

**Fire Island Pines Fire District
Board of Commissioners Meeting Minutes
February 21, 2016**

The meeting was held at the West Sayville Fire House, attended by Commissioners Rich Barry, Rosemary Coluccio, Mark Basta and Frank Corradino; District Treasurer Peter Weigel; District Secretary Sabrina Shulman; and Chief Michael Greenberg (via phone).

Commissioner Barry called the meeting to order at 9:40am.

Approval of Minutes

Commissioner Corradino made a motion to approve the minutes from the January 9, 2016 meeting of the Board of Commissioners. Commissioner Coluccio seconded, approved by a majority.

Correspondence Review

- Department of Homeland Services – Letter saying that the 2013 Audit Certification had not been filed. (Commissioner Coluccio submitted the certification immediately upon receipt.)
- Life insurance paperwork for Kimberly McGlone
- State of New York - \$1K check for Forestry Grant
- Town of Brookhaven – Annual Report of Fire Insurance Premium
- Brookhaven Town Fire District Officers' Association – Annual town workshop notice
- AFDSNY – Notice of 2016 Fire Commissioner Training Program
- Suffolk County Fire District Officers' Association – Invitation to March 5 installation
- Appraisal Affiliates – Updated 12/31/15 inventory list
- VFIS – Info regarding option to change life insurance policy to term life

Treasurer's Report

Treasurer Weigel presented the Fire Island Pines Fire District Treasurer's Report and Invoice Review for January 2016. The budget to actual report was discussed and the authorized expenditure list was reviewed. The Board agreed to roll over the one-year CD at Suffolk County National Bank.

Commissioner Corradino made a motion to accept the Treasurer's Report and Invoice Review. Commissioner Basta seconded, all approved.

Commissioner Basta reviewed the general and reserve account statements for January 2016.

Review of Alarms/Chief's Report

Alarms:

- Jan 16 - Mutual aid Cherry Grove
- Jan 27 – Hotel auto alarm
- Feb 10 – 36 FI Blvd auto alarm
- Feb 14 – 2 separate alarms at Whyte Hall, broken sprinkler pipe

The Board asked Chief Greenberg to review the work detail book and speak with 1st Assistant Chief Geiman to clarify whether Walter Boss's use of the District's snow blower was part of approved work detail. The machine was damaged and not reported to the Chief or Commissioners.

The Chief asked about the status of replacing No. 5-28-3. Commissioner Teague has been working with Kyle Merker to price options. The lowest bid so far is from a local vendor and is estimated at \$5,500, not including a new box, lighting and decals. Commission Barry said he would purchase the vehicle shortly. The Chief asked the Board to consider purchasing two new helmets if the budget allows. The Chief also asked for more detail on equipment purchased at the end of 2015 in order to prepare for the arrival of the new equipment.

The Chief is going to contract with Billy Carroll to cater the 2016 installation dinner. He requested that the \$15K budgeted by the District be allocated as follows: \$500 for Whyte Hall cleaning fee, \$14,500 for catering. The Board agreed. Commissioner Coluccio reminded the Chief that there must be a formal committee for the installation dinner, with meetings documented in minutes.

The mutual aid plans signed off on by the Department and District were sent to Suffolk County. The Chief also sent the Department's tax exempt status paperwork to the Town of Brookhaven and he returned the FRES survey on active membership.

The Board will discuss the District's policy on access to the Commissioners' Room and uniform closet, then inform the Chief of what is decided.

The Chief plans to bring a new copier/printer/scanner to the Fire House for the Communications Room. Mark Gazdik continues to work with Commissioner Coluccio on getting a static IP address.

The Department has been discussing different options for transportation of fuel tanks and will speak with Commissioner Teague further.

Insurance

Commissioner Barry reported that Mass Mutual has issued paperwork to be completed by the District for the three Department members that have not filed for the VFIS benefits owed them. Mass Mutual also provided a template letter, which will be sent to the three members with the Chief copied on each. Once the paperwork is returned, checks will be cut to each member for the funds due them.

There was discussion about changing the current universal life insurance policy to a term life policy and increasing the coverage to \$15K from the current \$10K. The Chief supported the change and asked that any change be communicated to Department members as soon as feasible. Commissioner Corradino made a motion to convert the life insurance policy to a term life policy. Commissioner Coluccio seconded, all approved. Commissioner Corradino made a motion to increase the coverage to \$15K if the change would not increase the premium by more than \$500 per year. Commissioner Basta seconded, all approved.

Apparatus/Equipment/Radios

Commissioner Teague reported via email that the primer has been installed in the portable pump, locks have been changed, the portable pump has been mounted on a cart, and the garage door opener in the old firehouse has been replaced. The items ordered at the end of 2015 are arriving, including the first order of hose, the hose roller, helmet badges, and Frank Strasser's gear.

In regard to Water Island, the town has secured FEMA funding for a project to run a water main from the Pines to Davis Park. The main will be for firefighting use only. It likely will not be completed until winter 2016/17. In the interim, Commissioner Teague continues to work with the Fire Marshal and the Department on a temporary solution.

At a future meeting, Commissioner Teague would like to discuss the current makeup of the Department in light of the requirement that the Department consist of 55% residents.

Budget/Records

Commissioner Coluccio reported that the truck payment of \$44K will be due before the next meeting. She will start to prepare the invoice for Water Island coverage, but the three-year contract must still be finalized. Commissioner Coluccio requested that Commissioners provide her with documentation for all items that are being encumbered for the 2015 audit.

The Chief asked whether the District will be covering the cost of the gold insignias purchased in 2015. The Board will discuss.

Public Relations/LOSAP/Alarms/ISO

The Board still needs to find a new ISO coordinator. Commissioner Basta noted that the Board may want to consider a consultant. He also asked the Chief to put forward any names he would like considered.

Grounds/Lone Hill Purchase

The Board discussed the potential purchase of property and contingencies that would be included in the contract. Commissioner Barry will send the draft contract to the Board and set up a call with Bill Glass to discuss. The Chief asked the Board to discuss the potential purchase with Department members as soon as possible.

Old Business

Uniform Policy – The Chief reviewed his recommended changes to the draft policy. The Board discussed. The draft will be revised, then reviewed by Bill Glass before the Board considers adoption.

Policy on Access to Commissioners' Room – The Board agreed that access should be limited to District Board and District employees.

Commissioner Corradino reported that lifetime member Antoinette Gentile passed away on February 7, 2016.

Commissioner Barry adjourned the meeting at 11:58am.