

**Montauk Fire District
January 7, 2025
Commissioners Regular Meeting 18:52 hours**

MINUTES

Commissioners Present: James Wright
Richard Schoen
Charles “Chip” McLean
Michael Mirras
Carmine Marino

Also Present: Chief Joyce, Treasurer Robert Hauser and Secretary- Deputy Treasurer Dawn E. Lucas.

Call Meeting to Order:

Chairman Wright called the regular Commissioner Meeting to order at 18:52 hours and we all stood for the Pledge of Allegiance and a moment of silence.

Secretary's Report:

Approval of Minutes: Vice-Chairman Schoen motioned to approve the minutes of the December 10, 2024 Regular Commissioner Meeting with said corrections, seconded by Commissioner Mirras motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$1,397.46, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$906.91, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$233.00 Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Ms. Lucas noted turnout gear was approved at last meeting but in that time also received another quote from another supplier. She wasn't sure what to do. Chief Joyce stated not to order anything, there will be a presentation at our next meeting from the other supplier.

Building Use Request:

- Ms. Lucas presented a building use request for the MFD Ladies Auxiliary. They want use of the parking lot for the Mammo Van on May 7, 2025. This will allow for members of the community access to get their annual mammogram so they do not have to go all the way to

Southampton Hospital. Commissioner McLean motioned to approve/seconded by Commissioner Marino; motioned/passed/carried.

- Chairman Wright asked if we approved Bingo night. Ms. Lucas responded YES.

Audit of Bills:

- Treasurer's Report: November 2024- Commissioner Mirras reviewed all the bank statements, checked the 5 highest checks and randomly checked 5 others, everything is in order. Compared the checks to the ones that were written out to the ones that should have been written out, everything is fine, no malfiles. Commissioner Mirras signed the reports. He also noted the Reserve Fund balances as of November 2024- Building-\$587,072.08 and App. & Equip.- \$2,261,533.89. Once the Fund balance is known the Board will determine what to do. Commissioner Mirras motioned accept November's Treasurers Report, seconded by Commissioner Marino; motioned/passed/carried.
- Ms. Lucas presented the invoices for payment totaling: \$686,437.60 Commissioner Marino motioned to approve, seconded to Vice-Chairman Schoen; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-14- As of December 10th was waiting on repairs, parts arrived and repairs were conducted and rig was returned to service that week.
- 9-3-8- Parts came in, battery charger and 3 new batteries were replaced and truck is fully in service.
- 9-3-1- On December 19, 2024, Commissioner McLean was informed by Chief Joyce that 9-3-1 was involved in an incident on EastLake Dr. and needed Rapid Recovery to tow it out of a ditch and back to the firehouse. The next morning Rapid Recovery had the vehicle in tow and on the way to Fully Involved. Fully Involved made arrangements to receive the vehicle at their shop. After evaluation, John from Fully Involved determined the fuel tank was damaged beyond repair and needed to be replaced. Also the right side hose well was fractured. The hose well was fabricated locally and installed today and just waiting on the fuel tank from Pierce to arrive. Once it arrives it will be installed and rig returned to firehouse.. Commissioner McLean is asking Chief Joyce for the pictures from the incident. Also when filling out reports, please be specific with information, address, description, etc. Chairman Wright asked if an insurance claim was filed, Commissioner McLean said not yet.. Vice-Chairman Schoen also asked if a preliminary report was filed with Ecker's office, answer was NO. He said when an accident occurs, the insurance company should be notified right away, they will ask for more information if they need it.

Equipment: Commissioner Marino gave his report;

- Commissioner Marino stated there has been trouble with the rechargeable flashlights in the back of the ambulances, so he had Brent order 3 new style ones with a better cradle.
- Vice-Chairman Schoen stated a member thought it might be a good idea to carry a forceable entry tool on the ambulances and first responder in the event we have an EMS call and the person is locked inside their house and we need a way to gain entry. Vice-Chairman Schoen said this is totally up to the Chief.

