



# BOFC Regular Meeting Minutes

Monday, May 8, 2023 at 6:00 PM

BOFC Meeting Room at HQ

Page

## 1. PROCEDURAL

- 1.1 **Call to Order**
- 1.2 **Roll Call**
- 1.3 **Pledge of Allegiance**
- 1.4 **Moment of Silence**

## 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:* Greg Meyer

*Seconded by:* Kevin McQueeney

**Carried**

- 2.1 Adoption of Minutes [2023 0424.pdf](#)  10 - 15
- 2.2 Approval to Pay Bills  
\$49,403.64
- 2.3 **Contracts**  
None
- 2.4 **Membership**

None

2.5 **Personnel**

None

**3. Old Business**

3.1 **Treasurer Cangeleri - budget update funding source for full-time paramedic**

3.2 **EMS Supervisor Andracchi – Pro/Cons scheduling changes and proposed alternatives covering weekend shifts**

3.3 **Chief Berg - proposal for new badges and recycling member numbers.**

**4. Public Comment**

Member Robert Mudzinski requested to utilize large conference room for a family event of approximately 90 people on 06/17/2023. He is making arrangements with the Congressional Church to utilize their parking. BOFC approval is contingent upon parking arrangements being secured. Member Mudzinski will submit a formal letter of request to District.

**5. District Manager Report [DM Report BOFC Meeting 5-8-2023.pdf](#)**


- After discussion, Chairman McQueeney asked the District Manager to research other Fire Districts using wireless headsets.
- District Manager reported that the walk-in freezer repair has been held up as it now needs a new compressor (approximate cost \$7,500 to replace). To replace the entire system would be a cost of approximately, \$15,900. However, the unit is older will get a quote for repair of freezer (compressor and condenser coil) so BOFC can determine if replacement of entire system is more cost effective.
- Requested Executive Session for the purposes of discussion of personnel matters.


**6. Correspondence**

6.1 SCFDMA Vendor Day, June 9, 2023 - Dix Hills [2023 DM Vendor Day.pdf](#) 18

6.2 SCFDOA Meeting, May 11, 2023 - Riverhead [SCFDOA Meeting](#) 19

[Notice.May11.2023.pdf](#) 

6.3 FCSN 101 Years of Fire Experience, Sept. 9, 2023 - Selden [9.9. Seminar 101 Years of Experience.pdf](#)  20

6.4 Town of Riverhead Sanitation Department - Stop Day [TOR STAP Day001.pdf](#)  21

## 7. Secretary's Report

7.1 **Special Election Report** [TIMETABLE SPECIAL ELECTION 04.25.23.pdf](#)  22

7.2 BOFC Agenda & Minutes - new Diligent application

## 8. Treasurer's Report [DISTRICT TREASURER'S REPORT 05.08.2023.pdf](#)

Discussion regarding funding sources for full time medic position, impact of increasing hours on budget and planning for cost of new equipment.

Future workshop date will be determined at the next meeting.

Motion to close three Permissive Referendums: Replacement of Truck Room Floor (B5), First Responder Vehicle (E2), and, Two First Responder Vehicles (E7)

*Moved by:* Kevin McQueeney

*Seconded by:* Tim Deveny

**Carried**

## 9. Chief's Report [Chiefs Agenda 2023 05 08.pdf](#)

- Chief Donnelly thanked BOFC for sending him to FDIC Conference.

9.1 Training Calendar [Training Calendar - May - June.pdf](#)  25

9.2 Activity Reports

9.3 **Department Points**

## 10. EMS Supervisor Report [EMS SUPERVISORS REPORT 05.08.23.pdf](#)

- Reported on EMS Department Data
- Commissioner Meyer thanked EMS Supervisor Andracchi and Chief Donnelly for meeting with Suffolk County regarding calls at a motel in Wading River that was very productive. Great feedback was received.
  - o Chief Donnelly reported that the next meeting will be held May 22nd. Follow up to meeting some procedures have been changed that has been positive.
  - o Chief Whelan also commented on suggestions that could provide relief in terms of addressing client needs.
- Report on trainings - participated in drills with Chiefs
- Community Outreach - needs a vehicle
- Scheduling - has improved, more shifts filled, Sat/Sun still a problem
- Commissioner Meyer asked about EMS Surveys post call. District Manager will send copy of survey used in the past. Suggested the FAQ sheet be sent out with EMS Survey while the phone and website is being set up - (from this point forward). Deadline June 1st Web/Phone done.
  - o District Manager has had some issues with the phone tree.

## 11. Attorney's Report

- Letter to member for return personal property. Property was returned.
- Letter to the auditors confirming information requested.
- Contract for Rescue Pumper - Specifications will be sent to BOFC for review prior to executing contract with vendor.

