



BOFC Regular Meeting - 3 Minutes

Wading River Fire District

3/9/2026 6:00 PM EDT

@ 1503 N. Country Rd. Wading River, NY 11792

Attendance

Present:

Members: Tim Cangelieri, Commissioner Deveny, Commissioner Hegermiller, Commissioner McQueeney, Commissioner Meyer, Greg Michalakopoulos, Amanda Telepan, Chairman Wallace

Guests: Chief Gluck, Attorney Ring, Chief Ryan, Paramedic Schultz, Chief Whelan

I. Procedural

The meeting of the Board of Fire Commissioners work session 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:

Policies Time Records & Pay Period, PTO & Benefits, and Camera Systems Acceptable Use were not approved they are on hold.

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

A. Adoption of Minutes

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

B. Membership

Fire/EMS -

- Raymond Ellis - HQ
- Noah Rios - Sta 2

EMS Only -

- Bobby Thapa Johnson - HQ
- Karina Pacheco - HQ

Members to be sworn in on March 30, 2026 for April 1, 2026 start, contingent upon passing a background check and physical. Background check and physical for all prospects must be completed and received by the District Secretary no later than Friday, March 27, 2026.

EMS Only Must be registered and start an EMT class within 6 months of April 1, 2026 start date. If they do not meet this requirement they will be dismissed from their duties.

C. Personnel

Per Diem Staff:

EMT/Driver - Stephen Delena

Paramedic - Nicholas Visusi & David Kruysman

Full Time Paramedic: Jonathan Millings

 [Stephen Delena Resume.pdf](#)

 [kruysman.pdf](#)

 [Nick Viscusi ParamedicResume.pdf](#)


 [J.Millings - Resume.pdf](#)

D. Policies

Only Policy Approved - WRFD Chiefs Directive

 [WRFD Chiefs Directive.pdf](#)

 [Time Records and Pay Period.pdf](#)

 [PTO & Benefits.pdf](#)

 [Camera Systems Acceptable Use \(2\) \(1\).pdf](#)

III. Public Comment

Member/ Association VP Rosini - would like open communication re the remodel and potential offices going upstairs in the meeting room / upstairs. Chairman Wallace said there will be open communication with them.

IV. Attorney's Report

Discussed audit reports from other districts with the commissioners.

V. EMS Report

None.

VI. Secretary's Report


Installation Dinner - Approx 195 guests attending

Sample of Program Attached

Correspondence Below

 [VOLUNTEER FIREFIGHTER PARTIAL REAL PROPERTY TAX EXEMPTION AMENDED FOR SURVIVING SPOUSES OF VOLUNTEERS KILLED IN LINE OF DUTY.pdf](#)

 [Memo for RECORDS CHECK FOR NEW MEMBER.pdf](#)

 [NEW YORK STATE CREATES A SYSTEM FOR PUBLIC ENTITIES AND CONTRACTORS TO COMPLY WITH PREVAILING WAGE REQUIREMENTS THROUGH THE DEPARTMENT OF LABOR WEBSITE.pdf](#)

 [BH Town Dist. Chief Install.pdf](#)

 [Program.pdf](#)

VII. Treasurer Report

 [Meeting 3.9.26.pdf](#)

VIII. District Managers Report

 [DM Report BOFC Meeting 3-09-26.pdf](#)

When is 13 going back to riverhead? - going over vehicle removing our items and make sure they have their items back. They did ask if we wanted to purchase this vehicle, commissioners state no thank you. Will drop off after cleaning. Nice thank you letter and neighboring district Chief - please write a letter and warn members they are NOT to speak and/or communicate to the construction crew.

A. Deposits

- Town of Brookhaven Shoreham Energy & Cross Sound Energy Pilot Funds Check # 004627 in the amount of \$83,466.66. Rcpt. # 532642 turned over to district treasurer for deposit.

B. Repair/Maintenance of Buildings

2nd Floor Kitchen Drain Issues

- progress, as previously reported working with maintenance staff and vendor to obtain quote for camera exploration of kitchen drain.

Station 2 Parking Lights

- In progress, as previously reported repair delayed due to weather and district unable to bring lift to station 2. Working with vendor to complete repairs asap.

Station 2 Men's Room Door

- Work order submitted, bathroom lock needs replacement, assigned to district maintenance staff and new lock ordered and will be replaced once arrives.