Buildings & Grounds:

- Chairman Wright is still waiting on his two projects, they are ready to go. Commissioner Marino is going to help get on John Tanzi's case about them.
- HOUSE REPORT- was looked at. Questions arose about closets, was that taken care. Commissioner Marino said it should have been, he will address. Commissioner Marino also noted he is working on changing the house report.

Budget and Capital Reserves:

- Commissioner Mirras stated before; as of November 30, 2024, the Building Reserve fund balance is \$587,072.08 and the Apparatus & Equipment Reserve's fund balance is \$2,261,533.89
- Budget- need to figure out how to show insurance claim money for damages or repair so it doesn't get put against the actual line item for repairs. Example the actual expense to repair, the insurance money received for repair or claim, the net total cost to district.

Insurance:

- No report

Communications:

- Meeting canceled and it wasn't rescheduled. Vice-Chairman Schoen hopes it gets addressed at the next district officers meeting on January 28, 2025. Commissioner McLean asked for the record what does this mean. Commissioner Mirras noted it's regarding the negotiations for the the Village dispatching contract.

Paid Personal:

- Chairman Wright said he will be scheduling a meeting with Chris Boccabella the paid paramedic supervisor and company 4. Chairman Wright has been texted by Chris Boccabella a few times over the holidays to approve some overtime, he approved it and it was on a text so that should be OK. Chairman Wright noted overtime needs to be approved in writing. Brent and Rex are aware of this, overtime is not something they can do by themselves they need to email or text a Commissioner to get it approved.

Department Personal:

- No report

Law:

- Vice-Chairman Schoen mentioned the district pays for Cancer Insurance for the members and Chief Joyce will let them know at next department meeting. It covers basic forms for about \$6250, more severe forms \$25,000 and even a basil on your face for \$250 as a one time deal. Coverage amounts for Long term disability is \$1,500.00 a month for 36 months and even a death benefit of \$50,000. This is all available to our membership. Chief Joyce asked if a member is requesting information should they see Ms. Lucas? Vice-Chairman Schoen said, YES, a member can go down and request the forms directly from Ms. Lucas. Vice-Chairman Schoen also stated there are certain eligibility requirements in order to be covered by this, which is 5 years of fit tests and they do not have to be consecutive. These members should be made aware. Commissioner McLean asked for clarification, this is a state administrated program that the district participates in correct? YES that is correct. The district pays a premium for this.

- Vice-Chairman Schoen noted the District did receive the final OSC Report from the State. The district has 90 days to respond to it. Also if you are not aware there will be an article coming out in the East Hampton Star this week about this. There is an article online and Thursday it will be public knowledge. It has also been on the state comptrollers website as per Commissioner McLean since December 24, 2024. Chairman Wright noted the article is one sided and none of our responses were included. Commissioner McLean was told the whole package is online with our response attached to it, Chairman Wright said it should be. No one seems to read the whole thing.

Old Business:

- **Physical List and IOMR Physical Scheduled-** Chief has list of members who need physicals IOMR physical dates are April 26 & 27, 2025. It's the weekend after Easter.

New Business:

- Cullen & Danowski- Engagement letter, financial statements- discussed and approved in Organizational Meeting
- OSC- Report for Montauk Fire District- discussed already

Chiefs Report:

