

*Montauk Fire District  
January 10, 2017*

*MINUTES*

*Commissioners Regular Meeting 19:00 hours*

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

**Also Present:** 1<sup>st</sup> Assistant Chief Dave Ryan, John Kessler of AARP and Secretary/Treasurer Terri Czeczotka

**Call Meeting to Order:**

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

Chairman Dryer appointed Commissioner Marino Chairperson of the Organizational Meeting. Commissioner Schoen nominated Commissioner Dryer as Chairperson, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras nominated Commissioner Marino as Vice Chairman, seconded by Chairman Dryer; motioned/passed/carried. Chairman Dryer swore in Secretary Treasurer Terri Czeczotka. Chairman Dryer motioned to appoint Terri Czeczotka as Secretary/Treasurer, seconded by Commissioner Mirras; motioned/passed/carried. Chairman Dryer named Sapienza and Frank as attorneys, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras named Eileen Tuohy as our Accountant, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Marino motioned to name the Departments three Chiefs, Chief Franzone, 1<sup>st</sup> Assistant Chief Ryan and 2<sup>nd</sup> Assistant Chief Valcich, seconded by Commissioner Schoen; motioned/passed/carried. Chairman Dryer motioned to name Custodians, Brent Becker and Rex Martin, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras motioned to name our primary newspaper, the East Hampton Star, seconded by Commissioner Monahan; motioned/passed/carried. Chairman Dryer motioned to name Newsday as our secondary newspaper, seconded by Commissioner Mirras; motioned/passed/carried. Meetings were motioned by Commissioner Marino to be the second Tuesday and fourth Wednesday of each month commencing at 7PM, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Marino read all associations we are members of. Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Mirras motioned to name banks as Suffolk County National Bank and Bridgehampton National Bank, seconded by Commissioner Schoen; motioned/passed/carried. Reserve account balances were read, Commissioner Schoen motioned to accept the reserve accounts, seconded by Chairman Dryer; motioned/passed/carried. Chairman Dryer motioned to approve Policy 17-001, Code of Ethics seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Mirras motioned to approve all policies that were in

place last year, seconded by Commissioner Schoen; motioned/passed/carried. Commissioners were named to be in charge of committees as follows: Apparatus and Equipment, Commissioner Monahan; Buildings and Grounds, Commissioner Marino; Capital Reserve, Commissioner Schoen; Communications, Commissioner Mirras; Fire Advisory, Commissioner Mirras; Insurance and Law, Commissioner Schoen; Personnel, Commissioner Mirras; Safety, Commissioner Mirras and Training, Chief Ryan. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

**Secretary's Report:**

***Approval of Minutes:*** Commissioner Monahan mentioned that when Commissioner Mirras stated that we need a better handbook with rules and regulations. Commissioner Monahan stated he would like to work with Commissioner Mirras on this. Ms. Czeczotka will add this to the minutes. Commissioner Mirras motioned to approve the minutes of the December 13, 2015 Regular Meeting, seconded by Commissioner Schoen; motioned/passed/carried.

***Bids for Refuse Removal:*** One bid was received from Mickey's Carting (scheduled pickup, \$260.00 per month, on-call pickups \$28.50 per occurrence, extra/unscheduled recycle pickups \$26.00 per occurrence). Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

***Bids for Plow:*** One bid was received from Mickey's Montauk Mowing (main plow, \$230.00 per occurrence, main salting/sanding, \$245.00 per occurrence, main skid steerer \$150.00 per hour; sub plow \$130.00 per occurrence, sub salting/sanding \$125.00 per occurrence, sub skid steerer \$150.00 per hour). Commissioner Marino motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

***Purchase requisitions:*** Ms. Czeczotka requested to purchase stamps, \$386.00. Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

***Building Use Requests:*** Friends of the Montauk Library has requested to use Meeting Room and Kitchen for a pot luck supper on March 4, 2017. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried. Check for District was received and will be retained.