HQ Double Check Valve Replacement

- During the annual backflow protection test, although test was successful for the 2025 year, it was discovered that the double check valve needed to be replaced. Cost for this repair is necessary to successfully pass the 2026 annual test. Cost for is \$3,120.00

Station 2 Spring Cleanup

- Requesting to have annual spring cleanup schedule for station 2 property by Rossetti Landscaping in the amount of \$4,500.00

C. Repair/Maintenance of Equipment

6-3-3

- In progress, vehicle 75% completed, all emergency lighting, radios, inverter, and auto eject installed. Waiting on accessory equipment to arrive. Vehicle is expected to be completed by 3/16 and can be put into service right way.
- As previously reported, recommending the vehicle be surplus and put out for public bid.

6-3-5

- Work order submitted – New tires & alignment needed
- In progress, working with Barnwell Tire to schedule appointment

6-3-11

- Work order submitted – Officer’s front door miss aligned and passenger’s door ajar indicator light on
 - District mechanic notified and is addressed the issue
- Work order submitted – Drivers side windshield cracked.
 - Glass vendor contacted and glass replaced, vehicle back in service.

6-3-13

- Wading River FD equipment has been removed and vehicle has been taken out of service.

6-3-16

- Work Order Submitted
 - Master switch and dome light switch reversed on cab control panel
 - Rear doors of ambulance box will not locking.
 - Parts on order and will be addressed along with oil change and PM service.

6-3-17

- Work Order Submitted
 - Side entrance door of ambulance box does not lock. In progress, parts are on order.
- Oil change & PM service completed
- Four wheel drive not working properly
 - Passenger wheel hub was replaced, additional parts needed and have been ordered, and vehicle will go out once parts arrive.

6-3-30

- Oil Change service performed along with other minor repairs

6-3-32

- Oil change service performed, while vehicle being serviced mechanic advised that timing chain needs to be replaced and possible fuel injectors. Recommendation is not to complete this repair and to surplus vehicle “as is”

6-3-80

- Leak from front differential repair completed at Buzz Chew Chevy under warranty.
- Oil change and PM service will be scheduled with district mechanic in the upcoming days.

Work order submitted - Akron Lear Line Wye - **2.5" Female x 2 1.5" Male Discharges Broken**

- **The valve sent out for repair, received notification that cannot be repaired, replacement cost for valve is \$1,680.35. Working with Chief Ryan to determine if valve needs to be replaced with the same or alternative valve.**

D. Permissive Referendum Projects

HQ Foundation Repair

- In progress, Project start date 3/9/26, work hours are currently set for 7a-4p Monday – Friday with occasional weekend hours if needed. Received and submitting 2 week lookahead from GC for review.

HQ Elevator Mod

- Project Completed.

HQ 2nd Floor Renovation

- On Hold - Phase II 2nd floor hallway renovation put on hold till final layout is determined from the 1st floor layout to relocate the medics back to HQ.
- As per board request, submitting material cost for layout changes reviewed at the at last meeting with a budget amount of \$50,000. Alternative proposed changes suggested by vice chairman Hegermiller would require a budget amount of \$25,000. Recommend capital building reserve as the funding source. Once funds are approved, the original layout will be broken into 2 phases, phase I 2nd floor with an approximate timeline of 3 months and the responder area as phase II will an additional timeline of 3 months for completion.

New Rescue Pumper

- In progress, vehicle tool mounting in progress. Submitting list of additional equipment items totaling \$5,964.27 needed from tool mounting walkthrough for board review.

AFG Replacement Engine (6-3-11)

- In progress – reminder performance period end date is September 29, 2027.
- Chief Ryan submitting truck proposals for BOFC review.

New 3rd Ambulance

- In Progress, vehicle has been completed and inspection trip will be on March 19th with or district manager & district mechanic in attendance.

New Chief Vehicles

- In Progress, vehicles picked up from upfitter, command box construction in progress and vehicles will be put into service as they become ready. Issue with remote vehicle fobs, uncles why there is an issue. DeNooyer Chevrolet willing to look at vehicles however due to vehicle modifications repairs are not covered under warranty. IWT also contacted to verify radio profiles prior to putting into service.

HQ Communications Tower

- Received and submitted second amendment to land lease agreement review and approval. Copy also submitted to general counsel for review and approval.

