

*Montauk Fire District*

*January 8, 2019*

*Commissioners Organizational/Regular Meeting 19:00 hours*

*MINUTES*

**Commissioners Present:** Joseph Dryer  
Richard Schoen  
Michael Mirras  
Richard Monahan  
James Wright

**Also Present:** Captain Dustin Lightcap, Lieutenant Robert Mautschke and Secretary/Treasurer Dawn Lucas

**Call Meeting to Order:**

Chairman Dryer asked everyone to stand for the Pledge of Allegiance and appointed Commissioner Schoen as temporary Chairperson. Commissioner Schoen called the Organizational meeting to order at 19:00 hours.

Newly elected member of Board was sworn in on January 1<sup>st</sup>, 2019. Commissioner Mirras nominated Joseph Dryer for Chairman and Richard Schoen for Vice Chairman, seconded by Commissioner Monahan; motioned/passed/carried. Commissioner Mirras motioned to appoint Dawn Lucas as Secretary Treasurer, seconded by Chairman Dryer; motioned/passed/carried. Ms. Lucas was then sworn in under Oath. Commissioner Mirras motioned to appoint Sapienza and Frank as our attorney for the District, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Mirras motioned to appoint Dorothy Jacoby as our Consultant to the Secretary/Treasurer, seconded by Commissioner Schoen; motioned/passed/carried. The Fire Department Chiefs were previously accepted at a prior meeting. Commissioner Schoen motioned to appoint, Brent Becker and Rex Martin as custodians, seconded by Commissioner Monahan; motioned/passed/carried. Commissioner Schoen motioned to designate our official newspapers as the East Hampton Star and Newsday, 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, motioned to approve all except two, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras motioned to accept People's United Bank and BNB Bank as our designated banks, seconded by Commissioner Schoen; motioned/passed/carried. As per Commissioner Mirras Reserve account balances need to be held until he can analyze the year end balances. Chairman Dryer discussed the New Sexual Harassment Policy, which will be read at the next Fire School and all members will be given a copy. Commissioner Mirras motioned to accept the new Sexual Harassment Policy with the change, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Mirras motioned to adopt all our present policies and

procedures that were in place last year, seconded by Commissioner Wright; motioned/passed/carried. All Committees stayed the same for the upcoming year and they are 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.

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

Regular Commissioner Meeting started at 19:12 hours.

**Secretary's Report:**

***Approval of Minutes:*** Commissioner Monahan motioned to approve the minutes of the December 26, 2018 Commissioner's Workshop Meeting, seconded by Commissioner Mirras; motioned/passed/carried.

***Time off Request:*** Ms. Lucas put in a time off request for January 18, 2019. Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.

***Treasurers Report:*** Commissioner Mirras stated Treasurers Report will have to wait till Workshop meeting.

***Audit of Bills:*** Ms. Lucas read aloud invoices for 2018 and 2019 totaling: \$426,836.13 (see attached journals). Commissioner Schoen motioned to approve the invoices totaling \$426,836.13, seconded by Commissioner Mirras; motioned/passed/carried.

**Committee Reports:**

***Apparatus and Equipment:***

- Commissioner Monahan reported 9-3-5 and 9-3-7 need some parts, will be installed by next meeting.
- 9-3-2- blew an air conditioner and now the internal lines are contaminated, that should be done under warranty. Neville also suggested having the PM service done at \$2,800.00 which includes \$700 on the transmission. Fully Involved will do the PM here at this garage for \$1,873.00. John from Fully Involved states the transmission manufacturer suggests not touching the fluid for 48 months based on the mileage. Commissioner Mirras also noted that we seem to be having an issue with rusted bolts behind the mud flaps and even some of the electronic pieces are showing corrosion and rust. Commissioner Monahan says the mud flaps are narrow and when making turning its exposing the electronics. We should address the mud flaps and have them do some sort of treatment on the bolts and corrosive parts. Commissioner Mirras motioned to have Fully Involved do the PM service on 9-3-2 and the blown air conditioner be fixed by Neville under warranty. Also have them provide a better mud flap to protect the under carriage and corrective action to what was already exposed, seconded by Commissioner Monahan; motioned/passed/carried.
- Since 9-3-2 will be out of town under no circumstances can we put rescue equipment on any other vehicle unless it is a district owned one.

