

**Montauk Fire District
January 13, 2026
Commissioners Regular Meeting 18:45 hours**

MINUTES

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

Also Present: Chief Peter Joyce, Jr., 2nd Asst. Chief Joseph McDonald, and Secretary- Deputy Treasurer Dawn E. Lucas.

Call Meeting to Order:

Chairman Schoen called the regular Commissioner Meeting to order at 18:45 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 December 17, 2025 Commissioner Meeting, seconded by Commissioner Mario; motioned/passed/carried.

Time Off Request

- Ms. Lucas presented a time off request for 4 vacation days, 2/12 & 2/13 and 2/23 & 2/24 and 5 personal days 2/16-2/20/26. Commissioner McLean motioned to approve, seconded by Vice-Chairman Marino, motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for Boundtree for medical supplies totaling \$2,023.89, Commissioner McLean motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$904.90, Commissioner Mirras motioned to approve, seconded by Vice-Chairman Marino; motioned/passed/carried.

Building Use Request:

- Ms. Lucas presented a building use request for the MFD Ladies Auxiliary. They want use of truck bay like the senior dinner for Bingo night on 2/7/2026 and 3/13/2026 at 6pm. The Chief's believe they can find a way to make it work and make it known that the ladies will need to help and know it is not the houseman's responsibility to set up or clean up.

Commissioner Mirras motioned to approve, seconded by Commissioner Eurell with the stipulation they need to figure everything out with set up, moving trucks and clean up.

Audit of Bills:

- Treasurer's Report: December 2025- will discuss at next meeting.
- Ms. Lucas presented the invoices for payment totaling: \$195,258.78 Commissioner Mirras motioned to approve, seconded to Commissioner Marino; motioned/passed/carried. Ms. Lucas also has the LOSAP contribution bill for 2026 of \$500,000, Commissioner Mirras motioned to approve, seconded by Commissioner Marino; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-7- had an issue with the purge valve, it was bad and replaced by Mickey's mechanical crew. It was then filled backed up with water, returned to quarters and back in service.
- 9-3-3- wasn't priming, problem with valve, it was flushed, able to close and then be primed.
- 9-3-32- got a set of new tires
- 9-3-2- M tanks project should be done in the next 2 weeks as per Fully Involved. The truck will be taken to Fully Involved's shop for at least a week.
- Commissioner McLean will make John from Fully Involved aware of Commissioner Eurell's involvement with apparatuses.
- Chairman Schoen has a new idea/or proposal, he believes every apparatus should have a book into which is recorded, every repair, every maintenance, every complaint addressed and answered, when vehicles are due for inspection, so over the course of time we have history on each of our apparatuses that we can follow. It would be nice to keep a record of what happens with each vehicle.

Equipment: Vice-Chairman Marino gave his report;

- Vice-Chairman Marino asked the chief if we are all set with equipment. Chief noted we received the air bags for the rescue truck the other day. The only thing still waiting to be looked at is the large CO2 extinguisher. Need to find someone to refill that.
- Chairman Schoen asked if everything that is coming off 9-3-1A and old 9-3-4 off. Chief said only thing left is 2 lengths of hose that will be coming off the night of fire school.

Buildings & Grounds:

- Vice-Chairman Marino is in need of a survey for the fuel tank replacement. Come to find out the survey the Town has is from 2009 and outdated. Commissioner Marino would like to move forward on a new survey.
- Chairman Schoen asked about the CO for back building. The town had a survey and according to building department was in need of final inspection. Commissioner Marino will reach out to Town building department for final inspection when he receives new survey.
- The AC project, found a mechanical engineering firm for the project, DiLandro Andrews and spoke to Zachery Ross, he needs existing prints of the mechanical system to see if adding to existing will work to cool down the area or do we add a supplemental system. It was asked about time frame, no commitment until they see paperwork.
- Kitchen Project- Vice-Chairman Marino read an email that was received at 1:21 pm today; "Montauk Start Date Extension Request" from Scott Pavick for Hardy Corporation, it reads as follows; "Good afternoon, I wanted to provide you with an update regarding the upcoming

