

# FIRE ISLAND PINES FIRE DISTRICT

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

## Fire District Commissioners' Meeting

West Sayville-Oakdale Fire House  
80 Main Street  
West Sayville, NY 11796  
March 14, 2020

### Present

Comm. Ricard Barry, Chairman  
Comm. Walter Boss  
Comm. Rosemary Coluccio  
Secretary/Treasurer Patrick Forrett  
Fire Island Pines Fire Department Chief Joseph Geiman

Comm. Francis Corradino and Comm. Douglas Teague were not present.

### Order

Meeting called to order by Comm. Barry at 10:20 AM.

### Minutes

**MOTION:** Following a brief discussion, Comm. Coluccio moved to approve the January 2020 meeting minutes. Comm. Barry seconded the motion, and Comm. Boss was in favor. The motion passed unanimously.

### Correspondence Review

Statements/bills: Bank of America credit card, PSEG, Verizon  
Craig Fitzgerald and Michaels engagement letter for 2019 audit  
LOSAP package  
Insurance bills

### Secretary / Treasurer's reports

Forrett presented the March Treasurer's Report, Budget-to-Actual Report, and an update of the July 2016 Referendum Report.

Forrett noted that the District has already received more than half of its 2020 tax levies from the Town of Brookhaven. In addition, as agreed to in the January 2020 meeting, the People's United Bank Certificate of Deposit was not renewed, and the proceeds – \$84,032.23 – were being transferred to the TD Money Market account to be added to the rest of the Reserve funds.

He also noted that this reporting period included the payroll runs from the end of January and end of February.

Forrett noted that the interest payment relative to the July 2016 referendum was made.

**MOTION:** Comm. Boss moved to accept the Treasurer's reports. Comm. Barry seconded the motion, and Comm. Coluccio was in favor. The motion passed unanimously.

Capturing motions made and approved by e-mail:

- *January 31, external light fixture on shed at 32 LHW for \$300*

**MOTION:** Following a brief discussion, Comm. Barry moved to approve an expenditure of up to \$300 for Arthur Nelson Licensed Electricians to replace a broken external fixture at 32 Lone Hill Walk. Comm. Boss seconded the motion, and Comm. Coluccio was in favor. The motion passed.

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- *February 5, lumber, fasteners, delivery for \$450,*  
**MOTION:** Following a brief discussion, Comm. Barry moved to approve an expenditure of up to \$450 for the District Mechanics to purchase and have delivered the lumber and necessary fasteners to repair the floor of the propane shed at 32 Lone Hill Walk. Comm. Boss seconded the motion, and Comm. Coluccio was in favor. The motion passed unanimously.

## Chief's report

### ALARMS:

- #3730 – 2/03/2020 – 34 Fire Island Blvd. – automatic alarm (good intent call)
- #3731 – 2/22/2020 – Mutual aid to Cherry Grove F.D. – automatic alarm
- #3732 – 2/26/2020 – Mutual aid to Cherry Grove F.D. – automatic alarm
- #3733 – 3/07/2020 – Mutual aid to Cherry Grove F.D. – automatic alarm

### MEETINGS:

None

### DRILLS:

None

### WORK DETAIL:

None

### Membership status:

No changes.

### Requests / comments:

1. LOSAP Report for the beginning of 2020 will be presented in April.
2. Received two sets of turn-out gear (Hird, Brenner); however, there was a problem with sizes and they had to be returned.
3. Pending equipment repairs: four Motorola PR860 handheld portable radios.
4. Fire Chiefs' Council issued new precautions to be posted with regards to coronavirus prevention, and they will be posted in the Firehouse.

## COMMITTEE REPORTS:

### *Apparatus/Equipment/Radios – Commissioner Teague*

Comm. Teague was absent and did not provide a report.

### *Budgets – Commissioner Coluccio*

Comm. Coluccio reminded the Board that, as per the Auditor's Report recommendation, it had agreed in 2019 to move \$65,000 in accumulated surplus out of the operating account; however, with the change in Treasurer during the year, the fund transfer never took place.