E. Personnel Report

- Of the (3) three eligible candidates one interview performed by Vice Chairman Hegermiller, Commissioner Meyer, DM Michalakopoulos, and Secretary Telepan. Of the other two candidates, one never responded after numerous attempts to schedule interviews and the other accepted a full-time position with another agency. Recommendation to hire Jonathan Millings for open vacancy, resume attached for board review.
- Requesting hiring the following submitted at the previous meeting be added to the district per diem staff:
 - EMT/Driver Stephen Delena

- Paramedic Nicholas Visusi
 - Paramedic David Kruysman
- Resumes attached for board review

- **Requesting Executive Session with BOFC and General Counsel for pending employee discipline**

F. Budget Items

G. Other

Asset Tag Project

- In progress, district staff have tagged and entered 1000 items into SCM Inventory Maintenance Module

District EMS Operating Certificate & Controlled Substance Renewal

- EMS Operating Certificate has been received and posted.
- Renewal for NYSDOH Limited Service Laboratory Registration (CLIA) submitted and received 2026-2028

Suffolk County Ambulance Services Agreement

- Received, completed and submitted 2026-2030 Suffolk County Ambulance Services Agreement

LOSAP 2025

- Completed and submitting the following to the LOSAP administrator for review and submitting
 - 2026 Pre-valuation Census
 - 2026 Post-entitlement Census
 - 2026 New Members Form

GPS/Maintenance Module

- Additional GPS/Maintenance modules have been installed in specified vehicles.

Suffolk County Fire District Managers Association

- Quarterly meeting will be held on March 11th 11am at Islip FD, departing for meeting at 10am, Commissioners, District Secretary & Treasurer are welcome to attend.

Fuel Log

- Submitting monthly fuel log for the months of February 2026.

IX. Chief's Report

 [Chief's Report BOFC Meeting - 03-09-26 \(1\).docx](#)

Please send out memo to members they are not to speak to the construction workers for the foundation project

Chief Whelan - Will pull gear if mandatories are not completed when they are supposed to be done.

Commissioner McQueeney to chief - are you going to make it official policy that every member has to drive the ambulance to come off probation? i would like to yes.

Discussed review letters and dismissal of a probationary member. Next review set for June 1st for members who received the warning.

EMS Bags are they being done by EMS? unsure

A. Past Month Alarm Totals - 107 (Feb)

- Fire - 36
- EMS - 71

B. Year to Date Alarm Totals - 213

- Fire - 61
- EMS - 152

C. Training / Drills

- Dept. Mandated/Refresher – 2026 mandatory trainings completed for 2026
 - Hazmat – 2026 mandatory training held on 2/05/26
 - Sexual Harassment/WPV/HazCom held on 2/26/26
 - Dept. Drill/Training –
Prior Month Actual – 5 held
To drills cancelled due to snowstorms
 - Current Month Anticipated – 5
 - Additional driver training drills have occurred for operation of 6-3-2
 - 02/09/ - Gear Washing class was held 7 pm
 - 02/12 – Company Meetings and Drills - held
 - 02/22 – Sunday - Radio Communications – cancelled due to snow
 - 02/26/26 Ludlum radiation meter detector training for #433 and #423 completed.
 - 03/01 – EMS BLS transfer of care, iGEL
 - 03/01 - Sunday = Probationary Fire Training.
 - 03/03 – Mandatory Officers Meeting – held.
 - 03/05 – SCBA/JPM and EMS role on fire scene - held.
 - 03/08 – Training Company 1 – held.
 - 03/12 – Training Company 1 and 2.
 - 03/22 - Training Company – Elevator Emergency
 - Training Chief has admin access to VFIS/Vector Solutions and has assigned training to members who missed mandatory classes.
 - 03/26 – Palmer House.
 - Ambulance Driver Training with new members during the month.
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- Mutual Aid Drill/Training
1. Out of district drill/training (non FFI/EMT) – Approved member # 227 completed his training. #451, #433 attending fire officer class currently. Member #369 will be attending upcoming Heavy Rescue classes, April 29 – May 20th. #457 is on waiting list for same class.
 2. #423 is approved for FDIC in April.
 3. Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
 4. BLS level 12 Lead and CPAP training will be scheduled for FF/EMT's.