- Chief Joyce presented a training request for an Ice Rescue class on January 25 and 26, 2025 in Bayport. There are 7 members planning on attending, registration fee is \$1,365.00 total. A request for 7 rooms totaling \$833. Ms. Lucas noted the whole total for the training including rooms, event, and per diem rates is \$3,101. Commissioner Mirras motioned to approve, seconded by Chairman Wright; motioned/passed/carried.
- Chief Joyce is requesting a check for EH Town Chief Association dues in the amount of \$500 for the first Tuesday of next month.
- Chief Joyce noted 3 members requested to go inactive, Kevin Reilly, Billy Pitts, and Eddie Prado. They will be moved to the inactive rolls. Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried. Chief also noted 3 members requested to resign; Dustin Lightcap, Maureen Rutkowski and Christopher Albronda. Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried. The chief will work on getting any equipment back from them.
- Chief presented a request from Caption of Company 4 Ellen Cook for Tom Barbieri to teach two courses in the next two weeks, Advanced Life Support and Pre-Hospital Trauma Life Support. He would like to teach AMLS the week of 1/13/25 and PHTLS the week of 1/20/25. Both courses require 2 days of instruction each. There was a discussion about the need for the courses to be taught at the fire department at no cost for participants. Ellen Cooke checked with Suffolk County and was told that they can be taught as long as the department and district policies and procedures are followed. Chief believes we have to approve first then it gets posted on REMSCO website. Commissioner McLean asked if it would be given in training room. Chief said it has not been specified on what room yet. After discussion with the other chiefs, to maintain their expectations, if a class is going to be offered in the firehouse for anything pertinent to EMS or Fire that at least 80% be held for members of our department before it gets extended to anyone outside. Chief has not spoke with Tom Barbieri about yet, wanted to speak to the board first. Chief is unaware of his class size so not sure what room, but will probably not need the meeting room, probably capped at 25. Chairman Wright motioned

to accept as long as the dates do not conflict, seconded by Commissioner Marino; motioned/passed/carried.

- Chief asked Ms. Lucas about the 3 years worth of CAD reports in the Chief's office. As per the board these are usually kept for 7 years and then discarded. Chief asked about the CAD reports getting to the Town office. Ms. Lucas noted, once she receives envelope from Pat Moloney she hand delivers to the clerks office at the annex and gets a receipt. Chief wanted to know how often is that done. It's done quarterly but the town wants the paperwork monthly. Ms. Lucas explained she is supposed to have it to the clerk by the 10th of the month. Chief wants to streamline it better so money is not left on the table.

Miscellaneous items:

- Commissioner Mirras asked Ms. Lucas about the shredding company that was discussed at a previous meeting. She did reach out to them and explained what we have, the gentleman said whenever we are ready to contact him. He has been here in the past and has all of our information. Vice-Chairman Schoen stated we have about 18 cartons that can be disposed of (shredded).
- Vice-Chairman Schoen noted we are hosting the District Officers Association meeting/dinner on January 28, 2025. He spoke with Tado Estrella and told him to order food for about 30-35 people. We will need some members and the help of the Ladies Auxiliary. Ms. Lucas will inform the Ladies Auxiliary.
- Chairman Wright saw online when he read the agenda about fire hydrants but noted we didn't discuss. It was skipped over. The board maintains the hydrant agreement with SCWA.
- Commissioner Mirras discussed the engagement letter with Cullen and Danowski for \$17,000, Chairman will need to sign that. Commissioner Mirras motioned to accept, seconded by Commissioner Marino; motioned/passed/carried.
- Chief Joyce asked if a Commissioner will be at Fire School so the rest of the officers can be sworn in. Commissioner McLean stated he will be and is happy to take care of it.
- Commissioner McLean noted this was discussed before, the aspect of our paid employees being required to take the mandatory refresher training but no real resolution was determined. The refreshers are given at Fire School, Sexual Harassment, Hazmat, Blood Borne Pathogens and Safety. Do we want to explain to them they have to be there and do we want to delay their start time by 3 hours? Chairman Wright noted it can also be done online. We can give them the option, it just has to be done. Vice-Chairman Schoen stated we make it a requirement of employment and they can either come to Fire School or take it online and show proof of completion. Chief noted why can't it just be like the department, you have from January to June to take it with us here at the department or online or with the department you volunteer with. Commissioner McLean motioned to have the district employees take the required mandatory employment training held at the firehouse at Fire School in January or June and have their start time would be three hours later to cover their regular hours of employment or thru VFIS online, seconded by Commissioner Mirras; motioned/passed/carried.

Vice-Chairman Schoen motioned to adjourn @ 19:46 hours, seconded by Commissioner McLean; motioned/passed/carried.

Adjourned 19:46 hours