**MOTION:** Comm. Coluccio moved to transfer \$65,000 in accumulated surplus from our operating account to the savings account at People's United Bank. Comm. Barry seconded the motion, and Comm. Boss was in favor. The motion passed unanimously.

Comm. Coluccio noted that the annual audit is underway. Auditors Craig Fitzgerald and Michaels have asked for some back-up documentation, which we are providing. She also noted that Forrett requested an AUD filing extension with the New York Office of the State Controller in mid-February, and the extension was granted.

### *Records – Commissioners Coluccio, Corradino*

- Nothing to discuss

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## *Insurance – Commissioner Barry*

Comm. Barry updated the Board on the following:

- LOSAP – finalizing paperwork for Mark Basta and Frank Strasser;
- Contacting VFIS regarding the deaths of James Cashel and Walter Reich;
- Uploading Joe Geiman’s paperwork so that he can start receiving benefits on April 1, 2020;
- Dealing with Social Security Number problems with the benefits administrator and Matt Cashman.

Comm. Barry also informed the board he had spoken with Gavin in State Assemblyman Andrew Carbarino’s office, and with Anna in State Senator Martinez’ office about obtaining an exemption to Town Law §176.11B so the FIP Fire Department can vote on the first Saturday after Labor Day. He received confirmation that the Senator would take care of the issue and would provide the proposed wording for a bill shortly.

## *Public Relations/LOSAP/Alarms/ISO – Commissioner Boss*

- Nothing to discuss

## *Grounds– Commissioner Corradino*

Comm. Corradino noted that work by Long Island Construction Plus (LIC+) at 32 Lone Hill Walk and the Old Firehouse is proceeding. Work on the shed and in replacing the door in the New Firehouse will be underway next week. LIC+ will also repair the ceilings inside 32 Lone Hill Walk where the skylights were removed. That is the remainder of the project.

Comm. Corradino noted that the payment snafu was resolved by Treasurer Patrick Forrett and Comm. Coluccio, and it is confirmed that the payment 2 of 4 has been received by LIC+.

Comm. Corradino stated that he will inspect the work personally on Monday, 16 March, after his return to Fire Island.

Comm. Corradino noted that the front walkway and the propane shed floor at 32 Lone Hill have been repaired by the District Assistant Mechanics. The District Assistant Mechanics are also readying the Annex for painting and have requested a budget of \$1,000 for primer, paint and supplies.

As a last note, Comm. Corradino said he would confirm the order of the three Leland Spruce trees to be planted on the south side of the Annex at 32 Lone Hill, as approved at the October 2019 meeting.

**MOTION:** Comm. Barry moved to approve an expenditure of up to \$1,000 for primer, paint and supplies, as requested by Comm. Corradino to paint the Annex. Comm. Boss seconded the motion, and Comm. Coluccio was in favor. The motion passed unanimously.

## **OLD BUSINESS:**

- As discussed, above

## **NEW BUSINESS:**

- Nothing to discuss

## **Order**

Meeting adjourned by Comm. Barry at 11:10.

