



# BOFC Regular Meeting - Jul 24 2023 Minutes

Monday, July 24, 2023 at 6:00 PM

BOFC Meeting Room at HQ

## 1. PROCEDURAL

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Moment of Silence
- 1.5 Recess to Executive Session for the Discussion of Pending Litigation  
Adjourn: 1805  
Reconvene: 1842

*Moved by:* Greg Meyer

*Seconded by:* Matt Wallace

**Carried**

## 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.*

Consent Action

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

- 2.1 Adoption of Minutes  
[BOFC Regular Meeting - Jul 10 2023 - Minutes - Pdf](#)   
[BOFC Regular Meeting - Jul 10 2023 - Minutes - Pdf](#) 
- 2.2 Contracts - None
- 2.3 Membership - None
- 2.4 Personnel - None

### 3. Old Business

- 3.1 Opening of Sealed Bids: Sale of Brush Truck

**Bids Received:**

- 1. \$5,500.00 - Flanders Fire District
- 2. \$5,157.00 - Kenneth Rothwell
- 3. \$5,155.00 - Joseph Trocchio
- 4. \$4,955.00 - Noelle Brandes

Motion to accept bid winner for the Sale of Brush Truck pending the Flanders Fire District (\$5,500) understands the truck cannot be used for firefighting purposes whereas the sale would go to the second- place bid - (Kenneth Rothwell - \$5,157).

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

- 3.2 District Manager Follow Up Items
  - Meeting with FRES and QMC
  - Notification of water issues to insurance company
  - Soda Machine
  - AC at STA2
  - Advertisement for replacement Mechanic
- 3.3 Chief Follow Up Items
  - Vehicle Certification Records
  - Safety Plan for 6-3-9
  - Obtaining signatures for PCR EMS Billing
  - Report on RibCraft findings
  - Email regarding items taken from 6-3-8

#### 4. Public Comment

- Kevin Brayer, WRFD Volunteer Member from Town of Brookhaven, commented on volunteers being directed by the BOFC to assume patient care from paid staff at scene. Mr. Brayer raised concerns regarding continuity of care. Paid staff are often times first on the scene making initial care decisions that could create conflict if transfer of care is uniformly made to volunteers arriving later who would take a different course of action. Discussion with BOFC regarding continuity of care and need for greater communication between the paid medics and volunteers.
- Ken Rothwell, Jr., WRFD Volunteer Member, from Town of Brookhaven, read a statement from his father Ken Rothwell, Sr., asking the BOFC to reconsider their award bid citing the consequences facing the WRFD for selling the Brush Truck to the Flanders Fire District who may choose to use it for firefighting purposes rather than just parts. Mr. Rothwell was the second highest bidder who assured the BOFC that the Brush Truck would be used for private, residential purposes only as specified.

#### 5. District Manager Report

5.1 [DISTRICT MANAGER'S REPORT TEMPLATE](#) 

5.2 [Station 2 Facility Study Items Report.pdf](#) 

#### 6. Correspondence

6.1 Riverhead Town Fire District's Council Meeting Minutes  
04/26/23

[Riverhead Town Fire District Council Minutes 4-26-2023.pdf](#) 

6.2 Town of Riverhead TB Resolution 2023-215  
[2023 07 18 14 50 43.p](#) 

#### 7. Secretary's Report


Follow Up Items:

- Permissive Referendum published in paper for Battery powered extrication tools (07/20/2023)
- Permissive Referendum published in paper for the purchase of Brush Truck (07/20/2023)
- Legal Notification of BOFC Workshop published in paper

(07/20/2023), on website and District sign (07/11/2023)

- Response to E. Roth
- La Bistro

## 8. Treasurer's Report

- 8.1 TREASURER'S REPORT  
[TREASURER'S REPORT](#) 

## 9. Attorney's Report

Not Present

## 10. Chief's Report

[Chiefs Agenda 2023 July 24th.pdf](#) 

- 10.1 [6-3-9 Response Policy.docx](#) 
- 10.2 [CPR Save Recognition June 2023.pdf](#) 

## 11. Wading River Fire Department, Inc.

Not Present

## 12. Executive Session 2 for Discussion of Personnel

Adjourn: 1951

Recovene: 1959

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**


## 13. 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.*

- 13.1 Approval to Pay Bills - \$66,923.63

*Moved by:* Matt Wallace  
*Seconded by:* Tim Deveny

**Carried**

- 13.2 Purchase of Commissioners' Office Cabinet  
[Estimate\\_11812\\_from\\_Peconic\\_MG\\_inc.pdf](#) 