## 12. Wading River Fire Department

No report

## 13. Commissioner & Committee Reports

### 13.1 Chairman McQueeney

- Requested the Chief's Office supply a ladder truck for Councilman Rothwell event.
- Requested motion to surplus two Honda motors
- Requested motion to add forward looking cameras to Verizon Connect plan for recording purposes

- Alarm 412 - no ambulance available 4/27/23 - bounced to Ridge, Sound Beach, Shoreham, patient finally drove themselves to the hospital. This is unacceptable.
  - o Until the Department starts coming out at night, Chief Berg was directed to assign a Duty Chief on every night, and they will use SCM to send out a page at 6:30pm every night.
- Requested an update on PSTrax. District Manager feels the product did not live up to the expectations promised by the company. It is not user friendly. EMS Supervisor does not feel it is worth the cost.
  - o Commissioner Meyer identified other vendors that could do a better job.
  - o EMS Supervisor can come up with something better
  - o Truck checks have been on hold awaiting implementation but it does not meet our needs
  - o District Manager will work with Chiefs to set up truck checks in SCM
- Directed the Chief to refrain from using name at bottom of Department letters which is not legally accurate.

### 13.2 **Vice Chairman Moreno**

- Nothing to report

### 13.3 **Commissioner Deveny**

- Requested update on new generator from District Manager
- Discussion regarding issues with some road/streets not correctly identified with the appropriate township. Requested District Manager set up a meeting with FRES, our chiefs, D. Tacoma and Rocky Point Chief

### 13.4 **Commissioner Wallace**

- Requested District Manager distribute beneficiary forms
- Requested District Manager set up a Zoom call with COMPX Security Products to research NARCID narcotics auditing application software
- Asked EMS Supervisor to check into recent DEA Compliance Regulation changes

### 13.5 **Commissioner Meyer**

- Requested to set a date for a future work session. BOFC will wait until May 22nd meeting to identify a date in mid-June, possibly on a Sunday morning. Asked everyone to check their dates.
- Progress on vehicle pictures . Chief Berg did get some of the photos done.
- Requested update on letters out to the HQ neighbors inquiring about possible residential sales. District Manager sent the letters out.
- Department and Chief Staff - what TV Channel is viewed the most. Looking to reduce monthly cost with possibly replacing with most popular streamed channels.
- Chief sent emails out about items that need to be decommissioned. Need to come up with a plan with Houseman.
- Asked the Chief if there is interest in having a boat demonstration on either Thursday or Sunday morning.
- While at FDIC Conference, came across a training prop that might be quite beneficial to the department, cost is under \$50K or possibly part of a grant. Will be sending out information about it for discussion at next meeting
- Reported that prices coming in for recliners, looking at quotes for replacing furniture.
- Two items from past meeting -
  - GSA reimbursement for Matt, Greg and Greg Meyer. Travel day
  - Made a motion to amend previous motion regarding landscaping. Clarified the district will not use Rossetti Landscaping but rather stick with MK Lawn Care, thereby, amending motion to take 5 step lawncare off Rossetti and keep it with MK Lawn Care for 5 step
  - Made a motion to purchase plants from Rossetti Landscaping
- Requested Chiefs start having the members doing truck

- checks rather than paid staff
- Requested District Manager send an electrician up to STA2 to fix lights. Any district staff caught sleeping will be suspended.
- All paid staff will adorn proper PPU at all times especially footwear

#### **14. Executive Session**

##### **1st Executive Session:**

- Adjourn: 1917
- Reconvene: 2005

##### **2nd Executive Session:**

- Adjourn: 2038
- Reconvene: 2053

Motion to move to Executive Session 1 requested by District Manager to discuss personnel matters at 1917.

*Moved by:* Kevin McQueeney

*Seconded by:* Tim Deveny

**Carried**

Motion to move to Executive Session 2 requested by Chief Berg to discuss personnel matters at 2038.

*Moved by:* Kevin McQueeney

*Seconded by:* Joe Moreno

**Carried**

#### **15. 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.*

Motion to utilize Rossetti Landscaping, Inc., to purchase plants (Hydrangeas, Russian Sage perennials and annual flowers) for Station 2

(cost of \$1,575.00)

*Moved by:* Tim Deveny

*Seconded by:* Greg Meyer

**Carried**

Motion to amend prior meeting motion for 5 step Maintenance Lawn Program by using MK Lawn Care rather than Rosetti Landscaping

*Moved by:* Greg Meyer

*Seconded by:* Tim Deveny

Motion to add forward looking cameras to Verizon Connect plan for recording purposes

*Moved by:* Kevin McQueeney

*Seconded by:* Matt Wallace

**Carried**

Made a motion for BOFC to adopt GSA reimbursement rate for FDIC and AFDSNY Conference member attendees

*Moved by:* Matt Wallace

*Seconded by:* Tim Deveny

**Carried**

Motion for authorizing Chairman to sign contract to purchase Rescue Pumper

*Moved by:* Greg Meyer

*Seconded by:* Tim Deveny

Made a motion to surplus two Honda motors (VIN #'s 1200523; 1202387)

