

# FIRE ISLAND PINES FIRE DISTRICT

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

## Fire District Commissioners Board Meeting

Fire Island Pines Fire House  
34 Fire Island Boulevard  
Fire Island Pines, NY 11782  
April 18, 2020

### Present

Commissioner Richard Barry, Chairman of the Board  
Commissioner Walter Boss  
Commissioner Rosemary Coluccio  
Commissioner Francis Corradino  
Commissioner Douglas Teague, Vice-Chairman of the Board  
Secretary/Treasurer Patrick Forrett  
Fire Island Pines Fire Department Chief Joseph Geiman

### Order

Meeting called to order by Comm. Barry at 12:40 PM.

*Special note: due to the pandemic spread of the Novel SARS-2 Coronavirus, and pursuant to New York State's PAUSE initiative, this meeting was held virtually via Zoom.*

*Comms. Corradino and Boss attended the meeting from the main room of the Fire Island Pines Firehouse while maintaining the required six-foot distance between each other; Commissioners Barry, Teague, Coluccio, Secretary/Treasurer Forrett, and Mark Ski attended from their residences.*

*Public notice was posted in three places, the Firehouse door, Department notice box, and the landing page of the Fire Commissioners' website. A copy of the notice and a screenshot of the website will be attached to these minutes. The notice indicated the meeting would take place via Zoom and how members of the public could attend.*

### Minutes

**MOTION:** Comm. Corradino moved to approve the minutes from the March 2020 meeting; Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

### Correspondence Review

Utilities: PSEG, Verizon

Bills: Bank of America, Brinkmann's, South Shore Safety

During this time of lockdown, Forrett has been coordinating with Chief Geiman to have mail forwarded to his residence.

### Secretary / Treasurer's reports

- Monthly banking reconciliations, invoice review, expenditure list – budget to actual
- Audit update
- Payments update
- Capturing motions done by e-mail
  - \$500 for protective and cleaning supplies for Chief as per e-mail chain on March 29, 2020.

**MOTION:** After a discussion, Comm. Coluccio moved to allocate up to \$500 for Chief Geiman to purchase emergency protection and cleaning supplies because of the coronavirus outbreak. Comm. Teague seconded the motion; all were in favor, and the motion passed.

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**MOTION:** After a discussion, Comm. Corradino moved to accept the Treasurer's reports; Comm. Teague seconded the motion, and all were in favor.

**MOTION:** After a discussion where Comm. Coluccio explained that a voucher abstract is a New York State-sanctioned way to present District expenses to the Board, particularly during the time of the coronavirus PAUSE lockdown, Comm. Coluccio moved to approve the expenses detailed in Forrett's voucher abstract with the expectation that all vouchers will be approved by the Board in person at some future date (tentatively the June meeting). Comm. Corradino seconded the motion, and all were in favor.

## Chief's report

Review of alarms, drills and meetings; Chief's comments and requests

### ALARMS:

- #3734 – 3/23/2020 – 465 Fisherman's Path – automatic alarm
- #3735 – 3/23/2020 – Mutual Aid to Cherry Grove F.D. – automatic alarm
- #3736 – 3/25/2020 – Mutual Aid to Cherry Grove F.D. – automatic alarm
- #3737 – 3/26/2020 – 465 Fisherman's Path – automatic alarm
- #3738 – 3/27/2020 – 454 Ocean Walk – gas leak
- #3739 – 4/13/2020 – 420 Ocean Walk – structure fire – smoke in the house

### MEETINGS:

None

### DRILLS:

None

### WORK DETAIL:

None

### Membership Status:

There are two pending firefighter applications, and one auxiliary member application that will be discussed with Department members at the next Department Meeting.

