

FIRE ISLAND PINES FIRE DISTRICT

P.O. Box 193
Sayville, New York 11782
631-597-6860

Fire District Commissioners' Meeting – minutes

34 Fire Island Boulevard
Fire Island Pines, NY 11782
September 11, 2021

Present

Commissioner Douglas Teague, Vice-chairman
Commissioner Walter Boss
Commissioner Francis Corradino
Secretary/Treasurer Patrick Forrett
Fire Island Pines Fire Department Chief Joseph Geiman

Newly elected Commissioner, Eugene Cook, also attended the meeting.

Commissioners Richard Barry, Chairman, and Rosemary Coluccio were not in attendance.

Order

The meeting was called to order by Comm. Teague at 3 PM.

Minutes

- Review of prior meeting's minutes

MOTION: Comm. Boss moved to accept the draft minutes from the August 14, 2021, meeting. Comm. Corradino seconded the motion; all were in favor, and the motion passed.

Correspondence Review

Typical monthly bills and utilities: Bank of America credit card, PSEG Long Island, Verizon, payroll, All-American Awards and Uniforms. Morgan Auto Supply, Brinkmann's, Flower Girls, South Shore Fire & Safety. These bills were presented as vouchers to the Board for approval and payment.

Other: –none–

Secretary / Treasurer's reports

The District laptop failed the day before the Board meeting. As a result, Treasurer Forrett was not able to prepare the usual Treasurer's reports and bank reconciliations. They will be prepared for and presented at the next Board meeting.

Note: these reports were subsequently prepared and presented to the Board. They are attached to these minutes for the sake of completeness in reporting.

CHIEF'S REPORT

Alarms:

- #3811 – 8/16/2021 – I/F/O 156 Pine Walk – electrical hazard
- #3812 – 8/18/2021 – 148 Ocean Walk – Assist SCPD – Aided case
- #3813 – 8/19/2021 – I/F/O 206 Holly Walk – electrical hazard
- #3814 – 8/21/2021 – 385 Ocean Walk – electrical hazard
- #3815 – 8/22/2021 – I/F/O 84 Teal Walk – electrical hazard
- #3816 – 8/25/2021 – 399 Ocean Walk – Structure Fire – BBQ against wall
- #3817 – 9/01/2021 – 5 Ocean Walk – Co-ops – automatic alarm
- #3818 – 9/02/2021 – FIB west of Pine Walk – electrical hazard
- #3819 – 9/04/2021 – 495 Tarpon Walk – outside fire – BBQ against railing

FIRE ISLAND PINES FIRE DISTRICT

Meetings:

#1216 – 8/28/2021 – department meeting

#1217 – 9/11/2021 – department meeting

Drills:

#1233 – 8/18/2021 – Alt. Drill #5 – hydrant operations / hose handling in Carrington Tract

#1234 – 8/28/2021 – Drill #11 – TNT rescue tool training / air bag training

#1235 – 9/11/2021 – Drill #12 – CPR / AED

Work detail:

#1158 – 8/21/2021 – remove water rescue bags before Hurricane Henri

#1159 – 8/24/2021 – replace water rescue bags after Hurricane Henri

Membership status:

New Member – James R. Flanagan – arson check completed. Awaiting physical.

Requests / comments:

1. LOSAP report for August 2021
2. eTrike in Service for practice only
3. 2022 Department election results submitted
4. Thank you for paying for the car for the TNT drill
5. Request purchase of “Fire Line – Do Not Cross” Tape from Best Materials (sales@bestmaterials.com) – two cases of eight (16 total) – \$83.15 each. Total \$166.30.

The Chief also asked about the status of the new printer he had requested for the Communications Room. It still needs to be ordered.

MOTION: After discussion, Comm. Corradino moved to allocate up to \$200 from the Equipment appropriation for the purchase and shipping of Fire Line tape, as per the Chief’s request No. 5., above. Comm. Boss seconded the motion. All were in favor, and the motion passed.

