

FIRE ISLAND PINES FIRE DISTRICT
COMMISSIONER MEETING AUGUST 3, 2024

MEETING CALLED TO ORDER BY CHAIRMAN BOSS AT 12:30 P.M.

Present:

Walter Boss, Chair
Holly Rhodes-Teague, Vice Chair
Joseph Geiman
Eugene Cook
Rosemary Coluccio
Richard Barry, Secretary
Robert Marzella, Treasurer
Kyle Merker, Department Chief

SECRETARY REPORT -

Discussed the filing of our Annual Election paperwork with the Town Clerk's office. We have received back the notarized form from the Clerk's Office.

Completed paperwork for FDNY regarding Sean Meehan

Will need a copy of our current procurement policy. We need to perhaps adjust it on the advice of Grant Writers.

Still awaiting the OneDrive account information. Commissioner Coluccio says she will complete the task by August 16th to straighten out the issue.

Discussed LENS report provided by NY State. After discussion it was determined that I will reach out to William Glass for clarification as to whether the District Secretary can handle this job task.

Chairman Boss reiterated the policy of the Board, that no one contacts Bill Glass directly. The Chairman will be the contact person for the District's Attorney or someone with permission from the Chair to contact the District's Attorney.

MOTION MADE by Commissioner Boss and seconded by Commissioner Rhodes-Teague to accept the minutes of the July 9, 2024 meeting. All Commissioners voted in favor to accept the minutes.

TREASURER REPORT -

Reconciliations from April 1st to July 31st have been completed and reviewed by Commissioner Rhodes-Teague.

Discussion was had regarding savings.

MOTION MADE by Commissioner Boss and seconded by Commissioner Rhodes-Teague that we open a three month CD in the amount of \$50,000.00. All Commissioners voted in favor.

Discussion regarding the Water Island contract was had. We are in receipt of \$42,650.00. We will pull the contract to see what needs to be sent to the Department and start the process for the renewal with the Water Island contract.

The treasurer discussed budget to actual, hose testing fees for hourly employees, social security costs for new employees. Also discussed was door replacement, generator expenses, lock.

MOTION MADE by Commissioner Colluccio and seconded by Commissioner Cook, to take \$25,012.00 from "Transfer to Reserve" line of operating budget to offset budgeted increases as follows: Salaries of \$11,710.00; Social Security and Medicare of \$1,618.00; payroll processing fees of \$129.00; and additional audit fees of \$11,555.00. All Commissioners voted in favor.

MOTION MADE to accept the Treasurer's report by Commissioner Cook and seconded by Commissioner Geiman. All Commissioners voted in favor to accept the Treasurer's report.

CHIEF'S REPORT -

ALARMS

#3986	7/12/24	36 FIB	Carbon Monoxide
#3987	7/13/24	100 FIB	Grill Fire
#3988	7/24/24	37 FIB	Automatic Alarm in Storage Area "Chief's Investigation"
#3989	7/24/24	57 Pickety Ruff	Assist SCPD with Medical
#3990	7/31/24	41 Pickety Ruff	Heat Detector Activation in Shed
#3991	7/31/24	36 FIB	Carbon Monoxide Alarm

MEETINGS

#1321	7/13/24	Department Meeting
#1322	8/3/24	Department Meeting

DRILLS

#1351	7/13/24	Attack Line Drill - Water Island with Cherry Grove
#1352	7/17/24	Requalify 2 & 10 Drivers
#1353	8/3/24	Helicopter Drill

WORK DETAIL

#1173	7/27/24	Community Barbeque
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Membership Status

Robert Liquori	Auxiliary member	Arson check complete and OK
Lisa Solomon	Auxiliary member	Arson check complete and OK

A discussion was had as to how many Auxiliary members are permitted to be involved, and the cap is 20. With the addition of these two new members the membership will be at 20.

MOTION MADE by Commissioner Geiman and Seconded by Commissioner Cook to retroactively accept membership of Robert Liquori as an Auxiliary Member from May 2024 Meeting. All Commissioners voted in favor.

MOTION MADE by Commissioner Geiman and Seconded by Commissioner Cook to accept membership of Lisa Solomon as an Auxiliary member. All Commissioners voted in favor.

A discussion was had regarding Keith Connor Beutel and Christian Halpin, as prospective firefighters. Upon receipt of Arson and Background checks they will be presented to the board for a vote at the next meeting.

