

# 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  
April 22, 2023

### Present

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

### Order

The meeting was called to order by Comm. Corradino at 10:05 AM.

### Minutes

- Review of prior meeting's minutes

**MOTION:** Comm. Coluccio moved to accept the draft minutes of the March 18, 2023, meeting. Comm. Rhodes-Teague 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, Brinkmann's, VFIS, and South Shore Fire & Safety. These bills were presented as vouchers to the Board for approval and payment.

*Other:* –none–

### Secretary / Treasurer's reports

- Monthly banking reconciliations
  - M&T checking account to March 19
  - TD accounts to March 31
  - Chase operating checking, savings, and money market accounts to March 31
- Treasurer's and Budget-to-Actual reports for or to April 2022
- Motions list – expenditure and non-expenditure motions for 2023 thus far
- Capturing motions done by e-mail
  - None this period

**MOTION:** After very brief discussion, Comm. Coluccio moved to accept the Treasurer's reports. Comm. Boss seconded the motion; all were in favor, and the motion passed.

### CHIEF'S REPORT

Alarms:

#3907 – 04/14/2023 – 147 Atlantic Walk – Co-ops – automatic alarm

#3908 – 04/21/2023 – Mutual Aid to Cherry Grove – 1 Ocean Walk – automatic alarm

Meetings:

#1265 – 04/15/2023 – Department meeting

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## Drills:

#1289 – 04/15/2023 – Drill #1 – signals / incident command / mutual aid / call signs

## Work detail:

None

## Membership status:

Transfer of membership: Simeon Kline from auxiliary to firefighter

New auxiliary member: Mario Priola

New firefighters: Brian Bonci, Heng “Matt” Kaing, Jake Tinsley

Requesting permission for all to be approved pending the results of their physical exams. Need physicals for Bonci, Kaing, Tinsley, Kline, and a drug test for Priola; all were approved at the April 15 Officer’s/Department Meeting. Also, would like permission for another new firefighter, Carlos De La Puente (who will be approved at the May 6 Officer’s/Department Meeting) to take his physical exam on May 13. Arson checks have been completed on all; just waiting for return of Bonci’s arson check. Next Commissioners’ Board meeting is May 20 – after the physicals.

## Requests / comments:

1. LOSAP report for January thru March 2023
2. Beneficiary Form for Firefighter Mark Gazdik; Mark has achieved age for LOSAP.
3. Discuss grant process for new SCBAs and turnout gear via The Grant Guys on Long Island
4. Vehicle 5-28-9A is out of service – needs new engine for between \$6,500 (used) and \$9,800 (new). Do not recommend replacing engine – proposal for Blue Point Fire Department vehicle.
5. Sending out for repair one SCBA unit and one Department pager.
6. Request replacement item for one Streamlight 90510 Survivor LED flashlight without charger, yellow – 175 Lumens @ \$99.95 from Amazon.
7. Request purchase of five Quik-Clot Gauze – 3” x 2’ @ \$18.99 each from Amazon. Total of \$94.95.
8. 2023 hose has been ordered; came in under budget: \$1,500 vs. expected \$2,000
9. Request budget items: forcible entry irons, safety cans (from Grainger), mini spanner wrenches, and one of the Class A / Class B Uniforms for Firefighter Rob Kral. (He never received a new uniform; he has been using a hand-me-down.)

**MOTION:** After a brief discussion, Comm. Boss moved to approve the change of membership for Simeon Kline from auxiliary to Department member, and to authorize regular Department physical exams for Priola, Bonci, Kaing, Tinsley, and De La Puente, listed above. Comm. Cook seconded the motion; all were in favor, and the motion passed.

The Chief informed the Board he had spoken with Kevin Mulrooney of The Grant Guys, based in Long Island. Based on a conversation about the District’s size and equipment, he felt an NFDA grant application would be very viable. He said we would need an active Federal Government SAM.gov account, which is probably three full 8-hour days to obtain. Former Commissioner, Rich Barry, who recently did this work for another entity, said he would do the work for the District.

Fee for the grant-writing service is \$1,950 for one application or \$3,500 for two. Chief Geiman noted that the two things he is looking for – SCBAs and turnout gear – are both considered PPE, so would be covered by one application. Grant-writer fees are reimbursed by FEMA up to \$1,500 for successful awards, leaving the District to pay the rest. The Grant Guys would take 3% of any award as a fee for managing the financials and reporting. The District would be required to match 5% of the grant; e.g., if awarded \$180,000 for, say, both SCBA and turnout gear, the District would have to pay \$9,000. The Chief noted the cost of a single SCBA unit is \$8,500.

The Board agreed to set up a Zoom meeting with Kevin Mulrooney on Wednesday, April 26 to discuss further.