- **Other Details (include hours & member participation)**
- Standbys – Standbys were held at HQ and St. 2 on 1/25/26 at noon to 1/26/26 end 7am and on 2/22 – 2/23 from 6pm to 11 am.
- We were on standby for Ridge FD (Installation dinner) on 2/28 from Midnight to 6am, for an engine.
- Fire Police – NR
- Work Details – Companies have 2nd Thursday meeting., truck checks & drills
- Officers Meeting – Held 03/03 and will be mandatory for first Tuesday monthly
- Company Drills – See Trainings
- Parades – We went to Greenport, George Washington Parade on 2/14/26. We will be going to Rocky Point St. Patrick's Day parade on March 15.
- Funeral/Flag Details – Thank you card from family of Ronald Hoffman, Ridge FD.
- Meetings Hosted – We will be hosting Suffolk County Chiefs on Friday, March 13, 7pm. Meetings Attended – Multiple meetings attended by representatives and reported back to Chiefs.
- Fire Prevention & Events – NR

D. Monthly Crew Nights(Days) Schedule

- Duty Crew attendance sheets for each company were distributed and discussed at the 3/03 officers meeting. Attendance sheets show improvement over January.
- Prior Month Actual – Officers signed up for duty crews, which was addressed at Officers meeting.

E. Member Status

- Chief Availability/Delegation (out of town, vacation, etc.) – (30) will be out of state from March 5-9 in morning.
- Change of Qualification/Status (new certification, expired) –
- #450 has been terminated from the rolls after the Review Board meeting
- #332, #394, #397 and #373 have been placed on Quarterly Review, from 3/1 – 6/1. Letters have been posted.
- Member #227 will not work for Firehouse + when the company is training at WR and will participate as a member.
- Driver Qualifications – Forms have been updated and used to qualify members.
- Change of Address – No Change
- Medical Leave – NR
- Military Leave - None
- Probationary Member Report (New, FF1, EMT, Drills, Trainings, Alarms) – Chiefs will continue to have separate meetings with potential new members. Officers have been instructed to oversee all new members and ensure they start required classes.

F. District Issued Personnel Equipment

- All required personnel equipment has been issued by the Quartermaster, recorded, catalogued and updated. Pager and charger have been returned from #462.
- Letter sent to #450 to return all equipment.

G. Vehicle & Equipment Maintenance Report

Mileage

30 - 46962
31 - 74926
32 - 79995

H. Material Request

Submitted Material requests: Yes – various requests.

I. Miscellaneous

OLD Business:

- Truck check sheet will be created for 6-3-2.
- New keys/locks have been ordered for mailboxes for companies
- Chiefs have access to Laserfiche, some (30) need training.
- Chiefs' office has admin access to the VFIS/Vector Solutions.
- NERIS training is scheduled for 3/10 or 3/11.

NEW Business:

- Submitting training requests: See above.
- Letters from the Annual Review Board have been mailed (2/28).
- Follow up on checking EMS bags in vehicles other than ambulances.
- Newsday + TV has contacted #303 for volunteer show.
- Request BOFC to adopt Chiefs Office Directive - # 1-2026 – Operation of Emergency Service Vehicle Policy, issued 2-12-2026.
- 6-3-2 Tanker is in service at St. 2 as of 02/28 at 1300 hrs.

Request for Executive Session

X. Commissioner Reports

A. Chairman Wallace

District Manager - please send email that all district employees are checking ems bags. yes this is a reminder to them. also please remind them to check their job duties everyday and are fulfilling them.

LOSAP letters will be presented after 30 days at meeting.

B. Vice Chairman Hegermiller

Bills - some have taxes why is that? Treasurer explained were not exempt from all taxes

C. Commissioner Deveny

Please write a letter to Senator Palumbo 2018 \$220K grant reimbursement
Hydrant at Sta 2 should run around \$47,000 would like a grant from Giglio's office

D. Commissioner McQueeney

Moving the medics do we have a layout for upstairs
Gear grid name tags are they being done? should be done by end of April
big divit from drainage system at Sta 2? collar cut out pricing drain on apron washing out.

E. Commissioner Meyer

Reached out to Jodi Giglio re grant that we haven't received anything was asked to speak to Mark her assistant and District Manager Michalakopoulos has resent. Received Dansy direct deposit information for training prop.

Payroll print outs im confused on how they look - one of my concerns is how the breakdown of regular pay and overtime look on the reports with accudata, i just want to make sure it we aren't over paying. i know were going back to adp i just want to look into it a bit because it was a bit confusing to read.

