

Montauk Fire District

January 14, 2020

Commissioners Organizational/Regular Meeting 19:00 hours

MINUTES

Commissioners Present: Joseph Dryer
Richard Schoen
Michael Mirras
James Wright
William R. Pitts

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 William R. Pitts was sworn in by Commissioner Mirras. Commissioner Wright nominated Joseph Dryer for Chairman, seconded by Commissioner Schoen; motioned/passed/carried. Chairman Dryer nominated Richard Schoen as Vice Chairperson, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Schoen motioned to appoint Dawn E. Lucas as Secretary/Treasurer, seconded by Commissioner Mirras; motioned/passed/carried. Ms. Lucas was then sworn in under Oath by Commissioner Mirras. Commissioner Schoen read the appointment of Sapienza and Frank, Joseph Frank as our attorney for the District, Commissioner Mirras motioned, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Schoen motioned to appoint Dorothy Jacoby as our Consultant to the Secretary/Treasurer, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Schoen appointed The Fire Department Chief's, Chief Dave Ryan, 1st Ass. Chief Mickey Valcich and 2nd Ass. Chief Scott Snow, seconded by Chairman Dryer; motioned/passed/carried. Commissioner Mirras motioned to appoint, Brent Becker and Rex Martin as custodians, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Schoen designated our official newspapers as the East Hampton Star and Newsday, motion by Commissioner Mirras, seconded by Commissioner Wright; motioned/passed/carried. Commissioner Meetings to be the second Tuesday and fourth Wednesday of each month unless otherwise noted motioned by Commissioner Mirras, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Schoen read all associations, state organizations we are members of, Commissioner Mirras motioned to approve all, seconded by Commissioner Schoen; motioned/passed/carried. Commissioner Schoen motioned to accept People's United Bank and BNB Bank as our designated banks, seconded by Commissioner Mirras; motioned/passed/carried. As per Commissioner Mirras Reserve account balances need to be held until he can analyze the year end

balances. Commissioner Schoen motioned to accept the Code of Ethics Policy and Sexual Harassment Policy as is, seconded by Chairman Dryer; motioned/passed/carried. Commissioner Wright motioned to adopt all our present policies and procedures that were in place for 2019, seconded by Commissioner Mirras; motioned/passed/carried. All Committees for the upcoming year are as follows: Apparatus and Equipment, Commissioner Wright nominated Billy Pitts, seconded by Commissioner Schoen; motioned/passed/carried. Buildings and Grounds, Chairman Dryer nominated Commissioner Wright, seconded by Commissioner Schoen; motioned/passed/carried. Capital Reserve, Commissioner Schoen nominated Commissioner Mirras, seconded by Commissioner Wright; motioned/passed/carried. Communications, Commissioner Schoen nominates Commissioner Mirras, seconded by Commissioner Wright; motioned/passed/carried. Fire Advisory, Chairman Dryer nominated Commissioner Mirras, seconded by Commissioner Schoen; motioned/passed/carried. Insurance and Law, Commissioner Mirras nominated Commissioner Schoen, seconded by Commissioner Wright; motioned/passed/carried. Personnel, Commissioner Schoen nominated Commissioner Mirras, seconded by Chairman Dryer; motioned/passed/carried. Safety and Training, Commissioner Schoen nominated Commissioner Mirras, seconded by Commissioner Schoen; motioned/passed/carried. Training, Commissioner Mirras nominated Commissioner Schoen, seconded by Commissioner Wright; motioned/passed/carried.

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

Regular Commissioner Meeting started at 19:13 hours.

Secretary's Report:

Approval of Minutes: Chairman Dryer motioned to approve the minutes of the December 10 2019 Commissioner's Regular Meeting, seconded by Commissioner Mirras; motioned/passed/carried.

