

***Montauk Fire District***

***March 4, 2025***

***Commissioners Regular Meeting 18:30 hours***

***MINUTES***

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

***Also Present:*** Chief Peter Joyce, Jr., 1<sup>st</sup> Asst. Chief Kenneth Glogg, 2<sup>nd</sup> Asst. Chief Joe McDonald, Treasurer Robert Hauser and Secretary- Deputy Treasurer Dawn E. Lucas

**Call Meeting to Order:**

Vice- Chairman Schoen called the regular Commissioner 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:** Vice- Chairman Schoen motioned to approve the minutes of the February 18, 2025 Workshop Meeting with said correction, seconded by Commissioner Mirras motioned/passed/carried.

**Purchase Requisitions:**

- A purchase requisition for Boundtree for medical supplies totaling \$3,431.59, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.

**Audit of Bills:**

Treasurer's Report: January 2025- Mr. Hauser stated all looks good, no negative's. All eight bank accounts were reconciled. Vice-Chairman Schoen did ask on the Treasure's report if that is a normal month for salaries and pension. Ms. Lucas stated no, it just so happens there are 3 pay cycles in January. The end of December gets paid in January and then 2 more pay periods after that. Mr. Hauser sent an email to Ms. Lucas regarding the budget transfers that were approved at a previous meeting to clean up the negative's for 2024. He will work with Ms. Lucas to enter into PIPS.(district finance program). Mr. Hauser filed the 2024 AFR (Annual Financial Report) extension (it was originally called the AUD) on the state comptrollers website. As far as the 2021 audit Mr. Hauser and Ms. Lucas are working together to get that completed.. Appraisal Affiliates completed the Capital Asset Report and Cullen and Danowski is asking for some more documentation. Mr. Hauser is still

looking to get 2021 Audit complete by April 30, 2025. Commissioner Mirras motioned to approve the Treasure's Report for January 2025, seconded by Vice-Chairman Schoen; motioned/passed/carried.

Ms. Lucas presented the invoices for payment totaling: \$100,898.98 Commissioner McLean motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.

**Committee Reports:**

***Apparatus:*** Commissioner McLean gave his report;

- 9-3-1A- waiting to install some more portable equipment (hand held lantern charging bases, portable radio charger). Additional mirrors will be installed also. Chairman Wright asked is company 1 now up and running. Commissioner McLean responded YES. We also got the signed rental agreement. There was an issue with the emergency shut off at a drill, and once it's used, you need to reset the engine. But we have an experienced member with diesel engines and he was able to reset first thing in morning and now good to go. There was a bit more PM (preventative maintenance) needed on the pump valves but is in service. Chairman Wright also asked after the rental, when it's over do we have the option to buy? Commissioner McLean stated YES, it was the agreement we had with St. James. There is a clause in our insurance policy allowing us to rent an apparatus or replacement vehicle for 40 days at \$250 per day totaling \$10,000.00. Cost to buy after rental is \$6,500.00. This was all voted on in an open meeting.
- 9-3-14- a fresh air cylinder will be installed and the other air cylinder will be hydro statically tested. The air cylinder is utilized to provide air for the members in the bucket.
- 9-3-2- tool board slide bracket replaced and now the other side is failing. John from Fully Involved will upgrade that slide bracket with a new style.
- 9-3-4- the tank gauge shows full regardless of the water level, it's antiquated so a new tank gauge system was ordered and it will be installed. Vice-Chairman Schoen asked about cost since the truck will be replaced later in the year. Commissioner McLean does not have the cost but this is what the chief and company wanted. It's an operational problem that is critical.
- 9-3-16- was involved in an accident. The right side mirror needed replacing, damage was limited to just the mirror. That was replaced in-house. Accident report was somewhat slow in coming like all accident reports are. Commissioner McLean was concerned because the ambulance was in emergency mode with a patient on board en-route to Southampton Hospital. This could become a liability issue. Vice-Chairman Schoen did state there are procedures in place for accidents with patients on board. If you have an accident you are required to have the police show up and get a report. Commissioner McLean noted the chauffeur was unaware he needed a police report as well as the company captain, it should be told during instruction. Chairman Wright stated this has been brought up numerous times throughout the years, is the person being required to be re-trained. He believes they should be re-evaluated. They should go through the EVOC class again.
- 9-3-3- a knock sensor which is in the exhaust system is causing a check engine light to display. The part will be replaced when John from Fully Involved comes out to do work.
- The district pick-up is in the shop for tailgate repair.
- 9-3-32- is at Buzz chew for transmission issues. When in reverse it shook violently.