*Moved by:* Matt Wallace  
*Seconded by:* Tim Deveny

**Carried**

- 13.3 Approve Alternative Closet Cabinetry at HQ & STA2 Proposal  
for EMS Bunkroom and Storage Cabinets  
[Wading River Fire-Proposal.pdf](#)   
[Wading River Fire-Tech Designs.pdf](#)   
[Wading River Fire-Designs.pdf](#) 



*Moved by:* Matt Wallace  
*Seconded by:* Tim Deveny

**Carried**

- 13.4 Motion to table sealed bid for unit 6-3-9, starting bid of  
\$10,000 . Bids due by August 21, 2023.  
Motion to table this item (13.4).

*Moved by:* Matt Wallace  
*Seconded by:* Tim Deveny

**Carried**

- 13.5 Motion to approve Permissive Referendum for the  
replacement of the Camera Systems at both HQ and STA not  
to exceed \$65,000 from the building reserve account.  
[WadingRiverCameraUpgrade.pdf](#)   
[WRFD NVR Quote.pdf](#) 

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

13.6 Motion to reject Auction International Winning Bid

[Auctions Internations Results.pdf](#) 

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

13.7 Motion to approve Essential Plus vendor for completion of HQ Remodeling Project and repairs

[Essential Plus, Inc Proposal.pdf](#) 

13.8 Material Request #20: CPR SAVE PINS Uniform Bars (10) in the amount of \$122.00

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

13.9 Material Request #21 - EMS Equipment Reeves Stretchers (2) in the amount of \$1,638.00

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

13.10 Motion to Surplus Equipment: Total Value \$25,033.73

- (7) SCBA SEMS Console Harness with Regulator
- (14) SCBA 5.5 45 Minute Snap Change Tread
- (7) SCBA Mask

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

13.11 Resolution: Whereas due to lack of workload to sustain a full-

time employee, and for the purposes of efficiency and economy, the BOFC has determined it is necessary to reduce the number of employees. As a result of this determination, a position will have to be abolished.

Therefore, be it resolved that one position of Custodial I will be abolished effective the close of business, Monday, July 24, 2023.

Be it further resolved, due to the elimination of this position, the employment of employee #1063 will be terminated by the close of business on Monday, July 24, 2023

*Moved by:* Tim Deveny

*Seconded by:* Matt Wallace

**Carried**

#### **14. Commissioner & Committee Reports**

14.1 Chairman McQueeney

- Not present

14.2 Vice Chairman Moreno

- Not Present

14.3 Commissioner Deveny


- Asked about repairing the fan in hallway making a lot of noise
- Brookhaven Town Fire Districts meeting Thursday in Middle Island at 7 pm
- Asked for an update on Generator at STA 2 - replacement costs were discussed
- Discussion of 6-3-11 which is nearing 30 years old. Asked BOFC to start thinking about a used replacement
- Two-year lead time on new ambulances - will discuss at budget planning meeting

14.4 Commissioner Wallace

- Asked for update on womens lav

14.5 Commissioner Meyer

- Asked Chief Donnelly for a report on tools and training
- Date 6-3-10 leaving - July 30, 2023

- Volunteers are to relieve paid staff when they show up for the call. Discussion ensued regarding this matter with Public comment from WRFD members
- Reiterate volunteer new to EMS, if they feel uneasy taking over, nothing wrong with riding with the paid staff
- Submitted letter for use of the meeting room on August 18, 2023, 5-9 pm. BOFC Approved [room use request G. Meyer 7.24.2023.pdf](#) 

**15. Agenda Items for Follow Up (date)**

- Proposal for STA2 Tank Repair Costs
- e-Tools feedback from Chiefs Office for next meeting
- Asked Chief to be ready to present 1, 3 and 5 year plan for 07/30/2023 workshop

**16. Executive Session #3 for Discussion of Personnel**

Adjourn: 2001

Reconvene: 2105

*Moved by:* Tim Deveny

*Seconded by:* Matt Wallace

**Carried**

- 16.1 Motion to rescind prior approval to accept sealed bid award for Brush Truck pending further discussion and exploration. This item is tabled until the workshop meeting of 07/30/2023

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

**17. Adjournment - 2105**

*Moved by:* Tim Deveny

*Seconded by:* Matt Wallace

**Carried**

Respectfully submitted,  
Eileen F. Manitta, District Secretary  
Wading River Fire District  
16 Aug 2024 02:27:46 PM