***Buildings & Grounds:***

- Commissioner Wright stated they started the work over at Sub-station, had to stop due to weather, but will be back at it tomorrow. Commissioner Mirras asked if they uncovered anything that was not expected, nothing at this point. Powder coating of sign arose at last

meeting, there was some questions on the cost for a new sign, that would be an additional \$6,500.00. Commissioner Mirras motioned to change sign to black powder coat and accept proposal of \$1,250.00, seconded by Commissioner Wright; motioned/passed carried.

- Commissioner Wright is still trying to seek out potential new architects, reached out to the one Amagansett uses, seems interested just waiting for some pricing info. We should move forward on the the air conditioning project with John Tanzi because before you know it it will be spring. All Commissioners agreed.
- House Report- seems to be good. Chairman Dryer mentioned the ceiling tiles in the meeting room should be replaced, has horrible acoustics. Brent feels him and Rex can replace and we can reuse the old ones in other areas around the firehouse. The board unanimously agrees, will look into pricing.

***Capital Reserve:***

- No report

***Communications:***

- Commissioner Mirras discussed the fact that the siren job on West Lake still hasn't been completed. He spoke with Commissioner Schoen about asking our lawyer, Joe Frank is there a standard for not fulfilling a job even though there was no set time frame. Can we state you have not fulfilled your contract and put it out to bid again? If we were to put it out to re-bid, we would take the lowest responsible bid and this person would not be a responsible bidder.

***Fire Advisory:***

- Commissioner Mirras talked about the decals for the hydrants, keeps going back and forth on who is buying and applying them. He is going to continue to work on this issue.
- Fire Advisory did approve the expenditure of funds to put the new hydrant in at the Larry Franzone Training Facility.

***Insurance & Law:***

- Commissioner Schoen reviewed the points from last year and realizes members have until the end of January to contest them. According to our regulations, currently there are 3 members that should be removed from the rolls of the Montauk Fire Department and they are Steven Forsberg, Lonnie Akkala and Pat Keogh. The 4 members on the fire side that will be receiving letters for not being in good standing are, Ed Sullivan, Steve Akkala, John Pitches and Mike Lavery.
- The required physical list needs to be published, Ms. Lucas gave to the chief yesterday.

***Personnel:***

- There is one issue that we have to go into Executive session to discuss.

***Safety:***

- As stated in the past by the chief be careful with ice in these colder months.

***Training:***

- no report, no chiefs were present.

***Old Business:***

- Steve Margraf- Executive Session
- Emergency phones- Commissioner Mirras still has not found a department who has actually used the service to see if it works. AT&T has a deal for \$40 per month, you get unlimited calls, texts and priority when making emergency calls, thinks we should table it for the time being.
- Exterior signage- took care of earlier in meeting.
- District Dinner proposal- Received one from Silver Spoons- discussed the menu that is being offered and picked 4 hors d-oeuvres, main dish will be pork tenderloin, changing potatoes to

mash instead of roasted new potatoes and picked a dessert. Cost \$45 per person and \$475 for chef and sous chef. We will say 50 people total cost \$2,725.00. Chairman Dryer motioned to accept this proposal, seconded by Commissioner Schoen; motioned/passed/carried.

- Low Band Re-install- Ms. Lucas explained the re-install is now complete but they found that we need a new antenna. She will get pricing on cost of new antenna and installation.
- Cradle Points for Ambulances-discussed previously.

**New Business:**

- Old 9-3-3 Bid Proposals- Received one proposal from Chivvis Enterprises for the Supply and Delivery of an International Hose and Mini Pumper Truck to a Refurbished International Beach Truck, labor and material to complete \$64,950.00 and delivery time is 14 weeks. Commissioner Wright motioned to accept proposal, seconded by Chairman Dryer; motioned/passed/carried.
- Lawn Maintenance Bid Proposals- Hoyt Property Care- Main Fire House- \$212.55 per cut, \$44.72 per man hour for tasks such as pruning. Sub- Station- \$50.42 per cut, \$44.72 per man hour for tasks such as pruning. Mickey's Lawnscares- main Fire House- \$265.00 per mow, Sub-Station- \$52.00 per mow. We are going to table till next meeting, Ms. Lucas to clarify if weed wacking and edging are included in the prices and get a man hour rate from Mickey's.
- WiFi for 9-3-80- previously discussed.