COMMITTEE REPORTS

Apparatus, equipment, radios – Commissioners Teague and Barry

Comm. Teague informed the Board that the repair work on the spare siren was underway, and that the District is waiting for Integrated Wireless Technologies to return to the beach to install a simple timer for the traditional noon siren. Chief Geiman noted the east-end siren platform still needed to be replaced – Don Kohlhepp had already built the platform, and it needs to be put on the pole.

Because this is the time of year when the District Mechanic typically starts to repair the snow blowers, the Board discussed what the prudent approach would be this year. After discussion, the Board decided the best approach was to continue the discussions with FIPPOA and the Town of Brookhaven about having Brookhaven take up its obligations for snow removal, but the District should still prepare the snow blowers anyway. Comm. Teague will instruct the District Mechanic to schedule their repair.

Comm. Boss informed the Board he had had his own discussions with Town officials, and he was told there was no money for snow removal on Fire Island, and that we shouldn’t expect anything from the Town in this regard. Because it is already September, he felt there was no chance of any satisfactory resolution with the Town before the next snow season.

Comm. Corradino asked if the Board has a contract in place for snow removal for the 2021-2022 winter season. He said he would check the records. It is the contractor’s responsibility to secure permits from the National Park Service for the contractor’s travel on the beach with the assistance of the District.

FIRE ISLAND PINES FIRE DISTRICT

Earlier in the year there was discussion of investigating another company – Waterway – for hose and pump testing. The question is now moot because East End Hose Testing – our previous vendor – has been purchased by Waterway.

We are coming up to hose-testing season, and we do not yet know who is going to provide the service, what the logistics are, nor the timing. Comm. Teague also reminded the Board that there is a tank-to-pump valve in 5-28-1 that will likely need to be replaced during the pump testing.

Adding to the complications, the Federal Government is doing repair work to the road coming in from the bridge from Seashore Land into Kismet. This work is meant to be done within ten weeks after an indeterminate start date following Labor Day.

Comm. Teague informed the Board that 5-28-9 needs to be taken off the beach for a recall repair and for inspection. In addition, 5-28-5 is due for an inspection next spring, and the District Mechanic suggested taking care of that during the same period as the hose and pump testing so that its inspection cycle aligns with that of the other vehicles. Finally, 5-28-9A also needs to be scheduled as a follow-me truck for the pumpers.

He also told the Board he started doing research for a replacement for the Assistant Chief's quad.

Budgets – Commissioner Coluccio/Treasurer Forrett

Treasurer Forrett informed the Board that the payment for the Water Island Fire Protection District had been received and deposited. He had not provided the 27.5% payment to the Department because there had been discussion of the Department using those funds to contribute to LOSAP. This discussion was not yet resolved, so the question was deferred to the next meeting.

Treasurer Forrett also informed the Board that the final bond payments with regards to the 2016 Referendum had been made. With that, the District owned the Annex at 32 Lone Hill Walk outright, and that Referendum could be closed.

MOTION: After a very brief discussion, Comm. Corradino moved to close the July 2016 Referendum. Comm. Boss seconded the motion. All were in favor, and the motion passed.

He also informed the Board that the District had received a \$10,000 payment from Tuna Walk Productions – filming in the Pines – for the use of the Firehouse during its filming.

Comm. Teague mentioned that the District Mechanic asked for a 4% raise this year because he didn't receive a salary increase last year.

As a last note, Treasurer Forrett reminded the Board that he and Comm. Coluccio will be presenting a proposed budget to the Board at the next meeting, Saturday, October 2, and all proposed spending and wish lists should be submitted in the next two weeks. In addition, he pointed out that the New York State Town Law had changed, and the budget hearing no longer needs to be held on the third Tuesday in October, but rather can be held anytime in the third week of October. He proposed Friday, October 22, from 3 – 5 PM, and Comm. Corradino agreed to be present at that time.

Records – Commissioners Coluccio, Corradino

- None this period

Insurance, LOSAP, membership – Commissioner Barry

With Comm. Barry absent, there was no insurance discussion at this session.

Public Relations, alarms, ISO – Commissioner Boss

- No update this period

FIRE ISLAND PINES FIRE DISTRICT

Grounds– Commissioner Corradino

Comm. Corradino informed the Board that he still had not received any estimates to repair the north wall at the Annex, and that he would be expanding the list of contractors he was asking for an estimate. This will be an input into the 2022 budget.

