

*Montauk Fire District  
December 2, 2025  
Commissioners Regular Meeting 18:30 hours*

## MINUTES

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

*Also Present:* 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 McLean motioned to approve the minutes of the November 19, 2025 Commissioner Meeting, seconded by Commissioner Marino; motioned/passed/carried.

### *Purchase Requisitions:*

- A purchase requisition for Boundtree for medical supplies totaling \$1,054.24, Commissioner Mirras motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.
- A payment request for EMS class instruction for BLS skills recertification of 6 EMT members totaling \$750.00, Commissioner McLean asked if that was submitted prior to the scheduling of the class. Ms. Lucas read the request from Captain Ellen Cook; She requested the payment for a NYS skills instructor to evaluate the BLS skills of six members in order to re-certify as EMT's. All members must periodically prove that they still can perform important BLS skills such as long bone splinting, use of oxygen, AED operation, etc. Mary Mott, Chief of the East Hampton Volunteer Ambulance has been evaluating Montauk members for years, but she has recently decided to retire from that role. This will have to be noted to the chief need permission in advance prior to the class being given. Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned passed/carried.

### ***Time Off Requests:***

- Ms. Lucas presented two time off requests, Brent Becker is requesting two vacation days 12/26 & 12/27/2025 off and days will be covered by either Jimmy Angelidis or Luke Stein. The second request is for Dawn Lucas who is requesting three vacation days, 12/23, 12/24 and

12/26, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.

***Audit of Bills:***

- Ms. Lucas presented the invoices for payment totaling \$24,789.47, Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried. Also another set of bills for payment; water bill (drinking water for cooler) \$45.97, Medical Waste Removal \$165.78, Marshall's Plumbing for new toilet in district office \$1,119.35 and New tires for 9-3-8 \$9,120 which we got insurance money for, totaling \$10,451.10, Commissioner Mirras motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

***Committee Reports:***

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

- 9-3-16 is still at Otis Ford, having trouble diagnosing the issue (codes). Mr. Caliendo from VCI has the parts for the mirror and is willing to pick up ambulance at Otis Ford and bring back to his shop to do the repair. Commissioner Mirras asked what was the original reason it went to Otis. Starting issues, it would turn over but not start. Later it would start.

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

- Commissioner Marino will talk with Brent tomorrow, having problems with Firematic, it's been off and on for some time because there is a new person on the route. He comes and fills the cylinders but doesn't check the shelf.

***Buildings & Grounds:*** Commissioner Marino gave his report;

- Fuel tank information-Commissioner Marino called two engineers about and received a proposal from one engineering firm. The second firm is very interested and he is retired from the Suffolk County Health Department and has done this stuff before. We thought about going bigger for the tanks, but were told we couldn't because it's a water overlay district. But found out that is not true. We will need to get a copy of the survey to really find out. Acting Chairman Schoen noted we should have a survey from the back building, Commissioner Marino is not sure but also stated we do not have a CO on that back building either. The town was suppose to get back to us and tell us exactly what was needed. Commissioner Marino believes what was needed was a final electrical inspection and survey. He also believes we should have a survey done on this place and will make a call during the week.
- Kitchen project will still start 2<sup>nd</sup> week of January, 2026 after the Pasta Dinner fundraiser.
- The building is done, the letters are up, the equipment is out of here.

***Budget and Capital Reserves:*** Commissioner Mirras noted;

- Too early in the month for any reports.

***Insurance:*** Commissioner McLean noted;

- No report

***Communications:*** Commissioner Mirras noted;

- No report

***Paid Personal:***

- Commissioner McLean noted the board agreed on a certain increase in pay for the paid ALS providers which would start on the first of the year, what should Ms. Lucas do regarding the payroll for this. Acting Chairman noted we only discussed the increase in salary line, we would need to make a motion to increase their pay effective January 1, 2026 to the limit that we established during the budget. It will be addressed at next meeting.

