

**Montauk Fire District
December 28, 2022
Commissioners Workshop Meeting 18:30 hours**

MINUTES

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

Also Present: 1st Asst. Chief Kenneth Glogg, 2nd Asst. 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 then a moment of silence.

Secretary's Report:

Approval of Minutes: Chairman Schoen and Commissioner McLean addressed areas that needed attention, Ms. Lucas will correct. Commissioner McLean also questioned the refuse removal of two 1.5 cubic yard containers, because right now there is only one container in the back. Chief Glogg stated there is a 3 yd container there right now. In the past the idea was to have one container for garbage and one for cardboard, but no one was separating so the decision was to just have one 3 yd container for both. Commissioner Mark suggested in the future the bid may want to be reworded. Commissioner McLean stated we should adjust to reflect that. Ms. Lucas stated NO, that is what was written on the bid. Chairman Schoen stated we can not change the bid that was already written and approved but if it states two containers we should have two containers. The one container that we do have is the same yardage amount as having two separate containers, so why not just keep it the way it is and make sure the bid is changed to reflect next year. Commissioner Wright motioned to approve the minutes of December 13, 2022 Regular Commissioner's meeting with said corrections, seconded by Commissioner Mark; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$1,648.92, Commissioner Mark motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Audit of Bills:

Ms. Lucas presented the bills to be paid totaling \$7,067.83, Commissioner Wright motioned to pay the bills, seconded by Chairman McLean; motioned/passed/carried.

Workshop Topics:

Brush Truck- no new information at this point, Commissioner Dess not present. Chairman Schoen did research on how to sell a fire truck and about 30 different sites came up that we can list our 9-3-useless on. Chairman Schoen suggests we send a mass mailing to all the websites with 10-12 pictures. What do we want as a purchase price? Commissioner Wright asked what did we put into the truck. Ms. Lucas stated about \$60,000. We should list it at that amount Commissioner Wright stated. He also asked did we do any research on similar trucks. Chief Joyce stated the most basic value baseline you can come up with is the value of the cab, chassis, motor. Look for same year truck, similar motor and mileage. Commissioner McLean asked if we can sell the truck for a flat rate or do we have to accept bids like a chief's car. Chairman Schoen stated we have to do our due diligence to obtain the best price we can. A discussion arose about the truck and to remind everyone we are selling it AS IS WHERE IS. Chairman Schoen is going to start the online process and ask for \$50,000 and go from there. As mentioned earlier by Chief Joyce we can refuse any offer that we may receive. Ms Lucas will provide all pertinent information to Chairman Schoen so he can list correctly on all the fire truck websites that was previously discussed.

UTV- no new information at this point, Commissioner Dess not present.

Doors- Commissioner Wright stated everyone has been complaining about the front door. He received a quote to replace the door for \$4,581.04 which is the same guy who has repaired and replaced other doors on site. Commissioner McLean asked if any work was done to it because it seems to be working fine. Commissioner Wright stated an adjustment was made but it is a matter of time before it breaks again. Chairman Schoen doesn't understand why we need to replace if the door is working now. Commissioner Wright stated there have been numerous complaints about not being able to get in and this has been going on for some time now. Chief Glogg stated it may be working now but if you get a northwest wind you are back where we started. It's agreed we hold off on a new door for now.

Additional workshop topics;

Drainage: Commissioner Wright stated Brent received a proposal from Mickey to do a french drain on the back wall where we have a leak. The proposal is for about \$5,000.00 and with that amount we would have to go out to bid. We already signed an agreement with John Tanzi to look into the project and come up with the whole bid process. Chairman Schoen asked if this involves digging up the ground like we did at the substation. John Tanzi is suggesting we do the pitch/barrier between the foundation and the earth, install a french drain and do some regrading. He is working on a plan and we will be going out to bid on it. Commissioner McLean asked if we have the proposal for the drainage from John Tanzi. Commissioner Wright stated the proposal was for him to do all the paperwork associated so we can put it out to bid, which was approved at our last meeting and signed and sent back to him. We didn't receive `lyet as per Commissioner Wright but once we do you will get a copy. Commissioner McLean wanted to know if we received a copy of all the work that is going to be performed. We have not received that yet, it hasn't been designed as per Commissioner Wright. Commissioner McLean asked about this barrier, was that information given verbally? Commissioner

Wright stated after meeting with John Tanzi it was suggested verbally on the barrier and grading like the substation. Chairman Schoen wanted to know how Mickey's got involved. When the issue originally started, Brent asked for a quote from Mickey, this was before we were aware of the situation Commissioner Wright said. Commissioner McLean stated we can find the nuts and bolts of the Tanzi project in the EH Star, NO, we have only agreed to hire Jon Tanzi for the project, he has not come up with specs or a bid package yet as per Commissioner Wright.

