

FIRE ISLAND PINES FIRE DISTRICT

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

Fire District Commissioners' Meeting

Fire Island Pines Fire House
34 Fire Island Boulevard
Fire Island Pines, NY 11782
July 11, 2020

Present

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

Order

Meeting called to order by Comm. Barry at 10:15.

Comms. Barry, Boss, Coluccio and Corradino, Secretary/Treasurer Forrett, and Chief Geiman attended the meeting at the Fire Island Pines Firehouse, separated by more than six feet between them; Commissioner Teague attended via videoconference.

Minutes

Review and approval of the May and June 2020 minutes was deferred until the August 2020 meeting.

Correspondence Review

Utilities: Verizon, SCWA

Bills: All-American, Brinkmann's, South Shore Safety, Morgan Auto Supply, Stay Clean Long Island

Others:

Secretary / Treasurer's reports

- Monthly banking reconciliations, invoice review, expenditure list – budget to actual
- Payments update – vouchers (abstracted) from April, May, June to be signed, along with current July vouchers
- Capturing motions done by e-mail

MOTION: After a brief discussion, Comm. Boss moved to allocate up to \$1,000 for emergency Covid testing of the Department members. Comm. Corradino seconded the motion; all were in favor, and the motion passed.

MOTION: After a brief discussion, Comm. Boss moved to allocate up to \$450 to Coastline Freight for the transport of the new truck and its supplies. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

MOTION: Comm. Corradino moved to accept the Treasurer's reports. Comm. Boss seconded the motion; all were in favor, and the motion passed.

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Chief's report

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

Alarms:

#3747 – 6/29/2020 – 217 Bay Walk – structure fire – smoke in the area

#3748 – 6/30/2020 – 146 Ocean Walk – gas leak

Meetings:

#1143 – 6/27/2020 – Department Meeting

Drills:

#1181 – 6/27/2020 – Drill #5 – CPR / AED / choking

Work detail:

None

Membership Status:

Probationary Firefighter Stephen Moss took his physical exam on July 9.

Requests / Comments:

1. LOSAP Report for June 2020.
2. Rich from Integrated Wireless Technologies was here to survey district equipment and the sirens; he took four Motorola PR860 handheld portables and one new Motorola Minitor VI pager back to his shop to see if they are worth fixing. He will write up a proposal for the District and only repair radios and pager if it is worth it.
3. The West End siren had a popped circuit breaker and it is missing its cone; it will still need some repair; the East End siren requires the presence of a crew and a ladder to check all the siren components.
4. All the Motorola PR860 handheld portable radios have been reprogrammed with new Channel 8 (off the repeater) to reach Water Island better.
5. Firehouse and Annex closed again, except for alarms, due to CoVid-19 case.
6. Request purchase of six Streamlight Survivor Series 90130 NiCad battery pack (Blue Sleeve) @ \$39.79 each from Amazon. Total – \$238.74.
7. Request purchase of a Pulse Oximeter fingertip, blood oxygen saturation monitor with pulse, accuracy heart rate monitor and SpO2 Meter, Matene Portable Digital Reading LED Display Oximeter with Lanyard and Batteries @ \$29.99 from Amazon.

MOTION: Comm. Boss moved to allocate up to \$300 for the purchase of the batteries and the pulse oximeter requested by Chief Geiman. Comm. Coluccio seconded the motion, and all were in favor; the motion passed.

The Board and the Chief discussed the difficulties and constraints surrounding an Installation Dinner this summer. After discussion, the Board decided to cancel this year's dinner, rolling over the deposit paid from 2020 to 2021, and have some sort of recognition ceremony on the date of the traditional September lunch.

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COMMITTEE REPORTS:

Apparatus/Equipment/Radios – Commissioner Teague

Comm. Teague noted that part of the undercarriage on the quad is cracked. The District Mechanic can get it fixed.

MOTION: Comm. Teague moved to allocate up to \$300 to repair the quad; Comm. Boss seconded the motion; all were in favor, and the motion passed.

The light bar has come back from the manufacturer; it has not yet been installed.

The new truck, designated 5-28-5, is on the beach and ready for service.

