



BOFC Regular Meeting 14 Minutes

Wading River Fire District

9/8/2025 6:00 PM EDT

@ 1503 N Country Rd Wading River, NY 11792

Attendance

Present:

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

Guests: Mr. Coverdale, Chief Donnelly, Chief Gluck, Attorney Ring, Chief Ryan, Paramedic Schultz, Chief Whelan

Absent:

Members: Commissioner Hegermiller

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 Vice Chairman Wallace and motion seconded by Commissioner McQueeney. Unanimously approved

A. Adoption of Minutes

 [BOFC Regular Meeting 13 Minutes.pdf](#)

 [BOFC Budget Workshop Minutes \(2\).pdf](#)

III. Public Comment

IV. EMS Report

 [emsreport87251 \(1\).docx](#)

Paramedic Schultz spoke about his FDNY Training experience.

A. EMS/Ambulance Response Breakdown

- Total Alarms – 91
- Transports – 80
- RMA's-4
- Cancelled-2
- No Patient – 2

- Treated/No transport- 2
- Sig.50-1

B. Alarms Handled by Crews

- Blended crew of volunteer and district personnel –
- Volley BLS only-
- Volly ALS only-
- District BLS only-
- District only ALS-
- ALS- 23
- BLS- 67

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. Improvements have been noticed in both quality of narratives as well as being cognizant of charts being fully submitted before closing the program to avoid open PCRs, good job by all.

E. Other / Misc.

Training:

- 6-3-30's CME's were completed with a 45 day extension, and accepted by state.
- Preceptor clearance is ongoing for AEMT H. Smith as well as EMT-B providers G. Trezza, H. Dietrich, A. Minjire and K. Rothwell.

F. Mileage as of

- 80: 46957
- 16: 83576
- 17: 73979

V. Attorney's Report

 [Chief stealing article.pdf](#)

VI. Secretary's Report

- **BOFC Election**
Tue Dec 9 12:00 - 9:00
Petitions will be available as of October 20 and must be back by November 19 by 3:00 p.m.
Poll workers \$17.50 per hour
- **LOSAP**
Reminder discussion re upping to 50 years (can be proposition for Dec. election)

9/21 1:00 - 7:00 - Commissioner Meyer

- **Fundraiser** Sat 11/8 2:00 - 8:00 at Coram Firehouse for Dom from All American
- **Room Request:** Community member requested to use the room for line dancing classes. She has insurance, lives in district, will obtain parking from the church and would host classes for

around 20-25 people on Tuesdays 7 - 8:30, (possibly 2 a month) Fri morning 10:30 - 12:30
around 20 people and / or a monthly dance on either a friday/saturday/sunday night around 6-9 or 7:30 - 10:30 approx. 50 people.

- **MK Lawn Retiring Letter Attached**
- **Correspondence:** Received Training Retreat Registration Link from Chief Frost: Abuse in Later Life at the Riverhead Public Library. 9:00 - 1:15 9/19
- **Lexipol** - New implementation specialist, states we should be further along or done already

 [MK Retirement.pdf](#)

 [Rm Request.pdf](#)

Discussed use of room for line dancing per legal counsel can't be done.

VII. Treasurer's Report

 [Meeting 9.8.25.pdf](#)

Discussion re switching payroll companies from ADP to Accu data - all commissioners were in agreement after discussion.

VIII. Chief's Report

 [9-01-2025 Transition to plain english radio transmissions.docx](#)

 [Chief's Report BOFC Meeting - 09-08-25.docx](#)

 [090125 TRANSITION TO PLAIN LANGUAGE.pdf](#)

 [TRANSITION TO PLAIN LANGUAGE MEMO FOR ESDS.pdf](#)

Member 442 has resigned and returned his equipment and radios

Please get all chief vehicles mileage and submit tomorrow.

has member 377 taken any officer training classes? Chief - will pull report and review and let bofc know

A. Past Month Alarm Totals - 116 (Aug)

- Fire - 32
- EMS - 84
- FRS Reports - Submitted, Websites and Sign updated.

B. Year to Date Alarm Totals - 1000 (Aug)

- Fire - 264
- EMS - 736
- 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 – 15
- Current Month Anticipated – 4
 - 9/4 – FHT+ Roof Ventilation, extinguishers, car fires & EMS
 - 9/7 - Multi Agency boat drill (Sound Beach FD)
 - 9/14 – Extrication drill
 - 8/14 – Co Level training
- Mutual Aid Drill/Training
 1. Out of district drill/training (non FFI/EMT) – 9/7 – Multi Agency boat drill being run by Sound Beach FD. Approved members attending classes currently.
 - Specialized training (Medic, HazMat, Confined Space, Heavy Rescue, FFII, Etc.)
 1. Approved members attending classes – Engine Ops, FF1
- Standbys – NR
- Fire Police – NR
- Work Details – Companies continue to have an 2nd Thursday & drills – getting ready for Inspection on 9/28
- Officers Meeting – Held on 9/2
- Company Drills – Ongoing on Thursdays and Sundays
- Parades – NR
- Funeral/Flag Details – NR
- Meetings Hosted – Riverhead Town Chiefs on Wednesday 9/17
- 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 resigned as of 8/3 – all district equipment has not yet been returned. We have reached out to him.
- 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