The Chief then discussed 5-28-9A, currently out of service because of a blown engine. The cost for an engine with comparable mileage is \$6,500, and the cost for a new engine is \$9,800, plus the costs of the replacement. The

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Chief recommended not replacing the engine, but rather replacing the vehicle with a truck being sold by the Blue Point Fire Department, where Chief Mechanic Furchert is a member. The truck is a 2016 Dodge RAM 150, four-wheel drive, already equipped with all lights, sirens, and radios, and with about 60,000 miles; it will need new tires, particularly for beach driving. The Blue-Book trade-in value is \$25,795, and the Blue Point Fire Department will sell it to us for \$18,000. There would, of course, be other, incidental expenses related to re-lettering the vehicle and reprogramming the radios.

The Board discussed options for paying for the truck, including developing a vehicle inventory including the expected lifespan of each so the District can better plan for future vehicle and equipment needs. The Board suggested consulting with District counsel, Bill Glass, on the use of accumulated surpluses for this purpose, and whether this required research on alternative suppliers or taxpayer notification such as a permissive referendum. Forreth said he would confer with Glass.

In order to expedite the process, pending Glass' advice, the Board decided to allocate funds from the accumulated operating surplus for the purchase of this vehicle.

**MOTION:** After discussion, Comm. Coluccio moved to move up to \$20,000 from the accumulated operating surplus to the Equipment Purchase appropriation, and then to allocate up to \$20,000 from the Equipment Purchase appropriation for the purchase of the Blue Point Fire Department 2016 Dodge RAM truck. Comm. Rhodes-Teague seconded the motion; all were in favor, and the motion passed.

The Board noted that this is the second truck lost in less than four years. Comm. Boss suggested implementing a policy that beach driving could only take place on the water's edge from two hours before low tide to two hours after; otherwise, all driving must be away from the water's edge.

**MOTION:** After discussion, Comm. Boss moved to allocate up to \$225 from the Equipment Purchase appropriation to purchase from Amazon the replacement Streamlight flashlight and the five units of Quik-Clot Gauze, listed in the Chief's requests 6 and 7, above. Comm. Rhodes-Teague seconded the motion; all were in favor, and the motion passed.

**MOTION:** After discussion, Comm. Coluccio moved to allocate up to \$1,000 from the Uniform appropriation for the purchase of a Class A uniform for Firefighter Rob Kral and uniform shoes for Commissioner Corradino. Comm. Cook seconded the motion, and all were in favor.

**MOTION:** After discussion, Comm. Boss moved to appropriate up to \$2,200 from the Equipment Purchase appropriation for the purchase of the budgeted items listed in request 9, above. Comm. Cook seconded the motion; all were in favor, and the motion passed.

The Board discussed what to do with the remains of 5-28-9A. The Chief suggested the truck with a blown engine was worthless and should be disposed of as a liability to the District. Comm. Coluccio suggested research should be done on the scrap value of the truck. Forreth said he would ask District counsel Glass about an appropriate process for disposing of the remains of the truck. The Board decided that it would remove the truck from its books when it had a clearer idea how to proceed.

At this point, Comm. Rhodes-Teague left the meeting.

## COMMITTEE REPORTS

### *Apparatus, equipment, radios – Commissioners Rhodes-Teague and Boss*

Comm. Boss informed the Board that the noon siren was not yet fixed. He is waiting for more frequent ferries to be scheduled so that IWT can come to the Pines, do its work, and leave in appropriate time.

### *Budgets, audit – Commissioner Coluccio / Treasurer Forreth*

Comm. Coluccio informed the Board that the draft AUD arrived the previous day with a much-reduced number of comments from previous years, many of which were related to LOSAP.

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Forrett informed the Board that the 2022 inventory update was complete. The Board discussed a review of the inventory along with the Chief and the Chief Mechanic.

Forrett also informed the Board that, as per its instructions, all automatic activity had been directed from the M&T checking account to the Chase operational account except for payroll. Forrett was late in submitting the change-of-bank paperwork to the payroll service provider, and that would have to wait another pay period (i.e., end of April) before closing the M&T account.

## *Records – Commissioners Coluccio, Corradino*

No update this period.

## *Insurance, LOSAP, membership – Commissioner Cook*

Comm. Cook informed the Board that returns in the HeroesPlus account were now positive.

He also informed the Board that a representative from VFIS, Sarah Tolerico, would be in the Pines on Friday, May 19 to discuss the program and answer all questions. He encouraged the Board Commissioners to attend, and the Chief said he would let the Department members know as well.

## *Public Relations – Comm. Coluccio*

No update this period

## *Alarms – Commissioner Boss*

No update this period

## *Grounds – Commissioner Boss*

Comm. Boss received a request from Flower Girls to rent a small-sized garbage container (dumpster) for the removal of the rhizomes as part of their bamboo remediation process. They will load the rhizomes into the container for no additional fee (that is, it was included in the original estimate). Comm. Boss estimated it would cost less than \$1,000 for the container.

