

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
August 13, 2022

Present

Commissioner Francis Corradino, Chairman of the Board
Commissioner Walter Boss
Commissioner Rosemary Coluccio
Commissioner Eugene Cook
Secretary/Treasurer Patrick Forrett
Fire Island Pines Fire Department Chief Joseph Geiman

Commissioner Douglas Teague, Vice-Chairman, was not present.
The Board was joined by Holly Rhodes-Teague for the meeting.

Order

The meeting was called to order by Comm. Corradino at 11:35 PM.

Death of Commissioner Douglas Teague

It is with profound sadness that the Board of Fire Commissioners of the Fire Island Pines Fire District notes the death of Douglas Teague, Fire District Commissioner, Vice-chairman of the Board, and 40-year veteran and former Chief of the Fire Island Pines Fire Department. He is sorely missed.

Minutes

- Review of prior meeting's minutes

MOTION: Comm. Boss moved to accept the draft minutes of the June 2022 meeting. Comm. Cook 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, SES, Firematic. These bills were presented as vouchers to the Board for approval and payment.

Other: –none–

Secretary / Treasurer's reports

- Monthly banking reconciliations
 - PUB savings and money-market accounts to July 19
 - TD accounts to July 31
- Treasurer's and Budget-to-Actual reports for to August 12

Forrett informed the Board that M&T Bank had completed its purchase of Peoples' United Bank, leaving the Board without a banking branch in Sayville. He also noted that he had been contacted by someone at JP Morgan Chase Bank who deals specifically with municipal government entities. The Board discussed officially changing the primary banking relationship to JP Morgan Chase upon set-up and full functionality of bank accounts.

MOTION: After discussion, Comm. Coluccio moved that the Board set up an operating checking account and two savings accounts with JP Morgan Chase Bank, and, once done, change its primary banking relationship from

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Peoples' United Bank / M&T Bank to JP Morgan Chase Bank. Comm. Cook seconded the motion; all were in favor, and the motion passed.

CHIEF'S REPORT

Alarms:

#3865 – 07/13/2022 – 57 Picketty Ruff Walk – garbage pail fire against building
#3866 – 07/16/2022 – Atlantic Ocean @ Atlantic Walk – water incident
#3867 – 07/17/2022 – 422 Ocean Walk – service call – assist SCPD w/aided case
#3868 – 07/17/2022 – Fire Island Pines Marina – fuel spill
#3869 – 07/25/2022 – 272 Floral Walk – electrical hazard
#3870 – 07/29/2022 – 37 Fire Island Blvd. – automatic alarm
#3871 – 07/31/2022 – 564 Driftwood Walk – CO alarm
#3872 – 08/01/2022 – 243 Bay Walk – service call – water leak
#3873 – 08/02/2022 – Bay Walk, Water Island – structure fire – no fire
#3874 – 08/04/2022 – 253 Atlantic Walk (Co-ops) – automatic alarm
#3875 – 08/08/2022 – 289 Bay Walk – structure fire – small fire in wall
#3876 – 08/10/2022 – 36 Fire Island Blvd. – CO alarm
#3877 – 08/10/2022 – Beach @ Coast Guard Walk – Chief's investigation – bonfire
#3878 – 08/11/2022 – I/F/O 151 Ocean Walk – electrical hazard

Meetings:

#1255 – 07/23/2022 – Department meeting
#1256 – 08/06/2022 – Department meeting
#1257 – 08/09/2022 – Emergency Department meeting – Zoom
#1258 – 08/13/2022 – Department meeting

Drills:

#1277 – 07/13/2022 – driving drill
#1278 – 07/23/2022 – Drill #7 – Pines Party pre-plan
#1279 – 07/17/2022 – SCFSA Training – Yaphank – Class "A" fires
#1280 – 08/06/2022 – Drill #8 – Water Island
#1281 – 08/13/2022 – Drill #9 – ladders and roof operations with chain saw

Work detail:

#1164 – 07/30/2022 – 2022 Community BBQ & open house
#1165 – 08/08/2022 – prep equipment for Comm. Teague's funeral

Membership status:

New Member – James R. Flanagan – still pending

Requests / comments:

1. July 2022 LOSAP report
2. Slate of 2023 officers submitted.
3. Weatherproof electrical outlet installed by Brendan Egan outside firehouse over corner bench.
4. Bathroom window installed on north wall of Annex in place of slider.
5. Received entire 2022 hose order from Firematic.
6. Price quote from Pines Pantry for new Communications Room printer, scanner, copier, and fax – HP Wireless Monochrome – purchased, delivered, and installed – \$378.