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

March 13, 2020 Report for Budget Year 2020

	<u>Bank Balance</u>	<u>Book Balance</u>
<b>GENERAL FUND</b>	As of: 19-Feb-2020	13-Mar-2020
PUB Checking Account	\$ 421,267	\$ 416,650
PUB Savings Account	\$ 32,685	\$ 32,685
PUB Money Market Account	\$ 2,573	\$ 2,573
<b>GENERAL ACCOUNT TOTAL</b>	<b>\$ 456,525</b>	<b>\$ 451,908</b>
<b>RESERVE FUND</b>	As of: 29-Feb-2020	13-Mar-2020
TD Bank Money Market Funds	\$ 445,921	\$ 445,921
PUB CD #1133 - Matures 2/22/2020 (0.2500%)	\$ -	\$ -
<b>CAPITAL RESERVE FUND TOTAL</b>	<b>\$ 445,921</b>	<b>\$ 445,921</b>
<b>DEPOSITS &amp; TRANSFERS</b>		
Interest earned on PUB accounts 2020		\$ 18
Interest earned on Reserve Accounts 2020		19
Tax Warrants		243,077
Water Island Fire Protection District		-
Insurance proceeds		-
		<b>\$ 243,113</b>
<b>EMPLOYEE PAYROLL</b>	This period	YTD
Christopher J Furchert maintenance	\$ 3,246	\$ 3,246
Christopher J Furchert hose testing	-	-
Maud, Dennis maintenance	1,020	1,020
Scottaline, Eric maintenance	1,122	1,122
Reilly, Thomas maintenance	-	-
Alker, Kim cleaning	-	-
Forrett, Patrick A Secretary and Treasurer	800	800
Scofield, Jedidiah maintenance	-	-
Massa, Ryan maintenance	255	255
	<b>\$ 6,443</b>	<b>\$ 6,443</b>
<b>INVOICES PRESENTED FOR PAYMENT – general fund</b>		
13-Jan-2020 Nassau NDI Diagnostics		225.00
13-Jan-2020 Douglas Teague		29.40
13-Jan-2020 Patrick Forrett		72.99
13-Jan-2020 Fire Districts Of NY Mutual Ins. Co.		7,950.00
13-Jan-2020 Fire Island Pines Fire Department		11,550.00
13-Jan-2020 Verizon		138.05
13-Jan-2020 Assoc of Fire Districts of State of NY		450.00
13-Jan-2020 Brookhaven Town Fire District Officers A		125.00
18-Jan-2020 The Long Island Advance, Inc.		57.40
18-Jan-2020 CF LaFontaine		649.00
18-Jan-2020 Firemen's Association Of The State Of New		320.00
31-Jan-2020 ACH Withdrawal -Pay F103		1,050.05
3-Feb-2020 Brookhaven Town Volunteer Firefighters Mu		65.00
3-Feb-2020 VFIS		12,000.00
3-Feb-2020 Fire Districts Of NY Mutual Ins. Co.		1,630.00
3-Feb-2020 CF LaFontaine		649.00
3-Feb-2020 CF LaFontaine		300.00
3-Feb-2020 Suffolk County Water Authority - Hy		3,764.70
3-Feb-2020 Bank of America - 5579		1,708.90

Respectfully submitted,  
Patrick Forrett, Treasurer/Secretary

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

March 13, 2020 Report for Budget Year 2020

3-Feb-2020 Verizon	135.08
3-Feb-2020 PSEGLI 32 Lone Hill	13.69
3-Feb-2020 PSEGLI 5 - 34 FIB	179.54
3-Feb-2020 PSEGLI 9 - Fire House	58.91
3-Feb-2020 PSEGLI 6 - Siren	26.70
12-Feb-2020 Willis Towers Watson Southeast, Inc.	4,776.72
24-Feb-2020 Fire Island Pines Fire District	84,032.23
29-Feb-2020 Bank of America - 5579	902.63
1-Mar-2020 PSEGLI 32 Lone Hill	29.82
1-Mar-2020 PSEGLI 5 - 34 FIB	192.16
1-Mar-2020 PSEGLI 9 - Fire House	51.11
1-Mar-2020 PSEGLI 0 - NS	27.54
2-Mar-2020 ACH Withdrawal -Pay F103	836.77
5-Mar-2020 Long Island Construction Plus Inc.	8,583.75
9-Mar-2020 Verizon	136.11
9-Mar-2020 Brinkmann's	80.02
9-Mar-2020 Morgan Auto Supply	669.29
13-Mar-2020 Anthony Hird	702.19
13-Mar-2020 PSEGLI 32 Lone Hill	30.83
13-Mar-2020 PSEGLI 5 - 34 FIB	158.84
13-Mar-2020 PSEGLI 6 - Siren	27.20
13-Mar-2020 PSEGLI 9 - Fire House	36.25
13-Mar-2020 All American Awards & Uniforms Inc.	140.61
13-Mar-2020 William F. Glass, Jr.	1,500.00
13-Mar-2020 Walter Boss, Inc.	675.00
13-Mar-2020 Patrick Forrett	114.99
13-Mar-2020 Long Island Construction Plus Inc.	8,583.75
13-Mar-2020 The Long Island Advance, Inc.	36.00
13-Mar-2020 South Shore Fire & Safety Equip Dist Inc	765.60
13-Mar-2020 CF LaFontaine	649.00
13-Mar-2020 Fire News	225.00
13-Mar-2020 The Long Island Advance, Inc.	81.16
13-Mar-2020 Glatfelter Specialty Benefits	1,341.00
13-Mar-2020 Percy Hoek, Inc.	548.00
13-Mar-2020 Bank of America - 5579	709.89