***Budget Code Resolution R17-001:*** Commissioner Marino read aloud a resolution for code transfer of funds (see attached). Commissioner Mirras motioned to approve the resolution, seconded by Commissioner Schoen; motioned/passed/carried.

***Treasurers Report:*** Commissioner Mirras reported that the fire district's tax base increased by 1.7 % Commissioner Mirras motioned to accept the December Treasurers Report, seconded by Chairman Dryer; motioned/passed/carried.

***Audit of Bills:*** Ms. Czeczotka read aloud invoices for 2016 totaling: \$28,383.85 (see attached journals). Commissioner Schoen motioned to approve payment on the invoices totaling \$28,383.85, seconded by Commissioner Marino; motioned/passed/carried. Ms. Czeczotka read aloud invoices for 2017 totaling: \$14,564.18 (see attached journals). Commissioner Mirras motioned to approve payment on the invoices totaling \$14,564.18, seconded by Commissioner Schoen; motioned/passed/carried.

**Committee Reports:**

***Apparatus and Equipment:***

- Commissioner Monahan reported that old 9-3-32 will head to Fully Involved for an estimate on repairs. At that point Board will decide whether to proceed with repairs or sell as is.

Board also needs to decide whether to re-bid or approach previous bidders. Going forward, we need to sell anything as is.

***Buildings & Grounds:***

- Commissioner Marino said the window sills are in and need to be finished.
- New radiator covers have been installed.
- There are some beach grasses on our property that we have been informed (as a complaint) are not native to Montauk. Cost to remove, \$825.00. Commissioner Marino motioned we remove them, seconded by Commissioner Mirras; motioned/passed/carried.
- A Rain Dance bill was submitted for repair where Grimes hit their lines. Who pays, us or Stalco? Board says give to Stalco.
- A phone line was run for alarm panel for new building. Verizon bill is for \$144.00. Scan changed panel and now want to charge us for commercial fire monitoring at an additional \$45 per month. We are paying about \$88.00 per quarter now. Chairman Dryer suggested that Scan come in and explain what this contract is for. Chairman Dryer will contact Verizon about the new phone line bill.
- Heat and garage floors need to be completed in new building.
- Commissioner Schoen suggested we do away with people volunteering to take on projects.

***Capital Reserve:***

- Commissioner Schoen read three capital reserve balances.

***Communications:***

- Commissioner Mirras said the Dispatch contract needs to be discussed with the other Districts this year.

***Fire Advisory:***

- Commissioner Mirras reported that there will be a meeting next week.

***Insurance & Law:***

- Only pending claim might be from Amagansett where their Chief's car lost a mirror to one of our ambulances.
- Regarding formation of Company 7, Commissioner Schoen spoke to Joe Frank who replied that the Chief needs to submit a written proposal requesting a new company be formed. It should include reasons, how it would be formed, the tasking it would be assigned and the training it would require. There would also need to be a change made to the by-laws. Upon submission, Board can then approve, reject or modify the proposal.
- Commissioner Schoen was asked about lowering LOSAP eligibility age to 60 by Chief Franzone. He spoke with Penflex and they provided numbers we would need to contribute at age 65 vs. age 60. In 2020, it would be an increase of \$150,000.00. Additional numbers included additional eligible members and keeping account funded. It would be a very expensive proposition. Chairman Dryer pointed out that other Districts may have lower eligibility age but their payouts and other factors are very different from ours and not as good a plan as ours. We need to educate members on why other Districts plans are not comparable to ours. Board is not going to change LOSAP requirements.
- Commissioner Schoen reported that we have been contacted by an attorney about an April ambulance call requesting to speak to EMTs who handled call. Joe Frank said we are under no obligation to bring assistance to this and anything we receive we should handle through him. Attorney spoke to one of the EMTs on the call and she indicated no recollection of accident. She should not be speaking to anyone about any calls, nor should any Department or District personnel.

***Personnel:***

- No report

***Safety:***

- No report

***Training:***

- IC300 class has 10 of our members attending.
- Chief Ryan taking Intro to Officer course.
- This month's Fire School will be refreshers and Drill ice rescue.

