledge of Allegiance and a moment of silence for all those that have made the supreme sacrifice, our military, police, firefighters, ems.

#### II. Consent Agenda

##### Motion:

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

##### A. Adoption of Minutes

 [BOFC Regular Meeting 12 Minutes \(2\).pdf](#)

 [BOFC Work Session 5 Minutes \(1\).pdf](#)


##### B. Adopt 2026 Proposed Budget

##### C. Policies

 [Emergency Power \(1\).pdf](#)

 [Facility Security \(1\).pdf](#)

 [District-Owned Fuel Storage Tanks \(1\).pdf](#)

 [Health Insurance Portability and Accountability Act HIPAA Training \(1\).pdf](#)

 [Personal Communication Devices \(1\).pdf](#)

 [Communications Operations \(1\).pdf](#)

##### D. Members

**Reinstatement:** 8/12/25

Jason Nadler

**OATH**

I, (state your name) do solemnly swear that I will support the Constitution of the United States, the constitution and laws of the State of New York, the rules and regulations of the Wading River Fire District, the constitution and by-laws of the Wading River Fire Department and that I will perform the duties of a fireperson to the best of my abilities and that I will do nothing to bring discredit to same. So help me God.

III. Public Comment

None at this time

IV. EMS Report

 [EMS Report 8-7-25.pdf](#)

Discussed FDNY training and K9 Training for Paramedics

A. EMS/Ambulance Response Breakdown

- Total Alarms – 97
- Transports – 98
- RMA's-3
- Cancelled-3
- No Patient – 7
- Treated/No transport- 1
- Cancelled on scene-3
- No patient found/no Patient contact-2
- 24s Mutual Aid-2

B. Alarms Handled by Crews

- Blended crew of volunteer and district personnel – 28
- Volley BLS only- 11
- Volly ALS only- 8
- District BLS only- 5
- District only ALS- 18
- ALS- 27
- BLS- 71

C. Average Response Times (Responding ambulance from activation until signal 2)

- Alpha, Bravo –8 min
- Charlie, Delta & Echo Alarm Response –2min

D. QAQI

PCR review completed with Ridge FD shows no protocol violations or concerns with patient care, over all good job. Minor note of concern with narratives once again being weak or not being as detailed as they can be as well as minor spelling/grammar mistakes. In addition, an uptick has been noticed in the number of PCRs not being locked or submitted within the 4-6-hour time frame. The vast majority was due to unfamiliarity with new ePCR program and the requirement to not close out the program until the PCR is fully locked and submitted. Providers

have been advised to not close out the program until submission is complete to avoid this issue going forward.

E. Other / Misc.

**Training:**

This month Paramedics Dan Manzella and Mike Schultz's CME paperwork was successfully submitted to New York State DOH for renewal through Target Solutions.

**Supplies:**

Dan DeSoiza met with the district's BoundTree representative to discuss cost-saving alternatives for various supplies, with a focus on high-volume EMS items. The conversation also addressed recent delays in order fulfillment due to backordered items. These concerns were resolved through clear communication, and alternative purchasing options were provided to ensure supply continuity.

F. Mileage as of 8/8/25

6-3-80- 45853

6-3-16- 82409

6-3-17- 72818

V. Attorney's Report

Budget Timeline was emailed to District Secretary

VI. Secretary's Report

- Blood Drive very successful
- Reminder Proposed Budget should be approved for 9/8/25 meeting if not already done and budget hearing will be set for 10/14/25 meeting at 5:30 prior to regular scheduled BOFC meeting at 6:00
- Request to use HQ again for Toys for Tots drive
- Email Received from Dept. Secretary Meier sent a Sta 2 Use Request for 10/18 for Steak & Stein at Sta 2 setup would start on 10/17. Would like to get quotes to have walk in and refrigerator at HQ cleaned by a company.

VII. Treasurer's Report

 [Meeting 8.11.25.pdf](#)

VIII. Chief's Report

 [Chief's Report BOFC Meeting - 08-11-25.pdf](#)

A. Past Month Alarm Totals - 135 (July)

**PAST MONTH ALARM TOTALS – 135 (July)**

- Fire - 33
- EMS - 102
- FRS Reports - Submitted, Websites and Sign updated.

B. Year to Date Alarm Totals - 884 (July)

- Fire - 232
- EMS - 652

- FRS Reports – Submitted, Websites and Sign updated.

### C. Training/Drills

- Dept. Mandated/Refresher – 2025 mandatory trainings are COMPLETE.
- Hazmat – 2025 mandatory training is COMPLETE.
- Dept. Drill/Training –
  - Prior Month Actual – 21
- Current Month Anticipated – 7

8/3 – Driver/MPO

8/7 – Hose & Ladders

8/10 – Driver/MPO

8/14 – Co Level training

8/16 – Pump Training (SAM)

8/17 – Pump Training (SAM)

8/28 – FHT+

8/31 – Driver Training

- Mutual Aid Drill/Training

(1) Out of district drill/training (non FFI/EMT) – approved members attending classes currently.

- Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
  - Approved members attending classes – Haz Mat Tech
  - Standbys – NR
  - Fire Police – NR
  - Work Details – Companies continue to have an 2nd Thursday & drills
  - Officers Meeting – NR
  - Company Drills – Ongoing on Thursdays and Sundays
  - Parades – NR
  - Funeral/Flag Details – NR
  - Meetings Hosted – NR
  - Meetings Attended – Multiple meetings attended by representatives and reported back to Chiefs.
  - Fire Prevention & Events - NR

### D. Monthly Crew Night/Day Schedule

- Prior Month Actual – Chiefs and Officers continue to work to get a driver on every night. All nights have been covered.

### E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – NR
- Change of Qualification/Status (new certification, expired) – .
- Member # 442 has resigned as of 8/3 – all district equipment was returned.
- Driver Qualifications – NR
- Change of Address – No Change
- Medical Leave – NR
- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – NR.

### F. District Issued Personnel Equipment

- NR

## G. Vehicle & Equipment Maintenance Report

### Chief Vehicles Mileage

- 30 = 39278
- 31 = 72911
- 32 = xxx
- 33 = 96780

## H. Miscellaneous

- NR

## I. OLD Business:

- NR

## J. NEW Business:

- 1) Submitting training request for member #465 for SCFA – Riverhead FF1 class.
- 2) Submitting request for member #435 for SCFA – Engine Company Operations.

## K. REQUEST FOR EXECUTIVE SESSION

- Yes - personnel

## IX. District Managers Report

 [DM Report BOFC Meeting 8-11-25.pdf](#)

 [Fuel Log July2025.pdf](#)

Discussion re water tower IT and vehicles.

### A. Deposits

- **None**

### B. Repair/Maintenance of Buildings

- Overhead Speaker Directors Room
  - Vendor contacted, waiting for replacement parts to complete repair.
- Boat Dock & Lift
  - In progress, work in final phase, electrical and site lighting remaining which is expected to be completed by 8/15.
  - Awaiting PSEG to complete power repairs, no eta provided. Once power issues are resolved lift will be serviced.
- Gear Washer & Dryer
  - Washer/dryer installation in progress – Equipment set, electrical, and plumbing completed. automatic soap dispensing system installed, and vendor completed reprogramming of washer. Dryer exhaust building penetration is scheduled for Monday 8/11. The vendor will be contacted to set up training.

- 2nd Floor Ansul System Maintenance
  - Annual Ansul System service for the kitchen and rec room service area on 8/7.
- Alarm Activation Paging & Console
  - On Saturday 8/8 there was equipment failure at the water tower radio site, vendor was dispatched and was able to restore voice pager. Additionally, it was reported that there was some radio console issue as well. Vendor was recontacted and resolved the issues. Equipment will be monitored to and if issue returned the appropriate action plan will be put in place.

Meeting scheduled for Monday 8/11 with radio vendor to discuss repairs to the radio equipment at the water tower site. Requesting board allocate \$170,000 from the equipment reserve fund to complete repairs.

### C. Repair/Maintenance of Equipment

- 6-3-3
  - Vehicle was taken to local mechanic to address possible shifter and/or transmission issues. Upon review no issues were found with the transmission and mechanic repaired steering shift tube with rebuild kit.
- 6-3-11
  - Remanufactured PCM unit was replaced to address the engine power/throttle issue. Truck is still experiencing issues; vehicle was taken to vendor to further troubleshoot the problem. While at repair shop ascending unit in fuel tank will be repaired to address the fuel gauge issue. Additionally, if needed the pressure governor may be replaced as parts are obsolete to address the intermittent pump issue.
- 6-3-13
  - Annual Pump testing was completed by Riverhead Fire District on 8/1
- 6-3-17 PM Service
  - oil change, PM service and brakes tentatively scheduled for Wednesday afternoon 8/13-8/14, vehicle will be OOS overnight
- 6-3-18B
  - Received notification that there was a fuel issue on the portside motor, district staff investigated and repaired the fuel line with manual downtime to vessel.
- 6-3-96 Oil Change
  - Service scheduled and completed
- Annual Aerial & Ground Ladder Testing
  - Scheduled has been tentatively for August 20th.

