

**Montauk Fire District**  
**November 12, 2019**  
**Commissioners Regular Meeting 18:00 hours**

**MINUTES**

**Commissioners Present:** Joseph Dryer, Chairman  
Richard Schoen  
James Wright

**Also Present:** Chief Ryan, Captain Dustin Lightcap and Secretary/Treasurer Dawn Lucas.

**Call Meeting to Order:**

Chairman Dryer called the meeting to order at 18:00 hours asking everyone to stand for the Pledge of Allegiance.

**Secretary's Report:**

**Approval of Minutes:** Need to postpone approval of minutes, not enough Commissioner's here that were at last meeting,

**Building Use Request:** Montauk Public School, 1<sup>st</sup> Grade classes requests to use meeting room on November 26, 2019 @ 10am for their annual Thanksgiving feast. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried. Chairman Dryer discussed Eddie Stein having his daughters birthday party here in the meeting room, all Commissioner's agreed no problem as long as he fills out request form.

**Purchase Requisitions:**

- A purchase requisition from Mila Medical for medical supplies totaling \$224.00, Chairman Dryer motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition from EMP for medical supplies totaling \$827.74, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition from Boundtree for medical supplies totaling \$851.49, Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition from EMP for medical supplies totaling \$386.09, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition from Boundtree for medical supplies totaling \$531.81, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Commissioner Wright was just asking about an inventory list for all the medical supplies. Ms. Lucas explained Walter is on top of all of that. Aubrey and himself do the checks and he places re-orders when needed. Chairman Dryer suggested we get an inventory audit list every month to show what we have in stock and when its time to re-order.

**Audit of Bills:**

**Treasurers Report:** will approve at next meeting.

**Audit of Bills:** Ms. Lucas presented invoices to be paid, totaling \$40,596.80. Commissioner Schoen questioned a charge of \$47.77 for lunch on the credit card. Discussion arose about approval for this. Ms. Lucas explained there is a line item in the budget for Travel, that is where she thought it went. Ms. Lucas will clarify the Travel line item with Commissioner Mirras. In the meantime Chairman Dryer motioned to approve bills; seconded by Commissioner Wright; motioned/passed/carried.

**Committee Reports:**

**Apparatus and Equipment:**

- No report

**Buildings & Grounds:**

- Commissioner Wright stated landscaping done at sub-station, Fidele is processing their last payment and will be submitting.
- DE-humidification system was installed.

**House report-** All looks good, Commissioner Wright stated Brent is working on spare parts for the garage doors with All Star Doors.

**Capital Reserve:**

- Commissioner Schoen read two capital reserve balances.

**Communications:**

- No report

**Fire Advisory:**

- No report

**Insurance & Law:**

- Commissioner Schoen stated the insurance company is holding a check because they are waiting on more information regarding the lawnmower incident. Chief Ryan reached out to the members that were involved, there was no police report filed. Captain Dustin Lightcap will get information on the owner of the lawnmower. Commissioner Schoen will follow up with insurance company regarding the valve for 9-3-14.
- As per the Counsellor, Commissioner Schoen discussed the voting and associated details for the upcoming Commissioner Elections. We informed an applicant that his application was invalid because it was submitted too soon, the cutoff is 37 days b4 the election. Also residents can only sign one petition. Commissioner Schoen is requesting we add a cover letter to the application with proper instructions.
- Another topic discussed in the Counsellor was when you can actually go into Executive Session. It is quite limited and can not go into without good cause.
- Regarding the junior fire department membership, we need a description on exactly what they do so we can get the proper insurance.
- Regarding the cancer insurance, we need to update the personnel that will be covered by Dec. 1<sup>st</sup>. Commissioner Wright also asked the Chief about the Fit test machine, was it calibrated yet, the test will be coming up soon.

**Personnel:**

- Posting about fire or ambulance calls on social media is prohibited and the Chief needs to address at the next Department meeting and ongoing.
- Chairman Dryer discussed acknowledging Walter's new addition, his baby boy to their family with a \$100 gift card. All Commissioners agreed and Ms. Lucas will take care of it.

***Safety:***

- No issues at this time.

***Training:***

- None at this time

***Old Business:***

- Compressor System- A question arose at last meeting, the cost for this service for the last 3 years totaled about \$16,000. The used machine was \$20,000.00 and would last us about 20 years. Another option was getting more bottles. Commissioner Schoen suggested having the company just come out and re-fill, they will also assume all liability. We need to table this again until all Commissioners are present to discuss.
- Bid Notices- Ms. Lucas informed everyone that the Bid notices will be put in paper this Friday for Refuse Removal and Snow Plowing, bids will be due back on December 10<sup>th</sup> to be read at our Regular Commissioner's Meeting. Lawn Maintenance will be due back January 22, 2020.

***New Business:***

- Workshop meeting originally scheduled for Wednesday November 27, 2019 will now be held on November 26, 2019, same time.

***Chiefs Report:***

- Chief Ryan presented a quote from Fully Involved to replace 9-3-9's lights with military spec LED conversions, cost \$745.20 which includes labor, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Chief Ryan presented another quote from Fully Involved to replace the incandescent scene light bulbs for 9-3-7 with upgraded LED assemblies from Whelen, both toggle switches will be replaced too, cost \$1,802.00 which includes labor. Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Commissioner Wright asked Chief about doing that for 9-3-14 also.
- Chief has estimate for trench digging for electrical conduit for 911 Memorial lighting form Rain Dance for \$600.00, parts from Revco \$587.11, Joel Cidlowski electrical work will include installing underground wiring in PVC conduit, lighting fixtures, etc. supplied by firehouse, cost \$1505.00, grand total of \$2,692.11. As per Commissioner Wright, service was installed but PSEG needs to change a transformer before we hook up to it. We are going to table till next meeting until Commissioner Wright talks with Brent to see where we are at.
- Chief is requesting 12 blue lights from Amazon for a total of \$287.77, Commissioner Schoen motioned to approved, seconded by Commissioner Wright; motioned/passed/carried.
- Resignation letters from Scott Pitches and Charlie Grimes and they both plan on rejoining the department at a future date. Commissioner Schoen motioned to terminate both, seconded by Commissioner Wright; motioned/passed/carried.
- Chief discussed two new members for EMS that were voted into the department, Carolyn Blackmar and Charles F McClean Jr. (Chip). Commissioner Schoen motioned to accept these members, seconded by Commisioenr Wright; motioned/passed/carried.
- Chief wanted to know with our new member Chip since he was EVOC'd before can he start driving the ambulance for us. Commissioner Schoen stated as long as he was Evoc'd in New York State he is good to go.
- Chief was wondering about SCWA coming out to discuss hydrants, if they can not come on a fire school night, can he negotiate a date. Board agreed he could.

- Chief stated Dustin needs payment for course that was given. Captain Dustin Lightcap stated the course was given these past two Sunday's and in order for each student to get their NAEMT card, the cost is \$15 per student, totaling \$240.00. He stated the class was amazing and the instructor was quite knowledgeable. Also Donna will be teaching a GEMS class tomorrow and is asking for approval for up to \$120.00. Commissioner Schoen motioned to approve both, seconded by Chairman Dryer; motioned/passed/carried.
- Chief asked about physicals if any member that received letters got them done yet. Tato and Jimmy Grimes have completed their physicals. Ms. Lucas will send letters stating they are re-instated as members of the department. He told us that Richie Weiss will not make his points this year and Scott Pitches resigned.

**Open to the Floor:**

Commissioner Wright motioned to adjourn meeting @ 19:00hrs, seconded by Chairman Dryer; motioned/passed/carried.

**Adjourned 19:00 hours**