

Montauk Fire District

January 9, 2018

Commissioners Regular Meeting 19:00 hours

MINUTES

Commissioners Present: Joseph Dryer
Michael Mirras
Richard Monahan
Richard Schoen

Also Present: Chief Vinny Franzone, 1st Assistant Chief Dave Ryan and Secretary/Treasurer Dawn Lucas

Call Meeting to Order:

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

Commissioner Mirras swore in Secretary Treasurer Dawn Lucas. Chairman Dryer motioned to appoint Dawn Lucas as Secretary/Treasurer, seconded by Commissioner Mirras; motioned/passed/carried. Chairman Dryer appointed Commissioner Schoen Chairperson of the Organizational Meeting. Commissioner Mirras nominated Commissioner Dryer as Chairperson, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Mirras nominated Commissioner Schoen as Vice Chairman, seconded by Chairman Dryer; motioned/passed/carried. Commissioner Schoen named Sapienza and Frank as attorneys, seconded by Chairman Dryer; motioned/passed/carried. Commissioner Mirras named Dorothy Jacoby as our Accountant, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Schoen motioned to name the Departments three Chiefs, Chief Vinny Franzone, 1st Assistant Chief Dave Ryan and 2nd Assistant Chief Mitchell Valcich, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Schoen motioned to name Custodians, Brent Becker and Rex Martin, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Schoen motioned to name our primary newspaper, the East Hampton Star, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Schoen motioned to name Newsday as our secondary newspaper, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Meetings to be the second Tuesday and fourth Wednesday of each month commencing at 7PM motioned by Commissioner Mirras, seconded by Chairman Dryer; motioned/passed/carried. Commissioner Schoen read all associations we are members of, took out some and added Suffolk County Fire Chiefs Association, Commissioner Mirras motioned to approve with changes, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Mirras motioned to name banks as People's United Bank and Bridgehampton National Bank, seconded by Commissioner Schoen; motioned/passed/carried. As per Commissioner Mirras Reserve account balances need to be held until he can analyze the balances and see about surplus, will have by next Workshop Meeting. Commissioner Mirras read and motioned Policy 18-001; Code of Ethics, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Mirras motioned to

adopt all our present policies and procedures 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 Wright; Capital Reserve, Commissioner Schoen; Communications, Commissioner Mirras; Fire Advisory, Commissioner Mirras; Insurance and Law, Commissioner Schoen; Personnel, Commissioner Mirras; Safety and Training, Commissioner Mirras. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

Chairman Dryer motioned to adjourn from Organizational Meeting, seconded by Commissioner Schoen; motioned/passed/carried.

Regular Commissioner Meeting started at 19:23 hours.

Secretary's Report:

Approval of Minutes: Commissioner Schoen motioned to approve the minutes of the December 20, 2017 Commissioner's Workshop Meeting, seconded by Chairman Dryer; motioned/passed/carried.

Time off Request: Ms. Lucas put in a request for vacation March 5-March 13th. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried. We will move our Commissioner's Meeting to Wednesday the 14th instead that week.

Treasurers Report: Commissioner Mirras motioned to accept the Treasurers Report as is based on further inspection until he can look it over in depth, seconded by Commissioner Monahan; motioned/passed/carried.

Audit of Bills: Commissioner Mirras wanted a clarification on some bills, Ms. Lucas explained and then read aloud invoices for 2016 and 2017 totaling: \$15,881.47 (see attached journals). Commissioner Schoen motioned to approve the invoices totaling \$15,881.47, seconded by Commissioner Mirras; motioned/passed/carried.