### Requests / comments:

1. Revised Fire Island Pines Fire Department Calendar – 2020. All events subject to change (physicals on May 9 have been cancelled and rescheduled to – tentatively – August 22).
2. LOSAP Report for Jan. thru March 2020. A discussion is needed on the future of 2020 LOSAP due to cancellations as a result of COVID-19, particularly because of a diminished number of drills during the season. For instance, some western Fire Island departments are automatically awarding fifty LOSAP points to their older members.
3. Pending equipment repairs from Integrated Wireless Technologies: four Motorola PR860 handheld portables. In addition, one new Motorola Minitor VI Pager needs repair. (Note: without an estimate of costs, the Board cannot approve the expense; Comm. Teague will work with IWT to get a cost estimate.)
4. All Fire Department Activities suspended until May 13, 2020 except for alarms. Will re-evaluate continuously.
5. The Annex is closed completely, the Firehouse is closed except for during alarms – both until further notice. Bathroom facilities in the Firehouse will remain open providing they are kept clean.
6. New alarm response procedures in effect due to COVID-19.
7. Department and Commissioners are being updated frequently on Suffolk County's response to COVID-19.
8. Proper PPE are available for alarm response, including medical alarms. Surgical masks, N95 masks, rubber gloves provided by Suffolk County. Tyvek Suits, eye protection and cleaning supplies being supplied by District (bills enclosed).

## FIRE ISLAND PINES FIRE DISTRICT

9. Thank you for discretionary spending of \$500.00 for PPE during COVID-19 Pandemic. Have spent \$303.74. \$197.69 to me and \$106.05 to Pines Pantry.
10. All Fire Department properties up and running and all fire equipment in service.
11. Status of 1/28/20 request for speaker mics and batteries for new Motorola APX8000 Radios from Battery Universe ([www.batteryuniverse.com](http://www.batteryuniverse.com)). Four lapel speaker mics @ \$49.95 each – total of \$199.80. And two 7.5V 4200mAh smart Li-ion batteries @ \$104.95 each – total \$209.90. All told – \$409.70.
12. Renewal of Website Maintenance Plan from Kage Solutions (formerly Sayville Media). It is recommended we split a 500-minute plan with District at a cost of \$470 or \$235 each.
13. Request purchase of remaining four 2020 Budget items totaling \$5,033.75.
  1. Eight SCBA 30-minute bottles as per approved replacement program
  2. Glas-Master glass removal tool w/replacement blade and window punch (part of last year's purchased TNT rescue tool)
  3. Firehooks auto rescue kit (also for the TNT rescue tool)
  4. Ten oversized five-pocket gear bags
14. Already purchased two full sets of turn-out gear, two full sets of Class-A and Class-B Uniforms, and a pair of fire boots – all delivered.
15. Would like the Board to consider future purchase of RAM AIR Turnout Gear Dryer Model TG-4H for four sets of turn-out gear @ \$8,995.00 – maybe with any available funds at the end of this budget year. Firefighter's Cancer Network recommends that turn-out gear be washed down and decontaminated after every fire with exposure to toxic substances and carcinogens. We had numerous exposure issues with the late 2019's busy fire season.
16. Fire Department Installation Dinner at Snapper Inn changed from Saturday, June 13, 2020 to Saturday, August 22, 2020 due to the coronavirus outbreak.
17. If they are approved at the Department meeting of May 9, we would like permission for two proposed firefighter applicants and the fire auxiliary applicant to get physicals and Lyme Disease testing respectively while the rest of the Department physicals are being performed (tentatively August 22, now).
18. Need replacement toner cartridge for Dell Laser MFP 1815dn printer and more paper. We are printing large quantities of COVID-19-related information every day. Both on Amazon – LD Compatible Toner Cartridge @ \$36.99 and Office Depot White Copy Paper 8 ½ X 11, 20lb. 500 Sheets per Ream, Case of 10 Reams @ \$39.44. Total – \$76.43.
19. Lighting in the Old Firehouse needs repair. Most lights are no longer working – likely from the roof repair work, and expected to be resolved quickly. Requires ladders and light bulbs!

**MOTION:** After a discussion, Comm. Coluccio moved to allocate an amount up to \$500 for the purchase of the microphones and batteries, along with any potential shipping cost, as specified in the Chief's Item 10, above. Comm. Corradino seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a discussion, Comm. Coluccio moved to spend \$235.00 to split a 500-minute service plan from Kage Solutions with the Department. Comm. Teague seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a discussion, Comm. Corradino moved to approve the purchases enumerated in the Chief's Item 13, above, as previously requested during the 2020 budget draft process. Comm. Boss seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a discussion, Comm. Corradino moved to allocate up to \$80 to purchase the toner cartridge and printer paper the Chief requested in Item 18, above. Comm. Boss seconded the motion; all were in favor, and the motion passed.

