

*Montauk Fire District
December 13, 2016
Commissioners Regular Meeting 19:00 hours*

MINUTES

Commissioners Present: Joseph Dryer
Carmine Marino
Michael Mirras
Richard Monahan
Richard Schoen

Also Present: Chief Joseph Lenahan, 1st Assistant Chief Vincent Franzone, Captain Robert Gosman, Firefighter Thomas Dess, David Horton of Firematic, Leon Day, John Kessler of AARP and Secretary/Treasurer Terri Czczotka

Call Meeting to Order:

Chairman Dryer called the meeting to order at 19:00 hours asking everyone to stand for the Pledge of Allegiance.

Secretary's Report:

Approval of Minutes: Commissioner Marino motioned to accept the minutes of the October 18, 2016 Workshop Meeting, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras motioned to approve the minutes of the November 8, 2016 Regular Meeting, seconded by Commissioner Marino; motioned/passed/carried with Commissioner Monahan abstaining as he was not present.

Budget Code Resolution R16-014: Commissioner Marino read aloud a resolution for code transfer of funds (see attached). Commissioner Mirras motioned to approve the resolution, seconded by Chairman Dryer; motioned/passed/carried.

Time Off Request: Brent Becker requested to use 5 vacation days March 21-25, 2016. Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

Purchase Requisition: Ms. Czczotka presented a requisition for office supplies from Office Depot, \$937.03. Chairman Dryer motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.

Treasurers Report: Commissioner Mirras mentioned we need to spot check our canceled checks. Commissioner Schoen said he would do this. Chairman Dryer checked that printed checks corresponded to the warrant. Commissioner Mirras motioned to accept the November Treasurers Report, seconded by Chairman Dryer; motioned/passed/carried.

Audit of Bills: Ms. Czczotka read aloud invoices totaling: \$145,120.41 (see attached journals). Chairman Dryer motioned to approve payment on the invoices totaling \$145,120.41, seconded by Commissioner Schoen; motioned/passed/carried.

Bids for new 9-3-3: Ms. Czczotka opened one bid that was received from Firematic, \$392,834.00. Commissioners Mirras and Schoen will look over the specs. Chairman Dryer motioned to accept the

bid pending review by Commissioners Mirras and Schoen, seconded by Commissioner Monahan; motioned/passed/carried.

Committee Reports:

Commissioner Mirras mentioned that he doesn't think any Commissioner should act autonomously in making decisions. Board needs to vote on any expenditure of money. Board agrees. Commissioner Marino wants to be notified if decisions are made because he does not like being blindsided.

Apparatus and Equipment:

- 9-3-30 going in for recall tomorrow; 9-3-16 and 17 will go in the next day
- 9-3-14 strobe light is irreplaceable and will be replaced with LED. Also there is a defective sensor
- Old 9-3-32 has a number of things wrong with it. John wants to take up to Fully Involved to look at and price.

Buildings & Grounds:

- Commissioner Marino said that propane tank can't be hooked to kitchen at the current time. It will be looked at after building is done as it would be considered as a revision if it was done now. Also concrete will be painted after the project is done, we will need to get prices. Floors and walls need to be done. Brent needs to order lock cylinders, we will need to decide which doors will be secured.
- Proposed radiator covers are warranted for life by Plastx USA. Beige covers will get an additional 10% discount. Their plumber will pull piping out. We need to have someone take boilers down, it's the only liability they won't assume. Cost of entire job, \$6,897.00. They are sole source supplier, the only other company there is you buy materials from and we would have to install. The materials would cost us \$5,400.00 and we'd have to have someone install as well as pay a plumber. Commissioner Mirras motioned to approve the radiator project, seconded by Commissioner Marino; motioned/passed/carried.
- Charlie DeSousa re-measured window sills. Wood is here and it has been charged to our RBS account.
- Commissioner Schoen asked about garage doors in new building and if we will have an outside box to open the doors. Commissioner Marino will check with John Tanzi.
- Chairman Dryer has concerns because of Senior Dinner and the inability for callers to leave information. RSVP is not necessary, it is first come, first serve. If you want your dinner delivered, please press 1. Ms. Czeczotka will speak to Rick Hoyt from Freedom Telecom to set this up.
- Commissioner Monahan noted that clean up after Senior Dinner was not listed on the House Report.
- Commissioner Schoen asked about lock on paramedic door. Commissioner Marino said Eddie was supposed to do. He will follow up with Brent to see if anyone will be coming to do and if not, to try to find someone to do.

Capital Reserve:

- Commissioner Schoen read the three reserve balances.

Communications:

- No report other than after than first of year we will contact other Districts in our Division about Dispatch.

Fire Advisory:

- No report.

Insurance & Law:

- We received check for repair of fuel monitoring system.
- Estimate for repair of 9-3-32 from Suburban is \$4,800.00. Another estimate was done for back bumper is \$1,100.00. Suburban will not put crash bar or bug deflector on.
- Town Attorney and VFIS are confused as to what is in our policy about the boat. Town Attorney should put it in writing and Commissioner Schoen will give to VFIS.
- In current Fire District Affairs, you no longer have to have individual rescue ropes if you have an emergency escape plan (SOP). Commissioner Mirras will check with Kent Howie on whether Amagansett has a plan. Commissioner Schoen said the fact we've discussed it lays the groundwork that we are working on a plan.

