

Montauk Fire District

May 6, 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., 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: Commissioner Mirras motioned to approve the minutes of the April 16, 2025 Workshop Meeting with said corrections, seconded by Commissioner Marino motioned/passed/carried. Commissioner McLean motioned to approve the minutes of the April 24, 2025 Special Meeting, seconded by Commissioner Mirras, Vice-Chairman Schoen abstained because he wasn't at that meeting; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for Boundtree for medical supplies totaling \$1,360.26, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$1,263.67, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.

Building Use Request:

- A building use request for FDNY Steve Pollard Memorial Bass Tournament to utilize the front lawn on September 22, 2025. This has been done in past years. Commissioner Marino motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Mastic Beach Fire Department is requesting use of the picnic area for their 100th Anniversary Celebration on May 17th from 3-7pm. Chairman Wright motioned to approve, seconded by

Commissioner McLean under the conditions they need to secure bathrooms, food, tables, etc. Commissioner Mirras will speak with them, motioned/passed/carried.

- MCBA(Montauk Captains Boatmen Association) is requesting the use of the meeting room for their monthly Montauk Fisheries Council Meeting once a month from June through November on Fridays from 7-9pm. Chairman Wright noted the first Friday of each month would work. Commissioner McLean motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.
- Town of East Hampton is requesting use of the meeting room week of May 19th or May 26th for a Camp Hero resident meeting. Commissioner Mirras motioned to approve, seconded by Commissioner Marino, motioned/passed/carried.
- Town of East Hampton Marine Patrol is requesting use of the meeting room for a Boaters Safety Course which is mandated in NYS if you run a boat or might run a boat on June 10th and June 12th from 5-9pm. Commissioner Mirras motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

Time off Request; Ms. Lucas is requesting May 16th off and half a day on June 4th, 2025. Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.

Audit of Bills:

Treasurer's Report: March 2025- Mr. Hauser explained a report that Ms. Lucas was able to printout regarding beginning balances, ending balances and interest earned for each of the bank accounts for March. Mr. Hauser also mentioned that Commissioner Mirras highlighted a discrepancy on M&T bank account ending in 0171 which he will look at after meeting to rectify. Mr. Hauser also mentioned to keep an eye on the 200 capital items account because we are in the red at this moment. Chairman Wright noted we should try to get grants for these high priority items, the state is willing to pay and could help fix this issue. Mr. Hauser also noted we could do budget code transfers if need be. Mr. Hauser noted the revenues seemed light this month.

Mr. Hauser also updated the board with information from Cullen & Danowski, the outside auditors. The 2021 AFR (Annual Financial Report) has been filed and certified. Cullen & Danowski are in the final stages of reviewing the audit and financial statements for 2021, once that is complete then we can move onto 2022. In order to move forward with the 2022/2023/2024 financial report, Appraisal Affiliates needs a signed copy of the maintenance agreement in the amount of \$1,500 per year for the process to move forward. Commissioner Mirras motioned to approved, seconded by Commissioner McLean; motioned/passed/carried. Chairman Wright stated that during the audit process it was told to the board that we should be putting this process out to bid. Ms. Lucas explained it was the auditing firm that needed to go out to bid every 5 years and we did put it out to bid and we received no responses. Vice-Chairman Schoen asked when would the district normally put it out to bid during the year. Ms. Lucas stated November and bids due back first meeting of December so we can either award or decline a firm before the new year and send out an acceptance letter. Then a question was asked when do we think the district will be current to fulfill the states requirement? Mr. Hauser believes we will be current by end of year or sooner and suggests to wait till after all the audits are complete until posting about it.

Ms. Lucas explained there was an error in the bills, there was a duplicate invoice that she since deleted and now the new total for the invoices is: \$27,373.32 Commissioner Marino motioned to approve, seconded by Commissioner McLean; motioned/passed/carried. Ms. Lucas also requested payment for bills that came in after the bill payment journal, health insurance for \$13,062.46, physicals for \$25,370 and oxygen refill for \$173.25, totaling \$38,605.71. Commissioner Mirras motioned to approve, seconded by Vice-Chairman Schoen; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-14- front light bar was replaced and white flashing lights, they were out of service beforehand. The air cylinder for the bucket was sent out to be hydro tested and was reinstalled, just waiting on the tank to be refilled. Ms. Lucas stated Firematic was here today to fill the tanks including 9-3-14. The PM was done on the apparatus and will come back to do the PM on the Ariel ladder. Vice-Chairman Schoen asked about the rigging issue. The issue was the pins were not placed properly back in the rigging , wasn't making contact. The issue is you can not raise the jacks with the pins in.
- 9-3-2- rear cabinet officers side tool board bracket was repaired and replaced.
- 9-3-4- the new fill tank gauge was installed and it's full operational.
- 9-3-8- passenger side door issue and Fully Involved will be back to correct.
- 9-3-18- new brakes installed, just waiting on 2 new tires and an alignment.
- 9-3-7- getting information to replaced antiquated lights. Might have a light bar available in our archives to fit and upgrading scene lights too. Also changing the tank fill lights to be the same as on 3, they are more visible.
- All rigs were inspected and update.