**MOTION:** After discussion, Comm. Cook moved to allocate up to \$1,000 from the Landscaping appropriation to rent a garbage container for the removal of the rhizomes. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

Comm. Boss noted that the Firehouse racoon infestation entrances had been located, and that Don Kohlhepp of Pines Hardware and Construction submitted an estimate of \$1,250 for the repair of those two spots.

**MOTION:** After discussion, Comm. Boss moved to allocate up to \$1,250 from the Building Repair appropriation to have Don Kohlhepp close and repair the two spots on the Firehouse where racoons have infiltrated. Comm. Coluccio 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:**

None this period

## **Order**

The meeting was adjourned by Comm. Corradino at 11:50 AM.

## Fire Island Pines Fire District – Treasurer’s Report

Report as of 2023-04-21

	<u>Bank Balance</u>	<u>Book Balance</u>
<b>General fund</b>	As of: 31-Mar-2023	21-Apr-2023
M&T Checking Account (bank balance at 2023-02-19)	\$ 28,784	\$ 28,784
Chase operating checking	203,835	203,876
Chase savings	97,939	97,939
Chase MM – unspent reserve	2,679	2,679
<b>General fund accounts total</b>	<b>\$ 333,237</b>	<b>\$ 333,278</b>
<b>Reserve fund</b>	As of: 31-Mar-2023	21-Apr-2023
TD Bank Money Market Funds	\$ 602,733	\$ 602,733
<b>Reserve fund account total</b>	<b>\$ 602,733</b>	<b>\$ 602,733</b>
<b>Total liquidities and reserves</b>	<b>\$ 935,970</b>	<b>\$ 936,011</b>
<b>Deposits and transfers</b>		
Interest earned on M&T accounts 2023		\$ 12
Interest earned on Chase accounts 2023		9
Interest earned on Reserve account 2023		3,381
Interest from Town of Brookhaven		-
Tax Warrants		177,687
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		
Insurance proceeds		94
Other proceeds		360
		<b>\$ 181,543</b>
<b>Employee payroll</b>	<b>This period</b>	<b>YTD</b>
Maria Isabel Arizaga Balbuca    Housekeeping		
Christopher J Furchert            maintenance	1,672	5,015
Christopher J Furchert            hose testing		
Maud, Dennis                        maintenance	536	1,607
Scottaline, Eric                    maintenance	268	1,366
Forrett, Patrick A                 Secretary and Treasurer	500	1,500
Scofield, Jedidiah                 maintenance	-	27
	<b>\$ 2,975</b>	<b>\$ 9,515</b>
<b>Payments Made</b>		
2023-03-21 Integrated Wireless Technologie: A0600.0 · Accounts Payables - Other		\$ 471
2023-03-21 Integrated Wireless Technologie: 464 · Alarm Maint & Repair		312
2023-03-21 Kevin's American Towing Service A0600.0 · Accounts Payables - Other		350
2023-03-21 Glatfelter Specialty Benefits        A9045.8 · Life Insurance		1,222
2023-03-21 All American Awards & Uniforms A0600.0 · Accounts Payables - Other		808
2023-03-21 All American Awards & Uniforms 432 · Uniform Expense		132
2023-03-21 Fire News                                413 · Association Dues		240
2023-03-21 Brookhaven Town Volunteer Fire 413 · Association Dues		65
2023-03-21 Teague Services Inc.                420 · Fuel and Electricity		675
2023-03-21 Stryker Sales LLC                    A0600.0 · Accounts Payables - Other		3,327
2023-03-21 Patrick Forrett (v)                    411 · Postage		40
2023-04-12 Bank of America - 5579                5603 · Bank of America Card Service		1,717

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

## Fire Island Pines Fire District – Treasurer’s Report

2023-04-13	Suffolk County Water Authority - 421	· Water And Hydrant	94
2023-04-13	Suffolk County Water Authority - 421	· Water And Hydrant	85
2023-04-13	Verizon	426 · Internet and Website	246
2023-04-18	PSEGLI 0 - west-end Siren	420 · Fuel and Electricity	19
2023-04-18	PSEGLI 9 - Fire House	420 · Fuel and Electricity	30
2023-04-18	PSEGLI 5 - 34 FIB	420 · Fuel and Electricity	269
2023-04-18	PSEGLI 32 Lone Hill	420 · Fuel and Electricity	172
2023-04-20	Holly Rhodes-Teague (v)	434 · Training	100
2023-04-20	Pines Propane Corp.	420 · Fuel and Electricity	149
			<hr/>
			\$ 10,524