*Moved by:* Kevin McQueeney

*Seconded by:* Tim Deveny

**Carried**

**15.1 Material Requests - None**

**16. Agenda Items for Follow Up (May 22, 2023)**

Pick a work session date for purposes of developing a 1, 3 and 5 year plan for budget and excessing of equipment

**17. Adjournment**

Motion to Adjourn Meeting at 2056

*Moved by:* Tim Deveny

*Seconded by:* Greg Meyer

**Carried**

Respectfully submitted,  
Eileen F. Manitta, District Secretary  
Wading River Fire District

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

Minutes of April 24, 2023 Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Deveny at **1814** (meeting start delayed for full quorum) 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. Condolences were also expressed to District Manager Michalakopoulos and his family for the passing of his father.

Chairman McQueeney, Vice Chairman Moreno, Commissioner Deveny, Commissioner Wallace, Commissioner Meyer, District Manager Michalakopoulos, Secretary Manitta, Chief Berg and 3<sup>rd</sup> Assistant Chief Whelan were present. Treasurer Cangelari, 2<sup>nd</sup> Assistant Chief Donnelly, President Kuzloski and Attorney Ring were absent with prior notice.

Vice Chairman Moreno made a motion, seconded by Commissioner Meyer, unanimously approved to accept the minutes of the April 10, 2023, BOFC meeting and Work Session Meeting of April 17, 2023.

**Executive Session #1 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: 1814**

**Reconvene from Executive Session: 1839**

**Old Business:** Material requests for uniforms

**Public Comments:**

- No Comments

**Correspondence:**

**Secretary Manitta**

- Reminder Meetings:
  - Riverhead Town Fire District Council – April 26<sup>th</sup> at Manorville FD
  - Brookhaven Town Fire District Officers Association – April 27<sup>th</sup> at Ridge FD

**Secretary Report:**

**Secretary Manitta**

- Nothing to report

**Wading River Fire Department:**

**President Kuzloski**

- Not present

**Material Requests:****District Manager Michalakopoulos**

- 06 – FF Equip – FF Gear – 7 Sets in the amount of \$4,810.00
- 07 – Uniforms & Apparel – Class A Uniforms in the amount of \$3,410.60
- 08 – FF Equip – EMS Boots in the amount of \$115.00
- 09 – Uniforms & Apparel – Class A Uniforms in the amount of \$800.00
- 10 – Uniforms & Apparel – Class A Shoes in the amount of \$75.00
- 11 – FF Equip – EMS Boots in the amount of \$115.00
  - After discussion, Commissioner Moreno approved material requests numbers 6-11, seconded by Commissioner Meyer, unanimously approved.

**District Manager Report:****District Manager Michalakopoulos**

- Received the following checks: None
- 6-3-2 – Repairs to power steering completed by district mechanic.
- New 6-3-8 – Submitted tool mounting and recommended communication system quote. Vehicle scheduled to go to vendor on May 4<sup>th</sup> to begin on warranty items. Time for completion is approx. 3 weeks.
  - Commissioner Wallace made a motion, to send truck out on May 4<sup>th</sup> for all mounting of tools (\$5,639.85) and headsets put on hold until next meeting, seconded by Commissioner Meyer, unanimously approved.
- 6-3-32 – Vehicle scheduled for minor repairs while chief is away at FDIC conference by district mechanic.
- 6-3-80 – Received police report from incident on 4-15-23, vehicle back in service, wheel alignment in addition to 3 rims & tires completed. All other items are cosmetic related and will be addressed at a later.
- 6-3-Spare
- Communication Tower Project – Sandel Crane test & simulation scheduled for 4/25. Will be onsite for approximately 4 hrs. This is required for the town application process.
- EMS Recovery Billing Implementation – Weekly onboarding meeting with EMS supervisor and QMC in progress, no update on Medicaid application submission but was told this may take a few weeks.
- Additional FT Paramedic paperwork (SC 500 & Eligible Certification List) submitted to Civil Service for processing. Once approved, official list will be sent and canvass letters will be sent to eligible candidates will be sent out.
- HQ Structural Evaluation – No update currently, expecting report from BBS Architects Engineers & J.C. Broberick in the next few days.
- Diligent – In progress, working with district secretary on setup & training.
- Building LED lighting project – Completed, five (5) additional fixtures needed for renovation project and will be complete after PESG rebate program is completed. All paperwork has been submitted and approved.
- HQ Building Renovation Project – In progress, Johnson Controls completed additions to building system required for building renovations, cost part of overall cost of project.