***Department Personal:*** Commissioner Mirras noted;

- No report

***Law:*** Acting Chairman Schoen noted;

- Acting Chairman Schoen discussed the fact that Jim Wright resigned from the board but we can not act on it until we get the receipt back from the Secretary of State. So the board knows, we sent Jim Wright's email resignation letter to the Secretary of State as per Joe Frank our attorney's instruction. Once we receive the return receipt back that would validate the resignation. Officially it is not an open position so we can not talk about it yet.
- Acting Chairman Schoen noted we need to vote on disposing of Fire Equipment, Ms. Lucas explained the board needs to approve the disposal of equipment over \$20,000. Ms. Lucas provided a resolution for all four pieces of equipment which she found in the New York Fire Districts Book and sent to our attorney Joe Frank for approval, which he said looks good. Acting Chairman Schoen motioned yes, to approve, Commissioner Mirras voted yes, Commissioner McLean voted yes and Commissioner Marino voted yes so Resolution was approved.

***Old Business:***

- **Disposal of Fire Equipment-** already discussed under law.
- **Commissioner Elections- 12/9/2025-** the hours are between 2-9pm. Ms. Lucas explained she put in paper accordingly, in a timely manner like she is supposed to and everything is documented. The Commissioner running is Michael Mirras and he got his petition in on time. Also don't forget there is a proposition on the ballot for the LOSAP extension too.
- All physicals that were required to be taken have been taken.

***New Business/Chief's Report:***

- Commissioner Mirras would like to invite Donna Hitscherich down to go over the class she wants to have. Commissioner Mirras spoke with her and it seems to fit the bill. But would like for her to explain to the board what the class is all about, how it may differ or be the same as anything in the past. Commissioner Mirras will contact her.
- Acting Chairman Schoen stated the substation is a disaster, he knows they are working on the boat bust it is disgusting. He also said the back garage is a mess too. He said there is garbage all over the place. Commissioner Mirras spoke with Brent about switching the vehicles around to have the boat on the front line and he was agreeable but then there were problems. Commissioner Mirras will talk to him again about it. Commissioner Marino stated we have a room/closet back there that is basically empty. Commissioner McLean noted aren't the tires in there. That is the thing there really aren't tires in there as per Commissioner Marino. Commissioner Marino keeps getting told that it's fire department

stuff. If people are going to be working in there then straighten up. Maybe we need to monitor it because different people come and go and leave whatever they are doing, it's not all on Brent or Rex. Well it should be straightened out and squared away because we have just got 2 new engines and getting a new tanker. Acting Chairman Schoen also noted old 9-3-1 was running and it doesn't make sense when we can plug it in.

Commissioner Mirras noted it's not just about charging the batteries, a lot is involved and yes the truck should be started maybe not everyday, it will help keep everything lubricated. Commissioner McLean noted there is no draw on 9-3-1 because there are not radios or chargers but the thought process was probably to keep it serviceable for potential buyers. Commissioner Mirras stated it should be started on a regular basis to not just charge the batteries but keep everything running smoothly. Commissioner McLean will work with the houseman to come up with some sort of schedule for starting the trucks.

- A member of the department resigned December 1, 2025, Joe Ferraro. Commissioner Mirras accepted his resignation, seconded by Commissioner Marino; motioned/passed/carried.
- The garage exterior door panel is missing a nut, Commissioner Marino is aware.

Commissioner Mirras motioned to go into Executive Session @ 19:04 to discuss contracts and personnel, seconded by Commissioner Marino; motioned/passed/carried.

Commissioner Mirras motioned to go back into Regular Session @ 19:35 hours, seconded by Acting Chairman Schoen; motioned/passes/carried.

Alex Errico noted that operating or using a building without a CO (certificate of Occupancy) can lead to massive liability if someone is hurt in the building. He also found that 10/14/2016-permit was issued, 8/6/17- can CO be issued, 10/29/18- CO is in building department. Alex also noted he will pick up CO for us and get a copy of all correspondence. Solar panel CO was done 12/4/2019 and Alex believes we should have had an updated survey done for that too. Alex will get us copies of everything.

Commissioner Mirras just wanted to confirm meeting dates for 2026, 2<sup>nd</sup> Tuesday of the month and 4<sup>th</sup> Wednesday of the month. Board's response was yes. It was approved in another meeting.

Commissioner Marino motioned to adjourn @ 19:39 hours, seconded by Commissioner Mirras; motioned/passed/carried.

**Adjourned 19:39 hours**