

**WADING RIVER FIRE DISTRICT
1503 North Country Road
Wading River, NY 11792**

Minutes of the December 12, 2016 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman McManus at 1830 hours with the Pledge of Allegiance and a moment of silence for our first responders and military who have made the ultimate sacrifice.

Chairman McManus, Vice-Chairman Erick, Commissioners Colitti, Meier and Hintze, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, and Chief Ryan were present at the meeting.

Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the November 28, 2016 meeting.

Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to close the bids for the installation of monopole radio tower at Station Two.

Bids were submitted by:

Amma Construction	\$156,250.00
Hinck Electrical	\$176,277.00

Bids will be submitted to the District Counsel for review.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- December 08 letter from the Wading River Fire Department with the results of the Chief Election.
 - Chief of Department Kevin McQueeney
 - 1st Assistant Chief Anthony Bitalvo
 - 2nd Assistant Chief Branden Heller
 - 3rd Assistant Chief Denise Gluck
- Affidavit of publication from Newsday of legal notice to bidders for the installation of monopole radio tower at Station Two.
- 2017 schedule of the Brookhaven Town Fire District Officers Association meetings.
- Volunteer Firefighter Tax Exemption form from Town of Brookhaven.
- Volunteer Firefighter Tax Exemption form from Town of Riverhead.

- December 1 letter from Town of Brookhaven requesting nominations for outstanding women of Brookhaven.
- December issue of The Counsellor.
- December – January issue of Fire District Affairs.
- Holiday wishes from the Thebolds.

Secretary Report: Secretary Donnelly

- District Election preparations are completed.

Wading River Fire Department: President Hammer

- Nothing to report.

Treasurers Report: Treasurer Bushell

- Bills total \$90,680.43. Commissioner Meier made a motion, seconded by Vice Chairman Erick, unanimously approved to pay the bills.
 - Discussion regarding a bill from Palace Electric. Chairman McManus made a motion, seconded by Vice Chairman Erick, unanimously approved to hold the Palace Electric bill for review.
 - Discussion regarding PSEG bill for tower. District Manager meeting with PSEG on Wednesday.

Material Requests: District Manager Michalakopoulos

- 2016-0105 – approved at prior meeting.
- 2016-0106 – Drum Industries – consumable. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0107 – Medical supplies CPAP service contract. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0108 – Class A uniforms. Commissioner Meier made a motion, seconded by Vice Chairman Erick, unanimously approved. Discussion.
- 2016-0109 – NFPA subscription. Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved. Discussion regarding who will have access and single log in.

District Manager Report: District Manager Michalakopoulos

- District staff snow removal – Mike and Erick are both available.
- Plows have been serviced.
- 6-3-8 horn will be repaired when the lighting is completed.
- Fire alarms systems – Documents submitted to town for review and approval.
- Chief’s replacement vehicle – Discussion regarding completion within permissive. Commissioner Colitti made a motion seconded by Vice Chairman Erick, unanimously approved to release a check to Ford for the 2017 Ford Expedition.
- Station Two sign – will be installed by District staff.

- Website – Discussion. Agreed to add 2016 and 2017 District information to the website. Plan to go live January 1.
- 6-3-4 tanks removed for hydro testing. Loaner tank has been installed.
- Cascade system valve for connection to 6-3-10 and 6-3-4 has been installed. Nozzle on 6-3-10 being reviewed.
- Boat trailer tires have been replaced.
- Boat winterizing. Vendor has been contacted.
- Heat valves on 6 and 1 have been opened.
- 6-3-11 rear strobe lights are being reviewed.
- Packs have been checked.
- 6-3-2 items found during pump testing are being reviewed.
- Incident with the Headquarters boiler over the weekend. Soundview has addressed and ordered parts.

Attorney's Report: Attorney Sapienza

- Affidavit of publication for the Annual Election and Bond Resolution has been sent to Bond Counselor for review and appears to be fine.

Chief's Report: Chief Ryan

- 6-3-9 discussion regarding reflective tape. Intention will be to match designs with 6-3-8.
- Submitted November alarms.
- Reported Chief election results.
- Membership signs can be removed.
- Submitted and posted the updated vehicle operator list. Commissioner Colitti verified that the personal files will also be updated.
- Submitted updated job classification sheets. Discussion regarding sub categories of Fire Police.
- George Besold has been moved to Fire Police.
- Submitted updated medical for Diane Brayer.
- Chief and Officers requirements will be submitted at the next BOFC meeting. Commissioner Colitti requested a copy of the initial requirements submitted by the Chiefs and Officers are sent to the Board.
- Department Christmas party December 17.
 - Requested 2 paramedics on duty. Commissioner Erick made a motion, seconded by Vice Chairman Erick and unanimously approved.
 - Working with neighboring Districts for standby.
- Submitted updated applications for James Wilson and David Blackmore.
- Submitted draft uniform policy.
- Inquired on the Boards intentions on purchasing a new ambulance. Discussion regarding safety issues or maintenance issues. Agreed there were maintenance issues that have been addressed. District Manager was requested to provide the 2016 maintenance history of the vehicles. Discussion regarding plans for replacement.
- Annual physical scheduled.

- Flu shots completed.

Commissioner Reports

Commissioner Hintze

- Nothing to report.

Vice Chairman Erick

- Requested that the MV104 for 6-3-17 incident at Stony Brook is picked up. Requested the driver complete a 104.
- Discussion regarding the process for approving the membership committee to send applicants for the physical. Agreed to keep the process as is.
- Thanked the District Manager for the inventory report.
- Maps –District Manager has obtained 3 quotes to be submitted to the Board for production of the District map(s).
- The Buckley family, Riverhead PBA, and Town Council have contacted Vice Chairman Erick with appreciation for the service provided for Tim Buckley.

Chairman McManus

- Nothing to report.

Commissioner Meier

- Nothing to report.

Commissioner Colitti

- Nothing to report.

Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved to accept the applications for James Wilson and David Blackmore.

Vice Chairman Erick made a motion, seconded by Commissioner Colitti and unanimously approved to adjourn.

Meeting adjourned at 1957 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District