- HQ / Station 2 Monitoring System – Findings from annual certification testing as follows: Omntec proteus board needed to be replaced along with the transition sump at Station 2. Repair costs will be \$3,202.
  - Commissioner Wallace made a motion to approve repairs, seconded by Commissioner Deveny, unanimously approved.
- Fire Alarm Systems – Station 2 trouble issues have been resolved, issues with phone connections and one (1) smoke detector needed to be replaced. Repair costs for this repair was \$3,659.48. The HQ trouble issue has been resolved, cost for repair included in renovation project costs.
  - Commissioner Wallace made a motion to approve, seconded by Commissioner Deveny, unanimously approved.

**BOFC Comment:** Discussion regarding Commissioner Meyer’s motion to allow District Manager to enter into agreements for operational facility repairs and/or maintenance of buildings and vehicles up to a maximum cost of \$5000 without waiting for prior BOFC approval. The District Manager would then report to Facilities Committee Commissioners and to the entire BOFC at next meeting.

- After discussion, Commissioner Meyer made a motion to allow the District Manager to enter in agreement for R/M for vehicles/building up to \$5000 without BOFC prior approval, seconded by Commissioner Wallace, all in favor except Chairman McQueeney who was opposed, motion passed 4-1.

**Attorneys Report:**

**Attorney Ring**

- Not present

**Chief’s Report:**

**Chief Berg**

➤ **Item Submissions:**

- Hardy Harrell (Fire/EMS) and Evan Albinski (EMS Only) folders submitted for membership.
  - Commissioner Wallace made a motion to approve physicals, seconded by Commissioner Meyer, unanimously approved.
- Scheduled Training: \*All trainings are subject to change by the chief\*
- May 4<sup>th</sup> Extrication tool evaluation
- May 7<sup>th</sup> Extrication tool evaluation
- May 10<sup>th</sup> NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention @ Mastic FD
- May 11<sup>th</sup> NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention @ North Patchogue FD (morning)
- May 11<sup>th</sup> NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention @ Dix Hills FD (afternoon)
- May 25<sup>th</sup> Vehicle Extrication @ Suffolk County Fire Academy

➤ **Material Requests:**

- EMT class at Port Jefferson EMS for Probationary EMS Member Ambar Silva at the cost of \$175 to be paid upon registration online.
  - After discussion regarding response percentage rate, Commissioner Meyer made a motion to approve with a stipulation the Chief have a discussion regarding attendance at alarms, seconded by Commissioner Wallace, approved by all except Chairman McQueeney and Vice Chairman Moreno who were opposed, motion passed 3-2.
- Auto Vent shade in-Channel rain guards for 2021-2023 Chevy Tahoe (6-3-30 vehicle) at a cost of \$60
  - Chairman McQueeney made a motion to approve, seconded by Commissioner Deveny, unanimously approved.
- Bolt Cutters for 6-3-8 at the cost of \$203.83
  - Chairman McQueeney made a motion to approve, seconded by Commissioner Deveny, unanimously approved.

➤ **Follow-up items:**

- Looking for an answer on Houseman Michael Argenti and his hours per my request at the last regular board meeting. Is the board willing to switch his hours back, has he been spoken with? Executive session to discuss privately as per Commissioner Meyer

➤ **Information:**

- Riverhead Fire Department and Riverhead Volunteer Ambulance Corps have been taking alarms at Tractor Supply Company, Middle Country Rd. Calverton, NY 11933. This is a business that is in the Wading River Fire District. Both agencies have not contacted Wading River Fire District, or Department that the alarms have been given to the wrong agencies. The problem seems to be stemming from Riverhead Police Department dispatchers that have been dispatching the wrong agencies.
  - Chairman McQueeney requested that the Chief reach out to Riverhead FD and PD.
- 6-3-30 Tahoe needs to go to GM dealership for a computer programming recall. I actually have to run out to Buzz Chew at some point within the next 2 weeks so I could schedule and take it there, otherwise I could turn it in to the district and take a loaner and the district can take it. It will be coming up as due for an oil change soon. The dealer could handle the service if the board/ DM would like while I wait for it. This is per the mechanic at Commander Fleet.
- Chief Whelan shared a recent legal case involving the driver of an engine who went through a red light. The Appeals Court decision found fire district will not be liable for their volunteer fire districts. Districts no longer has vicarious liabilities/negligence due to their status of special privileges.

**Executive Session #2 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: 1956**

**Reconvene from Executive Session: 2025**

**Treasurers Report:**

**District Manager Michalakopoulos**

➤ **Bills total: \$50,119.72**

- Commissioner Meyer made a motion to pay the bills, seconded by Commissioner Deveny, unanimously approved.

**Commissioner Reports:**

**Chairman McQueeney**

- Requesting 6-3-80 automobile accident report from staff and installing a forward-facing camera. District Manager will get BOFC a price.
- Thanked Chief Donnelly and Jade Andracchi for setting up Zoom meeting with Department of Social Services. Commissioner Meyer also complemented both for doing a fantastic job. Meeting was very productive.
- Sick calls – requested BOFC is emailed when someone calls in sick. EMS Supervisor Andracchi should let BOFC know.
- Payroll – District Manager will email out.
- Requested update on freezer upstairs
- Boat back in a week or less and will let you know what props to buy

**Vice Chairman Moreno**

- No report

**Commissioner Deveny**

- Requested District Manager contact Cathy DeLuca (AFDSNY) to submit recently deceased members' names to list/newsletter.

