

**Montauk Fire District
December 13, 2022
Commissioners Regular Meeting 18:30 hours**

MINUTES

Commissioners Present: Richard Schoen
James Wright
Charles “Chip” McLean
John Mark
Thomas Dess

Also Present: Chief Scott Snow, 1st Asst. Chief Kenneth Glogg and Secretary/Treasurer Dawn E. Lucas.

Call Meeting to Order:

Chairman Schoen called meeting to order at 18:30 hours and we all stood for the Pledge of Allegiance and a moment of silence.

Secretary's Report:

Approval of Minutes: Commissioner McLean motioned to approve the minutes of the November 22, 2022, Workshop meeting with said corrections, seconded by Commissioner Dess; motioned/passed/carried. Commissioner McLean motioned to approve the minutes of the November 30, 2022, Special meeting with said corrections, seconded by Commissioner Dess; motioned/passed/carried.

Amended Resolution appointing Board of Elections- Ms. Lucas stated she was able to get three approvals for this prior to this meeting.

Building Use Request: Ms. Lucas presented a building use request from the Montauk Boy Scout Troop 136, for their Eagle Scout recognition on January 8, 2023. During COVID they were never able to have a ceremony. Justin Raynor is sponsoring. Commissioner Dess motioned to approve, seconded by Commissioner McLean; motioned/passed/carried. Ms. Lucas also presented another request for the Montauk PTA to bring back the Pasta Dinner on January 28 from 5-8pm. The PTA will need use of the meeting room and kitchen Friday 1/27/23 and Saturday 1/27/23 during the day for prep and set up. As previous events Brent and Rex will help set up the room. Brian Mooney is sponsoring. Brian and Sara Newberry both have SCDOH certifications. As per Chairman Schoen, the department has to give their approval first at their first meeting in January. The board will hold off until department approval. Chief does not think it will be a problem.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$962.15, Commissioner Dess motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

Time off Requests: Brent is requesting two vacation days 12/30 & 12/31/2022, if needed and Rex will be available. Ms. Lucas is requesting 12/23/22 off. Commissioner Dess motioned to approve both requests, seconded by Commissioner Mark; motioned/passed/carried.

Audit of Bills:

Audit of Bills: Ms. Lucas presented the invoices for payment totaling \$27,056.95. Commissioner Dess had a question about the water authority bill, how is the main building \$300 and the substation \$100 and change. He was also questioning a surcharge for a 4" line at the substation. Maybe there is a leak somewhere. Commissioner Mark stated where the supply comes into the manifold for the building (substation) there is a leak and Commissioner Wright stated the toilet seems to be running continuously. Commissioner Wright said he will look into. Commissioner Wright motioned to pay bills, seconded by Commissioner McLean; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-80- is having some mechanical difficulties so 9-3-81 is being used right now. It seems to be shifting erratically. Appointment with Buzz Chew tomorrow morning so they can plug into computer and see what is going on. Also has a terrible rotten egg odor coming from it.
- This week we are scheduled for PM services on the van, pick up and one of the ambulances.

Equipment: Commissioner Mark stated one of the air packs had an issue and Chief Joyce is taking care of it.

Buildings & Grounds:

- Commissioner Wright stated he received information back from John Tanzi our architect on some ongoing projects. One project is the water infiltration (leak issue) in the back of the building. Commissioner Wright motioned to accept John Tanzi's proposal, seconded by Commissioner McLean; motioned/passed/carried.
- The boilers are ready to be put out to bid. We should approve this and get this project on it's way. Chairman Schoen asked if this was all prepared by John Tanzi and approved by Joe Frank, answer is YES. Commissioner Wright motioned to get the boiler project out in the paper and move along with the project, seconded by Commissioner Dess; motioned/passed/carried.
- The kitchen renovation is being worked on and once John Tanzi comes back with some more information will run it by the kitchen committee and then have some costs in place.
- The Ladies Auxiliary is still complaining about the mildew in their closet. It was cleaned out before but Commissioner Wright asked Brent to take everything out and and repaint the walls. It was found that there were cases of water that had broken and spilled. No water is seeping in through the walls.
- Commissioner Wright also noted that the ceiling tiles in the game room look like crap, they are sinking from old leaks. He was discussing with Brent and the fixing of the tiles was approved with the meeting room tiles but something happened and it never got done. Commissioner Wright will get an estimate to replace the tiles and hardware to hold them into place.
- Chief Snow wanted to make Commissioner Wright aware of a water stain on tile or tiles by 9-3-5 where you back in. Commissioner Wright will look into.
- House report was looked at.