Time off Request: Ms. Lucas put in a time off request for January 17, 2019. Commissioner Mirras motioned to approve, seconded by Commissioner Monahan; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for medical supplies from EMP totaling \$852.59, Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition for medical supplies from Boundtree totaling \$487.79, Commissioner Mirras motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition for medical supplies from EMP totaling \$432.72, Commissioner Mirras motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

Treasurers Report: Commissioner Mirras looked over the year on a preliminary basis, will have to wait for the year end audit. He looked over all checks, they were written properly, he signed off. He will hopefully know by next month what the surplus will be. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned passed/carried.

Audit of Bills: Ms. Lucas presented the invoices for 2019 and 2020 totaling: \$518,866.44 (see attached journals). Commissioner Pitts motioned to approve the invoices totaling \$518,866,44, seconded by Commissioner Schoen; motioned/passed/carried.

Committee Reports:

Apparatus and Equipment:

- Commissioner Pitts noted 9-3-16 still needs paint (from lawnmower accident), waiting till new 9-3-18 is in service.
- John from Fully Involved installed the new high/low radios for the new 9-3-18.

- John started the PM's on the trucks, he noted that 9-3-1 has a problem with the fuel tank, there is only one bracket holding it in place. The shifter buttons were also giving some problems so John rebuilt the shifter here with new buttons and contacts and that should do the trick.
- The new ambulance needs a modification on a cabinet and the air horn is not working.
- 9-3-9 has no siren because it was in the old light bar. John is ordering a siren and will mount it somewhere to work.
- Chairman Dryer asked about the time frame for getting the new ambulance in service. As per Commissioner Pitts it needs to be registered, and certified. Ms. Lucas got an appointment with DMV next Friday to register the ambulance.

Buildings & Grounds:

- Commissioner Wright discussed the garage door motors, we already replaced 3, we should consider replacing the remaining 3 now. The actual condition of the panels, we might be able to fill holes with bondo and paint them. Commissioner Wright will do some more research, talk with Brent and set up a meeting with the garage door guy to discuss.
- Important to notify someone if damage occurs to building or trucks, no blame or shame noted.
- Terry Nesbit from Highway Department for the Town spoke with Commissioner Wright about the water running down street from the Sub Station, freezes and causes issues in front of the school zone. During the renovation we installed a well with a hard cover and Terry would like us to replace it with a drain cover instead. Commissioner Wright discussed with John Tanzi already and he has no problem with it. Chief Valcich can get us one for \$375 and Commissioner Wright would like to move forward on that. Commissioner Mirras motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- Heat in the upstairs offices, Commissioner Wright is working on getting Intricate Tech. Solutions back under warranty to address this issue.
- The Extrication Pad project was put in paper.
- House Report- all looks good.

Capital Reserve:

- Commissioner Mirras read two capital reserve balances. Next month additional money from budget will be transferred over and should have surplus amount. Ms. Lucas also noted the Tax payment from the town was deposited already.
- Within last 3 years we have been dealing with things coming up, now MSA Packs will need replacing, eventually a new 9-3-1, new ambulance and new pick up. Commissioner Mirras will be prioritizing and coming up with a plan.

Communications:

- Commissioner Mirras stated there has been a delay in developing the Gator Site, no reason why.
- New radios are finally in and programmed and its up to the Chief to decide when to hand them out. According to Chief Valcich, if a member has a portable, they will hand in with all accessories and then be given a new one.

Fire Advisory:

- No report

Insurance & Law:

- Commissioner Schoen stated we received the check for the damage to 9-3-7.
- Received police report for lawn mower accidental, turned over to insurance company.
- A member questioned why the insurance company won't continue covering his claim, Commissioner Schoen spoke with PERMA and found the doctor's office was sending the information to wrong office, the case has been re-opened and he can continue going to rehab.

- We sent a letter out removing a member from the rolls, now we just need to get his equipment back, pager and sticker needs to come off his car.
- Letters to members with 2 consecutive years not in good will wait to be sent out because members have till end of January to contest points.

Personal:

- No issues at this time.

Safety:

- Remember about the freezing weather and washing cars. Lieutenant Alan Burke mentioned the fact of needing additional safety officers. He asked the chief about getting a class together at Yaphank.