***Equipment:*** Commissioner Marino gave his report;

- No report

***Buildings & Grounds:***

- Walk through today for both masonry and kitchen project was done and then go out to bid.
- Waiting for the door to come in for the side.
- Three new lights for outside the bay doors will be replaced with the help of the captain of company 5.
- Commissioner Marino left message with Eddie Eurel about back building approved job.

***Budget and Capital Reserves:***

- Commissioner Mirras noted the Building Capital Reserve fund has \$668,867.53 and the Apparatus & Equipment Reserve Fund has \$3,198,823.20.

***Insurance:***

- Commissioner McLean noted a worker's compensation claim has been filed with all corresponding paperwork. The member will be out on medical but can still attend meetings.
- Commissioner McLean also noted we have received the initial payment of \$10,160.00 for the 9-3-1 incident, which included towing from scene to firehouse and then to Fully Involved's shop and initial gas tank replacement and removal of the contaminated dirt. Vice-Chairman Schoen asked if we received the \$10,000 check for the rental, answer was NO we get paid after the rental period and paperwork is submitted. Commissioner McLean noted the adjuster was at shop to look at engine and now it's under further investigation.

***Communications:***

- No report

***Paid Personal:***

- Chairman Wright spoke with Chris Boccabella who had 9 applicants for work with potentially 3 being viable. We are working on overtime by changing the total work week to be 72 hrs and after 80 hrs will need approval. This was all checked with Joe Frank and legal.

***Department Personal:***

- No report

***Law:***

- Vice-Chairman Schoen noted we need to respond to the initial Audit. Joe Frank approved the letter and modified the last line. Ms. Lucas typed it up on our letterhead along with the other information that was required and Chairman Wright just needs to sign and it will be sent out. It was asked if we get a response back from what we send them. The answer is YES. Chairman Wright noted that Joe Frank suggested we have the remediation plan on the agenda moving forward. Ms Lucas will include for future.

***Old Business:***

- **Audit Response-** was discussed under Law.
- **LOSAP- 40-50 yrs of Service-** Ms. Lucas noted she was asked to find out the cost factor to increase to 50 yrs of service. She received an email from Penflex stating the process;

Step 1- Actuarial Cost Estimate, Step 2, Board Resolution, Step 3- Public Notice, Step 4- Public Vote, Step 5- Post- Voter Procedure. Step 1- \$850 to determine cost of the proposed plan amendment, Steps 2-4 cost \$500 for Penflex to draft all resolution, public notice and voter proposition which Joe Frank can do. Step 5- no charge. The email further states "If you plan to implement this amendment

effective January 1, 2026, and include it in the voter propositions this Fall/Winter, we recommend waiting until the 2024 census data arrives at our office later this year. This will allow us to provide a more accurate estimate reflecting the program's most recent demographic experience. We can then deliver the results along with your January 1, 2025 annual valuation report. However, if you have specific deadlines, we will do our best to accommodate them. Vice-Chairman Schoen motioned to approve the \$850 to find out what this will cost us to increase to 50 years of service for LOSAP, seconded by Chairman Wright; motioned/passed/carried. We will need this information by the summer for budgeting purposes. The public referendum would be put on the same ballot as the Commissioner election.