Respectfully submitted,  
Patrick Forrett, Treasurer/Secretary

**Budget to actual as of March 13, 2020**

	<b>PAID TO DATE</b>		<b>\$ REMAINING</b>
<b>REVENUE</b>			
BROOKHAVEN PROPERTY TAXES	\$ 406,712	\$ 243,077	\$ 163,635
WATER ISLAND PROTECTION DISTRICT	-	-	-
DRAWDOWN FROM SAVINGS	-	-	-
Insurance proceeds	-	-	-
OTHER INCOME	-	-	-
INTEREST INCOME	100	-	100
<b>TOTAL REVENUE</b>	<b>\$ 406,812</b>	<b>\$ 243,077</b>	<b>\$ 163,735</b>
<b>EXPENSES</b>			
Personnel Expenses	40,000	6,442	33,558
Equipment Purchase	14,000	-	14,000
Annual Truck Loan Pmt (#4)	-	-	-
Annual Bond Repayment	131,650	-	131,650
Office Supplies	1,300	276	1,024
Commissioner Training	125	-	125
Postage	100	139	(39)
Legal	3,000	1,500	1,500
Audit/ Accounting	5,500	27	5,473
Association dues	800	905	(105)
Payroll Processing	1,100	185	915
Printing and supplies	500	-	500
Publications of Notice	500	175	325
Fuel and Electricity	11,000	2,780	8,220
Water	1,000	-	1,000
Hydrant rentals	7,700	-	7,700
Telephone	1,700	271	1,429
Internet/website	800	-	800
Other Travel	500	-	500
Uniform Expenses	3,000	141	2,859
Annual Dinner	18,000	-	18,000
Training	1,500	-	1,500
Firehouse & 32LHW Repairs	22,000	1,517	20,483
Building maintenance supplies	1,000	-	1,000
Landscaping Maintenance	2,000	-	2,000
Fire Equipment repairs & maint.	15,000	1,611	13,389
Fire Equipment GAS	3,000	272	2,728
Fire Alarm Maintenance	500	-	500
Insurance: Uab, Prop, flood, fire	10,000	6,118	3,882
Insurance: Auto & Cancer Policies	7,500	-	7,500
Medical Exam/Physicals	7,500	-	7,500
Snow removal	10,000	-	10,000
Charity	-	-	-
LOSAP +Life Insurance	49,000	12,000	37,000
Social Security & Medicare	3,000	493	2,507
VFBL and Workers Compensation	15,000	9,580	5,420
State Unemployment	500	39	461
Hospital, Medical & Accident Ins	4,000	548	3,452
WIFPD 27.5%	11,687	-	11,687
Transfer to Reserve	42,500	-	42,500
Consultants (Fixed Assets, Losap, ISO)	1,000	-	1,000
<b>TOTAL EXPENSES</b>	<b>\$ 448,962</b>	<b>\$ 45,017</b>	<b>\$ 403,945</b>

Respectfully submitted by Patrick Forrett, Treasurer/Secretary