# FIRE ISLAND PINES FIRE DISTRICT

## COMMITTEE REPORTS:

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

Comm. Teague began his report by expressing his sincere thanks to the Chief and all Department members who are in the Pines during this difficult time of the coronavirus pandemic.

- With the Chief's early return to the Pines, the repairs being done on the Chief's cart were accelerated and are now done. The cart is back in the Pines and available for the Chief's use.
- Overall, equipment is working well and general maintenance is ongoing. District Mechanic Furchert has driven to the Pines several times in April to continue his on-going work.
- The throttle cable on Truck 2 broke, and Mechanic Furchert has ordered a replacement; he will make the repair when the cable arrives.
- The receipt of the new truck will be delayed because of the requirement for Ford (and other US automakers) to build ventilators.
- The Chief recommends that Truck 9A remain with Mechanic Furchert on the mainland until the Governor lifts the coronavirus-related PAUSE restrictions.

### *Budgets – Commissioner Coluccio*

Comm. Coluccio noted that she and Forrett had been taking part in on-line Treasurer training, and, as a result, will be rolling out new procedures as of the next Board meeting. Specifically, we will be updating our ongoing Budget-to-Actual reports to reflect in the budget line any line-to-line shifts in allocation that are made during the year; and we will re-implement our previous practice of maintaining ongoing a list of all motions, who made them, to what vendor, their dollar amounts (where appropriate), the purpose, and the outcomes, including when paid.

### *Records – Commissioners Coluccio, Corradino*

- As needed

### *Insurance – Commissioner Barry*

1. Completed census for LOSAP and forwarded on to VFIS so members receive their new benefit amount for Calendar Year 2019.
2. Filed the spreadsheet from Dept. Secretary in the Cloud listing points for the 2019 calendar year for LOSAP.
3. Spoke with Bo and Joe regarding messaging for coronavirus that FIPPOA might issue to residents.
4. Dealt with VFIS and District attorney, Bill Glass. VFIS wants us to sign off on a new LOSAP plan. I have asked Bill to compare this to what we had last and have received his input. After some clarifying comments, Attorney Glass was in agreement that we should sign off on the new LOSAP plan.

**MOTION:** After a discussion, Comm. Corradino moved to accept the new LOSAP plan as suggested by VFIS. Comm. Boss seconded the motion; all were in favor, and the motion passed. A copy will be attached to these minutes.

5. Collaborated with the Chief regarding purchase of TYVEK clothing for dealing with assisted cases.
6. Department Secretary Mark Ski participated in a conversation regarding LOSAP end-of-year procedures that need to be followed. The District needs to have the year-end LOSAP totals and spreadsheets from the Department, shortly after January 1. We then need to make a sheet up, which the department basically does currently, listing who will receive LOSAP and who will not. From there we need to circulate the list to the membership. Members then have 30 days to appeal the total counts. After that, approximately March 1, the District will file paperwork with VFIS so members promptly get their increase on April 1. Also, Joe Geiman started receiving LOSAP on April 1. Paperwork went through and all is well. A reminder that we will have four others who will start to receive this year: Michael Greenberg, Andrew Jung, Michael Paley and Rob Sperte.

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7. Comm Barry attended a video call with FRES on 4/14/2020 regarding LOSAP issues during current crisis. It is hoped that the Governor will issue an executive order concerning LOSAP calculations during this current crisis. If not, then it will be the duty of the Board to come up with a plan and then a Board resolution on how we will deal with LOSAP calculations this calendar year.
8. Spoke with NDI, and Department physicals cannot take place on May 9 because of the current coronavirus lockdown. We are trying to schedule the physicals to the day of our Installation Dinner, August 22.
9. While on call with FRES it was requested that only one person from the District/Department would be a point person to make requests. As of now Chief Geiman has been doing this. All were in agreement that Chief Geiman will be the contact person for orders.

