

Montauk Fire District

August 25, 2021

Commissioners Workshop Meeting 18:30 hours

MINUTES

Commissioners Present: Joseph Dryer
James Wright
Richard Schoen
William Pitts
John Mark

Also Present: Chief Mitchel Valcich, 1st Asst. Chief Scott Snow, 2nd Asst. Chief Kenneth Glogg, Secretary/Treasurer Dawn E Lucas, Eddie Schnell, Artie Lucas, Charlie Morici, Dave Ryan and Bob Mautschke

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 and a moment of silence.

Secretary's Report:

Approval of Minutes: Commissioner Schoen motioned to approve the minutes of the August 10, 2021 Regular Commissioner's Meeting, seconded by Commissioner Wright; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$430.59, Commissioner Schoen motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$521.14, Chairman Dryer motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$975.15, Commissioner Wright motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$1191.60, Commissioner Wright motioned to approve, seconded by Chairman Dryer; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$876.59, Commissioner Wright motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$894.82, Commissioner Mark motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition for Integrated Wireless for Pagers and extra Batteries totaling \$6,275.25, Commissioner Pitts motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Time off Request – Ms. Lucas requested a vacation day for 9/1/21. She was asked to fill in the hours remaining before the request and that was 180 hours. Chairman Dryer motioned to approve, seconded by Commissioner Wright; motioned/passed/carried. Rex Martin requested 1 vacation day for 8/2/21. Ms. Lucas received late so was unable to fill in remaining hours. Chairman Dryer motioned to approve, seconded by Commissioner Schoen; motioned/Commissioner Mark abstained /passed/carried.

Building Use Request- The Montauk Point Lion's Club is requesting use of the Conference room the 2nd Thursday of each month for their monthly directors meetings. Check was received with application. Commissioner Schoen motioned to approve, seconded by Chairman Dryer and all agreed to give check back; motioned/passed/carried.

Audit of Bills: Ms. Lucas presented the bills to be paid totaling \$37,402.25, Commissioner Wright motioned to approve payment of the bills, seconded by Commissioner Pitts; motioned/passed/carried.

Treasurer's Report: Commissioner Mark went through the reconciliations and will sign off on them and everything appears to be in order. Chairman Dryer motioned to accept treasurer's report, seconded by Commissioner Schoen; motioned/passed/carried.

Workshop Topics:

Budget Prep: Ms. Lucas printed revised worksheets with updated information from previous meeting for all Commissioners to review. The meeting went on to discuss each line item. Discussions arose on some lines. Ms. Lucas presented back up information for certain line items that she was asked to from previous meeting. Meeting began to get late so Commissioner Pitts and Ms. Lucas will get together to go over the Apparatus/Equipment Service and Repair accounts. Finished going over the rest of the line items. Commissioner Schoen to check the insurance line item and get back to us at next meeting. Ms. Lucas will update numbers and print out another copy for all Commissioners. Ms. Lucas also explained the Capital accounts do not get represented during the budget process. The program only incorporates the general fund. But she was able to print out the information for the capital accounts. The Building Reserve account paid to date is \$197,600.00 which includes the overhead door replacement project. All applications have been paid except for the retain-age portion. Commissioner Wright also stated they are still trying to come up with a solution for the sill plates. The Apparatus and Equipment Reserve account paid to date is \$148,160.97 which includes Van, lettering for Van, Chief's vehicle, lettering, command box, light bar and District P/U and lettering. Chairman Dryer noted from last meeting to this meeting it was invaluable and more professional, Commissioner Mark took the lead and Ms. Lucas's background calculations were excellent. This is what it takes.

Gator Site Update: Chairman Dryer questioned Eddie Schnell about steps for back antenna and asked about status updates on Gator Site.

- Eddie addressed the Gator Site- Equipment is up there, transmitter antenna is up, just need cables. The Town is awaiting permit from SCDPW (Suffolk County Department of Public Works), it's moving forward, just need tower analysis. The engineers are reproducing that report. The Town and Suffolk County already have a some money vested, so something is going to happen just no construction can take place until permit is in place. No Cellular service on Tower, only for Public Service.

- Antenna, just need the soil sample report including drill logs and Eddie can send info to antenna manufactures such as Sabre, Rohn and Trilon and they will design for free in hopes we buy an antenna from one of them. Ms. Lucas will email Eddie the report. Chairman Dryer asked if Eddie knew how

long it will take. It really depends on how bad the soil is. Based off the report, they will come with a proposal for the steel/frame, how much cubic yards of concrete and then it gets passed to local contractor for concrete work and then someone will need to stack antenna..