Budgets – Commissioner Coluccio

MOTION: Comm. Coluccio moved to reallocate \$235 from the dinner line and apply it to postage; and to reallocate \$385 from the dinner line and apply it to association dues. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Comm. Coluccio wants to begin the budget process for the next month's meeting. She noted we are getting guidance from New York State that tax revenues have decreased sharply, and we should keep that in mind when putting together the 2021 Budget.

Records – Commissioners Coluccio, Corradino

2019 records were returned from the auditors and are now at Firehouse.

Membership – Commissioner Barry

On Saturday, July 4th, the Chief contacted Commissioner Barry stating that a member had tested positive for Covid. Commissioner Barry was then in contact with Dr. Ed Schulhafer to get contact information for Northwell Health. Comm Barry contacted Ed Fraser of Northwell to schedule testing for the membership. He also contacted Ken Stein to arrange for a special ferry to get the members off the beach for Sunday, July 5, at 12:15 p.m. Approximately 15 Department members were tested.

However, a written complaint was received from one of the members, regarding the conduct of a fellow member at the testing site suggesting a violation of HIPPA regulations. After a conversation among the Commissioners and the Chief, Comm. Coluccio pointed out that those rules applied only to covered persons (i.e., health care professionals) and fiduciary institutions (e.g., insurance companies); a non-medical person, including a member of the Fire Department, cannot violate the HIPPA Privacy Rule. Comm Coluccio has agreed to investigate the matter further and have a conversation with the member who wrote the letter.

In addition, the Board and the Chief agreed that a letter needs to be sent to the membership reminding them that privacy should be kept in mind, and that these matters should not be discussed in public venues. Comm Barry and the Chief will compose a letter to the members. (See Attached.)

Moreover, the Board and the Chief decided that anyone who tests positive for the coronavirus and is asymptomatic should quarantine himself/herself for 21 days from the date of the test; anyone who has Covid symptoms should quarantine himself/herself for 21 days from the date of their last symptom; and these guidelines will also be included in the letter.

The Board determined the same guidelines should apply to District employees.

The Chief expressed his gratitude to the Board and the membership for the quick movement on the Covid testing.

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Insurance – Commissioner Barry

Comm. Barry noted we have received a notice from VFIS that they will not renew our auto insurance in mid-September.

Regarding 5-28-5, Comm Barry made arrangements for final payment to Hempstead Ford, and added the vehicle to the District insurance policy. The truck was delivered to Coastline Freight. The District Mechanic then added additional items to the vehicle before it was shipped to the beach today. Vehicles are still not permitted on the beach due to piping plover nest protection.

Public Relations/LOSAP/Alarms/ISO – Commissioner Boss

–none–

Grounds– Commissioner Corradino

Comm. Corradino forwarded to the Board the estimate from All-Island Duct Cleaning for the installation of UV filters in the Firehouse HVAC system at \$485 per unit, for a total of \$970; and for servicing the external ducts with sealant at the joints as \$630 for both units; the total \$1,600. As needed

MOTION: After discussion, Comm. Boss moved to allocate up to \$1,600 for the HVAC work included in the above-mentioned estimate. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

Flower Girls has estimated a rate of \$120 per month for the Firehouse grounds (July, August, September — \$360). For the Annex, Flower Girls estimated a \$180 charge for the clean-up of grounds and then a subsequent \$90 per month for maintenance for two months (August, September — \$180).

MOTION: After discussion, Comm. Boss moved to allocate up to \$1020 for the Flower Girl services specified above, including the \$300 charge for cleaning the Firehouse grounds in June. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

Ricardo Perez (recommended by Stay-Clean Long Island), provided an estimate to strip and re-wax all the floors in the Firehouse, for \$2,500. Comm. Corradino noted that the Firehouse floors have never been stripped and redone.

MOTION: After a discussion, Comm. Coluccio moved to allocate up to \$2,500 to strip and re-wax the floors in the Firehouse as per the estimate. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Comm. Corradino noted that the Annex is being painted, and he was given a list to the District Mechanic of things that need to be done: gutters cleaned, extra deck on the side of old firehouse, and fixing the deck at the annex near the shed.