kitchen renovation . After reviewing the current lead times on several key items, it appears that some of the materials are taking significantly longer to arrive than originally anticipated. In light of this we strongly recommend pushing the project start date rather beginning demolition now. The last thing we want is for you to be without a functioning kitchen while waiting on long-lead time components to arrive. By allowing those items to come in first, we can mobilize once everything is on hand and complete the work efficiently, all at once, with minimal disruption to your home. We are putting together a preliminary schedule based on the updated lead times and will be sending that to you shortly for review.” Vice-Chairman Marino’s response was as follows; “In anticipation of the current start date the kitchen has already been cleared of utensils, dishes etc. We’ve canceled and re-dated functions based on this information. We were told you would be ready to start on the agreed date. Having this knowledge we should have been notified sooner. I can’t make you start but I’m disappointed in the way it was handled. We have a Commissioner meeting this evening and with no start date they will not be happy.” Response back was “I will look into this in detail and get back to you.” Right now he is looking to pull some favors to get this equipment sooner. Start date now looks like February. It was explained that St. Patty’s Day is a big weekend out here and we need that kitchen., He believes they should be done by then. Vice-Chairman Marino stated we can cancel the bid but where does that get us. Vice-Chairman Marino noted we have an email from John Tanzi, stating the following; “As discussed, attached is the letter from Austin Interiors & General Contractors which extends their submitted bid for an additional 60 days and also agrees to start on-site work January 15, 2026 at no additional cost. This allows the Fire District some flexibility and time as you navigate your decision/approval process.” “Letter from Austin Interiors agrees to hold proposed bid until January 15, 2026 for the convenience of the Montauk Fire District.” John Tanzi had said they were going to order the materials because they wanted to buy at a lower price and would be ready to go for January 15, 2026. We have not sent any money to Austen Interiors to date. It was asked why there wasn’t any follow up on this. Vice-Chairman Marino noted this all went through Tanzi and he assured us as long as there is a signed contract no money needs to exchange at this time. Problem is there is no signed contract. Scott Pavick will be on site tomorrow, Wednesday to discuss everything, trying to call in favors to have everything onsite. He also stated maybe an early to mid February start date. Commissioner Marino also stated the architect/mechanical engineer told Austin that he is not doing any onsite work on this project because not part of his scope and not getting paid for it. But as per Ms. Lucas we did pay John Tanzi and on his invoice it does state Construction Observation Fee and we paid money under that category. If we can get equipment back, some Commissioners feel we should cancel contract. Commissioner Eurell will look over kitchen and see what was taken and what is needed back for the St. Patty’s Day Parade and weekend. Discussion with members about getting equipment back was had during meeting and agreed upon. The project is not getting abandoned. The chief said we should recoup everything that went out the door until we know for sure what is going on with the project. Discussions about contracts, who signed, who prepares/prepared, etc arose. Vice-Chairman Marino and Chairman Schoen will contact John Tanzi about a contract. Ms. Lucas suggested they email him because he responds better to email.

- Vice-Chairman Marino motioned to go into Executive session regarding Personal @ 19:31 hrs, seconded by Commissioner Mirras; motioned/passed/carried. Commissioner Mirras motioned to go back into Regular session @ 19:47 hrs, seconded by Vice-Chairman Marino; motioned/passed/carried.

Budget and Capital Reserves:

- Commissioner Mirras explained we have over \$200,000 extra this year but we can not assign it anywhere until after the audit is complete and we know exactly what the fund balance is. There could be a couple of hundred of thousands of dollars reassigned to the equipment and building fund. 2023 audit is basically complete, then they will start 2024, and then 2025. As of now the building reserve fund has \$447,523.93 and the equipment/apparatus reserve fund has \$883,344.40 all as of 12/31/2025. We have several projects, the tanker and then will need new chief's vehicles, ambulance down the road, but the big one is a new tower ladder which is probably going to be over \$2 million dollars. We will need to build our reserves back up again. A truck committee can start in another year because a tower ladder is probably 3 years out.

Insurance:

- No report

Communications:

- Commissioner Mirras noted we signed a 2 year contract with East Hampton Village, before next year will need to revisit and see if we stay with the village or move to the Town.
- In the spring we need to order the new stainless steel siren for Industrial road.

Paid Personal:

- Commissioner Mirras mentioned recruitment fliers went out. We have received some interest back and Chris Boccabella (paramedic supervisor) was wondering if anyone on the board wants to be involved in the interview process. Commissioner McLean noted we should be involved in vetting these individuals. Chairman Schoen also noted it might be a good idea to invite them to a company 4 meeting to introduce themselves and get to know the members.
- On behalf of the employees, we would like to thank the board for the pay increases.
- 80 is running well, it is in need of new wipers and the license plate light is out.
- The PCR computers are in need of updating, they are running slow and freeze up on calls, one screen is cracked, one can't be updated to windows 11 which is needed for security updates. Chris will provide information on what is needed.
- Need new batteries on the suction units, last time Brent was able to order them. Ms. Lucas will inform Brent.
- Chris Boccabella noted, he needs to be notified prior to EMS vehicles going out of service this way he can assure it is being done properly even though there is written procedure. When the narcotics are moved we need to know where they are at all times, the Chairperson and medical director are signing off on it and they need to know. Commissioner McLean noted the on duty ALS provider is notified and it's their responsibility to notify their supervisor.