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7. Requesting replacement batteries for portable radios: five Motorola HNN4003A batteries @ \$36.00 each from Cut-Rate Batteries for a total of \$180.
8. Requesting replacement battery for portable radio. one Motorola NTN9817A battery @ \$39.00 from Cut-Rate Batteries for a total of \$39.
9. Vehicle 5-28-9A needs to leave the beach for repair – brakes have failed
10. The new 5-28-3 is on the beach and in service
11. Request freight boat transport of vehicle for Drill #11 on Sept. 10 if a vehicle is available
12. Replacement for 5-28-1, proposed print and specification under review now by myself and District Mechanic Furchert. It is designed to be a twin to 5-28-4 except for the crew cab being replaced by an extended cab. The cost estimated at approx. \$500,000. Can purchase from Custom Fire direct under government contract from either Sourcewell or HGACBuy. No need to go out for bids. Build time has been extended to 240 days. For reference, 5-28-4 was 160 days to build.
13. Thank you for all that the Board of Fire Commissioners did to assist the Fire Department with Doug Teague's funeral

MOTION: After discussion, Comm. Coluccio moved to allocate up to \$230 from the Equipment Purchase appropriation for the purchase of replacement batteries as requested by Chief Geiman in nos. 7 and 8, above. Comm. Boss seconded the motion; all were in favor, and the motion passed.

MOTION: After a very brief discussion, Comm. Coluccio moved to allocate up to \$380 from the Office Supplies appropriation for the purchase, delivery, and installation of a fax-ready printer for the Communications Room. Comm. Cook seconded the motion; all were in favor, and the motion passed.

MOTION: After very brief discussion, Comm. Coluccio moved to allocate up to \$2,000 from the Other Travel appropriation for the transport of 5-28-1 to and from the mainland for Comm. Teague's funeral. Comm. Boss seconded the motion; all were in favor, and the motion passed.

COMMITTEE REPORTS

Apparatus, equipment, radios – Commissioners Teague and Boss

Aside from the mention of 5-28-3 being on the beach and in service, and moving 5-28-1 off and back on the Island for Doug Teague's funeral, there was no further update.

Budgets, audit – Commissioner Coluccio / Treasurer Forrett

Comm. Coluccio noted to the Board that the 2023 budget exercise season was approaching, and that people should put their wish lists together for review and discussion at the next meeting.

Records – Commissioners Coluccio, Corradino

No update this month.

Insurance, LOSAP, membership – Commissioner Cook

No LOSAP update this month beyond that the VFIS LOSAP payment error of June has been rectified. All plan members are happy.

Comm. Cook completed the questionnaire for the annual property and casualty insurance renewal.

Public Relations – Comm. Coluccio

Following the conversation about the beach bonfire on August 10 (alarm 3877, above), the Board and the Chief discussed community education and awareness. Comm. Corradino noted the Department used to hand out paper pads with fire safety notes, and Chief Geiman noted there are safety notes on the Department web site. Comm. Coluccio said she, in conjunction with Chief Geiman, would draft an informational one-pager on fire safety for distribution to the community.

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Alarms – Commissioner Boss

No update this month

Grounds – Commissioner Boss

Comm. Corradino informed the Board he had received communication from Twentieth Century Fox Production regarding the use of the second floor of the Pines Firehouse for film production organization and storage. The Board discussed a rate of \$2,500 a day with a four-day minimum (including cleaning), making sure the production company listed the District as also-insured on its insurance policy.

The Suffolk County Water Authority has written to request installation of antenna equipment on two of the District's siren poles to support the distribution of wireless water-meter readers throughout the Pines. Comm. Corradino forwarded the request to the rest of the Board for review and later discussion.