**Old Business:**

- Original estimate for one walk in cooler was \$1,870.00. Once installed, they billed us for 2 coolers at \$3,740.00. Chairman Dryer motioned to approve \$3,740.00 First Light Electric bill, seconded by Commissioner Mirras; motioned/passed/carried.
- Commissioner Schoen reported that adding a lyme disease test to our annual physical would cost us a few hundred dollars more. Board does not want to add lyme test to physical.
- Commissioner Mirras wants EMT door locked and two file cabinets belonging to Chiefs moved out of EMT room.
- Commissioner Mirras will be meeting with Kenny Alversa on Sunday about scheduling of EMTs. Some other Board members may attend the meeting. He is still waiting on a copy of the handbook from Amagansett.
- Commissioner Schoen reviewed any discrepancies with the new 9-3-3 bid. A corrected bid was submitted by Firematic. Joe Frank has reviewed and created contract for Firematic's signature. Once they return and sign, performance bond will be reviewed and then we can sign.
- Chief has been given physical list. Only people appearing on the list can go for physical. District will only pay for those on that physical list.
- Commissioner Schoen has a list of users of the building which he will distribute to Board.
- Commissioner Schoen inquired if paid EMT's should be EVOC'd. Commissioner Mirras motioned that that anyone who would be driving any of our vehicles in emergency mode must be EVOC'd effective March 1, 2017, seconded by Commissioner Marino; motioned/passed/carried.
- MSA tanks have been ordered. 25 will be shipped next week.
- Commissioner Schoen reported that doing spot checking of our checks will be difficult as the bank does not send the backs of checks. Auditors can be told we did our due diligence and we are not provided with the backs of checks by the bank with our statements.

**New Business:**

- Commissioner Schoen reviewed points list for last year and there are two people who did not make their points this year as well as last year.
- Commissioner Schoen reported that our fire protection contract expired on December 31, 2016. MFD provides service to an area outside our District which the Town supplies payment to us to provide. At the end of June, Ms. Czczotka asked the Town for fire protection numbers for our budget. They did not respond. The Town recently submitted a contract for one year based on last year's rate. In the past, we received a 5 year contract with 2% increase each year. Town agreed to be receptive to our submission of a 5 year contract but we would make the 2% increase up for 2017 over the course of the contract. We can sign the one year contract and next year negotiate a substantial increase from there. Additionally, we included a 2% increase in our 2017 budget. Commissioner Mirras motioned to keep the one year contract and

negotiate a new 5 year contract during our budget process, seconded by Commissioner Marino; motioned/passed/carried.

- Commissioner Mirras reported that East End Financial offers scholarships to members of the Montauk Fire Department. We send out as many applications as we want and send one back to them.
- Commissioner Mirras is requesting reimbursement for out of pocket expenses incurred on Ferrara trip. Chairman Dryer motioned to approve, seconded by Commissioner Marino; motioned/passed/carried with Commissioner Mirras abstaining.
- There were sign in sheets for Big Bucks that were never turned in by October 31, 2016 which were submitted recently. Board said policy was not followed so points will not be credited.

### **Chiefs Report:**

#### **1<sup>st</sup> Assistant Chief Ryan**

- A requisition for jackets, patch, letters and helmets from Firematic, \$3,779.50 was presented. Chairman Dryer motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A second requisition for amplifiers, masks from Firematic, \$3,687.00 was presented. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- A third requisition for lights from Firematic, \$258.88 was presented. Chairman Dryer motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- Another requisition for shelving for cooler from Uline, \$328.98 was presented. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A requisition for 8 blue lights from Aspire, \$463.68 was presented. Commissioner Schoen motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A requisition for medical supplies from Boundtree, \$1,560.66. Commissioner Marino motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- Another requisition for medical supplies from EMP, \$1,798.05. Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A final requisition for medical supplies from EMP, \$1,829.56. Chairman Dryer motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- Michael Groen is back from medical leave.

### **Open to the Floor:**

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

### **Adjourned 21:18 hours**