**Chiefs Report:**

- Commissioner Schoen thinks we should send a letter to the chiefs, like we did last year explaining that a representative either a chief or captain should be present at all meetings so they can bring back issues to the department. Chairman Dryer will discuss with Chief Valcich later tonight.
- Ms. Lucas brought up a purchase requisition for some hose from Chief Ryan that was previously discussed at a prior meeting. Commissioner Mirras said we should table since there are no chiefs here.
- Chairman Dryer stated there has been issues with getting fittings back from Firematic for the new 9-3-3, they were supposed to be painted certain colors and Captain Gosman keeps getting nowhere. Chairman Dryer spoke with Peter Hanratty about the situation and he is going to look into for us.
- Commissioner Mirras wants to send a letter to Firematic in regards to the bill for the air cart for 9-3-2. This has been leaking from the start, as per Joe Lenahan and should be covered under warranty. Ms. Lucas will a send letter to Peter Hanratty.

**Open to the Floor:**

Captain Dustin Lightcap discussed Cradle Points with routers for the Ambulances, which allows for WiFi service. Eddie Schnell has said the Town Police Department uses the cradle points in the police vehicles and recommended we go this route. PMC Associates who are on NYS OGS contract can provide them. John from Fully Involved can do the installation which includes wiring, the antennas and installing the modems. Then we just need a service provider either Verizon or AT&T which would be about \$40 per month. The total cost comes to about \$6,000.00. Commissioner Monahan noted what about 9-3-80. Dustin stated they would like to continue using the On-Star The cost to continue is \$10 per month. Commissioner Mirras motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Lieutenant Robert Mautschke discussed changing the Application/Membership to the Department, would like to have the potential candidate include a cover letter and resume, once accepted into the department they should have a contractual obligation after obtaining their certification to commit to the department for 1 year. Commissioner Mirras stated we would have to discuss in legal terms with our attorney Joe Frank the contract portion and if the member doesn't fulfill their contract then they would be responsible for the EMT class. Regarding a resume, not be so specific, just needs to be included with the application. Another issue is the fact of having 2 years to make their points. If they don't make their points the first year they should go before the good standing review panel and state their case. The panel would then determine the outcome. Captain Dustin Lightcap discussed making points if members are in school. As per Commissioner Schoen there is nothing stating this in the by-laws but the precedence has always been if you are in school to achieve your certification that year will be prorated, so if in school January, February, March member is credited points based on those months and the remaining months of the year the member is required to make their points to be in good standing. Chairman Dryer stated, when a new member comes into the department it needs to be completely clear his/her responsibility of them so there is no question down the line.

Commissioner Schoen was asked by previous Chief Franzone to bring up putting a connecting box for the mobile back up unit (command center) to the front of the building. Commissioner Wright stated he already has the electrician set up to add the additional service for us, will ask him about this also. He will discuss with Eddie Schnell and Brent what exactly would be needed.

Commissioner Schoen just wanted to inform the board that he will be taking the Commissioner course February 2, 2019 and the cost is \$125.00. Commissioner Mirras motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Montauk Hamlet Study was discussed and it seems like the Town will be re-visiting since there was an overwhelming turnout of the community. They are opening it up for another 90 days so concerns can heard and taken into account.

Chairman Dryer motioned to go into Executive Session regarding personal at 20:45 hours, seconded by Commissioner Mirras; motioned/passed/carried.

Commissioner Mirras motioned to go back into Regular Session at 20:50, seconded by Chairman Dryer; motioned/passed carried.

Commissioner Mirras motioned to designate Mary Cannon as our official counselor and send Steve Margraf a letter stating we would like him to see her and be evaluated at our expense; seconded by Commissioner Wright; motioned/passed/carried.

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

**Adjourned 20:55 hours**