**Chiefs Report:**

- Chief Peter Joyce, Jr. presented a purchase requisition from Company 5 for four various pipe poles (to replace the fiberglass ones with steel) totaling \$581.12. Vice-Chairman Schoen motioned to approve, seconded by Commissioner Marino; motioned passed/carried.
- Ms. Lucas explained the previous turnout gear requested was approved for \$25,095.99 but found the pricing from the vendor was incorrect. The correct amount should be \$25,838.25. She would like to get that approved so she can send over the corrected PO for purchase. Vice-Chairman Schoen motioned to approve the corrected amount of \$25,838.25, seconded by Commissioner Mirras; motioned/passed/carried. Chairman Wright noted these items are high priority items that we should try and get grants for.
- Chief Peter Joyce, Jr. presented a purchase requisition for an additional turnout coat and pants totaling \$3,358.33, Vice-Chairman Schoen motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Chief Peter Joyce, Jr. also noted the LOSAP stuff has been posted almost long enough and he will be writing letters to individuals that did not make good standing points. He will also give the district copies. Vice-Chairman Schoen noted there is no requirement to send notices out.
- Chief Joe McDonald thanked Ms. Lucas for getting the CAD reports done quickly and will drop off with town when you are away.
- Ms. Lucas noted the computer was installed in 9-3-2 but needs a program to utilize it. It was never discussed when the initial approval was given. The actual license/software is for 5 years and totals \$1,980.00. Ms. Lucas wasn't sure if the Chief was aware of this information. Chief Peter Joyce, Jr. said yes he was. Commissioner McLean asked the amount that was approved for this project initially, Ms. Lucas did not have that available. Chief Peter Joyce, Jr. noted the original approval was for the hardware, this is the software. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- Chairman Wright mentioned Dennis O'Rielly was looking for more suits for ice rescue. Chief Peter Joyce, Jr. did agree he wanted 2 more mustang suits but needs to evaluate what we have now first. The chief only got the request last night. If everything checks out will consider bringing up at the next workshop meeting.
- Ms. Lucas noted the FLIRR camera the chief's asked to possibly repair is not repairable so she ordered a new one that was approved at a previous meeting. The camera came in and is on rack downstairs.
- Vice-Chairman Schoen asked if a meeting date was set with Firematic for the preconstruction meeting. Thursday March 20<sup>th</sup> leaving at 4:30pm. Meeting starts at 6pm and they will have food.
- Commissioner Marino thanked the chief's for getting the truck reports on time.

- Commissioner Marino also wanted to make the board aware, Brent received the 3 lights that needed to be replaced outside of the bay and one of the members offered to help with the tower ladder and the chief said it was fine with him.

Vice-Chairman Schoen motioned to go into Executive Session @ 19:15 hrs regarding Personnel and Legal issues a, seconded by Commissioner Marino; motioned/passed/carried.

Vice- Chairman Schoen motioned to go back into Regular Session at 19:50 hours, seconded by Commissioner Mirras; motioned/passed/carried. Vice Chairman Schoen motioned to increase the current paramedics salary \$3 more an hour per man retroactive to the first pay period in January, also to include new hires at \$37.50 per hour seconded by Commissioner Marino, Commissioner McLean opposed believes that is too much since it wasn't budgeted for; motioned/passed/carried. Chairman Wright responded to Commissioner McLean stating this is the right thing to do to stay competitive with the surrounding districts. The motion was clarified and the breakdown is the following;

- Paramedic Supervisor- \$43.00 per
- Assistant Paramedic Supervisor \$40.50 per hour.
- Paramedics making \$35.50 will now make \$38.50
- Paramedics making \$36.50 will now make \$39.50
- New hires will start at \$37.50 per hour

Vice-Chairman Schoen motioned to adjourn @ 19:55 hours, seconded by Commissioner Mirras; motioned/passed/carried.

**Adjourned 19:55 hours**