Requests/Comments

1 Request for 10 flashlights for Auxiliary - \$200. Discussed at prior meeting.

MOTION MADE by Chairman Boss and Seconded by Commissioner Coluccio for the purchase of 10 flashlights in the amount of \$200.00. All Commissioners voted in favor.

2 Request for Storz Spanner Wrenches - \$200. Discussed at prior meeting.

MOTION MADE by Chairman Boss and Seconded by Commissioner Cook for the purchase of \$200 of Storz Spanner Wrenches. All Commissioners voted in favor.

3, 4, 5 On order and still waiting for 3 sets of irons, Ex-Chief Insignia, and an Order for 2 Hose Washers.

6 Yellow Guidelines in FH under #1 & #4 is in progress. Supply items have been ordered.

7 Water Rescue Bags have been installed in Water Island.

8 Received the Visibility Vests for Auxiliary.

9 Maltese Cross Logo on the firehouse needs to be cleaned. Maintenance staff will be reminded.

10 Discussion regarding Water Island Hose boxes. There are no drains in the boxes and no air-flow. Most boxes are now warped. Someone needs to contact the Water Island Association to remind them that it is their responsibility for maintenance. Chairman Boss advised that he would contact them. Chief Merker will supply the contact information for Association representative. There are approximately eight boxes.

11 Discussion was had concerning a vehicle for 2nd Chief. Supposedly the Etryke was listed on Auctions International website for sale. When we get the results of the auction the Board will have a better idea of what can be spent for a vehicle for the 2nd Chief.

A discussion was had regarding the upcoming Department elections and some of the proposed members who are running. It was determined that we might need some clarification from Board counsel.

A request was made by Chief Merker to go into Executive Session regarding a personnel issue.

MOTION MADE by Commissioner Rhodes-Teague and Seconded by Commissioner Cook to go into Executive Session regarding a personnel issue. All Commissioners voted in favor.

(Whereupon there was an Executive Session conversation held among Board Members and the Chief.)

COMMITTEE REPORTS

Apparatus, Equipment, Radios - Commissioner Geiman

Conversation was had regarding the siren on the west end, IWT looked at. Took out a part on the West End siren to make the East End siren work. Module needs to be replaced on West End Siren. Will check with Brendan to see if he can fix the siren. Will find out what pricing is on module. The East End siren is important since it is so far from the firehouse. West End Siren is closer.

Outlets are done in the old firehouse for 5-28-2 & 10.

Conversation was had regarding the old firehouse and what might need to be done in the future.

BUDGETS, AUDIT, PUBLIC RELATIONS - COMMISSIONER COLUCCIO

Commissioner Coluccio expressed her gratitude to our new Treasurer and Commissioner Cook for all of their hard work of trying to get the books and records back together.

Commissioner Coluccio talked about anticipated interest of approximately \$12,000 in the reserve account. This amount will have to stay in the reserve fund, not the general fund.

INSURANCE, LOSAP, RECORDS - COMMISSIONER COOK

Will talk to Bob Hester, our Insurance broker regarding filing a claim for the theft that took place. Commissioner Boss, Cook, Coluccio will have a conference call with him on Tuesday to determine the best way to proceed. Commissioner Coluccio will provide a timeline of the incident.

Commissioner Cook has already notified the broker on the insurance renewal questionnaire about the theft.

We discussed the bank reconciliations, and posting of various charges to the books of the District. Everything at the moment is balanced.

LOSAP retroactive payments have been made.

GROUNDS - COMMISSIONER BOSS

The door was put in. We have the lock that will go in next week. All combinations will be the same at all doors.

Conversation was had regarding cleaning of the old firehouse.

The camera system was discussed. It was suggested that the Pantry review the system to get a price for updating our security system.

We will get a price for the drains for HVAC system and generator pricing.

RECORDS, RECONCILIATIONS - COMMISSIONER RHODES-TEAGUE

Pink sheets were reviewed for 6/22/24 until 8/3/24

Bank reconciliations were completed from April 1st, 2024 until July 31, 2024.

The State Association had an email that talked about budgets and timing for budgets.

OLD BUSINESS/NEW BUSINESS

Chief Merker said that the department is willing to pay for half of the updating of the website.

At the next meeting we will review for approval Meeting Minutes of April and May 2024.

Commissioner Rhodes-Teague spoke of the November 12th OSHA requirement meeting. Approximately 12 department members did write to their representatives concerning the new OSHA requirements.

We have looked into the local company that cleans uniforms. We will need to come up with a protocol on how to proceed with cleaning members' gear.

MEETING CONCLUDED AT 2:30 p.m.