

**Montauk Fire District**  
**November 25, 2020**  
**Commissioners Workshop Meeting 18:30 hours**

**MINUTES**

**Commissioners Present:** Joseph Dryer  
Richard Schoen  
William Pitts

**Also Present:** Chief Mitchel Valcich, 1<sup>st</sup> Asst. Chief Scott Snow, 2<sup>nd</sup> Asst. Chief Ken Glogg and Secretary/Treasurer Dawn Lucas

**Call Meeting to Order:**

Chairman Dryer called the Workshop meeting to order at 18:30 hours asking everyone to stand for the Pledge of Allegiance.

**Secretary's Report:**

**Approval of Minutes:** Chairman Dryer motioned to approve minutes of the November 10, 2020 Regular Commissioner meeting with said corrections, seconded by Commissioner Schoen; motioned/passed/carried.

**Time off Requests:** Brent Becker requested to use two vacation days, 11/27 and 11/28/20. Chairman Dryer motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried. Ms. Lucas requested one vacation day for 11/27/20. Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.

**Purchase Requisitions:**

- A purchase requisition from EMP for medical supplies totaling \$853.59, Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- A purchase requisition from Boundtree for medical supplies totaling \$709.58 Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- A purchase requisition from EMP for medical supplies totaling \$599.98, Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- A purchase requisition from Stryker for medical supplies totaling \$1,799 Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- A purchase requisition from Amazon for new color copier totaling \$349.00, Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.

**Audit of Bills:**

**Audit of Bills:** Invoices were presented for payment, totaling \$77,630.46, Commissioner Schoen motioned to approve the bills, seconded by Commissioner Pitts; motioned/passed/carried.

### **Workshop Topics:**

#### ***Montauk Fire District Paid Responder Staff Handbook Update-***

- All Commissioners agreed to table till next meeting.
- Commissioner Pitt's was curious do we have a separate AED equipped in 9-3-80, if not according to NYS DOH regulations we need to get one or remove the lettering off the vehicle.
- Commissioner Schoen motioned to buy an AED for 9-3-80, seconded by Commissioner Pitts; motioned/passed/carried.

### **Chief's Report**

- Chief will check with Robert Gosman on the hydrants on Laurel and North Shore Rd. since Ms. Lucas received an email from SCWA on both of them..
- CO2 for game room had an issue, was taken care of but Chief would like to know who is usually in charge of that. Chairman Dryer stated Dorothy from Montauk Beer and Soda.
- Ms. Lucas and the Ladies Auxiliary are getting Santa squared away with the drive through program.
- Senior dinner seems to be all taken care of with the help of Joni and her crew.
- Chief mentioned the phones for 9-3-80 and all three ambulances. He spoke with Walter and he personally and all paid providers do not need phones. Chief would still like to proceed with phones in those vehicles.
- Chief was inquiring about the new chief's vehicles. Commissioner Pitts will discuss on his report.
- 9-3-4 is requesting a headset so driver and pump operator can communicate, Commissioner Pitts will look into.
- Chief is looking to purchase 10 NO MAX Hoods, a dozen XL gloves, a dozen large gloves and a helmet for ex-chief Ryan, he will get numbers together and present at next meeting.
- The battery powered fan that came in went into 9-3-2.
- Sign in sheets and receipts will be given to Ms. Lucas.
- Chief has a purchase requisition for chargers from Motorola for \$1,598.00, Commissioner Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- Hurst tools rotation sheet given to District, two tools per week.
- Physical receipts given to Ms. Lucas along with letter from Emerald Turnbull as discussed in a previous meeting.
- False alarm reports completed and given to Ms. Lucas.
- The Chief's talked to company 4 officers, they would like some sort of locker room with lockers, they are requesting the training room downstairs. Chief's were also wondering if the district could look into hooking the shower back up that was previously in the bathroom downstairs. Chief will get more concrete information once company 4 decides what they want and need. The District unanimously said they could have the room and will look into the shower request.
- The other night all the Chief's were taught how to dispatch out of our own control tower from Eddie Schnell. They would like to secure that equipment somehow. Chief's would like to have a dispatcher from each company put into rotation only for Sunday announcements, this will be discussed at the next officers meeting and Eddie Schnell will train all of them. Chief feels we should have the ability to dispatch from here if need be. All commissioners agreed.
- Heather Mathews completed the Heavy rescue course. Chief will acknowledge at next department meeting.
- Chip and Erika still taking EMT class.
- Chief is doing his best with training. Steve Size secured the Wainscott training facility for January and February training.

- Chief was asking about the fire police gear, when should we expect it. Chairman Dryer stated should be here by senior dinner, but definitely before end of year.
- Company 5 will decorate firehouse, 5 wreaths instead of 4, lights on trees. Want to make it more festive.
- 9-3-14- Camera issue, Chief spoke with vendor, they guarantee the work they do, they will correct it. Brent will be contacted to schedule a time for the repair. Possibly December 7<sup>th</sup>.
- 9-3-14- went to Yaphank with Amagansett to train for Townwide Tax payers drill.
- 9-3-31- had issue with flat tire again, the left rear tire.

**Open to the Floor:**

- Commissioner Schoen congratulated the Chief for getting all members physicals completed.
- Commissioner Schoen discussed the COVID-19 vaccine that will be coming out soon with our lawyer, Joe Frank. They talked about paying for each member who wishes to get vaccinated. It is a 2 shot deal for the vaccination and would be completely voluntary. Commissioner Schoen motioned to have the district pay for members who want to get vaccinated, seconded by Commissioner Pitts; motioned/passed/carried.
- Commissioner Schoen is requesting to have the minutes and bills ready the day before a scheduled meeting. Ms Lucas stated sometimes there are computer issues but will arrange to have everything ready the day before a meeting.
- Chairman Dryer noted the thermometers came in for temperature checks. Suggestion was to designate one person to take temperatures at each meeting and if any outside vendors doing repair work or members using the facility, a district employee will take theirs. There will be 2 in the Chief's office and 2 in the district office.
- Commissioner Pitts explained the 9-3-32 issue, Buzz Chew found a 60 amp fuse that was blown, it feeds the back of the car, replaced and seems to be working OK now. There was no need to replace modules at this moment.
- 9-3-16- right rear fender has been repaired.
- 9-3-17- new compressor replaced for horn issue.
- 9-3-18- trying to schedule repair work with Suburban.
- Commissioner Pitts is waiting on other quotes for the new chief's vehicles and pick up truck. He was asked to find out about trade-in possibilities. He is also checking on possible discount if we get all 3 vehicles at once.

Commissioner Schoen motioned to adjourn meeting @ 19:23 hrs, seconded by Commissioner Pitts; motioned/passed/carried.

**Adjourned 19:23 hours**