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

- No update

## *Grounds– Commissioner Corradino*

- The roof repairs are done on the Old Firehouse and the Annex. The balance of the work on the shed, interior of the Annex and elimination of the East personnel door of the new firehouse will resume after restrictions are lifted. None of these unfinished projects will prohibit use of any structure once restrictions are lifted.
- The tree order for the Annex has been delayed.
- The primer and paint order for the exterior of the Annex has been delayed.
- When and if restrictions are lifted, Comm. Corradino plans to contact Stay Clean to deep clean both the Annex and the Firehouse and to strip and wax all the linoleum in the New Firehouse, if this happens before the May 2020 Commissioners' meeting, he will advise the rest of the Board.
- The Chief has asked Comm. Corradino to look into a new epoxy painting of the bays of the New Firehouse. Comm. Corradino contacted Advanced Epoxy Flooring in Bohemia NY for more information, but the firm is closed due to the PAUSE restrictions. He will follow up as soon as possible.
- As noted in the Chief's Report, above, the Chief has advised Comm. Corradino of the lighting outages in the Old Firehouse. He discussed the matter with District Mechanic Furchert, and they hopes to resolve this problem before his next scheduled maintenance in May 2020.

## **OLD BUSINESS:**

- None

## **NEW BUSINESS:**

- The Board of Commissioners and the Chief discussed some of the large-crowd, community events that traditionally take place in the Pines (e.g., The Invasion, Pines Party). It was our belief that a FIPPOA call was to take place on April 20, and it was hoped these events would be canceled due to the Coronavirus pandemic.

## **Order**

Meeting adjourned by Comm. Barry at 2:20 PM.

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

April 16, 2020 Report for Budget Year 2020

	<u>Bank Balance</u>	<u>Book Balance</u>
<b>GENERAL FUND</b>	As of: 19-Mar-2020	16-Apr-2020
PUB Checking Account	\$ 340,419	\$ 258,402
PUB Savings Account	\$ 32,687	\$ 97,687
PUB Money Market Account	\$ 2,573	\$ 2,573
<b>GENERAL ACCOUNT TOTAL</b>	<b>\$ 375,680</b>	<b>\$ 358,663</b>

<b>RESERVE FUND</b>	As of: 31-Mar-2020	13-Mar-2020
TD Bank Money Market Funds	\$ 530,150	\$ 530,150
PUB CD #1133 - Matured 2/22/2020 (0.2500%)	\$ -	\$ -
<b>CAPITAL RESERVE FUND TOTAL</b>	<b>\$ 530,150</b>	<b>\$ 530,150</b>

### DEPOSITS & TRANSFERS

Interest earned on PUB accounts 2020	\$ 49
Interest earned on Reserve Accounts 2020	781
Tax Warrants	247,485
Proceeds transferred from PUB CD #1133 to TD MM Reserve	84,032
Water Island Fire Protection District	-
Insurance proceeds	-
	<b>\$ 332,347</b>

### EMPLOYEE PAYROLL

		This period	YTD
Christopher J Furchert	maintenance	\$ 1,562	\$ 4,807
Christopher J Furchert	hose testing	-	-
Maud, Dennis	maintenance	255	1,275
Scottaline, Eric	maintenance	383	1,505
Reilly, Thomas	maintenance	-	-
Alker, Kim	cleaning	-	-
Forrett, Patrick A	Secretary and Treasurer	400	1,200
Scofield, Jedidiah	maintenance	-	-
Massa, Ryan	maintenance	-	255
		<b>\$ 2,599</b>	<b>\$ 9,042</b>

### PAYMENTS MADE – general fund

17-Mar-2020 Fire Island Pines Fire District	Transfer to TD MM Reserve account	84,032.23
25-Mar-2020 Fire Island Pines Fire District	Transfer to PUB Savings accounts	65,000.00
27-Mar-2020 VFIS		8,160.00
2-Apr-2020 ACH Withdrawal -Pay F103		794.10
16-Apr-2020 Verizon		136.25
16-Apr-2020 Bank of America - 5579		623.34
16-Apr-2020 PSEGLI 32 Lone Hill		102.17
16-Apr-2020 PSEGLI 5 - 34 FIB		308.40
16-Apr-2020 PSEGLI 9 - Fire House		18.64
16-Apr-2020 PSEGLI 0 - NS		26.75