Budget and Capital Reserves: No report

Insurance:

- Commissioner McLean was told everything is in order to renew the tank policy.

Communications: Commissioner McLean said nothing to discuss but wanted to know status of the box of pagers. Ms. Lucas sent them out for repair. Minitor V pagers were sent so they can be disposed of properly. The other pagers should all be under warranty and the new pagers should be here shortly. Commissioner McLean asked when they were sent out. Ms. Lucas replied last week and they were received by the company that will repair, Integrated Wireless, Inc.

Paid Personal:

- Commissioner Wright stated the last meeting no one showed up. He tried but got stuck at a meeting. Will have another one in January if he is still Commissioner. Seems to be good. No issues at the moment. Chairman Schoen stated this whole year has gone smoothly.

Department Personal:

- Commissioner Mark stated nothing unless we have any information on our current harassment complaint. Chairman Schoen did sign the retainer agreement when he returned from vacation. We were also asked for email addresses from the witnesses that were stated, which was forwarded to him. There has been no official contact between the district and Steve Cohen. Commissioner McLean asked if Mr. Cohen gave an answer on the questions we asked. Is it OK to release the harassment letter to the subject of the complaint, the answer was NO. The second question was from reading the letter can he determine if harassment actually exists. He did not respond to that. His determination will be the answer to the question.

Law:

- Chairman Schoen asked Commissioner Mark if it would be better for him to change the time of the meeting or day because he has had to leave early on numerous occasions or other times was not able to make it at all. Commissioner Mark stated he is trying to get it set so his meeting won't interfere with this one. He will get back to the board but appreciates the offer.

Old Business:

- **Boilers-** previously discussed.
- **Brush Truck-** Commissioner Dess stated there is no current state contract for the specific truck the committee wants. We have to go onto OGS market place and put a mini bid in with the specifications of the truck we want and wait for a dealer to bid on it. He is just going to go over the towing packages with Captain John McDonald to make sure everyone is on the same page. There is also another issue who is building the box on the back of the truck.
- **UTV-** Commissioner Dess originally got information on Kubota's and now started researching Polaris. Found out they are not on state contract but was sent to the headquarters because they have a government sales department that gives discounts to municipalities. Just waiting to hear back. Also need to find a skid pack to go on the back of the UTV. Waiting on some pricing information. But the Polaris dealer did say he was servicing Massapequa's Polaris's. Chief Glogg said it might be worth making the trip to check it out, see if it is what we are looking for. Commissioner Dess also stated for this piece of equipment we will need a trailer.
- **Doors-** Commissioner Wright stated there have been complaints about the door, not being able to get in, sticking, etc. It is being addressed and looked into.

New Business:

Refuse Removal/ Lawn Maintenance/Snow Removal-

- Lawn Maintenance bids- Ms. Lucas received two bids; Hoyt Property Care and Mickey's Lawnscares. Hoyt Property Care: lawn mowing based on a twenty-eight (28) week lawn mowing season, one cut per week. Lawn will be cut at a uniform height using sharp blades, mowing pattern will be changed periodically to avoid rutting and compaction of lawn areas. Grass clippings will be picked up/blown from the buildings, parking areas, walkways, gardens, beds, borders. Twenty-eight weeks, one cut per week, \$209.00 per cut for main firehouse and district offices. Substation, lawn mowing as previously stated, twenty-eight weeks, \$49.99 per cut. Any additional tasks, per man hour \$49.00 per hour.
- Mickey's Lawnscares- Lawn Mowing services for main building \$300.00 per mow, substation, \$60.00 per mow additional work performed \$65.00 per man/per hour.
- There were issues in the past where the curb meets the parking lot we would get weeds, is that something that can be taken care of. Ian Hoyt stated in the past when they previously serviced the property they would weed wack that down. If anything needed to be sprayed they would take care of that too.
- Commissioner Wright motioned to accept the lower bid from Hoyt Property Care, seconded by Commissioner Dess; motioned/passed/carried.
- **Snow Plowing:** Ms. Lucas received one bid from Hoyt Property Care; Two separate options; Option A- Season Contract- Unlimited Snow Plowing, shoveling and salting services for the main fire houses and substation, with no hourly cap or snowfall cap. (labor and materials included) Contract runs from 1/1/2023- 12/31/2023. Contract must be signed and payment received by start of contract terms above. \$10,625.00 Option B- Hourly Service- Priced per vehicle/equipment . Includes Plow truck/salter or skid steer, shoveling crew for sidewalks and salting services. Hourly rate is charged portal to portal unless equipment is pre-staged at site location. (includes any and all materials into the hour rate.) Contract runs from 1/1/2023- 12/31/2023. \$425.00 per hour. Snow plowing will commence starting at 2" of snow fall, in the event salting is needed for roadway and/or parking areas, Hoyt Property Care will automatically apply road salt based on current road conditions. Hoyt Property Care will also provide if requested by Montauk Fire District assistance when available and on scene plowing of roadways to the location of a call for emergency assistance within the hamlet, improving safety and response for the Fire Department and citizens of Montauk. Commissioner Wright motioned to accept the season contract of \$10,625.00, seconded by Commissioner McLean; motioned/passed/carried.
- **Refuse Removal:** Ms. Lucas received one bid from Mickey's Carting, they will provide two 1.5 cubic yard containers for trash and recycled fibers removal. Collection of trash will be made two times per week. Monthly and on-call services will be billed as follows; scheduled pickups \$260.00 per month, on call pickups \$30.00 per pick up. Commissioner Wright motioned to accept, seconded by Commissioner Dess; motioned/passed/carried.
- Commissioner Wright if still here next year would like to be part of the committee for paid ambulance billing, Chairman Schoen stated the same. It came up during a District officers meeting.
- Chairman Schoen made the chief aware there are currently 17 members that will not qualify for LOSAP unless they get their act together. Chief will take care of that.
- 9-3-9 is now at the substation, what are we going to do with it? We can't keep it hidden. If we are getting rid of it where do we advertise? One Commissioner suggested fireman's magazines and even websites. Online might be the way to go.

- Chairman Schoen stated we need to accept the new officers before the swearing in on January 1, 2023. Chief Kenneth Glogg, 1st Asst. Peter Joyce Jr. and 2nd Asst. John McDonald. Commissioner Wright accepted the new officers, seconded by Commissioner McLean; motioned/passed/carried.

Chiefs Report:

- Chief is requesting 5 gal of AFFF Military spec Chem Guard Foam. This is the same material that Long Island MacArthur airport uses. The gentleman that referred it to us is also in charge of HAZMAT. The cost is \$290.99. Commissioner Wright was questioning if that would be enough because foam is usually used in boat fires. He also thought the engine companies should have some too. So the Chief now wants 4- 5 gal buckets at \$290.99 per bucket. Commissioner Wright motioned to approve, seconded by Commissioner Dess; motioned/passed/carried.
- Chief also mentioned new members are training really well. They will be going to the Suffolk County Fire Academy in January.
- Santa Claus was successful. Ms. Lucas and the Ladies Auxiliary did a really good job.
- Senior dinner was good too, about 80 sit downs and over 250 delivery or pickups.
- Chief thanked the district for the four wreathes on the building.
- Fire School will be the Xmas party at 7pm in the game room. Department Drill is day after Christmas.
- Chief received three resignation letters. Vincent Biondo, Bob Sanchez and Lauren Chakraborty. Commissioner Dess motioned to accept resignations, seconded by Commissioner Wright; motioned/passed/carried.
- Chief Glogg asked about the hose tests. Commissioner McLean stated we are still on the schedule with Waterways but no date as of yet. It was asked if the pump and hose tests are done yearly or every two years. It is usually done every year and all of the East End use Waterways. Commissioner McLean will check with Fully Involved Inc. and see if they know of anyone else that could do the hose testing.
- Chief Glogg is requesting new 4 Gas meters with chargers for the officers. Chairman Schoen stated to start off on the right foot, just need a purchase requisition and proposal to approve request.

Commissioner Wright motioned to adjourn @ 19:53 hours, seconded by Commissioner McLean; motioned/passed/carried.

Adjourned 19:53 hours