Personnel:

- Ms. Czeczotka explained no one is overdue for their physical and that reminder letters have stopped after September as we are preparing for our new policy which begins January 1, 2017.
- Commissioner Schoen reported he asked Ms. Czeczotka for the physical list for 2017, which she responded she had started working on. This will be updated and provided to Chief at the workshop meetings.
- Should Lyme disease test be included with our physicals? Ms. Czeczotka will check with Meeting House Lane as to the cost.
- Commissioner Mirras said if we have any issues with our paid EMTs to please pass through him as he is the liaison.

Safety:

- No report.

Training:

- No training this month. Next month's training is refreshers and the drill is ice training.

Old Business:

- Ms. Czeczotka reported that at the last meeting there was concern that there was no check attached to the Montauk PTA building use form. This was previously approved at the October 11 meeting. Chief said he has never received any check from any organization for using room. He mentioned how many organizations use our supplies, the Town included. Chairman Dryer said we are in the process of evaluating if all of the organization will be able to use the room in the future. Commissioner Schoen reminded that Board voted at the last meeting that all building use forms, when submitted, must be accompanied by two checks or they will be returned. It will then be at the discretion of the Department and District if fees will be waived on an individual basis. Ms. Czeczotka will contact the Library about their request as it was not accompanied by the checks and it cannot be approved until checks are submitted. We need to update building use form to say that both checks are required to be submitted with application, as well as the deletion of the custodial coverage fee. Should organizations who use room monthly be required to submit checks for all meetings? They should submit one check for the entire year. Commissioner Mirras motioned to exempt the Town from all fees, seconded by Chairman Dryer; motioned/passed/carried. As Montauk Historical and Montauk Lighthouse have already submitted their annual application, Commissioner Mirras motioned that they are exempt for 2017 but will be required to submit checks for 2018, seconded by Commissioner Marino; motioned/passed/carried.
- Commissioner Mirras reported they went to factory for new 9-3-2. He submitted a list of adjustments which he explained. Joe Frank said we don't need to do another referendum for the changes, but not to make a habit of making changes to it.

New Business:

- Commissioner Mirras suggested we hire two full timers and a part time for first responders. Part timer would get no benefits. It would increase budget to hire the two full timers by about \$20,000.00 per person. We should delay in hiring one full timer until the summer. We need a better handbook with rules and regulations. Commissioner Monahan stated he would like to work with Commissioner Mirras on this. He has requested to see Amagansett's and East Hampton's. Commissioner Mirras has no problem if the responder goes out for a meal or is driving around town to familiarize themselves with the area. He does have a problem with them going to someone's house to watch a football game. There are patients that come to the fire house who might need assistance. Commissioner Schoen wants to wait in hiring until we have responsibilities in writing, for both Board and for the new hire. He does not agree with the responder driving around town to familiarize themselves with the area. Commissioner Monahan wants a set chain of command for them. Once handbook is finished Board will vote on hiring.

Chiefs Report:

Chief Lenahan

- Chief reported that there are three new candidates that were approved by the Department, Christopher McCracken, Edward Schnell and Will Hamilton, all will be put in Company 3. Commissioner Marino motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Chief submitted a subscription renewal for Fire Apparatus and Emergency Equipment. Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A requisition for rescue tape, propeller, gloves, boots, flare kit, whistles for boat from Amazon, \$470.87 was presented. Commissioner Marino motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- Chief presented the candidates for Officers for 2017: Chief Vincent Franzone, 1st Assistant Chief David Ryan, 2nd Assistant Chief Mitchell Valcich, Secretary Jeanine Miedziewicki and Treasurer Richard White. Chairman Dryer motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Chief thanked Board for opportunity to work with them in the past three years. Board thanked Chief for a great job done.

1st Assistant Chief Franzone

- A requisition for chargers for Chief's cars from Integrated Wireless, \$877.50 was presented. Commissioner Monahan motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- Another requisition for batteries for portables, 6 pagers and kits, batteries for pagers from Integrated Wireless, \$2,986.38 was presented. Commissioner Marino motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Another requisition for LED lights from The Fire Store, \$759.54 was presented. Chairman Dryer motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- A requisition for batteries from Grainger, \$169.68 was presented. Commissioner Schoen motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.

- Firematic hasn't received anything from us about 94 MSA cylinders as they don't normally have that many in stock.
- Bill from First Light about cooler lists two refrigerators but we were originally told one. Original bid was for one. Work was done without checking with us. They want \$3,740.00 for the job. Commissioner Mirras spoke to him today, but Board want to see original proposal. Ms. Czczotka has this.
- Chief mentioned starting a rescue company, which would enable them to train in other areas besides extrication. How would this process work? Commissioner Mirras said we will check with Joe Frank. He asked if this would increase total enrollment as much as 25. Chief responded absolutely. Commissioner Mirras feels that other companies should roll back to 20 members so as to not increase total membership. This could be done through attrition. Commissioner Schoen asked how would they continue training as fireman if they are going to be rescue. Chief said through drills and training.

Open to the Floor:

Commissioner Mirras motioned to go into Executive Session at 22:07 for Personnel issues, seconded by Commissioner Marino; motioned/passed/carried.

Commissioner Marino motioned to return from Executive Session at 22:14, seconded by Commissioner Mirras; motioned/passed/carried.

Chief Lenahan mentioned he has been working with Ms. Czczotka on the Clearwater hotel bill. She is working with Joe Frank to determine proof of attendance since boarding passes are not available.

Commissioner Marino motioned to adjourn, seconded by Commissioner Mirras; motioned/passed/carried.

Adjourned 22:18 hours