<b>Budget to actual as of Apr. 21, 2023</b>	<b>Budgeted</b>	<b>Revision</b>	<b>Updated</b>	<b>Paid to date</b>	<b>Remaining</b>	<b>Obligated</b>	<b>Projected balance</b>
<b>REVENUE</b>							
Brookhaven property taxes	\$ 289,558			\$ 177,687	\$ 111,871		
Water Island Fire Protection District	\$ 42,650				42,650		
Drawdown from savings					-		
Insurance proceeds					-		
Interest income	\$ 1,000			3,402	(2,402)		
Other income					-		
<b>TOTAL REVENUE</b>	<b>\$ 333,208</b>			<b>\$ 181,089</b>	<b>\$ 152,119</b>		
<b>EXPENSES</b>							
Personnel expenses	\$ 46,000			9,515	36,485		36,485
Equipment purchase	\$ 16,000			1,154	14,846	49	14,797
Office supplies	\$ 2,400			133	2,267	378	1,889
Commissioner training	\$ 250			225	25		25
Postage	\$ 220			45	175		175
Audit / accounting	\$ 4,000				4,000		4,000
Legal	\$ 2,000			1,821	179		179
Association dues	\$ 1,300			1,175	125		125
Payroll processing	\$ 1,300			568	732		732
Printing and supplies	\$ 500				500		500
Publications of notice	\$ 550			102	448	83	366
Fuel and electricity	\$ 14,000			4,359	9,641		9,641
Water	\$ 1,000			179	821		821
Hydrant rentals	\$ 7,600				7,600		7,600
Telephone	\$ 1,800			436	1,364		1,364
Internet/website	\$ 2,400			465	1,935		1,935
Other travel	\$ 500				500		500
Uniform expenses	\$ 2,400			132	2,268		2,268
Annual dinner	\$ 18,000			2,840	15,160	387	14,773
Training	\$ 1,500				1,500		1,500
Firehouse & 32LHW repairs	\$ 15,000	(10,000)		1,278	3,722		3,722
Building maintenance supplies	\$ 1,000				1,000		1,000
Landscaping maintenance	\$ 2,500	10,000		5,000	7,500	5,000	2,500
Fire equipment repairs & maint.	\$ 20,000			313	19,687	1,934	17,753
Fire Equipment – gasoline/diesel	\$ 5,000			1,715	3,285		3,285
Fire alarm maintenance	\$ 500			762	(262)		(262)
Insurance: umb, prop, flood, fire, auto, life	\$ 17,500			12,669	4,831		4,831
Social Security & Medicare	\$ 3,000			804	2,196		2,196
Disability & cancer policy	\$ 4,000			4,176	(176)		(176)
VFBL and Workers Compensation	\$ 13,000			11,769	1,231		1,231
State Unemployment	\$ 1,200			221	979		979
Hospital, Medical & Accident Ins	\$ 600			548	52		52
Medical Exam/Physicals	\$ 8,000				8,000		8,000
Snow removal					-		-
LOSAP	\$ 55,000				55,000		55,000
WIFPD 27.5%	\$ 11,687				11,687		11,687
Transfer to Reserve	\$ 50,000				50,000		50,000
Consultants (fixed assets, LOSAP, ISO)	\$ 1,500				1,500		1,500
	<b>\$ 333,207</b>			<b>\$ 62,404</b>	<b>\$ 270,803</b>		<b>\$ 262,973</b>
	\$ (1)						

# Expenditure motions

## Meeting date: 2023-04-22

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Variance	Paid date	Disposition	Notes
1 Remove bamboo and rhizomes btw Firehouse and Annex	10-Dec-2022	\$ 10,000	Flower Girls	Boss			(10,000)			
2 Purchase of replacement batteries (Equipment Purchase)	22-Mar-2023	325	Amazon	Forrett	Geiman	303	(22)			
3 Purchase of toner cartridges (Office supplies)	22-Mar-2023	250	Amazon	Forrett	Geiman	146	(104)			
4 Additional AED cost (Equipment Purchase)	22-Mar-2023	750	Stryker Medical	Forrett	Rhodes-Teag	754	4			
5 Landscape clean-up and maintenance (Landscaping)	22-Mar-2023	2,100	Flower Girls	Boss	Corradino					

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Total expenditures	\$	13,425				1,203	
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# Non-expenditure motions

**Meeting date: 2023-04-22**

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Paid date	Status
1 Moving \$10,000 from Building Maintenance to Landscaping	7-Jan-2023	\$10,000.00	Board	Board		\$10,000.00		
2 Moving \$10,000 from Building Maintenance to Landscaping	7-Jan-2023	-\$10,000.00	Board	Board		-\$10,000.00		
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
Total expenditures		\$0.00				\$0.00		