Paid Personnel:

- Commissioner Wright stated the paid employees and volunteer had a quick meeting and two topics were discussed; The issue of people pilfering, maybe not pilfering but people using stuff incorrectly. They would like to have a camera installed inside the supply closet. Commissioner Wright also addressed the fact that the camera system is failing, it doesn't even work in the district office anymore. There is a proposal for about \$35-36,000. We might want to give this to Tanzi. In the past the door locks, camera's and security were all done by Intellitec. This is something that needs to be addressed. Commissioner Wright thought if the supply use was for training maybe members can reuse items instead of opening a new one each time. Chairman Schoen stated to get a hold of Tanzi about camera situation.
- 2nd issue that was addressed was the 80 or 81 car was having some troubles and staff felt they were ignored the first time they complained. They would like to see the truck serviced more frequently. That can certainly be done as per Chairman Schoen. Commissioner McLean stated they were not ignored, it was addressed immediately and continuing to be addressed.
- Commissioner McLean would like to address the pilfering going on. What supplies are being pilfered and to what extent because that is a serious accusation. Commissioner Wright stated it may not be pilfering, it may be overuse of supplies that could be reused for training purposes. Maybe someone is taking a tourniquet each time to train, but maybe it could be reused instead. Commissioner Wright does not have a list of items but anyone can speak with the officers of company 4 or Chris Boccabella. Chairman Schoen asked if we can get a camera to record in the EMS closet. Commissioner Wright said YES, we can ask Brent to put one in temporarily. Chief Glogg stated there was book inside the EMS closet for inventory. Every time you came back from a call you would log what you took so it would make ordering easier. Chris Boccabella supervisor for the paid staff was asked by Chairman Schoen how often is inventory done, his response once a month. Commissioner Wright asked was there anything else disappearing besides tourniquets and glucose strips. Chris Boccabella stated some decompression needles, not sure if they went to 9-3-81, going through the bag now, some gauze and flex splints. Commissioner Wright explained to Chris Boccabella we are going to get a temporary camera until a more permanent system is put into place. The camera will record and deter any tampering in the future. Chief Glogg will talk to company 4 officers about use of a log book for inventory purposes.

Physicals- Chairman Schoen would like to get a hold of IOMR and see about doing physicals again this year sooner than later. Chief Glogg sated April 15 and 16th would work. Chief Joyce asked if the district could add fit tests to the physicals this year. Chairman Schoen stated the cost is \$50 per person. Commissioner Wright motioned to add the fit tests, seconded by Commissioner Mark; motioned/passed/carried. Ms. Lucas suggested maybe adding another date in the fall. Chairman Schoen stated other departments schedule in the fall and they open it to us to utilize if we so desire.

Lighting Project- Chairman Schoen stated we received a rebate check for the LED lighting project. It was approximately \$9,000, \$2,000 more than anticipated.

Skid Packs- Chairman Schoen found an article in the the First Responder magazine about skid packs. He stated if you go online there are a ton of different ones for brush trucks and all terrain vehicles. He wasn't sure the gallon size that would be needed but they are all there in numerous gallon sizes.

Swearing In- Swearing in is on Sunday January 1, 2023 at 12 NOON. Paperwork will be prepared by Ms. Lucas and she also mentioned that the Commissioners being sworn in will need to take the Commissioner training class.

Chairman Schoen motioned to go into Executive Session @ 19:23 hours regarding media, seconded by Commissioner Wright; motioned/passed/carried.

Chairman Schoen motioned to go back into Regular Session @ 19:43 hours; seconded by Commissioner Wright; motioned/passed/carried.

New officers- Chairman Schoen stated there are new officers coming in that might not have the required courses needed and one does not live in district. How can he respond to night duty, chief investigations, automatic alarms, this could be a liability problem? Commissioner Wright asked is he willing to sleep at department for his week? The state allows you to be a member of a department if you work at least 8 hours a day, 5 days a week. NO law states otherwise. Nothing to do with personalities just concerned because out of district. There was a list of eligible members posted. The members who are elected to office is the responsibility of the chief to make sure they are qualified. One officer does not have the course but is willing to take it. Chief Glogg stated there will be a special officers meeting tomorrow night to discuss everything. He has not heard back from one captain and another officer is out of town. Chairman Schoen stated we need to find out how this individual is going to meet his obligation as a captain. Chief Glogg will talk with the officer that is out of district and see what his intentions are and go from there. After talking, Chairman Schoen clarified what Chief Glogg mentioned, does the District want to pass a resolution requiring future officers of the Montauk Fire Department to reside in Montauk? A discussion arose about this and Chairman Schoen stated the District has qualifications for members to become officers and the District could easily put in residency requirements to that same policy. Commissioner McLean stated he thinks we are agonizing over nothing, yes it's a serious situation that needs to be addressed but he feels it should be done on the chief's level. Commissioner Mark thought the companies elect officers, present to chief who in return presents to the board for approval. Chairman Schoen stated it is up to the board to appoint as long as they meet the District's qualifications. Commissioner Wright noted that the Chief's were just asking for some advice, we will not know the outcome until the Chief's speak with him tomorrow night. Let's see if this person has a viable solution to this situation.