**Budget to actual as of April 16, 2020****PAID TO DATE****\$ REMAINING****REVENUE**

BROOKHAVEN PROPERTY TAXES	\$	406,739	\$	247,485	\$	159,254
WATER ISLAND PROTECTION DISTRICT		-		-		-
DRAWDOWN FROM SAVINGS		-		-		-
Insurance proceeds		-		-		-
OTHER INCOME		-		-		-
INTEREST INCOME		100		830		(730)
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>406,839</b>	<b>\$</b>	<b>248,315</b>	<b>\$</b>	<b>158,523</b>

**EXPENSES**

Personnel Expenses		40,000		9,042		30,958
Equipment Purchase		14,000		-		14,000
Annual Truck Loan Pmt (#4)		-		-		-
Annual Bond Repayment		131,650		2,231		129,419
Office Supplies		1,300		275		1,025
Commissioner Training		125		-		125
Postage		100		142		(42)
Legal		3,000		1,500		1,500
Audit/ Accounting		5,500		27		5,473
Association dues		800		1,185		(385)
Payroll Processing		1,100		345		755
Printing and supplies		500		-		500
Publications of Notice		500		175		325
Fuel and Electricity		11,000		3,373		7,627
Water		1,000		-		1,000
Hydrant rentals		7,700		-		7,700
Telephone		1,700		407		1,293
Internet/website		800		-		800
Other Travel		500		-		500
Uniform Expenses		3,000		595		2,405
Annual Dinner		18,000		-		18,000
Training		1,500		702		798
Firehouse & 32LHW Repairs		22,000		1,642		20,358
Building maintenance supplies		1,000		116		884
Landscaping Maintenance		2,000		-		2,000
Fire Equipment repairs & maint.		15,000		2,466		12,534
Fire Equipment GAS		3,000		475		2,525
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		8,160		40,840
Social Security & Medicare		3,000		692		2,308
VFBL and Workers Compensation		15,000		9,580		5,420
State Unemployment		500		54		446
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>\$</b>	<b>448,962</b>	<b>\$</b>	<b>49,849</b>	<b>\$</b>	<b>399,113</b>

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

# FIRE ISLAND PINES FIRE DISTRICT

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

TO: Members of the Public

FROM: Commissioners of the Fire District

DATE: April 14, 2020

SUBJECT: Board Meeting of Saturday, April 18, 2020 at 12:30 p.m.

Please be advised that the Fire Island Pines Firehouse is in lockdown status, as per the directives of New York State.

All members of the public are able to attend the Commissioners' Board Meeting of Saturday, April 18, 2020 at 12:30 p.m. via a Zoom video-conference. In order to receive an invitation there are two options:

1. Please write to the Commissioners via e-mail at [Commissioners@fipfd.org](mailto:Commissioners@fipfd.org) to receive an e-mail invitation to participate.

– or –

2. Please phone Commission Corradino at (631) 459-7761 and provide your e-mail address, and he will add you to our list of attendees for a meeting invitation.



# FIRE ISLAND PINES FIRE DISTRICT

SERVING OUR COMMUNITY SINCE 1959

FIRE ISLAND PINES FIRE DEPARTMENT

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[2020 Adopted budget](#)

[Meeting minutes](#)

[Fire Island Pines map](#)

[Water Island map](#)

[FI Pines Fire Department](#)

## Contact Us

Email: [commissioners@fipfd.org](mailto:commissioners@fipfd.org)

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Fax: 631-597-4710

Fire Island Pines Fire District  
P.O. Box 193  
Sayville, NY 11782

FI Pines Volunteer Fire Dept.  
34 Fire Island Boulevard  
Fire Island Pines, NY 11782

## Welcome to the Fire Island Pines Fire District

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