

**Montauk Fire District**

**MINUTES**

**May 24, 2017**

**Commissioners Workshop Meeting 19:00 hours**

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

**Also Present:** 1<sup>st</sup> Asst. Chief Dave Ryan and Secretary/Treasurer Dawn Lucas

**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:** Chairman Dryer wanted to note the minutes were absolutely perfect, excellent job Dawn. Commissioner Monahan agreed. Commissioner Marino motioned to approve the May 24, 2017 Commissioner Meeting minutes, seconded by Chairman Dryer; motioned/passed/carried.

Ms. Lucas gave physical list to Chiefs and Commissioners, about 50 people are still in need of a physical. Ms. Lucas also discussed purchasing a new copier. Brent got a proposal for an updated model which includes a scanner. We would lease the copier at \$95 per month which includes parts, labor and supplies excluding paper for 60 months and monthly billing rate for actual usage of \$0.01 per copy. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.

**Audit of Bills:** Ms. Lucas read aloud invoices totaling: \$41,737.13 (see attached journals). Commissioner Monahan questioned the Otis Elevator bill for \$ 4,527.48, thought it was very high. Commissioner Marino said we could put it out for a maintenance contract, but some companies have issues with bidding on other companies elevators. We tried this a couple of years ago and Otis was the low bid. Chairman Dryer asked Ms. Lucas to follow up on this and even call the library to see who they use. Commissioner Mirras motioned to approve payment on the invoices totaling \$41,737.13, seconded by Chairman Dryer; motioned/passed/carried. Chairman Dryer mentioned to Ms. Lucas that people do not read numbers correctly, he noted that Ms. Lucas read every number perfectly tonight. Chairman Dryer stated good job to Ms. Lucas.

**Workshop topics:**

- Commissioner Marino talked about the seat for the Van, there are 2 seats available one is the wrong color and one has a rip in it. He will get prices for them.
- Chairman Dryer noted the ice machine door is fixed, you can't get in from outside, but you can get out from inside. To access room you go through Fire Department.
- Chairman Dryer forgot to mention to the chief when there is an event at the Surf Lodge the parking lot and back road is coridored off with tape but if there is a fire or an event the firefighters can just take down and park.

- Chairman Dryer also mentioned about LOSAP payments for Joe Perillo, Commissioner Shoen still waiting on information.
- Siren estimates as per Commissioner Mirras still waiting on, will just include with next budget.
- My Alarm Center- Alarm permit, Ms. Lucas called Town Clerks Office and requested informatioun on an alarm permit, filled out paperwork, dropped off at Town, once received back will forward to Scan Security.
- Paid ALS report- Commissioner Mirras stated numbers one and two we started months ago. We went over the list of people that have not reponded in 4 months or are dropping shifts, awhile ago we approved letters to go out, being taken care off. We received one resignation letter back from Marie. Nicholas Cace has dropped a lot of shifts, but he has been sick for awhile now, we have notification on this, we are going to let this ride for now and see where it goes. In the meantime Commissioner Mirras or Commissioner Monahan with the supervisors have interviewed 4 new hires. They recommend hiring all 4. One of the new hires Gavin who is an Army Vet and did a tour in Afganistan as a medic has a service dog for hmself. The dog stays with Gavin on the grounds, when on calls he stays in his cage. Commissioner Mirras said we will try out with no guarantees. Regarding scheduling for the paramedics, they want to do this 6 months in advance starting in October, Commissioner Mirras does not see a problem with that. Commissioner Mirras asked Ms. Lucas about the paperwork needed to be sent in to the state for working over the 20hrs per week for seasonal months. Ms. Lucas e-mailed Diane over at Civil Service regarding this matter, she will have all paperwork filled out and sent in before next meeting. Ms. Lucas was also asked to put together new employment packages for any new hires and current employees. If they are already in the Retirement System somewhere else, they still need to be included here too. We are going to get that all straightened out, might have to play catch up. Commissioner Mirras noted when we do the budget you might see those numbers a little higher. Commissioner Mirras distributed the Preliminary Paid ALS Handbook and needs help with two items in the index, Emergency Response Protocols & Standards and Work Standards. He would like everyone to make comments at the bottom of each page so he can finalaize and put page numbers on them. Chairman Dryer stated great job Mike, you put a lot of time into this.
- Commissioner Marino brought everybody up to speed regarding the repair of the driveway drainage, Power was the low Bid at \$19,000.00, but has backed out on the contract. He met with Victory Contractors and they gave us an estimate of \$16,185.13, but had sales tax on it so the actual estiamte is \$14,900.00. They will reset/repair 3 curb inlet drains as needed, repair adjacent asphalt, rebuild trench “zipper drain” and restore adjacent asphalt, hot tar seams and remove all debris from site. Victory Contractors will do one driveway at a time as discussed so we can move in and out. Commissioner Mirras stated since we already have a permissive referendum I motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- Commissioner Mirras talked about the emergency prepardness meeting which the Chairman was there for part of, it's more involved than he thought. They had two council people there, representatves from dispatch and police. It was headed by Peter Joyce. It was nice to see people come from the town because he felt we were left flapping in wind. Commissioner Mirras said the committee is doing a nice job, needs further development but will be a great thing. Basically Peter is looking for money, not giving to him. Commissioner Mirras will appropriate \$10,000, but if there is a major storm and we need money, we will find it. We have a certain responsibility to the community to try and stay as accurate and tight as possible. Overall the plan is a pretty good plan. The first time we have to use it will be the test.
- Commissioner Mirras asked about Eileen, what time she was coming June 3<sup>rd</sup> so Dorothy can see if the work is something she can handle or do we need to find someone else.