He also mentioned he would like to have the floor of the Annex cleaned and repaired.

Chief Geiman said that the Old Firehouse lights were not working. In addition, he asked that Brendon replace the two light fixtures for the flagpole. Comm. Corradino will follow up.

Finally, Chief Geiman pointed out that we are running out of room for vehicles, particularly when 5-28-1 is replaced by what will inevitably be a longer truck. He proposed a shed in the walkway area immediately south of the old Firehouse where the plantings are now where all the Chief's vehicles could be kept. These vehicles don't need to be heated, but they do need electricity.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

- None this period

Order

Meeting adjourned by Comm. Teague at 4:05 PM.

Fire Island Pines Fire District – Treasurer’s Report

Report as of 11 September 2021

		<u>Bank Balance</u>	<u>Book Balance</u>
General fund		As of: 19-Aug-2021	10-Sep-2021
	PUB Checking Account	\$ 386,995	\$ 362,442
	PUB Savings Account	\$ 9,759	\$ 9,759
	PUB Money Market Account	\$ 2,755	\$ 2,755
	General fund accounts total	\$ 399,509	\$ 374,957
Reserve fund		As of: 31-Aug-2021	10-Sep-2021
	TD Bank Money Market Funds	\$ 518,983	\$ 518,983
	Reserve fund account total	\$ 518,983	\$ 518,983
Total liquidities and reserves		\$ 918,492	\$ 893,939
Deposits and transfers			
	Interest earned on PUB accounts 2021		\$ 60
	Interest earned on Reserve Accounts 2021		302
	Interest from Town of Brookhaven		
	Tax Warrants		398,721
	Year-end transfer from Operating to Reserve		
	Water Island Fire Protection District		
	Insurance proceeds		
	Other proceeds		1,500
			\$ 400,584
Employee payroll		This period	YTD
	Christopher J Furchert maintenance	\$ 1,592	\$ 11,146
	Christopher J Furchert hose testing		
	Maud, Dennis maintenance	510	2,550
	Scottaline, Eric maintenance	510	3,060
	Reilly, Thomas maintenance		
	Alker, Kim cleaning	880	2,920
	Forrett, Patrick A Secretary and Treasurer	400	2,800
	Scofield, Jedidiah maintenance		
	Massa, Ryan maintenance		255
		\$ 3,892	\$ 22,731
Payments Made			
	2021-07-16 Coastline Freight 464 · Alarm Maint & Repair		\$ 1,012.65
	2021-07-16 SES, Inc. 475 · Medical Exam		770.00
	2021-07-16 Craig, Fitzsimmons & Meyer LLP 1 · Audit		7,626.00
	2021-07-16 KNR Plaques and Awards 433 · Annual Dinner		1,018.00
	2021-07-16 Morgan Auto Supply 460 · Equipment Maint & Repairs		452.15
	2021-07-16 Firematic Supply Co Inc. A3410.2 · Equipment Purchase		791.89
	2021-07-16 The Long Island Advance, Inc. 416 · Publication of Notice		79.40
	2021-07-16 All American Awards & Uniforms 432 · Uniform Expense		693.25
	2021-07-16 Bank of America - 5579 5603 · Bank of America Card Service		1,225.83
	2021-07-16 PB & J Industries, Inc 410 · Office		350.00
	2021-07-16 Westin's Marine Center LLC Gas		160.70
	2021-07-22 eTrikeCo A3410.2 · Equipment Purchase		8,020.00
	2021-07-31 ACH Withdrawal -Pay F103 01 · Operating Checking		1,123.62
	2021-08-04 Suffolk County Water Authority - 421 · Water And Hydrant		3,764.70
	2021-08-04 Verizon 424 · Telephone		144.77
	2021-08-04 PSEGLI 32 Lone Hill 420 · Fuel and Electricity		51.48
	2021-08-04 PSEGLI 5 - 34 FIB 420 · Fuel and Electricity		281.84
	2021-08-04 PSEGLI 9 - Fire House 420 · Fuel and Electricity		47.83
	2021-08-04 PSEGLI 6 - Siren 420 · Fuel and Electricity		31.50
	2021-08-04 PSEGLI 0 - NS 420 · Fuel and Electricity		85.96