OLD BUSINESS:

–none–

NEW BUSINESS:

–none–

Order

Meeting adjourned by Comm. Barry at 11:50.

Budget to actual as of July 11, 2020	Budgeted	Revised	Committed	Paid to date	Remaining
REVENUE					
BROOKHAVEN PROPERTY TAXES	\$ 406,739			\$ 406,739	\$ -
WATER ISLAND PROTECTION DISTRICT	-			-	-
DRAWDOWN FROM SAVINGS	-			-	-
Insurance proceeds				-	-
OTHER INCOME	-			-	-
INTEREST INCOME	100			1,135	(1,035)
TOTAL REVENUE	\$ 406,839			\$ 407,874	\$ (1,035)
EXPENSES					
Personnel Expenses	40,000			16,298	23,702
Equipment Purchase	14,000			58,742	(44,742)
Annual Truck Loan Pmt (#4)	-				-
Annual Bond Repayment	131,650			2,231	129,419
Office Supplies	1,300			453	847
Commissioner Training	125				125
Postage	100			170	(70)
Legal	3,000			1,500	1,500
Audit/ Accounting	5,500			200	5,300
Association dues	800			1,185	(385)
Payroll Processing	1,100			627	473
Printing and supplies	500			217	283
Publications of Notice	500			258	242
Fuel and Electricity	11,000			4,374	6,626
Water	1,000			660	340
Hydrant rentals	7,700			3,765	3,935
Telephone	1,700			816	884
Internet/website	800			285	515
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			3,144	18,856
Building maintenance supplies	1,000			161	839
Landscaping Maintenance	2,000				2,000
Fire Equipment repairs & maint.	15,000			9,620	5,380
Fire Equipment GAS	3,000			768	2,232
Fire Alarm Maintenance	500				500
Insurance: Uab, Prop, flood, fire	10,000				10,000

Budget to actual as of July 11, 2020	Budgeted	Revised	Committed	Paid to date	Remaining
Insurance: Auto Policies	7,500			4,742	2,758
Insurance: Cancer Policy					
Medical Exam/Physicals	7,500				7,500
Snow removal	10,000				10,000
Charity	-				-
LOSAP +Life Insurance	49,000			21,501	27,499
Social Security & Medicare	3,000			994	2,006
VFBL and Workers Compensation	15,000			9,580	5,420
State Unemployment	500			78	422
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
	\$ 448,962			\$ 143,056	\$ 305,906

LEGAL NOTICE

NOTICE OF CHANGES TO REGULAR 2020 MEETING DATES FOR THE
FIRE ISLAND PINES FIRE DISTRICT

PLEASE TAKE NOTICE that pursuant to the New York State Governor's Executive Order #202.26 related to the Covid-19 pandemic, elections for the Fire Island Pines Fire District have been rescheduled to Tuesday, September 15. As a result, the Board has rescheduled its July meeting to Saturday, July 11 at 10 AM. The remaining meetings of the 2020 meeting schedule for the Board of Commissioners of the Fire Island Pines Fire District shall take place as follows:

Date	Location	Time
June 20	Fire Island Pines Fire House	12:30 PM
July 11	Fire Island Pines Fire House	10 AM
August 15	Fire Island Pines Fire House	12:30 PM
September 12	Fire Island Pines Fire House	3 PM
September 15*	Fire Island Pines Fire House	6 PM
October 3†	Fire Island Pines Fire House	12:30 PM
October 24‡	Fire Island Pines Fire House	10 AM
December 12	West Sayville-Oakdale Fire House	10 AM

The West Sayville-Oakdale Fire House is located 80 Main Street, West Sayville, NY 11796. The Fire Island Pines Fire House is located at 34 Fire Island Boulevard, Fire Island Pines, NY 11782.

* 2020 election

† Preliminary 2021 budget proposed

‡ 2021 budget finalized and approved

Dated: June 2, 2020

BY ORDER OF THE BOARD OF FIRE COMMISSIONERS, FIRE ISLAND PINES FIRE DISTRICT, Town of Brookhaven, County of Suffolk, State of New York