

**Montauk Fire District**  
**January 26, 2022**  
**Commissioners Workshop Meeting 18:30 hours**

**MINUTES**

**Commissioners Present:** Richard Schoen  
William Pitts  
John Mark  
Charles “Chip” McLean

**Also Present:** Chief Scott Snow, 1<sup>st</sup> Asst. Chief Ken Glogg, 2<sup>nd</sup> Ass Chief Peter Joyce, Jr. and Secretary/Treasurer Dawn E Lucas

**Call Meeting to Order:**

Chairman Schoen called the meeting to order at 18:30 hours and asked everyone to stand for the pledge of allegiance and a moment of silence.

**Secretary's Report:**

**Approval of Minutes:** A discussion arose about changing some wording in the minutes, Ms. Lucas will correct. Question arose about a Glucosamine supplement from a previous meeting. Ms. Lucas found it was put under wrong account and already taken care of. Chairman Schoen just wants to make sure the 6 members that failed to take the refreshers in 2021, took them. As per Chief Snow yes they did. Ms. Lucas received certificates for two of the members. Commissioner McLean motioned to accept the minutes of the January 11, 2022 Regular Commissioner Meeting with said corrections that were discussed, seconded by Chairman Schoen; motioned/passed/carried. Commissioner McLean also motioned to accept the minutes of the January 11, 2022 Organizational meeting as written, seconded by Chairman Schoen, motioned/passed/carried.

**Purchase Requisitions:**

- A purchase requisition for EMP for medical supplies totaling \$498.82, Commissioner Pitts motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$749.97, Commissioner Pitts motioned to approve, seconded by Chairman Schoen; motioned/passed/carried.
- An invoice was presented for the EH Towns Chief's Association dues totaling \$500.00, Chairman Schoen motioned to approve, seconded by Commissioner Mark; motioned/passed/carried

**Audit of Bills:** Ms. Lucas presented the bills to be paid totaling \$34,614.74, Commissioner Mark had a question about the purchase order for the Matz-Rightway bill. He wanted to know why it was done after the invoice was received. Ms. Lucas tried to explain and didn't want to argue. So she will do her best to put them into the computer once approved. Commissioner McLean motioned to approve payment of the bills, seconded by Chairman Schoen; motioned/passed/carried.

**Treasurer's Report:** October, November and December were completed, but Ms. Lucas found an error in her 4<sup>th</sup> QTR reports that went back to the reconciliations. She will fix and should have available for next meeting.

**Workshop Topics:**

**Chief's Vehicle- New Tahoe:** Commissioner Pitts was notified from Buzz Chew that a Tahoe should be arriving February 3, 2022. Cost is \$57,900, which is on state bid. The graphics, sirens, radios, push bar, etc, is about \$20,000. He would like to utilize Ocean Graphics for the lettering and the equipment and other work have our in-house mechanic John from Fully Involved handle. Commissioner McLean asked about getting bids from other outfitters, he is aware of another high volume one on Long Island. Chairman Schoen stated there is no reason why we can't get multiple bids. Commissioner Pitts will get quotes from Sagamore, John from Fully Involved and the outfit Commissioner McLean will provide him. Then we can determine from there. Commissioner Pitts motioned to put a Permissive Referendum in the paper for \$80,000.00, seconded by Chairman Schoen; motioned/passed/carried. Ms. Lucas will take care of that on Friday.

- Commissioner Pitts also stated the graphics for the roof of 9-3-80 and 81 will be done by John.
- 9-3-18- will schedule to have it repaired, then work on 9-3-81 to get dent fixed.
- 9-3-9- Chief got a report from the Lieutenant and Steve Margraf and it reads; the pump clutch and gauge grinds, needs a pressure gauge in cab for water, upgrade hose reel 3/4" hose should be at least 1", need rear view mirror on windshield, also states could run engine in 4LOW with pump and PTO engaged. About \$2,000 to fix, Should get a second opinion. John from Fully Involved said it could cost about \$10,000 to try and fix. He suggested getting rid of the PTO pump and mount a separate pump for the water. Chief would like Captain and Ex-Chief John McDonald to talk about this vehicle. He stated first thing there is a lot wrong with the truck besides the mechanical issues, is not built for what we need it to accomplish. He would rather cut our losses and buy a new updated smaller brush truck. He does not want the District to just throw money away. He said his company is afraid to use it, feels it is unsafe. Chief will put together a committee for a new brush truck. Commissioner Mark asked if truck could be made usable for the time being. As per Chairman Schoen, if truck is unsafe than he doesn't see spending any money on it. Chairman Schoen asked for a motion to put it out to bid, Commissioner Mark motioned, seconded by Commissioner McLean; Commissioner Pitts asked if we are going to require a minimum bid, Chairman Schoen stated we should have a minimum bid. We are going to hold off putting in the paper. Chairman will contact Red Truck Sales to discuss.
- Chief made a list of all our trucks, mileage, years and when to replace.
- 9-3-14 the step has been repaired and some of the new lights were installed but need Tim O'Rourke to discuss placement of other lights
- 9-3-1- back lights are installed, waiting in panel lights
- 9-3-7- valve is repaired.
- Chief stated 9-3-19- the district van had a low tire pressure light and check engine light came on. Commissioner Mark stated 9-3-81 has same issue. Commissioner Pitts will have John look at both vehicles.

**Controlled Substance Operational Plan:** An officer from company 4 was going to email Chairman Schoen with additional amendments for consideration, Chairman Schoen has not received nor printed anything out as of yet. So this will be tabled till next meeting.