Committee Reports:

Apparatus and Equipment:

- Commissioner Monahan reported that everything good, just waiting on a handle for 9-3-7 that was ordered. Also a report was given to the Chief for the officers meeting and that seems to keep all the questions answered.. The new forms will be used for repairs of vehicles and other repairs that the housemen might need to get done.
- Chief Franzone brought up the renewal with Waterways for the Engine, Hose and Appliance testing. Commissioner Monahan will have Brent discuss with Chief a convenient time to do all the testing. Chief stated it would be better after we do the PM's. Cost for all the testing is about \$6,900.00. Chairman Dryer motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Also Chief has an accident report for 9-3-30- at a chiefs investigation on East Lake Drive, a deer decided to come in contact with the vehicle and damage the grill and bumper.
- Commissioner Mirras inquired about the status of the new 9-3-3. Chief Ryan stated they should be putting the body on this week and then it should go to paint. Robert Gosman, Steve Margraf and himself are going Monday to check it out and is inviting Chairman Dryer to come along. Chief is requesting they order the fittings for the truck now because it's about a 6 week turnaround, we need to order from a 3rd party because Firematic does not manufacturer them. As long as it was included in the original contract price than go ahead and order parts. Chairman Dryer was wondering about old 9-3-3, we were thinking about converting it to a brush truck. Chief Franzone asked Firematic and Neville for a proposal to do that transfer

over, once he receives back will bring to our attention. Also what is going on with old 9-3-2. Chief thought someone was coming out to give us an estimate. Commissioner Schoen stated we have some options we can go with.

- Chief asked about the button in new garage is it going to get changed out so it continuously goes up and down, Chairman Dryer said yes its going to get changed.

Buildings & Grounds:

- House Report- Brent is asking to purchase a snow removal device, Chief recommends to buy the snow blower. Commissioner Mirras motioned to approve the purchase of the snow blower, seconded by Commissioner Monahan; motioned/passed/carried.
- Commissioner Monahan also wanted to bring up the District p/u truck will need a new catalytic converter, he thought that truck was in the works to get replaced. As per Commissioner Mirras we need to get the new 9-3-80 first. Also a new ambulance is needed to, we can start a committee now for a new ambulance to purchase in 2019.

Capital Reserve:

- Commissioner Schoen read three capital reserve balances.

Communications:

- as per Commissioner Mirras no report. Chief Franzone stated some of the equipment for the new radios are starting to come in but they are not releasing until all is in and they just found out the Tower behind the Police Station is too short and now it won't work. The Town is in the process of trying to find \$100,000.00 to raise it five feet. They will need FAA approval for a strobe light on top. They never took into account foliage growth. So we will be delayed a little with the new radios.
- Chief Franzone also wanted to let us know the siren on Industrial road is disabled right now, it needs a new heavy duty relay. Chief will get Integrated Wireless to fix and the pole itself will need to be replaced sooner than later.

Fire Advisory:

- Commissioner Mirras stated no report.

Insurance & Law:

- As per Commissioner Schoen, FOIL Requests we have a 5 day response time, need to log date and time we receive, if we do not we can be legally responsible for all the parties legal and attorney fees which could get costly. If they are requesting names and addresses of all involved we can get written certification that the names will not be used for solicitation or fund raising purposes.
- Also Oaths of Office needs to be filed with the Town Clerks office by 1/3/1/18. The new Commissioner needs to take the Commissioners training class by September 28th.
- Sexual Harassment has been a topic of national news lately, in the Counsellor it states there can be no touching or sexual contact at all, its not appropriate even if it's consensual.
- Also regarding lowering the age requirement for new members to 45, as per Joe Frank we can not do this because its age discrimination.
- Commissioner Mirras also noted all the important dates for the year are located on page 10 of the Counsellor for Ms. Lucas Lucas to be aware of.

Personnel:

- Commissioner Mirras just wanted to know if the two full time paramedic contracts got signed, Ms. Lucas stated they did.
- Chief Franzone had a question about good standing accountability and LOSAP- As per Commissioner Schoen if member is in school, he/she does not have to make good standing

points for department but still has to make 50 points to qualify for LOSAP, no exemption for classes for LOSAP.