Operating Procedures for 9-3-81: As of today no changes to the policy. As per Chief Glogg we should have received an updated version to include When to Work program and mutual aid information. The original policy is still in affect until the District makes any changes. Chairman Dryer asked to maybe have a hard copy so everyone can discuss.

- Commissioner Schoen had a question about the drug box in 9-3-81. how is it accessed. Do you need a key? It was explained that you need a key to the cabinet and then either a key or finger read to open the actual safe. In the event someone has trouble with the safe the Chief's have access to the keys which are under lock and key in Chief's office.

Hydraulic tools- Replacements: Chief explained the current inventory list of tools and proposals behind for replacing the old ones. Also the need for annual inspections on all hydraulic tools and hydraulic lines on 9-3-2. Commissioner Shoen requested to put off till next meeting to do some research. Firematic did the inspections/service this year, might want to stay with them for the annual inspections. Ms. Lucas also wanted to note that this purchase would put us over budget on this line item. Chairman Dryer stated we are going to table it and discuss at next meeting. Chief also suggested to speak with the extrication team they know the specifics on each and what they are used for, etc. Chairman Dryer suggested they come to next meeting to discuss.

Personal- Paid Paramedic- Discussed proposal about one of the paid Paramedics. Chairman Dryer thought it was well thought out and an asset to us to have as a back to Walter on what he can and can not do. The gentleman is field tested so Chairman Dryer motioned to approve this gentleman, Chris Boccabella, Commissioner Mark would like to table it and consider a discussion with Company 4. Commissioner Schoen stated company 4 has nothing to do with the PAID paramedic program. Commissioner Mark is aware of this but we work along side them, again Commissioner Schoen stated company 4 has nothing to do with the PAID paramedic program. Chief Valcich wanted to let the board know at the last officer's meeting, company 4 is not a fan of the paid EMT program. All Commissioner's chimed in and stated that is not what we are talking about. The motioned was seconded by Commissioner Schoen, motioned/Commissioner Mark abstained, passed/carried.

Resolution discussion for Commissioner election: Last year due to COVID, New York State suggested instead of 25 signatures for ballot purposes, all candidates must submit a signed letter designating they would like their name put on the ballot for the 2021 election. Now the upcoming election for 2022 is approaching what are we going to do for this year. Commissioner Schoen suggests we rescind previous resolution and go back to petition format. Commissioner Pitts motioned for the 25 signature petition format, seconded by Chairman Dryer; motioned/passed/carried.

Old District P/U Truck: Chairman Dryer mentioned at last meeting since no bids were received for old District P/U truck, we were going to give to heavy rescue to cut up, but in the mean while, we got an inquiry of interest on it. Now we have a bid and just want to make sure it is OK to open it. Commissioner Schoen stated our job is to have the taxpayers best interest in mind and we did our job by posting in paper now we just have to secure the best amount possible. Commissioner Schoen also mentioned we do not have to accept the bid. Ms. Lucas read bid from Chuck Mallinson for the \$750.00 for the truck as is/where is and she also received a bank check for that amount.

Commissioner Wright mentioned if we cut it up it was a \$500 tax deduction and this is more. Commissioner Schoen motioned to accept bid, seconded by Chairman Dryer; motioned/passed/carried.