- Commissioner Marino stated as of last week Stalco said the back building is in significant completion, it does not mean we accepted the building what it does mean is that we can use the building and the warranty went in effect once the asphalt was completed. Commissioner Mirras stated he was getting a few inquiries about the usage for the upstairs. Commissioner Marino said we should come up with a comprehensive plan for what we need. He would like to keep the downstairs exactly for what we said a maintenance facility. Chairman Dryer stated when someone asks him what are we doing with the new building, he states the downstairs will behave exactly like the downstairs in the old building for maintenance and storage, upstairs to be determined in a well organized way and the Department and District will both have input and we will move forward from there.
- Commissioner Mirras asked if everyone read the Counsellor regarding the budget, would like Ms. Lucas to stay on top of that so we don't forget.

**Chief's Report**

- Chief Ryan has some purchase requisitions, first is from Eastern Electrics for 10 Minitor Batteries and 4 Hand Held Radios totaling \$9,005.56. Commissioner Mirras stated that purchase needs to be split up between service/repairs and capital equipment before we approve.
- The next purchase requisition is for 6 flashlights totaling \$318.00, Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- The next purchase requisition is for 3 Ice picks for the rescue suits we ordered last month, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- The next purchase requisition is for two radio systems for the new 9-3-3 and 9-3-2 trucks totaling \$8,033.10, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- The next purchase requisition is for AFFF Foam for all trucks totaling \$424.00, Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- The next purchase requisition is for a new gas meter for 9-3-1 totaling \$705.00, Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- The next purchase requisition is for a new thermal imaging camera, Commissioner Schoen wants some more information on this first.
- The next purchase requisition is for a supercell battery for the thermal imaging camera on 9-3-1 totaling \$187.50, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- Chief Ryan stated the first purchase requisition that had the minitor batteries on it, they need those right away, cost was \$100.80, Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- Commissioner Mirras asked Chief Ryan how many EMT applications did we receive from the meeting the other night, Chief believes four. Commissioner Schoen wanted to know if we even have room in that company for new people. Commissioner Monahan said we can't answer that right now, there might be some people leaving soon.

**Open to the Floor:**

Chairman Dryer motioned to go into Executive Session for Personal at 18:03:15, seconded by Commissioner Marino; motioned/passed/carried.

Commissioner Mirras; motioned to return from Executive Session at 18:21:00, seconded by Chairman Dryer; motioned/passed/carried.

Commissioner Monahan motioned to adjourn, seconded by Chairman Dryer; motioned/passed/carried.

**Adjourned 20:22 hours**