Safety:

- No report

Training:

- Chief Ryan stated Joey Lenahan is putting together RIT training like last year in Wainscott. He is also going to do Heavy Rescue training here at firehouse.
- Air force Base should be having some training there as soon as the insurance is squared up.
- Chief Ryan wants to put together a group to go to Indy this year which is April 23rd to April 28th. As per Commissioner Mirras we need numbers so we can approve up to a certain amount for so many people.
- Chief Ryan is also taking the Fire Officers Course and seeing if anyone else will go with him. Bob Sanchez will be taking the Fire Police Course starting January 22nd.

New Business:

- Fire Protection Contract- Amagansett, just informing everyone of the public hearing that is coming up.
- Fema Grant Info- Paramedics are looking to get new LIFE Packs and they wanted to let us know that there is a deadline of February 2. Donna is helping with the verbiage and they just need Vinny to help with the other aspect. Also Vinny stated the District really should put there e-mail on the website, he has been getting a lot of information for the District that he just forwards over to Ms. Lucas. Ms. Lucas will talk to John about that.
- Long Island Blood Services- needs signature confirming September 18th this year for our annual Blood Drive, which has been previously approved.
- A purchase requisition from EMP for medical supplies totaling \$689.99, Commissioner Schoen motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition from EMP for medical supplies totaling \$789.98, Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.
- A purchase requisition from EMP for medical supplies totaling \$657.22, Commissioner Monahan motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition from Boundtree for medical supplies totaling \$844.74, Chairman Dryer motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Paid Family Leave Act was approved at a previous meeting and to clarify District will take a percentage out of each employee's paycheck that qualifies.
- Commissioner Mirras was wondering about the new law for interior fireman, needing to have annual physicals and screening for cancer. Chief Franzone stated that the law is still not finished being written, but they discussed this at a Chief's meeting, what ever is present now will cover you for the prescreening cancer test as long as the member fits the criteria.

Chiefs Report:

- Chief has a bill from SeaHag for \$370.40 for the repair of the walk in cooler, Freon leak, bad low pressure switch which was broken and leaking Freon. Commissioner Mirras motioned to approved bill, seconded by Commissioner Monahan; motioned/passed/carried.
- Chief asked about the food for the swearing in who pays for it Department or District, as per Commissioner Mirras there is a line item in the Departments budget for it.
- There will be 10 members that will receive letters for not making good standing, no one to remove from the rolls because they already resigned.

- A purchase requisition from Firematic for an air cart for the new 9-3-2 totaling, \$2,899.00, Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition from Firematic for 3 Black Helmets and 12 No Max hoods totaling \$1,101.72, Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- Chief also needs more keys for the Captains room, Ms. Lucas will order.

Open to the Floor:

Commissioner Schoen wanted to discuss the substation, its a disaster, we should get a dumpster and go through and clean it up. Chief Franzone agreed and after these storms we should take care of it. Also the substation wasn't locked, we need to check on this ASAP and see what is going on, anyone could get in if they wanted.

Commissioner Schoen also noted the new 9-3-2 is due to arrive this Friday and we will need a check made out for \$699,330.00. Original contract price was for \$699,990.00, the difference was due to a change order to eliminate 20 boxes and a bond for \$6,000.00 which brought cost down to \$686,00.00 but then there was another change order for \$13,140 to put the 20 poly bins back in for \$5,500.00 and also includes some lights and stuff. Also Commissioner Mirras wanted to clarify the \$20,000 for installation, we pay up front and any money that would be left over Neville will send us a check back. Commissioner Schoen spoke with Paul about having an itemized bill ready when truck is delivered, more importantly someone has to be here to receive truck. Chairman Dryer asked if there is anything he should look for, Commissioner Schoen said yes there should be a bill for hardware itemized and one for labor cost. Chief wanted to mention that with getting the truck here on Friday they needed the lights to mount, we didn't have them so he made the executive decision to go ahead and install LED lights from there stock so the itemized bill might have that in it.

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

Adjourned 21:00 hours