Chief's Report

- Chief Valcich at the last officer's meeting stressed the need for ambulance drivers. Trying to get our members to drive.
- In regards to the hurricane, thank goodness we did not get hit. The emergency preparedness committee was on top of everything with coordination from the Town. The Chief was getting reports every half hour to 45 min.. If something should have happened we were ready for it. Chairman Dryer stated it was the best pre-storm and storm preparedness we have ever had.
- Chief stated the Department dinner has been canceled.
- Chief mentioned that Ms. Lucas received the approval from SCWA regarding the hydrants and flow testing. Company 3 flow tested the new main on N. Farragut, the extension on Adams and the extension on Laurel.
- Chief spoke with Mike Mirras to come up with a less extensive EVOC course for 9-3-81 so we can get more EMS personal to drive the vehicle.
- The Town Chief's Association Dinner will be on September 7, 2021 here in Montauk. Chief wasn't sure if a building use request form needed to be filled out. We haven't in the past.
- Chief discussed the fire at the PSEG old substation on Industrial Road. Chief spoke with someone from PSEG and it is going to take another year to get Montauk back on track. They are doing work, repairs, etc on the service that should have been done 25- 30 years ago. PSEG is spending a lot of money out here but there is still so much more to go. The service was overloaded which caused a pole to go on fire, they thought it wasn't energized, but it was. It was all fixed but they will be here at least another year.
- Chief wanted to let the District know the Terc team broke one of the jacks, not fixable just needs to be thrown away. He did reach out to Commissioner Schoen to check if it was an insurance issue, but our deductible is more than the cost of a new one. Commissioner Schoen motioned to approve the purchase of a new floor jack for \$300, seconded by Commissioner Mark, motioned/passed/carried.
- Company 4 is looking for a check for Don Hudson for CME training, totaling \$800.00. Commissioner Schoen motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- Chief would like to keep this in house but does the District have suggestions or is it OK to bring members in just as drivers or are there other alternatives. Commissioner Schoen stated it would have to be run through the department's bylaws which dictates who you can bring into the department then it would be voted on by the membership. Chief Snow stated there will have to be more work involved but just wanted to ask the District's input and possibly start some sort of inquiry on how to go about this. Yes it will entail a lot of work but we are just trying to help out the ambulance company. Chairman Dryer stated we need to research this as well as the department and we will entertain the idea.
- Chief is making the district aware company 4 does not favor paid EMT's.
- The officers were wondering if 9-3-80 can respond to chief's investigations that are CO alarms. The reason behind this is officers that respond do not have CO meter. Most of the time its a false alarm, just faulty equipment. Other times people are unaware of the dangers and if there was a medically trained person there that could explain, the situation would be easier to handle. Commissioner Wright asked about how many a year, Chief stated maybe 50.

- Chief spoke with Commissioner Pitts about numbering for 9-3-80 and and changing the top of 9-3-81. Graphics have been ordered as per Commissioner Pitts.
- Chief just wanted to let the district know about the class B foam, 9-3-1 has 30 gallons and 9-3-4 has approximately 25 gallons. Safety Clean and Clean Management are outfits that can dispose of the class B foam.
- Chief asked is the district arranges the flu shots. The department would like to arrange to do them earlier this year. Ms Lucas will call to schedule.
- Chief mentioned a retired NYC Firefighter and Counselor named Ralph from out here wants to get certified in the use of NARCAN in regards to the recent deaths on the North Fork. He would like to train bartenders on the use and will need the use of the meeting room in the future. Chairman Dryer said when he is ready have him fill out the building use request.
- As per Chief, Donna is back on PPE detail because this COVID stuff is not going away. The testing sight here in Montauk is testing about 380 people a day. Our inventory is where it should be. Also as per Ms. Lucas, Brent has been on top of ordering to keep supply up.
- Company 5 would like to update the lighting on 9-3-14, the Chief would like the district to review that.
- Chief is aware this is a department issue but FYI the gentleman came today to give an estimate on cleaning the kitchen.
- Commissioner Wright asked if the Heavy Rescue guys could clean up the debris on the extrication pad. Chief said no problem.
- Chief Snow requested more outlets in the Captains room. Chairman Dryer stated the district will take care of that.
- Chief Snow also requested some weed whacking in the center median and maybe some round up. Chairman Dryer and Commissioner Wright stated we will take care of it but will use vinegar instead of roundup.
- Chief asked about the 4 gas meter for 9-3-81, Ms. Lucas stated it just came in today.
- Commissioner Schoen wanted to discuss the possible closure of East Hampton Airport and the potential of more than 11,000 flights a year coming into Montauk International Airport. Any thoughts on this. A taxpayer was concerned, what is the cost going to be, what are thoughts of the department, will we need more equipment, more foam, will it effect EMS services. Chief said it is something we would have to look into but will reach out to the Chief Turza of East Hampton and get some more information.
- Commissioner Pitts wanted to know from the Chief if a committee for a new ambulance has been formed yet. The answer was NO. He will discuss at next company 4 meeting.

Chairman Dryer motioned to go into Executive Session regarding personal @ 18:40pm, seconded by Commissioner Wright; motioned/passed/carried.

Chairman Dryer motioned to go back in to Regular Session @ 19:02 pm, seconded by Commissioner Schoen; motioned/passed/carried.

Chairman Dryer motioned to adjourn meeting @ 21:20 hrs, seconded by Commissioner Pitts; motioned/passed/carried.

Adjourned 21:20 hours