Chief potential new member who can't be here thursday or sundays? spoke with her have a plan she has already been here her schedule changed.

XI. Material Request / Training Request

- A. Material Request 2026-004 - Ben-2 LR Helmet Qty 6

 [District Manager First Review 2_17_2026 9 32 47 PM.pdf](#)

Motion:

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

- B. Material Request 2026-005 - 4 Gas Meter with Metal Clip & Qty 4 Playbook

 [District Manager First Review 2_17_2026 9 46 31 PM.pdf](#)

Motion:

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

- C. Material Request 2026-003 - BLS Provider Course Videos, CPR AED Course Video USB, CPR Training Valves & Masks, Disinfecting Wipes

 [District Manager First Review 2_17_2026 9 28 04 PM \(1\).pdf](#)

Motion:

make this 2 sets please

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

- D. Training Request for members 369 & 457 4/29/26 Heavy Rescue

 [Training Request Form.pdf](#)

Motion:

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

- E. Training request for employees 1002 & 1097 to attend CAFDA 4/8-4/11 \$1600.00

 [Training Request Form \(1\).pdf](#)

 [cafda.pdf](#)

Motion:

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

- F. Material Request 26-01 FF Equip Clean Gear Towelettes (5 Bx) in the amount of \$279.75

Motion:

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

- G. Material Request 26-02 – FF Equip Air Mask Bags (12) in the amount of \$280.68

Motion:

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

XII. New Business Items

- A. Approval to pay bills total \$221,151.66

Motion:

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

- B. Approval of the following policies:

 [Elevator Restrictions During Emergencies \(2\).pdf](#)

 [Return to Work \(6\).pdf](#)

 [Overtime \(4\).pdf](#)

 [Family and Medical Leave \(3\).pdf](#)

 [Family Support Liaison \(5\).pdf](#)

 [Funerals \(6\).pdf](#)

 [Military Leave \(4\).pdf](#)

 [Facility Security \(2\).pdf](#)

 [Outside Employment \(4\).pdf](#)

Motion:

place on hold - no policies approved

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

- C. Approval to sign second amendment to land lease agreement with Elite Towers

 [Wading River Second Amendment Draft 1-30-26.pdf](#)

Motion:

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

- D. Approval to attend Brookhaven Town Fire District & Chiefs Annual Installation Celebration 5/1/26 7:00 - 10:00 Sunset Harbor \$185 (2)

Motion:

on hold until next meeting to discuss how many tickets need to be purchased

Motion moved and motion seconded. Unanimously approved

- E. Approval to Surplus the following vehicles 6-3-33(2), 6-3-3, 6-3-27

Motion:

out to bid - start the bid for 6-3-3 and 6-3-27 at \$3000 and expedition at \$1500 starting for the chiefs vehicle. Sealed Bid for First meeting in April (April 13)

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

- F. Approval to set a permissive referendum for truck purchase not to exceed \$1,200,000.00

Motion:

discussed pierce 13 months turn around everything we asked for in a truck this is a custom truck not a standard truck per chief ryan. it is not going to be a cummings motor just so everyone is aware. its similar to the old 6-3-1. cummings motors are not out yet they are delayed over a year. will we need a letter of intent

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

- G. Approval to purchase programs for installation dinner not to exceed \$1,000.00

Motion:

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

- H. Approval to send DM & District Mechanic on Ambulance Inspection Trip 3/19 - 3/19

Motion:

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

- I. Approval for permissive referendum for building renovations project Paramedics

Motion:

on hold until next meeting to review design plans/layout again

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

- J. Approval to use Rossetti Landscaping for Spring Clean up Sta 2.

 [Inv 6407 from Rossetti Landscaping Inc. 37144.pdf](#)

Motion:

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

- K. Approval for real property tax exemption for surviving spouses of volunteers killed in line of duty

Motion:

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

- L. Approval for double check valve to be replaced at HQ \$3,120

Motion:

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

- M. Approval to submit letter of intent to pierce

Motion:

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

XIII. Executive Session

Motion to adjourn into Executive Session at: 18:01 for the purpose of discussing matters leading to the discipline of a particular person. Reconvened at 19:47

Motion:

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

XIV. Adjournment 21:04

Motion:

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