Department Personal:

- No report

Law:

- 2025 LOSAP – A question arose about qualifying for LOSAP points- Fire side had 87 calls and in order to qualify members need 9 calls. Ambulance side had 728 calls and in order to qualify members need 55 calls. It looks like 5 members did not make it on fire side and everyone made it for CO4. Chairman Schoen did contact our attorney and the State and they

both concurred you need 9 calls to qualify for LOSAP. So that will be reflected in the points for 2025. So anything over a whole number you will need to respond to the next whole number like if there were 24 call you need to make 3 calls for fire side. Also you can receive 25 points for responding to fire calls and 25 points for responding to ambulances calls for LOSAP which will total your 50 points needed.

Correspondence

- The district received a follow up letter by email from the State Comptroller's Office, they highlighted what they said, nothing further, their recommendations we are following and we shouldn't hear anymore from them.
- Ms. Lucas received a FOIL request for a fire report and photographs for June 10, 124 Soundview Drive. We only have a CAD report so will send that. All FOIL requests are cleared by Joe Frank before we do anything.
- Ms. Lucas received the actual letter that was discussed at last meeting about getting access to Montauk Fire Department Communication Channel as Emergency Redundancy which was actually sent to Captain Ellen Cook from Frank Milza. This was previously approved at last meeting.
- Received the engagement letter for the 2024 Audit from Cullen and Danowski. Just need Chairman to sign and then can send back.
- Every 5 years we need to sign a new Ambulance Service contract with Suffolk County FRES and Ms. Lucas received the paperwork and this needs to be signed before February 2, 2026. This is a no cost contract. Commissioner McLean thinks our attorney should look it over before signing it. Ms. Lucas doesn't believe there is enough time to get it out in the mail before the deadline. Chairman Schoen suggests we give Joe Frank a call about this and then proceed accordingly.

Old Business:

- ***Lawn Maintenance Bid for 2026- 2 bids- Mickey's Lawncapes-*** main building was \$295 per mow, substation was \$55 per mow, additional work was \$65 per man/per hour. ***Hoyt Property Care-*** main building was \$285.80 per but, substation was \$54.99 per cut. Commissioner Mirras motioned to accept Mickey's Lawncapes bid, seconded by Vice-Chairman Marino; motioned/passed/carried.
- Did the Viking fleet purchase the lights, Ms. Lucas was not able to reach out to them, will follow up.
- Chairman Schoen noted in last meeting there was a QA/QI issue for the chief, was it rectified? Chief is still reviewing it.

New Business:

- Chairman Schoen walked through back garage and substation and with talking with a company 5 member there might be a solution for housing old 9-3-1. We can move the boat over to the substation, then put old 9-3-1, 9-3-81, 9-3-12 and the Kubota in back garage and everything should fit fine. Chief agrees that it shouldn't be a problem. Chairman Schoen also thanked the Chief for cleaning up the substation.
- Chairman asked about a new recorder, Ms. Lucas is working on getting a new one.
- What is going on with the credit card? Ms. Lucas spoke with the bank and the holiday messed everything up, she will call again tomorrow and see what is going on.

- Commissioner Mirras asked Ms. Lucas to check on some budget code line items, contractual fees are over probably due the the audits being done.

Chiefs Report:

- Chief McDonald talked about condensing the emergency preparedness stuff into one trailer if not put in back garage. He said it is safe to say they can get rid of 2 maybe even all 3 trailers.
- New 9-3-1 is totally done with transferring everything over. 9-3-4 is just waiting on steps.
- New tanker-9-3-5- getting same response it will be done in 5 days.
- Training requests, 6 members want to go to ice -rescue training, total cost is approximately \$2,514- Commissioner Mirras motioned to approve, seconded by Vice-Chairman Marino; motioned/passed/carried.
- A purchase request for Integrated Wireless (on state contract) for 3 portable (handheld) radios and 5 mics totaling \$17,472.45, Commissioner McLean motioned to approve, seconded by Commissioner Eurell; motioned/passed/carried.
- A purchase request for The Fire Store for a set of elevator keys and some helmet shields totaling \$1,277.91, Commissioner Mirras motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.
- A purchase request for Global Industrial for spill kits totaling \$123.90, Vice-Chairman Marino motioned to approve, seconded by Commissioner Mirras; motioned/passed/carried.
- Chief Joyce presented a bill for the EH Town Chiefs.
- Myrsini Fatsis and Pat Hamill have both requested to go inactive and at last department meeting was voted on and approved by the membership. Chairman Schoen said they both qualify to go inactive one has 24 years and the other 18 years. You need 15 years of service to go inactive.
- The antique truck committee is requesting the use of the district pick up truck to take their pallet to Pennsylvania on Friday. Justin Raynor would drive it there and back. Chairman Schoen motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

Commissioner McLean motioned to go into Executive Session regards contracts @ 20:11, seconded by Commissioner Mirras; motioned/passed/carried.

Commissioner McLean motioned to go back into Regular Session @ 20:16, seconded by Commissioner Mirras; motioned/passed/carried.

Vice-Chairman Marino motioned to adjourn @ 20:25 hours, seconded by Chairman Schoen; motioned/passed/carried.

Adjourned 20:25 hours