Chiefs Report: Chief Glogg stated the following;

- Chief has a purchase requisition for 5- 4 Gas meters and chargers for the officers. He stated he wasn't sure who we get them from. Commissioner McLean suggested we put a cap on the amount so we don't delay the purchase. Chairman Schoen mentioned \$1,500.00 per meter at a cap of \$7,500.00. Commissioner McLean motioned to approved, seconded by Commissioner Wright; motioned/passed/carried.

- Chief also asked for smoke fluid for the smoke machine from Grainger for training, totaling \$452.40. Chairman Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Chief is looking for turnout gear, knew that seven was approved for 2022 and wanted to know if he can get seven more for 2023. Chairman Schoen stated he does not need to be concerned with budget, if he needs equipment or gear it is the responsibility of the district to find the money or raise it for the purchases. Chief will have purchase requisition for next meeting.
- Chief has a purchase requisition for MES (Coastal) for a safety jacket for Jeanine Miedzwiecki, totaling \$288.28. Commissioner Wright motioned to approved, seconded by Commissioner Mark; motioned/passed/carried.
- Chief has a purchase requisition for three pairs of leather boots for MES (Coastal) totaling \$1320.00. Commissioner Wright motioned to approve, seconded by Chairman Schoen; motioned/passed/carried.
- Chief has a purchase requisition for two desks for WB Mason totaling \$1,731.36. Commissioner Wright motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- Chief also has a purchase requisition for two chairs for WB Mason totaling \$338.20. Commissioner Wright motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- Chief mentioned he was approached by a current officer of the Ladies Auxiliary and asked if they could take the sexual harassment course. Chairman Schoen stated he does not see a problem with that and the board agreed. Chief would also like the Juniors to take the course too. Chairman Schoen stated in regards to the juniors taking the course, he wants to run it by the attorney first since they are minors.
- Chief Joyce mentioned it was voted at the last department meeting to take all responsibility of cleaning the game room. Chief also noted that Brent and Rex's key FOB can be removed from the game room. Chairman Schoen stated NO, they need to be able to service the bathrooms, is there an issue? Chief Joyce stated the issue is on multiple occasions the door has been left open when no one is in it, also taking their lunch breaks in there. That can be addressed as per Chairman Schoen. Chairman Schoen also noted you can not ban them from the gamed room, they need to have access for maintenance purposes. Chief Joyce stated the department voted unanimously to keep the door shut at all times. Chairman Schoen stated the board will address both custodians on keeping the door shut at all times. Commissioner McLean wanted to know if there was an objection to them going into the game room on their lunch break to watch the news and have a sandwich. Chief Joyce stated his objection is that the game room is for department members. He had an issue the day of the senior dinner, work still needed to be done and found the only houseman on sitting in the game room watching TV at 11am. Commissioner Wright asked if the department decided to hire someone to clean the game room. Chief Joyce made the decision that the department be responsible for the game room like it was when he first joined. Commissioner Wright also stated a previous chief asked us to take it over cleaning of the game room because it wasn't getting done. Chief Joyce felt that the department could be responsible and take back cleaning, that it why it was voted and agreed upon by the department. Chairman Schoen noted the lights in the game room seem to be on 7 days a week when he comes in, he feels that should be addressed. Chief Glogg asked if we could put a switch in like the meeting room, if no one is there after a certain time the lights go off. Chairman Schoen stated too many wiring issues. Commissioner McLean stated in the future if you see something not attended to, you can ask the custodians to address it, that is not an issue,

Commissioner Wright agreed. Commissioner McLean asked if the Chief could reconsider banning the custodians from the game room to have their lunch or a cup of tea on their break. It's like your cutting off your nose to spite your face. They do a lot for us. They are our guys and yes they may not be members of the department but we rely on them to do work and keep this place running. Chairman Schoen asked are you going to ban the paramedics that keep their lunch in there, shower, etc? Chief Joyce stated the difference with the paramedics, even though they are paid employees, they are under some supervision of the Chief, where at a scene they can be told to do XYZ or not. The custodians, chief Joyce he has no supervisory authority over them. Commissioner Wright stated you can ask them to do things and if they don't contact him directly. Chairman Schoen would like the chief to contact Brent and Rex directly to let them know the department is taking over the cleaning of the game room and their services are no longer required.

- Chief Joyce also mentioned there is an ice rescue course coming up on January 28 and 29th in Bayport and will have more details at next meeting. He does know that about 6 people are going and the cost is \$195 per person. Dennis O'Rielly is the point of contact.

Commissioner Wright motioned to adjourn meeting @ 20:28 hrs, seconded by Commissioner McLean; motioned/passed/carried.

Adjourned 20:28 hours