**Commissioner Wallace**

- No report

### **Commissioner Meyer**

- Commissioner Meyer made a motion for Commissioner Wallace, Chief Donnelly, Commissioner Wallace and himself to be reimbursed as per the previously BOFC adopted GSA per diem rate for the FDIC Conference, seconded by Deveny, unanimously approved.
- Requested update on All American sign off for Commissioner's sweatshirts.
- Recent inquiries and phone calls regarding medical billing. Requested that the information be put on new website and added to phone answering system. District Manager will follow up with phone system to connect to QMC for any questions. BOFC would like an information letter to go out to the residents along with EMS Surveys.
- Discussion regarding sending a letter out to neighbors (HQ) to notify the WRFD interest in possible purchase of property should they plan on selling.
- Bodywork – equipment inspections and identified repairs needed (rust on 6-3-11). District Manager will obtain quotes.
- Requested District Manager send a memo to District Treasurer Cangeleri requesting information on budget capacity to hire another full-time medic to be presented to BOFC for next meeting.
- Requested District Manager to send memorandum to EMS Supervisor, Jade Andracchi, to have her report to BOFC at next meeting on pro/cons of possibly moving hours of for EMTs/Drivers. Breakdown of busiest times.
- Work Session in June – topic 1, 3, 5-year plans. Asked Chief to start working on their end. Most likely a Sunday morning. Will walk around to see what can be excessed and then sit with Chiefs and assistants.

### **For Next Meeting:**

- Treasurer Cangeleri update – where money for another full-time paramedic
- EMS Supervisor Andracchi – prepared to speak on pro/cons moving times around and alternatives covering weekend shifts
- Chief Berg put together a proposal for new badges and recycling member numbers.

Commissioner Wallace made a motion to adjourn, seconded by Vice Chairman Moreno, unanimously approved.

Meeting adjourned at 2049 hours

Respectfully submitted,

Eileen F. Manitta, District Secretary  
Wading River Fire District

## Material Requests

- None

## DM Report:

- Received the following checks:
  - None

## Equipment

- Firefighting Gear – Material Request processed, vendor contacted and measuring of members scheduled and completed on 5/8/23, purchase order issued.
- Class A Uniforms - Material Request processed, vendor contacted and measuring of members scheduled for May 30<sup>th</sup>.
- Gas Meters – New meters received, inventoried on 5/5 and turned over to chief staff for distribution to apparatus.

## Apparatus

- 6-3-32 – Vehicle completed except for addition of VHF mobile. Working with chief staff and vendor on alternative options due to limited space in rear of command box.
- Spare District Truck – Vehicle at autobody shop completing repairs to the rear of vehicle. Vehicle is expected to be out of service for approx... One week.
- New 6-3-8 – Vehicle at vendor getting punch list including warranty items and tool mounting. The only item remaining is the radio communication system which was put on hold at the last meeting. While in attendance at FDIC met with several vendors, recommendation is to remain with the system submitted by chief staff. Have 2 quotes for board review, original from Neville and second from IWT. The original schedule of completion remains the same, approx. 3 weeks.
- 6-3-16 & 6-3-17 Garage Remote – As requested by commissioner Deveny, 3 button remote have been added to the ambulances and are now controlling the ambulance bays at both stations.

## Buildings

- HQ Structural Evaluation – Received and submitted BBS Architects Engineers final draft report for HQ to board for review. The report is limited regarding the structural issues to the front of the building due to delays from J.C. Broberick report. Sil boring report was received and submitted which is showing a great deal of water retention in the area in questions. We will be scheduling an onsite meeting with all parties (BBS Architects Engineers, J.C. Broberick, and district) to discuss the next step. Most likely it will involve additional testing to develop an action plan.

- HQ Building Renovation Project – In progress, project remains on schedule and within budget.
- HQ / Station 2 Monitoring System – Repairs have been completed and request submitted for the replacement of the station 2 diesel nozzle as requested, waiting for vendor for quote. Requested swap of nozzle in lieu of additional purchase.
- Fire Alarm Systems – Repairs to both HQ and Station 2 have been completed.
- Memorial Stone Engraving – Submitted and approved proof from Peconic Monuments for the engraving 2023 deceased members Daniel A. Zaveski and Herbert J. Eickholz. Work is currently scheduled to be completed prior to the Memorial Day Services. Unfortunately the request to NYS association of Fire District to add Ex Commissioner Zaveski to the 2023 annual services was made after the deadline but will be added to the 2024 services.
- Access Control Keypad – in progress, apologies for the completion delays, maintenance staff will complete upon return from scheduled vacation.