**9-3-81-Follow Up-** Commissioner McLean brought the vehicle up for the graphics to be included on tailgate, donated by the donors. The District agreed to pay for that. Ms. Lucas would like to inform the board that Ocean Graphics paid the bill. A FYI from the Chief they do all of the Town vehicles and Police cars. A letter will be sent from the District thanking them of their donation.

**Finger reader/Time Clock- follow Up-** Ms. Lucas spoke with SCM Products, (finger reader program) and found that we can utilize the program for our paid staff to record their time in and out. Another plus, there is no cost to us. They will just have to generate reports and it will take some time to get up and running. Also the cost for a time clock system is \$250.00. Commissioner Pitts motioned we utilize this system, seconded by Commissioner McLean; motioned/passed/carried.

**IOMR-** Chairman Schoen confirmed with IOMR physicals for April 2 and members will need to sign up and supply their name, address and phone number. This option is in addition to Meeting House Lane Medical. Chairman Schoen will also inform the other districts at the next District Officer Meeting about this option for their members and let them know how many spots will be available.

**Lighting issue in Bays-** Chairman Schoen stated we need to address the lighting in the bays, some areas are not lit at all and others need more. PSEG came before COVID and they were going to replace our lights for free because of our solar panels, but we haven't seen them yet. Brent is still researching but till then, we need to supply adequate lighting so Brent found 4 lights at \$79 a piece that he can install himself with a screw fitting. Chairman Schoen motioned to order the 4 lights as a temporary solution, seconded by Commissioner McLean; motioned/passed/carried. Also if PSEG does not come through we will need to figure out a solution for lighting in the bays which could turn into a major project. Chief Glogg mentioned the outside lights above the bays for the trucks are out, ambulances bays are OK. Chairman will let Commissioner Wright know.

**Panel Box Boiler Room-** As per Commissioner Pitts, Joel Cidlowski did look and said it's a big job because of the conduit in the wall coming up into the box. He got the specs on a new box and interior parts and found the new parts would fit in our old box. We are just waiting on a price. Brent is also getting a quote from other electricians.

**PERMA-** Ms. Lucas informed the board of a refund we will be receiving from PERMA (workers Comp) due to a re-assessment.

**OLD Tahoe Bid-** Ms. Lucas read the one bid that was received, No minimum bid was required. Olivia Malik- Atkinson bid \$5,005.00 and a certified bank check was received. Commissioner Pitts accepted bid, seconded by Commissioner McLean; motioned/passed/carried.

### Chief's Report

- New cadets taking there class at the Suffolk County Fire Academy
- Ice Rescue Class- some members went to Bayport for this
- Department Drill was at the Munch Box

- January Refreshers were completed
- Lauren Chakraborty is running classes for EMS
- Flow testing for MSA being done, 6 packs so far
- Chief Snow thanked Commissioner McLean for bringing 9-3-81 up for donor lettering
- Chief Snow thanked Ms. Lucas for the Town Chief Association dues
- Fit testing in progress- 69 class A interior fireman including probies
- Truck replacement list was given to the board
- 9-3-5 is next up for replacement
- Ambulance committee met and within 3 weeks should have a report, keeping everything the same and going with gas because of all the DEF problems the diesel vehicles are having
- Chief is keeping track of gear, some are over 10 year mark
- Foam is being taken care of this week. Safety Clean will take foam off 9-3-1 and leave a 55 gal drum for 9-3-4 to dispose of the rest. They wanted to know if a credit card was OK for them to put on file. The board has no program with that. Chief will research what to get to replace, but probably DRENCH which is CLASS A. Chief is concerned about Montauk airport getting busier due to EH closing and then privatized.
- Ms. Lucas to contact ISO guy again.
- Will have crew at firehouse for STORM standby
- Chief Snow presented a purchase requisition for 2 MSA Altair 4 Gas Meters from Industrial Safety Products for \$1,458.00. Commissioner Pitts motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.
- Chief presented purchase requisition for mirror for 9-3-18 for \$21.00, Chairman Schoen motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried
- Chief Snow presented purchase requisition for an Ice Rescue Survival Suit and accessories totaling \$1,618.00, Commissioner Pitts motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.
- Chief Snow also presented a repair Patch Kit for \$55.00, Commissioner Pitts motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- Chief Glogg presented purchase requisition for file cabinet totaling \$253.00, Commissioner McLean motioned to approve, seconded by Chairman Schoen; motioned/passed/carried.

**Communications** - Commissioner McLean talked about the removal of the antenna. Eddie Schnell will be able to remove with the use of the Tower Ladder and then mount on roof pipes. Also low band radios that are in the trucks now will still be operational with the relocation of the antenna. The removal of tower can be done in house by Brent. Chairman will talk to him about taking down in the warmer months.

**Insurance-** Commissioner McLean has an appointment with John Ecker to discuss the tank insurance.

Chairman Schoen motioned to go into Executive Session at 19:31 hours regarding a possible investigation into fraud, seconded by Commissioner McLean; motioned passed/carried.

Chairman Schoen motioned to go back into Regular Session at 19:50 hours, seconded by Commissioner McLean; motioned/passed/carried.

Chairman Schoen noted while in executive session a discussion arose about a possible fraudulent act and it is being addressed by our attorney.

*ATV Vehicle-* Commissioner McLean was curious if there was any follow up with the Town regarding this. It was stated in a previous meeting that they might have a gator that we could use. Ex-Commissioner Mirras was the one that suggested ask the town so we can try and start the program. But just so everyone is aware, no one in the department is qualified to run it. You have to take an online class and driver training first. Chief Michael's just retired a month ago, not sure if it would be Tim Treadwell or Chief Sarlow, will find out and advise.

Commissioner Pitts motioned to adjourn meeting @ 19:54 hrs, seconded by Commissioner Mark; motioned/passed/carried.

**Adjourned 19:54 hours**