The AC unit that serves the Communications Room, the Chief's Office, and the Commissioners' Office has failed. Comm. Boss received written quotes to replace the unit from Brendan Egan of Arthur Nelsen Licensed Electricians and O'Connor Mechanical of Westport, NY. No other vendor responded to a request for a price quote.

The Board discussed how the AC units were failing, the coils were disintegrating, and how there will be much more work and cost than simply replacing the one AC unit that has failed. However, the District does not have the budget for that this year.

The Board noted a \$400 difference between the two bids and decided to pursue the repair with a vendor known to the Board and who knows the District's buildings very well.

MOTION: After a brief discussion, Comm. Coluccio moved to transfer \$15,000 from the operational savings account to the primary operational checking account to pay for the unexpected replacement of the air conditioning unit that services the Communications Room, the Chief's Office, and the Commissioners' Office. Comm. Cook seconded the motion; all were in favor, and the motion passed.

MOTION: After discussion, Comm. Coluccio moved to accept Brendan Egan's proposal, allocating up to \$15,000 for the replacement of the AC unit that services the Communications Room, the Chief's Office, and the Commissioners' Office. Comm. Cook seconded the motion; all were in favor, and the motion passed.

ISO – Commissioner Corradino

No update this month.

OLD BUSINESS:

None this period.

NEW BUSINESS:

Holly Rhodes-Teague expressed her and her family's gratitude for the kindness of the Firematic funeral service for her late husband, Doug. She also expressed her interest in being appointed Commissioner to finish Doug's term. She pointed out her 35-year tenure in the Fire Department, her service as District Secretary, and her 35 years' experience in government at federal, state, county, and local levels, along with a master's degree in public administration, giving her experience and insight in municipal and state government functioning. She also stated unequivocally that she would run for a commissioner's position when the appointed term ended.

The Board thanked her for her offer and said it would deliberate on the appointment of a replacement commissioner. Ms. Rhodes-Teague left the meeting at this point.

MOTION: After discussion, Comm. Coluccio moved to appoint Holly Teague to take up the remainder of Comm. Doug Teague's term. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Comm. Corradino said he would bring the news to Holly Rhodes-Teague and to the other appointment candidates.

Order

The meeting was adjourned by Comm. Corradino at 1 PM.

Budget to actual as of August 13, 2022	Budgeted	Revision	Updated	Paid to date	Remaining
REVENUE					
Brookhaven property taxes	\$ 301,232			\$ 301,254	(22)
Water Island Fire Protection District	42,650				42,650
Drawdown from savings					-
Insurance proceeds					-
Interest income	400			556	(156)
Other income				1,475	(1,475)
TOTAL REVENUE	\$ 344,282			\$ 303,286	\$ 40,996
EXPENSES					
Personnel expenses	42,660			21,362	21,298
Equipment purchase	26,000			18,614	7,386
Office supplies	2,000			197	1,803
Commissioner training	125			100	25
Postage	200			146	54
Audit / accounting	8,000			830	7,170
Legal	3,000	(517)	2,483	1,785	698
Association dues	1,210			1,125	85
Payroll processing	1,200			920	280
Printing and supplies	500				500
Publications of notice	500			205	295
Fuel and electricity	11,000			7,647	3,353
Water	1,000			354	646
Hydrant rentals	7,600			3,765	3,835
Telephone	1,800			1,012	788
Internet/website	1,200				1,200
Other travel	500				500
Uniform expenses	3,000			697	2,304
Annual dinner	18,000			18,338	(338)
Training	1,500				1,500
Firehouse & 32LHW repairs	16,000			5,680	10,320
Building maintenance supplies	1,000			319	681
Landscaping maintenance	2,500				2,500
Fire equipment repairs & maint.	20,000			7,300	12,700
Fire Equipment – gasoline/diesel	3,000			2,744	256
Fire alarm maintenance	500			3,054	(2,554)
Insurance: umb, prop, flood, fire, auto, life	16,000			1,103	14,897
Disability – cancer policy	5,000			3,668	1,332
Medical Exam/Physicals	8,000			7,680	320
Snow removal	10,000	517	10,517	10,517	-
LOSAP	55,000			6,450	48,550
Social Security & Medicare	3,000			1,634	1,366
VFBL and Workers Compensation	15,000			11,586	3,414
State Unemployment	2,000			565	1,435
Hospital, Medical & Accident Ins	600				600
WIFPD 27.5%	11,687				11,687
Transfer to Reserve	42,500				42,500
Consultants (fixed assets, LOSAP, ISO)	1,500				1,500
	\$ 344,282	\$ -		\$ 139,398	\$ 204,884
	\$ -				
Encumbrances					
Alarm maint. and repair	\$ 3,200.00			\$ 3,200.00	-
Building repairs	\$ 10,000.00				