#### Projects

- Communication Tower Project – Received and submitted final site plan drawings to board for review, all items that needed to be address including any items requested by Riverhead town have been completed. Vendor in process of assembling application for submittal to Riverhead Town. Once updates are received, information will be forwarded to the board.
- EMS Recovery Billing Implementation – Weekly onboarding meeting with EMS supervisor and QMC in progress, received Medicaid approval, working with vendor and EMS supervisor on any remaining documentation requested.
- Diligent – In progress, continuing to work with the district secretary on setup & training. Would like to thank Eileen for all the time and effort in setting up the templates and the live demonstration this evening.

#### Staffing

- FT Paramedic position – Civil Service completed processing paperwork, we received certified eligible list, mailed canvass litters to all candidates on the list. Began receiving replies, once deadline has expired, we will work on scheduling interviews

In conclusion, I would like to thank the board of fire commissioners for allowing me to attached the 2023 FDIC conference

# SUFFOLK COUNTY FIRE DISTRICT



## MANAGERS ASSOCIATION

# **2<sup>nd</sup> Annual** **VENDOR EVENT** *Bigger and Better*

**Friday, June 9, 2023**

**Dix Hills Fire Department**  
**115 E. Deer Park Rd, Dix Hills**

**Displays Open: 12:00AM**

**Lunch provided**

**Over 60 Participating Vendors**

## **Contact**

**Mike Cooper: 631-813-0146      Scott Dalrymple: 631-831-8622**  
**Rob Simpson: 631-484-8440**



The next regular meeting of the

Suffolk County Fire Districts

will be held on

Thursday, May 11, 2023

at Riverhead Fire District

540 Roanoke Avenue, Riverhead

Food to be served at 7:00 pm.

Meeting starts at 8:00 pm

Hope to see everyone at the meeting.

Thanks,

Bob

# FIREFIGHTER CANCER SUPPORT NETWORK - NY

PRESENTS

## 101 YEARS OF FIRE LEADERSHIP



**THOMAS RICHARDSON**  
Chief of Department  
FDNY

*"Common Sense Leadership -  
Stay Focused On The Mission"*

**9:00AM - 10:30AM**

Chief Richardson has 41 years with FDNY, retiring as Chief of the Department. Tom has been a member of the Deer Park Fire Department since 1978, where he currently serves on the Board of Fire Commissioners.



**JOHN NORMAN**  
Deputy Assistant Chief  
FDNY

*"Fire Behavior and  
Firefighter Survival"*

**10:45AM - 12:15PM**

Chief Norman has served over 40 years in the fire service, 27 years with FDNY, the majority of that time in various Special Operations units.



**JOHN SALKA**  
Battalion Chief  
FDNY

*"Private Dwelling Search"*

**12:30PM - 2:00PM**

Chief Salka has over 40 years in the fire service and served over 33 years with FDNY, 17 of them as Battalion Chief. He is the author of 4 books and writes a monthly column "the Fire Scene" in Firehouse magazine.

**»» SEPTEMBER 9TH ««**

**8:00 AM CHECK IN & BREAKFAST**

**PREGISTRATION \$75.00**  
**AT THE DOOR \$85.00**

**SELDEN FIRE DEPARTMENT**  
**44 WOODMERE PLACE, SELDEN, NY**



**Tony Cruz**  
tacruz@fcsn.net  
631-495-4222

**RSVP TO:**

**Ronnie Barz**  
ronald1942@aol.com  
516-318-7794





TOWN OF RIVERHEAD  
**Sanitation Department**

200 Howell Avenue  
Riverhead, New York 11901

(631) 727-3200, Ext. 391

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Drew Dillingham, Town Engineer

May 3, 2023

Wading River Fire Department  
1503 N Country Road  
Wading River, New York

Dear Chief:

Please be advised that the Town of Riverhead is planning a S.T.O.P. Day (Household Hazardous Waste Collection Day) on Saturday, May 20, 2023. The hours for the event will be from 8:00 am until 2:00 pm at the Highway Department at 1177 Osborn Avenue, Riverhead, New York. Thank you for your cooperation and assistance.