G. Vehicle & Equipment Maintenance Report

- Chief Vehicles Mileage –
- 30 = 40428
- 31 = xxx
- 32 = xxx
- 33 = 97744

H. Miscellaneous

- On September 1 department was moved to “plain english” for radio transmissions following SC FRES. (memos attached)
- Request for executive session - personnel

I. Old Business

NR

J. New Business

1. Submitting training request for member #423 for SCFA – Confined Space Technician.
2. Submitting request for member #431 for SCFA – Engine Company Operations.
3. Submitting request for member #433 for SCFA – ICS 300
4. Submitting request for member #227 for SCFA – Fire Instructor 1
5. Submitting request for member #451 – SCFA EMT-B original @ Southold – \$125.
Paperwork and payment to be submitted by DM if approved.

IX. District Managers Report

 [25 WRFD TAHOE RESPONDER R2.pdf](#)

 [Fuel Log Aug 2025.pdf](#)

 [SCFDMA Notice.pdf](#)

 [ResponseMesh SAT Tech Spec - FULL.pdf](#)

 [DM Report BOFC Meeting 9-8-25.docx](#)

Commissioner Meyer - the boat dock area has come out better than planned and expected so please thank the staff for this. Commissioner Wallace states it is absolutely incredible what they have done.

A. Deposits

Received the following checks:

1. Uline – Credit in the amount of \$51.08
2. Association of Fire Districts State of NY – Refund in the amount of \$1,460.00

All funds were turned over to the district treasurer for deposit

B. Repair/Maintenance of Buildings

Boat Dock & Lift

- In progress, notification from PSEG power repairs completed. District staff installed pole and overhead lighting.

Gear Washer & Dryer

- Washer/dryer installation in progress – Dryer exhaust building penetration originally scheduled for Monday 8/11 has been delayed due to vendor equipment repair. Working with local gear distributor & gear washing vendor to set up training.

Apparatus Floor Electrical Panel Upgrades

- In preparation for upcoming additional shoreline vehicle drops and elevator project, PLES Electric is scheduled to upgrade the current electrical panel gut off the apparatus room on Tuesday 9/9. There will not be any downtime to the elevator or shoreline charging lines during the work.

C. Repair/Maintenance of Equipment

6-3-4

- Work Order submitted – pressure relief valve on front bumper won't reset. District mechanic notified

6-3-5

- Work Order submitted – bank charger on drivers side not working, district mechanic notified. As reported numerous times, HT-1250 portables, replacement batteries and accessories have been discontinued and have been part of the equipment replacement plan for several years. Working with radio vendor for replacement quote

6-3-11

- Repairs have been completed except for the replacement of the pressure governor. Vehicle was put back in service on 8/27 and is currently being monitored.
- Work Order submitted – The spotlight on the pump panel is not working, district mechanic notified
- Work Order submitted – The broom head is broken from the handle, verified its indeed broken

6-3-13

- Work Order submitted - Position 1 portable radio charger is not working. radio vendor contacted.

6-3-17 PM Service

- Oil change, PM service and brakes service was completed and vehicle returning to service on 8/15.
- Work order submitted – patient compartment suspension not working. Unable to replicate issue, closed ticket.
- A/C work order submitted on 9/4, was looked at by district mechanic and issues resolved and out back into service.

6-3-18B

- Work Order submitted 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.
- Work Order submitted - power steering hose is kinked and needs to be replaced. Vendor contact, came onsite and is tentatively scheduled to replace in Tuesday 9/9
- Work Order submitted - GPS/Plotter not working - "no GPS information" error message. Vendor came onsite to troubleshoot, took audio & video recording and submitted it to manufacturer for review.

Annual Aerial & Ground Ladder Testing

- Rescheduled for Tuesday Sept. 9th 7am weather permitting. Rain date will be Sept.10th.

Equipment Work Order

- 415 Personal SCBA regulator broken – at vendor for repair

D. Permissive Referendum Project(s)

HQ Foundation Repair

- In progress, mandatory walkthrough completed on 9/4 with 6 general contractors in attendance. After discussion with BBS representative, bid opening date has been

chanced to 9/25 which will also allow the add alt addendum for the building humidification system.

HQ 2nd Floor Renovation

- In progress, cabinet installation has begun along with service bar, sheetrock and spackling materials, and other equipment have arrived. District staff is tentatively scheduled to begin project on 8/18

New Tanker Pumper

- In progress, lettering completed, working with chief staff to schedule tool mounting meeting with vendor. Vehicle is tentatively scheduled for tool mounting at vendor the week of 9/19. ETA will be provided after tool mounting meeting to assess if there is any fabrication requires

New Rescue Pumper

- Submitted progress photos to board and chief review. Approved equipment has been ordered and production schedule on track. Vendor also contact on items discussed from 8/25 workshop.