Training:

- Chief Valcich discussed the 7 classes that are scheduled from March through November and they are as follows;

1- ICS300- 3 classes 7 hours each. Dates are 3/31, 4/1, 4/2 at the EH Firehouse.

2- Firefighter 1- August 25th through December in Wainscott at the Training facility.

3- Intro to Fire Officer the hybrid class- some classroom, some computer- April 14th SH Fire House.

4- Styco- October 15th and there are 3 classes at the SH Firehouse.

5- Fire Police 2010- at Wainscott, March 4th -April 4th.

6- Engine Co.- September 10th, 3 classes at SH Firehouse.

7- Ladder Co. Operations- September 8th and 15th at the EH Firehouse.

- In-house training-with Steve Sizse and Joe Lenahan;

March 4th – classroom

April 22nd- field training

May 6th – field training

October 14th- classroom

November 11- classroom

Old Business:

- Social Media Policy- All Commissioner's read except Commissioner Wright and it was duly voted on and accepted. Commissioner Schoen was asked by the Chief to come up with a condensed version so he can read it at the next Department meeting.
- Notice of Sale- Bids for old 9-3-18- No bids came in. We have until March 1 to give back to VCI for trade-in allowance of \$4,500. Red Truck Sales then will have until our February meeting to get bids in. Commissioner Mirras brought up possibly donating the ambulance, it was already discussed at last meeting to sell the ambulance as per Commissioner Schoen.
- Commissioner Pitts brought up the discussion about revamping the Department Treasurers office. Commissioner Mirras still needs to discuss with Commissioner Wright since he was away.

New Business:

- Equipment Repair- Commissioner Schoen is proposing if a piece of equipment needs repairing, a member brings to district office during normal business hours and writes up whats wrong, includes serial number, make and model. Before it leaves building, person has to sign they took it. After hours it is brought to Chiefs office.
- Commissioner Schoen was wondering what is going on with the washing machine and dryer, Commissioner Wright thought maybe waiting on electrician but will research and get back to the rest of the board.
- Member removed from rolls- discussed earlier.

- An idea was brought up at the department meeting to have members respond to call, great idea just need to find out what point it should be given, possibly a miscellaneous point.
- Junior Fire fighter membership acceptance- was already voted on at a department meeting, Mackenzie J. Lenahan and Olivia J. Walsh. Commissioner Mirras motioned to accept, seconded by Commissioner Schoen; motioned/passed/carried.
- Letters of resignation- already accepted with the Department; Chris Conroy, London Rosiere and Phil Berg. Commissioner Mirras motioned to accept, seconded by Commissioner Wright; motioned/passed./carried.
- False alarm reports- Ms. Lucas discussed getting the reports to the town earlier, they keep calling her for them. They are supposed to be in by the 10th of each month.

Chiefs Report:

- Chief Valcich noted that a hydrant has been installed at the Wainscott facility.
- Chief is requesting the use of old 9-3-18 to pick up Tom Sepe, Sr. a past member from the hospital. Captain Lightcap was concerned, what are the protocols for transporting with an out of service ambulance. Commissioner Schoen motioned to allow on the condition REMSCO is OK with it, seconded by Commissioner Wright, motioned/passed/carried.
- A purchase requisition for batteries from Amazon totaling \$150.00, Commissioner Schoen motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for CO detectors from Amazon totaling \$1,520.80, Commissioner Mirras motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- Mark Tullo from Firematic has dropped the ball with Brian Stuckhart's bunker pants. New ETA was January 1st, we gave him till the 10th and still no pants. We are canceling order and ordering with Coastal.

Open to the Floor:

Commissioner Mirras discussed some new information regarding the Cancer Law, you don't need 5 years of fit tests, just 5 years of being an interior firefighter. He suggested to read through and see what it entails.

September 28th is last day that the newly elected Commissioner has to take his or her training.

Captain Lightcap brought up snow removal for a call in the middle of the night, who is going to take care of getting to the call, Chief Valcich stated he will continue to take care of it.

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

Adjourned 20:24 hours