Sincerely,

DREW DILLINGHAM, P.E.  
Town Engineer

DD/SC

**WADING RIVER FIRE DISTRICT – 2023 SPECIAL ELECTION  
TIMETABLE FOR APRIL 25, 2023  
SPECIAL FIRE DISTRICT ELECTION**

*Timeline Adopted by BOFC Action 03/13/2023*

<b>Date</b>	<b>Description</b>	<b>NOTES</b>
03/13/23	<b>Adopt resolution to purchase One (1) Mario Rescue Pumper Engine, with necessary and related equipment for a total of \$1.1 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</b>	<b>03/13/2023 BOFC RESOLUTION</b>
03/13/23	<b>Adopt Resolution Appointing Board of Elections and Fixing Fees (can be done as late as 03/16/23) - at least 40 days prior to election. TL § 175-a (6).</b>	<b>03/13/2023 BOFC RESOLUTION</b>
03/13/23	<b>Adopt Resolution for Dates for Preparation of Registration Rolls - (last day 03/26/23 - 30 days prior to election). TL § 175-a (2) (b) and 3.</b>	<b>03/13/2023 BOFC RESOLUTION</b>
03/14/23	<b>Request list from Suffolk County Board of Elections - to be delivered 04/04/23 - of voters registered on 04/02/23. EL § 5-612 (6).</b>	<b>03/14/2023 REQUEST TO SUFFOLK COUNTY BOARD OF ELECTIONS VIA EMAIL</b>
03/21/23	<b>Deliver Notice of Special Election to Riverhead News Review.</b>	<b>03/23/2023 PUBLISHED RIVERHEAD NEWS REVIEW</b>
03/21/23	<b>Deliver Notice of Information Hearing to Riverhead News Review.</b>	<b>03/23/2023 PUBLISHED RIVERHEAD NEWS REVIEW</b>
03/23/23	<b>Publish Notice of Special Election in Riverhead News Review - not more than 34 days (March 22) nor less than 27 days (March 29) prior to election. TL § 175 (1).</b>	<b>03/23/2023 PUBLISHED RIVERHEAD NEWS REVIEW</b>
03/23/23	<b>Publish Notice of Information Hearing.</b>	<b>03/23/2023 PUBLISHED RIVERHEAD NEWS REVIEW</b>
03/24/23	<b>Forward copy of Notice to Town Clerks of Brookhaven and Riverhead for publication on their website and on the bulletin board in his or her office and on his or her sign board (publish for at least 15 (4/10) days but not more than 20 days (04/05) prior to election) Town Law § 175-c (2).</b>	<b>03/23/2023 VIA EMAIL TO TOWNS OF BROOKHAVEN AND RIVERHEAD</b>
04/02/23	<b>To be eligible to vote, person must have registered on or before this date (23 days prior to election). TL § 175-a (2) (a).</b>	<b>AS PER BOARD OF ELECTIONS</b>
04/04/23	<b>Suffolk County Board of Elections to deliver list of eligible voters. EL § 5-612 (6) (21 days prior to election)</b>	<b>VOTER LISTS DELIVERED 04/04/2023</b>
04/05/23	<b>Post Notice on District website, if any, and District sign board (must be on at least 15 days but not more than 20 days prior to election). (Time and place of election, officers to be elected, hours polls open). TL § 175-c (1).</b>	<b>04/05/2023 WRFD WEB &amp; SIGN</b> <ul style="list-style-type: none"> <li>• <b>NOTICE OF PUBLIC INFORMATION HEARING</b></li> <li>• <b>SPECIAL ELECTION</b></li> </ul>
04/10/23	<b>Public Information Hearing – 7:30 p.m.</b>	<b>HELD 04/10/2023 AFTER REG. BOFC MTG.</b>
04/18/23	<b>Meeting of Wading River Fire District Board of Elections to prepare roll – Tuesday – 12:00 noon.</b>	<b>04/18/2023 PREPARATION FOR ELECTION</b>
04/25/23	<b>Special Election - 6 p.m. - 9 p.m. TL § 175-(1).</b>	<b>17 YES 13 NO PROPOSITION PASSES</b>
04/26-04/28/23	<b>File Certificate of Canvass with Town Clerks of Towns of Brookhaven and Riverhead TL § 175 (5) (within 72 hours after election) (last day – 04/28/23).</b>	<b>Delivered to Towns 04/26/2023</b>



## WADING RIVER FIRE DISTRICT

1503 North Country Road

Wading River, NY 11792

631-929-3753

[www.wadingriverfiredistrict.org](http://www.wadingriverfiredistrict.org)

## BOARD OF FIRE COMMISSIONERS MEETING

MEETING DATE: 05/08/2023

SUBMITTED BY: District Treasurer Cangeleri

### DISTRICT TREASURER'S REPORT

1. **BILLS TOTAL:** \$49,403.64
  
2. **DEPOSITS RECEIVED:**
  - **TOWN OF BROOKHAVEN** - \$7,291.65, \$9,114.56
  - **TOWN OF RIVERHEAD** - \$3,814.38, \$7,628.76, \$12,714.61, \$45,772.58
  
3. **AUDIT UPDATE** - Audit Report has been filed. Will review draft with BOFC.
  
