



# BOFC Regular Meeting - Jul 08 2024 Minutes

Monday, July 8, 2024 at 6:00 PM

BOFC Meeting Room at HQ

## 1. Procedural

### 1.1 Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call

The meeting of the Board of Fire Commissioners regular meeting was called to order by Chairman Meyer at 18:23 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.

**Roll Call** - Chairman Meyer, Vice chairman Culhane, Commissioner McQueeney, District Manager Michalakopoulos, District Secretary Telepan, Chief Donnelly, Chief Whelan, Chief Ryan, Treasurer Cangelari, Attorney Ring, Paramedic Manzella and Paramedic Flood are present at the meeting, Commissioner Wallace & Commissioner Deveny, are absent with prior notice.

## 2. Consent Agenda

*Consent Agenda is adopted by a single board action. The Board of Fire Commissioners may ask clarifying questions but does not deliberate the Consent Agenda as a whole. Any member may request that an item be removed and placed under New Business & Action Items section for Individual deliberation and action.*

Approval of Consent Agenda

*Moved by:* Kevin McQueeney

*Seconded by:* Terrence Culhane

**Carried**

### 2.1 Adoption of Minutes

[BOFC Regular Meeting - Jun 24 2024 - Minutes - Html](#) 

[BOFC Regular Meeting - Jun 24 2024 - Minutes - Html](#) 

2.2 Personnel

Policy 6.6 Adoption

[WRFD 6.6 Policy \(1\).docx](#) 

Member & Officer Requirements

[Member and Officer Requirements 7-1-24.docx](#) 

**3. Public Comment**

N/A

**4. Attorney's Report**

Confirmed with Treasurer Cangelieri the audit was completed and sent to town clerks, and posted in the paper.

**5. EMS Report**

[EMS Report BOFC Meeting 7-8-24.docx](#) 

**6. Secretary's Report**

**June Gym Roster Count** - 5 Members attended. 3 of the 5 attended 12 or more times.

**GYM Membership Contract** - Contract with Defined is up, they are looking to renew, \$6,700 for the year covers 60-80 members.

[Wading River Fire Department Contract DHF 2024.pdf](#) 

**GYM Reimbursement Policy -**

[WRFD Gym Reimbursement tjc revision.docx](#) 

**7. Treasurer's Report**

7.1 Treasurer's Report

[Meeting 7.8.24.pdf](#) 

**8. Chief's Report**

[Chief's Report BOFC Meeting - 7-08-24.docx](#) 

**FDIC Certs:** [C Rothwell - FDIC - Classes- CME.pdf](#) 

**Heavy Rescue Cert:**

Cardinale, D & Kappesser, M [Certificate - Heavy Rescue.pdf](#) 

**Duty Crew SOG:**

[Duty Crews 2024 - June 1 2024 \(1\).docx](#) 

**WRFD Member & Officer Requirements:**

[Member and Officer Requirements 7-1-24.docx](#) 

**Driver Qualification:**

[Mudzinski - 6-3-4 Qualification 6-2024.pdf](#) 

**Training Request:**

[Training Request - FF1 - B Voytek.pdf](#) 

[Training Request - FF1 - K Thompson.pdf](#) 

[Training Request - FF1 - B Daman.pdf](#) 

**9. District Manager Report**

[DM Report BOFC Meeting 7-8-24.docx](#) 

**Responder Vehicle:**

[Specialty - Fast Lane - Wading River FD Responder Proposal.pdf](#) 

[Sample \(Q00298.1\) Work Order.pdf](#) 

[Sample \(Q00298.1\) Body.pdf](#) 

[Sample \(Q00298.1\) Console.pdf](#) 

**Ambulance:**

[Wading River 2024 Updated Ambulance Quote - 07-02-2024.pdf](#) 

**Material Request:**

[District Manager First Review 752024 14533 PM.pdf](#) 

[District Manager First Review 752024 33738 PM.pdf](#) 

**Lexipol Policy Writing:**

[All Fire Procedures Sample Packet.pdf](#) 

[F NY Sample Packet.pdf](#) 

[Wading River FD Lexipol proposal 7.3.24.pdf](#) 

**Fuel Usage Report - June:**

[Fuel Log June 2024.pdf](#) 

**10. Commissioner & Committee Reports**

10.1 Chairman Meyer

Setup Budget & Work Session for Sunday August 11, 2024 at 9:00am.

10.2 Vice Chairman Culhane  
No Report

10.3 Commissioner McQueeney  
No Report

## **11. New Business & Action Items**

*New Business & Action Items section is where items requiring individual BOFC consideration, deliberation and vote action are placed. The BOFC may vote on a properly seconded motion, vote to table or agree to take no action on an item. An actionless item dies for want of motion and is summarily skipped.*

11.1 Approval to Pay Bills \$44,007.05

*Moved by:* Kevin McQueeney

*Seconded by:* Terrence Culhane

**Carried**

11.2 Approval to adopt GYM Reimbursement Policy or Renewal of Membership

Tabled for further discussion about reimbursement policy.

11.3 FF1 Training for Members Daman, B., Voytek, B., Thompson, K., & Daman, B.

*Moved by:* Terrence Culhane

*Seconded by:* Kevin McQueeney

**Carried**

11.4 Approval to purchase 3rd Ambulance from Medical Billing Fund

*Moved by:* Terrence Culhane

*Seconded by:* Kevin McQueeney

**Carried**

11.5 Approval to amend material request for Forklift from

\$14,500.00 to \$15,000.00

*Moved by:* Terrence Culhane  
*Seconded by:* Kevin McQueeney

**Carried**

11.6 Material Request 24-029 FF Rehab Med Supplies \$1,520

*Moved by:* Terrence Culhane  
*Seconded by:* Kevin McQueeney

**Carried**

11.7 Material Request 24-030 FF Protective Equipment \$1,400

*Moved by:* Kevin McQueeney  
*Seconded by:* Terrence Culhane

**Carried**

11.8 Approval to purchase Lexipol Fire Policy for \$14,259.50

*Moved by:* Terrence Culhane  
*Seconded by:* Greg Meyer

**Carried**

11.9 Approve J.C Broderick to complete SEQRA Study \$2,000

*Moved by:* Kevin McQueeney

**Carried**

11.10 Approval to purchase extrication equipment for the expenditure of a sum not to exceed \$105,000 from the Equipment Capital Reserve Fund.

*Moved by:* Kevin McQueeney  
*Seconded by:* Terrence Culhane

**Carried**

- 11.11 Chief Donnelly asked for Badge 440 to be removed effective immediately and return all gear/equipment.

*Moved by:* Kevin McQueeney

*Seconded by:* Terrence Culhane

**Carried**

**12. Recess to Executive session**

Motion to adjourn into Executive Session at 19:20 for the purpose of discussing proposed litigation and matters leading to the termination of a particular person.

Reconvened at 20:03

**13. Adjournment at 20:04**

*Moved by:* Terrence Culhane

*Seconded by:* Kevin McQueeney

Respectfully submitted,  
Amanda Telepan, District Secretary  
Wading River Fire District