### D. Permissive Referendum Project(s)

#### HQ Foundation Repair

- In progress, meeting held on 7/24 with BBS representative to review and update project document in preparation of rebid. Schedule has been set as following:
  - Available Monday, 8/18 at 9am
  - Pre-bid walkthrough, 9/4 at 3:30pm
  - Bid Due, 9/11 at 11am

#### HQ 2nd Floor Renovation

- In progress, cabinets, materials, and other equipment have arrived. District staff is tentatively scheduled to begin project on 8/18

AFG Award Replacement Tanker

- In progress, lettering is scheduled to begin on Tuesday 8/12. Equipment purchased is continuing to arrive and tool mounting is to begin after lettering and pump training is completed. Sam system pump training is scheduled for 8/16 & 8/17. AFG reimbursement funds approved and received.

New Rescue Pumper

- Received progress photos from factory, submission of equipment list for purchase approval utilizing OGS PC69026 contract in the amount of \$43,965.92

E. Budget Items

- None

F. Other

Brush Truck Modifications (6-3-9)

- In progress, the vendor picked up vehicle on 7/23 and modifications have begun.

Brush Truck Vehicle Communications (6-3-8 & 6-3-9)

- Wireless radio communication system installation has been completed.

Replacement EMS First Responder Vehicle

- OGS Min-Bid created and submitted for replacement EMS first responder vehicle under OGS Mini-Bid Reference # 20250801. Results as following:
  - DeNooyer Chevrolet \$94,215.50
  - Specialty Vehicles \$96,220.00

New Fire Police Pickup

- Requesting replacement of unit 6-3-3, permissive referendum from the equipment reserve fund in the amount of \$85,000

New Payroll System

- Exploring Accu Data as a replacement payroll solution to ADP. Attended demo/presentation with vendor and district treasurer on 7/31. New system appears to better meet the needs of the fire district with cost savings.

Fuel Log

- Submitting monthly fuel log for the month of July 2025.

X. Commissioner & Committee Reports

A. Chairman Meyer

Chief Whelan, has Chief Donnelly done anything with the mutual aid communication to your knowledge? - no

B. Vice Chairman Wallace

Losap to 50 years, I know it has to go to public vote would like to meet and discuss with losap rep further in detail.

C. Commissioner Deveny

Hydrant installment at Sta 2 update

D. Commissioner Hegermiller

Nothing at this time.

E. Commissioner McQueeney

UTV discussion Chief Ryan taking under advisement

Headset protection on brush trucks can we get backs and or hooks for them - discussion re what can be done.

Badge numbers, can we have a list of everyone and their badge numbers so we are aware of who is requesting trainings etc.

Annual contracts, subscriptions, phones, firewall, license renewal etc. please put together and list what each is for.

XI. Executive Session

Motion to adjourn into Executive Session at: 18:30 for the purpose of discussing matters leading to the discipline of a particular person current and potential litigation. Reconvened at 18:47

**Motion:**

Motion moved by Commissioner McQueeney and motion seconded by Vice Chairman Wallace.

XII. Material Requests / Training Requests

A. Training Request -

Approve training request for member #465 for SCFA – Riverhead FF1 class and member #435 for SCFA – Engine Company Operations.

**Motion:**

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller. Unanimously approved

XIII. New Business & Action Items

A. Approval to pay bills total \$155,116.69

**Motion:**

Motion moved by Commissioner McQueeney and motion seconded by Commissioner Deveny. Unanimously approved

B. Approval to transfer AFG Grand funds in the amount of \$549,047.47 from the general fund to the equipment reserve account

**Motion:**

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller. Unanimously approved

C. Approval to amend the rescue pumper permissive referendum (E9) from \$500,000. to \$1,050,000.00

**Motion:**

Motion moved by Commissioner Hegermiller and motion seconded by Commissioner Deveny. Unanimously approved

- D. Approval of training request for member #465 for SCFA – Riverhead FF1 class and member #435 for SCFA – Engine Company Operations.

**Motion:**

Null - previously approved in training section

Unanimously approved

- E. Approval to permissive referendum from equipment reserves for the repairs and upgrade of radio equipment not to exceed \$170,000.

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved

- F. Approval for the purchase of equipment for rescue pumper under OGS Contract # PC69026 in the amount of \$43,965.92

**Motion:**

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller. Unanimously approved

- G. Approval to award OGS Min-Bid #20250801 EMS First Responder Vehicle to \_\_\_\_ in the amount of

**Motion:**

Motion moved by Commissioner Hegermiller and motion seconded by Vice Chairman Wallace. Unanimously approved

- H. Approval to permissive referendum from equipment reserves for the replacement purchase of a fire police pick-up and accessories not to exceed \$85,000.00

**Motion:**

Motion moved by Vice Chairman Wallace and motion seconded by Commissioner Hegermiller. Unanimously approved

- XIV. Adjournment at 21:11

**Motion:**

Motion moved by Commissioner Deveny and motion seconded by Commissioner Hegermiller. Unanimously approved