4. **BUDGET** - Requesting to close three Permissive Referendums
  - a. Replacement of Truck Room Floor B5 - \$78,862
  - b. First Responder Vehicle E2 - \$233.16
  - c. Two First Responder Vehicles E7 - \$23,440.80

To: Wading River Fire District  
From: Kevin Berg, Chief of Wading River Fire Department  
Subject: Chiefs Report  
Agenda: 2023-09  
Date: 05/08/2023

**Item Submissions:**

Resignation letter from Fire/EMS member Scott Engelhardt

**Scheduled Training:**                    \*All trainings are subject to change by the chief\*

Thursday, May 4, 2023 training has been rescheduled to Vendor- Firehouse Training Plus.

**Material Requests:**

None

**Follow-up items:**

Gear sizing will take place prior to the start of the board meeting at 6pm, Monday, May 8<sup>th</sup> for the following members:

- K. Berg
- M. Donnelly
- S. Como
- C. Kuzloski
- C. Ortega
- A. Rosini

The member not able to make the date for the fitting is D. Tiernan. She had a conflicting work schedule with the short notice and would like other arrangements to be made, if possible.

**Information:**

Saturday, May 20<sup>th</sup> will be a standby for Rocky Point FD for their annual dinner at their Shoreham Co. #3 house from 5pm- midnight.

Respectfully Submitted,  
Kevin Berg, Chief of Department

Previous Month	May 2023						Next Month
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	1	2 ■ Training - Eastern Region Stroke Summit 2023	3 ■ St Florian Dinner - Wednesday May 3	4 ■ Training - Firehouse Training + at WRFD	5	6	
7 ■ BATTERY EXTRICATION TOOL EVALUATION ■ SCVFFA - Memorial Service	8 ■ BOFC MEETING	9 ■ Auxiliary Meeting	10 ■ NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention	11 ■ NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention ■ NYS OFPC - Firefighter Contamination Reduction and Cancer Prevention ■ BOD Meeting	12	13	
14	15	16	17	18 ■ Signal 8 & Dept Meeting	19	20 ■ Engine Standby for Rocky Point FD	
21	22 ■ BOFC MEETING	23 ■ Officers Meeting	24	25 ■ County Instruction - Vehicle Extrication	26	27	
28	29	30	31				

Previous Month	June 2023						Next Month
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
				1 ■ Training - Firehouse Training + at WRFD - Fire Ground Training /Air Management	2	3	
4	5	6	7	8 ■ BOD Meeting	9 ■ SCFDMA - Vendor Event	10	
11	12	13 ■ Auxiliary Meeting	14	15 ■ Signal 8 & Dept Meeting	16	17	
18	19	20	21	22 ■ Training - County Instruction - Taxpayer	23	24	
25	26	27 ■ Officers Meeting	28	29	30		



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### BOARD OF FIRE COMMISSIONERS MEETING

MEETING DATE: **05/08/2023**

SUBMITTED BY: **JADE ANDRACCHI, EMS SUPERVISOR**

#### EMS SUPERVISOR'S REPORT

1. **DEPARTMENT RESPONSE STATISTICS** – include EMS/ambulance/1<sup>st</sup> responder response times breakdown; paid vs. volunteer comparison; mutual aid given/received.

##### May EMS Report

- **YTD 377 EMS Alarms**  
Stats 4/10-5/8  
90 EMS Alarms  
Ambulance on scene 12.44 min  
At Patient 9.15 min
- **90 Alarms**  
Tpx by Paid Medic 44 – 48.8%  
Tpx by Paid EMT 18 – 20%  
Tpx by Volunteer 28 31.1%

##### April Data

Tpx by Volunteer Personnel: 11 calls/15.94%  
Tpx by Paid EMT: 23 calls/33.3%  
Tpx by Medic: 35 calls/50.72%

##### Wading River Motel

4/10-5/8 – 10  
YTD - 30  
Since meeting - 4

##### AHRC

4/10-5/8 – 12  
YTD - 60

##### Mutual Aids:

Received 2  
Given 2  
ALS 2

##### Driver Data:

Total Transports 331  
Tpx by paid EMT 15  
Argenti YTD 4 Alarms  
2022 17 Alarms

##### AVG Attendance

All times 8.8  
0000-0500 4.1  
0445-0700 4.4

##### Calls by Time of Day

Busiest Times 0900-2200



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### **2. TRAINING/DRILLS**

- Participated in 2 EMS Department drills
- Scenario based drill – AMS pt/Bathroom extrication
- Probie training – CPR/Lucas
- Firefighter rehab training

### **3. OTHER SPECIAL DETAILS/ASSIGNMENTS**

- Community Outreach
- CPR Training Thursday at the Baptist Church
- Will need vehicle

### **4. MONTHLY SCHEDULE**

- Scheduling
- 4/10-5/8 – 3 weekend overnights covered by BLS
- Partial shift covered by BLS (3 Hr)
- Weekend overnights for the rest of the month open  
Full time staff has been picking up some shifts for OT

### **5. MATERIAL REQUESTS – NONE**

### **6. EMS PROVIDER STATUS UPDATES**

- EMT Precepting
- Rothwell - cleared
- Suarez – in process