

**Fire Island Pines Fire District
Board of Commissioners Meeting Minutes
April 18, 2015**

The meeting was held at the Fire Island Pines Fire House, attended by Commissioners Richard Barry, Frank Corradino, Rosemary Coluccio, Mark Basta and Doug Teague; District Treasurer Peter Weigel; District Secretary Sabrina Shulman; and Chief Bo Fridsberg.

Commissioner Barry called the meeting to order at 1:15pm

Correspondence Review

- Fire District of New York Mutual Insurance Co. – Notice of new coverage options for Department members (Commissioner Barry will follow up)
- Brookhaven Town Volunteer Firefighter Museum
- Suffolk County Volunteer Firefighter Burn Center Fund
- Electronic Federal Tax Payment System
- BTFDOA Meeting notice
- Dept. of Fire Rescue and Emergency Service
- Percy Hoek
- NYS Dept. of Taxation and Finance
- East End Hose Testing
- Bank of America
- Nassau NDI Diagnostics
- Westins Marine Center
- Sayville Ferry Service
- Bryans & Gramuglia CPAs

Approval of Minutes

Commissioner Corradino made a motion to approve the minutes from the March 1, 2015, meeting of the Board of Commissioners. Commissioner Teague seconded, all approved.

Treasurer's Report

Treasurer Weigel presented the Fire Island Pines Fire District Treasurer's Report and Invoice Review for March 2015. The budget to actual report was discussed and the authorized expenditure list was reviewed.

The property tax revenue from 2014 has been received. A revised LOSAP bill has been requested prior to payment. An invoice was received for a new switch on No. 10.

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

Commissioner Basta reviewed the general and reserve account statements for January-March 2015.

Review of Alarms/Chief's Report

Alarms:

3/11/15	Whyte Hall (auto alarm)	3399
3/27/15	Cherry Grove structural fire (mutual aid)	3400

3/28/15 Pines Pantry (auto alarm) 3401

Officers Meeting: (recorded separately as per ISO)
4/11/15 0801

Department Meetings:

4/11/15 FIP Fire Department 0784
4/14/15 Chiefs' Council, Bay Shore FD 0785
4/16/15 FILESEC, Saltaire FD 0786

Drills:

3/15/15 PESH/OSHA 0765
4/11/15 FIP Fire Department 0766
4/18/15 Field Training SCFA, Yaphank with OBFD 0767

A local doctor must conduct maintenance on AEDs. Chief Fridsberg requested that the District appoint Dr. Ed Schulhafer. The Commissioners agreed and Commissioner Barry will submit the appropriate form to Suffolk County.

The Chief requested approval to purchase uniform insignias for the Department secretary and treasurer. Commissioner Corradino noted that the expense is not budgeted, but that he would forgo his uniform this year if it frees up funds for the expense. The Chief will look into what other local departments do. Commissioner Barry will follow up with a recommendation based on that information.

The ISO requirement for nozzle testing was discussed at the recent officers' meeting. Commissioner Teague requested that the officers get clarification on what specifically is required. The Chief will look into it and follow up.

The Department has access to elevator keys for Whyte Hall and the Danikki building, but not the Pavilion. The Chief will request that a key be made accessible for the Pavilion.

Six helmets ordered in 2014 have arrived without shields, which need to be ordered. The Chief will price out the shields and follow up with a specific expense request.

Jordan Cohen is putting together an equipment kit for the new No. 9.

It has been difficult getting Workers Compensation paperwork from firefighters when an incident occurs. Walter Boss and Kim McGlone have not responded to requests to return paperwork for the March 27, 2015 alarm. Doug Teague and Holly Teague returned their paperwork and it has been filed with the carrier.

Apparatus/Equipment/Radios Report

Commissioner Teague reported that there are continued problems with the radios and consoles. He will arrange to have the radio company come look at them. Around a dozen flashlights and chargers need to be replaced. He is researching the cost and will bring a recommendation to the Board later in the season. The snow blowers were serviced and stored. It's likely that one new one will be needed before next winter. The LDH valve service kits worked out, so there's no need for new valves. All vehicles except for Nos. 9, 9A, and 10 have had their annual service.

Commissioner Teague reported that the cost of having No. 9A detailed is \$300. Commissioner Coluccio made a motion to approve the expenditure. Commissioner Corradino seconded, all approved.

Commissioner Barry announced that the District will put an ad in the LI Advance to sell the quad. If no one responds, the scrap value will be assessed.

Commissioner Coluccio reported that an RFP will be sent out shortly to find a vendor for the equipment audit.

Budget/Records/Insurance Report

Commissioner Coluccio reported that all insurance policies have been paid. She will set up the new office equipment in early May and develop a file management strategy.

It was clarified that Workers Compensation claims from the March 27 mutual aid response in Cherry Grove should go on the Cherry Grove Fire Department policy.

Commissioner Teague reported that the question about liability insurance for parking No. 9 in the Sayville Ferry lot has been resolved. He also reported that the budgeted expenses for snow removal have almost been exhausted. Future discussion will be held about budget adjustments to compensate if needed.

Public Relations/LOSAP/Alarms/ISO

Kyle Merker has been invited to be in an Ancestry.com commercial. His great grandfather was a volunteer firefighter and he requested permission to bring his helmet and gear to LA for filming. Commissioners granted permission, pending confirmation from legal counsel that there are no legal issues. Commissioner Barry received confirmation from Bill Glass that it's permitted.

Commissioner Basta will draft a District update for the May 16 FIPPOA meeting.

Grounds

Commissioner Corradino fixed a broken step on the outdoor staircase to the Fire House, cleaned the gutters and deck, and will repaint the gong. He will also develop a list of duties for staff responsible for cleaning the Fire House. And he reported that the company replacing the garage doors will be coming out soon to measure and start work.

Commissioner Basta made a motion to approve 20 additional hours of staff time for grounds maintenance. Commissioner Coluccio seconded, all approved.

Chief Fridsberg requested that the bathroom in the Fire House be redone. Commissioner Corradino will assess and develop and proposed plan.

Old Business

Chief Fridsberg is developing a document about home fire safety for distribution at the May FIPPOA meeting. FIPPOA declined to allocate funds to print new fire safety signs or to purchase visible house numbers. The Chief recommends that the Bingo proceeds from last season be used for both purposes.

Instillation of the three new Water Island in-town wells is at least a year away and there is a dire need for water access. Commissioner Teague will speak to [Chief Merman] about the community paying for temporary wells in the meantime.

Commissioner Coluccio made a motion to approve \$250 for a vendor to rewire switches in the communications room. Commissioner Barry seconded, all approved.

Commissioner Barry is preparing a letter to other local fire districts regarding the way they manage the financial split between their district and department.

The Department Chief and District Secretary will be authorized to use the District's account with Sayville Ferry.

Commissioner Coluccio reported that all of the office equipment has arrived. The only additional item that will need to be ordered is a new computer.

Commissioner Barry will reach out to FIPPOA about purchasing a containment boom for incidents in the harbor. He will also do a walking survey of the community to assess homes that appear to exceed 28 feet in height.

Commissioner Barry adjourned the meeting at 3:29pm.