Equipment: Commissioner Marino gave his report;

- No report

Buildings & Grounds:

- PSEG gave us some report letting us know there is electric leaking into the ground. Commissioner Marino will discuss with Brent Becker when he returns and see who we need to get out here to check it out.
- Chairman Wright asked about the Re-Pointing project. It was approved and put in paper, just waiting the 30 days before we can start the project.
- The board asked John Tanzi if Austin Interiors which is the lowest bidder for the Kitchen Project can hold their bid price till the the end of year. Included in the packet is a letter stating they would hold prices till January 15, 2026. Commissioner Marino also found out they would like to take advantage of this years pricing for materials and may ask us to pay for that but they would secure the materials in their facility. They went past the 45 days and extended bid for 60 additional days.
- Vice-Chairman Schoen asked about the different color repair book, was it ever bought? Ms. Lucas stated it was highlighted pink she believes. Commissioner Marino stated we actually need another book other than black for the equipment and the Chief would like it to be put on the rack so there is no confusion.

Budget and Capital Reserves:

- Commissioner Mirras noted the Apparatus and Equipment Reserve Fund has \$3,223,013.02 and should cover the apparatus's and equipment on order. Hopefully they do not come in all at once. Commissioner Mirras hasn't had a chance to add up the Building Reserve but noted \$670,982.20 as of now. It was asked when the ambulance will arrive, it was supposed to be here in April. Commissioner McLean mentioned the last approval was to confirm the lettering. Vice-Chairman Schoen asked if it's too early to put the old ambulance out to bid. The consensus was YES, still need to transfer equipment over.

Insurance:

- Commissioner McLean reported that we have received the reimbursement check for the rental of 9-3-1A. Richie Valcich disassembled the engine as per the secondary appraiser and we are waiting on further information. Also 9-3-1A is fully insured and St. James has been relieved of their responsibility. Chief Peter Joyce, Jr. wasn't sure if the board was aware of a rumor going around the the assumed reason for 9-3-1's engine demise was due to mechanical error and if so we should absorb zero cost. Commissioner McLean was not aware of this and stated we are awaiting the secondary appraiser's report for the determination.

Communications:

- **Siren-** Ex-Chief Peter Joyce discussed the siren situation on Industrial rd. After careful inspection the siren needs more than just paint. The trumpet/horns are rotten through, the cap on top of the siren is about to be rotten through, these pieces would need to be replaced and to do so the siren would need to come down. Peter Joyce did say the company makes a stainless steel part that is \$2,850.00. The other option is to replace the siren altogether would be out of commission for at least 2 weeks. Chairman Wright asked total cost, because it might need to go out to bid. Vice-Chairman Schoen asked why are we painting the siren if it's stainless steel? Peter Joyce responded with it's stain less and the suggestion of the manufacture is to protect it. This can not go more than 5 years and needs to be included in the budget, check it and possibly repaint. If we do not do it, water could get , siren could seize and then we have no siren. Also Peter wanted to remind the board of the poles that the siren sits on, they were used and eventually will need to be replaced and possibly the tower too. The cost is approximately \$6,000. Tabling this till we get more information from Joe Frank, the board believes it can be done under emergency repairs.
- Commissioner Mirras noted we signed a 2 year contract with the Village for dispatching services.

Paid Personal:

- Chairman Wright noted we switched paramedics to the new work week which is 72 hours, max 80 and have had no overtime. The 10 hour shifts have been working too for the custodians.

Department Personal:

- Commissioner Mirras would like the board to read them because there have been 3 by-law changes since the last time they were updated. They should read it and send a copy to Joe Frank to make sure it does not contradict any State Law. Then we can approve it if we so choose. Vice-Chairman Schoen asked what the changes are.

Amendment changes;

1- By law change for company 4- members of Company 4 who have ten years of good standing in the Montauk Fire Department and a minimum of 1,500 calls will not be required to be a member of a night squad. Members who meet these conditions will still have to meet the required number of department meetings and drills, company meetings and drills, training and miscellaneous points and the required percentage of rescue calls (roughly 10%) to maintain good standing in the department.