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

Budget to actual as of Sept. 11, 2021	Budgeted	Revision	Encumbered	Total revised	Paid to date	Remaining
REVENUE						
Brookhaven property taxes	\$ 398,712				\$ 398,721	\$ (9)
Water Island Fire Protection District	42,650					42,650
Interest income	-				363	(363)
Other income	100				1,500	(1,400)
TOTAL REVENUE	\$ 441,462				\$ 400,584	\$ 40,878
EXPENSES						
Personnel expenses	40,000			40,000	22,731	17,269
Equipment purchase	14,000			14,000	14,991	(991)
Annual bond repayment	132,275			132,275	1,138	131,138
Office supplies	1,075			1,075	717	358
Commissioner training	125			125		125
Postage	200			200	123	77
Legal	3,000	(385)		2,615	1,750	865
Audit / accounting	5,800	1,826		7,626	7,626	-
Association dues	1,000	210		1,210	1,210	-
Payroll processing	1,100			1,100	885	215
Printing and supplies	500			500	528	(28)
Publications of notice	500			500	285	215
Fuel and electricity	11,000			11,000	7,226	3,774
Water	1,000			1,000	672	328
Hydrant rentals	7,700			7,700	3,765	3,935
Telephone	1,800			1,800	1,015	785
Internet/website	600			600	50	550
Other travel	500			500		500
Uniform expenses	3,000			3,000	760	2,240
Annual dinner	18,000	(1,826)		16,174	15,129	1,045
Training	1,500			1,500	108	1,392
Firehouse & 32LHW repairs	16,000			16,000	2,242	13,758
Building maintenance supplies	1,000			1,000	109	891
Landscaping maintenance	2,000			2,000	1,120	880
Fire equipment repairs & maint.	15,000			15,000	4,849	10,151
Fire Equipment – gasoline/diesel	3,000			3,000	1,402	1,598
Fire alarm maintenance	500			500		500
Insurance: umb, prop, flood, fire, auto, life	13,000			13,000	433	12,567
Insurance: Cancer Policy	4,750			4,750		4,750
Medical Exam/Physicals	8,500	(700)		7,800	7,025	775
Snow removal	10,000			10,000	9,776	225
LOSAP	49,000	(25)		48,975	8,160	40,815
Social Security & Medicare	3,000			3,000	1,739	1,261
VFBL and Workers Compensation	15,000			15,000	14,772	228
State Unemployment	500	700		1,200	604	596
Hospital, Medical & Accident Ins	600			600	548	52
WIFPD 27.5%	11,687			11,687		11,687
Transfer to Reserve	42,500			42,500		42,500
Consultants (Fixed Assets, Losap, ISO)	750	200		950	500	450
	\$ 448,962	\$ -	\$ -	\$ 448,962	\$ 133,986	\$ 314,976

Encumbrances	Encumbered	Paid to date	Remaining
Fire alarm maintenance	\$ 21,000	\$ 3,058	\$ 17,942
Beach gear for 5-28-5	650		
Audit 2020			
Light bar for 5-28-9		2,136	