Fire Island Pines Fire District – Treasurer’s Report

Report as of 2022-08-13

	<u>Bank Balance</u>	<u>Book Balance</u>
General fund	As of: 19-Jul-2022	13-Aug-2022
PUB Checking Account	\$ 288,473	\$ 271,539
PUB Savings Account	\$ 97,808	\$ 97,808
PUB Money Market Account	\$ 2,576	\$ 2,576
General fund accounts total	\$ 388,857	\$ 371,923
Reserve fund	As of: 31-Jul-2022	13-Aug-2022
TD Bank Money Market Funds	\$ 562,222	\$ 562,222
Reserve fund account total	\$ 562,222	\$ 562,222
Total liquidities and reserves	\$ 951,079	\$ 934,145
Deposits and transfers		
Interest earned on PUB accounts 2022		
Interest earned on Reserve Accounts 2022		
Interest from Town of Brookhaven		
Tax Warrants		301,254
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		
Insurance proceeds		
Other proceeds		1,475
		\$ 302,729
Employee payroll	This period	YTD
Christopher J Furchert maintenance	\$ 1,672	\$ 11,703
Christopher J Furchert hose testing		
Maud, Dennis maintenance	536	3,749
Scottaline, Eric maintenance	268	2,410
Reilly, Thomas maintenance		
Forrett, Patrick A Secretary and Treasurer	500	3,500
Scofield, Jedidiah maintenance		
Massa, Ryan maintenance		
	\$ 2,975	\$ 21,362
Payments Made		
2022-06-18 US Postal Service		116.00
2022-06-30 ACH Withdrawal -Pay F103		946.54
2022-06-30 PSEGLI 9 - Fire House		26.08
2022-06-30 PSEGLI 32 Lone Hill		40.08
2022-06-30 PSEGLI 5 - 34 FIB		247.26
2022-06-30 PSEGLI 0 - west-end Siren		17.66
2022-06-30 Coastline Freight		116.25
2022-06-30 B. Schlesinger & Sons Uniforms		970.00
2022-06-30 Bank of America - 5579		3,131.10
2022-07-08 SES, Inc.		630.00
2022-07-08 Pines Pantry, Inc.		19.39
2022-07-08 Brinkmann's		270.00
2022-07-08 Westin's Marine Center LLC		253.50

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

Fire Island Pines Fire District – Treasurer’s Report

2022-07-08	Craig, Fitzsimmons & Meyer LLP	250.00
2022-07-08	Arthur Nelsen Licensed Electricians, Inc.	900.00
2022-07-08	Weeks & Reichel Printing Inc	1,021.00
2022-07-08	KNR Plaques and Awards	300.00
2022-07-08	Morgan Auto Supply	337.13
2022-07-08	Nassau NDI Diagnostics	6,595.00
2022-07-08	Firematic Supply Co Inc.	199.30
2022-07-08	All American Awards & Uniforms Inc.	189.30
2022-07-08	Verizon	140.63
2022-07-29	PSEGLI 0 - west-end Siren	35.47
2022-07-29	PSEGLI 6 - east-end siren	19.41
2022-07-29	PSEGLI 9 - Fire House	104.44
2022-07-29	PSEGLI 5 - 34 FIB	307.86
2022-07-29	PSEGLI 32 Lone Hill	53.72
2022-07-31	ACH Withdrawal -Pay F103	947.18
2022-08-05	Bank of America - 5579	1,585.58
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