E. Budget Items

F. Other

Brush Truck Modifications (6-3-9)

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

EMS First Responder Vehicle

- In progress, progressing on schedule. Submitting lettering design for review and discussion.

Radio Infrastructure & Data Upgrades (ResponseMesh)

- As discussed at the workshop, conference held with JHB Group, U.S. based vendor originally working with Hypha One. Hypha One decided not to bring the product to the U.S, so JHB Group developed a system of their own. After reviewing several products, it was determined that the ResponseMesh SAT would be the best solution once proof of concept has been proven. Vendor has agreed to provide a 60 trial for proof on concept. The purchase equipment cost is \$5,953.00 in addition to the data plan. The quote and specifications have been attached for review and discussion.

District Maintenance Pickup

- Rear Cap ordered from Trailer City was cancelled due to ordering issues/delays by vendor. Deposit refund check was issued back to district and new Cap has been ordered from a new vendor and manufacturer. Vehicle is tentatively scheduled with district mechanic for the week of 9/12 to begin installation of

New Fire Police Pickup

- In progress, vehicle registration completed, rear cap on order. Once installed, emergency lighting from old 6-3-3 vehicle will be reinstalled onto new vehicle by district mechanic.

New Payroll System (AccuData)

- Upon discussions with district treasurer and recent issues with ADP requesting BOFC approve the migration from ADP to Accu Data.

SCFDMA Meeting

- Attending quarterly Fire District Manager's Meeting being held on September 17 at Yaphank FD 9am. Commissioners, Secretary, and Treasurer are also welcome to attend.

NYSLRS Training Seminar

- Attending NYSLRS training seminar being held on September 18th at 9am along with district secretary Telepan. Topics being covered are as follows:

- Membership
- Enrollment
- Monthly Reporting
- Reporting at Time of Retirement
- Post-Retirement Employment
- Planning for Retirement

Specialty Vehicles/ESI Apparatus Show & Tell Luncheon

- Received invite for upcoming Specialty Vehicles /ESI Apparatus being held on Sept. 19 at vendor location.

Fuel Log

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

X. Commissioner & Committee Reports

A. Chairman Meyer

BBQ Inspection - reminder vehicles and ppe inspection not class a. there's about 40 members in limbo currently
 old 6-3-2 is not being sold will stay in control with chief staff.
 6-3-2 mounting and labeling is being done, and sta 2 is getting that truck
 riverhead beverage contract instead of islip beer and soda
 rehab trailer - do we have \$80,000 in EMS money for a potential rehab trailer purchase? would like to sit with mike to go over what is available for a rehab trailer and ask GM to get pricing. but do we have the staff for it? discussion re trailer and staffing and mutual aids
 vehicle talk - 6-3-3 van rotation list for replacement, is there any consideration to move that up to this year? budget in plan not to exceed \$85,000. have to put mini bid out in order to obtain pricing.

B. Vice Chairman Wallace

Would like to add a new business item for gas/food wage for saratoga conference.

C. Commissioner Deveny

Nothing to report

D. Commissioner McQueeney

Awning over generator - report
 Contracts - please put in shared drive
 6-3-4 replace and remove gold and decal on door
 key locks for alcohol - locks are on backorder they are almost ready to ship
 website - is this done yet? please get the members to help

XI. Executive Session

Motion to adjourn into Executive Session at: 18:01 for the purpose of discussing pending litigation.
 Reconvened at 19:56

XII. Material Requests / Training Requests

A. Training Request - 423

 [Confined Space Technician - 423.pdf](#)

Motion:

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

- B. Training Request - 431

 [Engine Co Ops Training - 431.pdf](#)

Motion:

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

- C. Training Request - 433

 [ICS 300 - 433.pdf](#)

Motion:

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


- D. Training Request - 227

 [Fire Instructor 1 - 227.pdf](#)

Motion:

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

- E. Training Request - 451 for a cost of \$125.00

 [EMT-B Original at Southold - 451.pdf](#)

Motion:

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

XIII. New Business & Action Items

- A. Approval to pay bills total \$45,972.84

Motion:

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

- B. Approval for Board of Fire Commissioner election Times of 12:00 - 9:00 pm

Motion:

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

- C. Approval for 4 poll workers and 1 alternate worker \$17.50 per hour

Motion:

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

- D. Approval for room usage on 9/21 for Commissioner Meyer

Motion:

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

- E. Approval for room usage for Line Dancing with Jen

Motion:

Motion moved by Vice Chairman Wallace and motion seconded by Chairman Meyer. Unanimously opposed - due to this being a business we are not allowed per counsel

- F. Approval for budget hearing to be on 10/14/25 at 5:45pm prior to regular scheduled BOFC Meeting

Motion:

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

- G. Approval for responder lettering

Motion:

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

- H. Approval to setup permissive referendum not to exceed \$85,000.00 for the purchase of passenger van transport vehicle out of equipment reserves.

Motion:

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

- I. Approval for GSA rates for travel and food for AFDSNY for commissioners attending

Motion:

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

- XIV. Adjournment at 20:56

Motion:

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