Expenditure motions

Meeting date: 2021-09-11

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Variance	Paid date	Disposition	Notes
1 Purchase of new tires for 5-28-9	10-Jan-2021	\$ 1,000.00	Nicolas Ventura	Furchert	Teague	1,000.00	-			
2 Purchase of hammer drill	10-Jan-2021	99.00	Home Depot	Furchert	Teague	99.00	-			
3 Obtention of DUNS and SAM number for grants	10-Jan-2021	450.00	G&G Municipal Consulting	Barry			(450.00)			
4 Turnout gear for FFs Micheels and Moss	13-Mar-2021	5,350.00	South Shore Fire and Safety	Geiman		1,996.40	(3,353.60)			
5 Uniforms for FFs Micheels and Moss	13-Mar-2021	1,500.00	All-American Awards	Geiman			(1,500.00)			
6 Spring clean-up of Firehouse grounds	13-Mar-2021	300.00	Flower Girls	Corradino	Corradino	300.00	-			
7 Monthly maintenace of Firehouse grounds (3 x \$120/visit)	13-Mar-2021	360.00	Flower Girls	Corradino			(360.00)			
8 Spring clean-up of 32 LHW grounds	13-Mar-2021	180.00	Flower Girls	Corradino			(180.00)			
9 Monthly maintenace of 32 LHW grounds (3 x \$90/visit)	13-Mar-2021	270.00	Flower Girls	Corradino			(270.00)			
10 Removal of large holly tree by Firehouse pole	13-Mar-2021	500.00	Flower Girls	Corradino	Corradino	400.00	(100.00)			
11 Toner	17-Apr-2021	110.00	Amazon	Forrett	Geiman	105.37	(4.63)			
12 Helmet purchase	17-Apr-2021	100.00	Amazon	Forrett	Geiman	85.80	(14.20)			
13 Three Motorola PMMN4106 XE500 Extreme Remote speaker mics	17-Apr-2021	1,500.00	Magnum Electronics	Forrett	Geiman	1,455.93	(44.07)			
14 Six Pelican 9421 replacement batteries	17-Apr-2021	350.00	Adorama	Forrett						
15 Replacement hose as requested by Chief	17-Apr-2021	2,000.00	Firematic	Geiman						
16 Screen door for Annex	22-May-2021	90.00		Corradino	Corradino		(90.00)		Done	
17 Rental of electric boom lift	22-May-2021	1,300.00	BigRentz	Barry	Barry	1,286.42	(13.58)			
18 Extension of electric boom lift rental	19-Jun-2021	TBD	BigRentz	Barry	Barry		#VALUE!			
19 Transfer surplus Reserve dollars back to Reserve Fund	13-Jul-2021	326.38	FIP Fire District	Forrett	Coluccio	326.38	-		Done	
20 Transportation of a vehicle to use in TNT tool training	14-Aug-2021	500.00	Coastline Freight	Forrett	Teague	500.00				
21 Transportation of a vehicle to use in TNT tool training	14-Aug-2021	100.00	Kevin's Towing	Forrett	Teague					
22 Transportation of three gas cans	14-Aug-2021	125.00	Coastline Freight	Forrett						

Total expenditures

\$ 16,510.38

\$ 7,555.30

Non-expenditure motions

Meeting date: 2021-09-11

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Paid date	Status	Notes
1 Transfer from Legal to Association Dues	10-Jan-2021	-\$185.00	Board	Forrett		-\$185.00	11-Jan-2021	Done	
2 Transfer from Legal to Association Dues	10-Jan-2021	\$185.00	Board	Forrett		\$185.00	11-Jan-2021	Done	
3 Transfer from Legal to Consulting	10-Jan-2021	-\$200.00	Board	Forrett		-\$200.00	11-Jan-2021	Done	
4 Transfer from Legal to Consulting	10-Jan-2021	\$200.00	Board	Forrett		\$200.00	11-Jan-2021	Done	
5 Transfer from LOSAP to Association Dues	13-Mar-2021	-\$25.00	Board	Forrett		-\$25.00	14-Mar-2021	Done	
6 Transfer from LOSAP to Association Dues	13-Mar-2021	\$25.00	Board	Forrett		\$25.00	14-Mar-2021	Done	
7 Transfer from Medical Exams/Physicals to NYS Unemployment	13-Jul-2021	-\$700.00	Board	Forrett		-\$700.00	13-Jul-2021		
8 Transfer from Medical Exams/Physicals to NYS Unemployment	13-Jul-2021	\$700.00	Board	Forrett		\$700.00	13-Jul-2021		
9 Transfer from Annual Dinner to Audit and accounting	13-Jul-2021	-\$1,826.00	Board	Forrett		-\$1,826.00	13-Jul-2021		
10 Transfer from Annual Dinner to Audit and accounting	13-Jul-2021	\$1,826.00	Board	Forrett		\$1,826.00	13-Jul-2021		