2- To be a member you have to be at least 18 years of age to be accepted into companies 1 thru 5 and taking out maximum age requirement.

3- Amendment changes to special situations- any member with 50 or more years of active service in the Montauk Fire department will be defined as life members and will allow these individuals to have the rights and privileges of a member in good standing in the Montauk Fire Department provided they get physicals, and complete mandatory refreshers. Also any and all members that have served as a chief engineer in the Montauk Fire Department will also be defined as life members and will also have the same privileges.

Law:

- The Town of East Hampton came back with answers to dispatching services two days after we signed with the Village.
- Vice-Chairman Schoen also noted in our first Audit the State allowed members to receive points for fire calls and for rescue calls. Ms. Lucas is finishing inputting the points and will be able to generate a report that will show you points for fire and rescue calls. Chairman Wright noted our response written by our attorney says we have the right to make our point system the way we want, and believes we don't need to change it. Chairman Wright believes they can not make us change the point system because the law states we can make it the way we want and the way we have it now motivates people to respond to calls. Vice-Chairman Schoen stated we already made changes based on their recommendations. Beforehand members had to do 10% of first 500 calls, then 2.5% of 501-999, we changed it to 10% of first 500 calls and 7.5% of calls over that. Chairman Wright stated we do not have to do it every year. We do what the board decides to do. Vice-Chairman Schoen explained the auditors stated we should be allowing members to receive 25 points for fire calls and 25 points for rescue calls and right now we allow for 25 points total. Discussion arose about how to give points for officers who respond to chief's investigations, the decision by the chief was to give them miscellaneous points if they decide to sign in. Chief Peter Joyce had a questions about amending the call times for the calls, he was wondering if it could be opened when he puts everyone back in service instead of when the call comes over. Ms. Lucas will double check with our finger reader system on how the finger reader can open up for calls.

Old Business:

- **LOSAP- Firefly-** Anthony Hill presented at our last meeting about providing LOSAP services to the district. After discussion, the board would like to switch LOSAP Services to Firefly. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried. Ms. Lucas will advise Tony and ask him to amend proposal to date of approval. Commissioner Mirras asked if we decide to change the LOSAP from 40 to 50 years of service with a maximum benefit of \$1,500, do all members loose out on this year? Ms. Lucas will double check with Tony and Joe Frank.
- **Bid Results- Masonry/Kitchen Projects-** discussed previously

- **Physical Information-** Chairman Wright noted he spoke with Dr. Gardyn after his physical and stated the members that get physicals from their personal doctors are not OSHA compliant. They are not getting fit tested. Vice-Chairman Schoen asked if that is written down somewhere. Ms. Lucas will ask IMOR if they have anything in writing that OSHA requires for physicals. Everyone was talking all at once about physicals could not understand what they were talking about.
- **Audit- 2024M-153-** Chairman Wright believes we can send the response we sent before. Ms. Lucas will ask Joe Frank to type up a response identical to the other one but to include all requirements the states wants. We have 90 days to respond.
- **Appraisal Affiliates- 3yr Maintenance Service-** already discussed earlier and approved
- **Remediation Plan- Audit-** Ms. Lucas gave all board members the finger reader report for April and Audit trail reports which include, Who's On, Change Recorded Reports, Vendor Change Report and History of Changes to Pay Rates for April. These reports are all part of the remediation plan.

Chiefs Report:

- Chief Peter Joyce, Jr. is requesting payment of \$100 for Suffolk Fire EMS Safety Officers Association. Commissioner Marino motioned to approve, seconded by Commissioner Mirras; motioned passed/carried.
- Altar meter was sent in for repair and cost to repair is \$557, Chief would like to proceed with repair. Commissioner McLean motioned to approved, seconded by Commissioner Marino; motioned/passed/carried.
- Chief said there might be another house donated for a live burn but still figuring it out.
- A list of 11 potential fire side members and 5 potential EMS members were read at last meeting and 1 or 2 are transfers.
- Chief also asked if next year when considering time for meetings if we can consider a different night because Town Chiefs are same night and it makes it difficult to split the time.

Commissioner Marino motioned to go into Executive Session @ 20:03 hrs regarding Personnel issues, seconded by Commissioner Mirras; motioned/passed/carried.

Commissioner Mirras motioned to go back into Regular Session at 20:29 hours, seconded by Commissioner Marino; motioned/passed/carried.

Commissioner Marino motioned to adjourn @ 20:30 hours, seconded by Commissioner McLean; motioned/passed/carried.

Adjourned 20:30 hours