

# 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  
May 22, 2021

### Present

Commissioner Richard Barry, Chairman  
Commissioner Douglas Teague, Vice-chairman  
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 12:39 AM.

### Audit and financial statements

Discussion of 2020 audit and Letter to Management with Robert Craig of CFM:

- The District received a clean opinion on a Regulatory Accounting Basis, the accounting regime encouraged by the New York Office of the State Controller for fire district financial reporting. This finding is the highest possible degree of assurance.
- The auditors noted that the District had appropriately address the matters outlined in the 2019 Letter to Management. The only item still outstanding is the completion of an Employee Manual – a project which is well underway.
- Bob Craig pointed out that because service award program assets are now available to creditors, per GASB No. 84, they move away from a Trust and Agency Fund and into the General Fund – not available for the general operations of the District, but still available to creditors. Similarly, service award program activities now run through the General Fund. Those changes are reflected in this year's financial statements.

**MOTION:** After a brief discussion, Comm. Coluccio moved to accept the results of the audit. Comm. Boss seconded the motion; all were in favor, and the motion passed.

### Minutes

- Review of prior meeting's minutes

**MOTION:** Comm. Corradino moved to accept the draft minutes from the April 19, 2021 meeting. Comm. Boss seconded the motion; all were in favor, and the motion passed.

### Correspondence Review

Typical monthly bills and utilities: Bank of America credit card, PSEG, Verizon, payroll, Morgan Auto Supply, Brinkmann's, Firematic, South Shore Fire & Safety, Pines Propane, Teague Services, and Verizon. These bills were presented as vouchers to the Board for approval and payment.

### Secretary / Treasurer's report

- Monthly banking reconciliations
  - PUB accounts to May 19
  - TD accounts to April 30
- Invoice review, expenditure list for 2021 to date
- Budget to actual report for 2021 to date

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- Motions list – expenditure and non-expenditure motions
- Capturing motions done by e-mail
  - Purchase of a screen door for the Annex
  - Rental of the electric boom lift to effect the repairs to the three sirens

**MOTION:** After a brief discussion, Comm. Boss moved to allocate up to \$90 for the purchase of a replacement screen door for the Annex at 32 Lone Hill Walk. Comm. Corradino seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a brief discussion, Comm. Teague moved to allocate up to \$2,300 for the delivery and rental of a 34-foot electric boom lift for a week, beginning June 14, to facilitate the siren repairs and do other work in the community. Comm. Corradino seconded the motion; all were in favor, and the motion passed.

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

## CHIEF’S REPORT

### Alarms:

- #3789 – 4/19/2021 – Mutual Aid to Cherry Grove – 33 Bayview Walk – automatic alarm
- #3790 – 4/24/2021 – 366 Ozone Walk – gas leak
- #3791 – 4/27/2021 – 155 Atlantic Walk (Coops) – automatic alarm
- #3792 – 5/01/2021 – 11 Ocean Walk (Coops) – automatic alarm
- #3793 – 5/05/2021 – 37 Fire Island Blvd. – automatic alarm
- #3794 – 5/08/2021 – 545 Beachcomber Walk – smell of gasoline
- #3795 – 5/16/2021 – Mutual Aid to Cherry Grove – 47 Maryland Walk – structure fire
- #3796 – 5/19/2021 – 227 Bay Walk – automatic alarm
- #3797 – 5/19/2021 - Fire Island Blvd. & Floral Walk – assist PD – aided case
- #3798 – 5/21/2021 – 119 Ocean Walk – outside fire – good intent call (chimney)

### Meetings:

- #1205 – 5/01/2021 – Annual spring Department meeting
- #1206 – 5/08/2021 – Department meeting
- #1207 – 5/22/2021 – Department meeting

### Drills:

- #1193 – 4/28/2021 – 1st alternate drill – driving and pumping in roadway and on beach
- #1194 – 5/08/2021 – Drill #2 – hand tools, ropes, K-Tool, nozzles – review
- #1195 – 5/12/2021 – 2nd alternate drill – driving & pumping (relay) on boardwalk, hose handling
- #1196 – 5/22/2021 – Drill #3 – SCBA and smoke house

### Work details:

- #1155 – 5/16/2021 – water rescue bag placement – FIP & W.I.

### Membership status:

No update this period

### Requests / comments:

1. LOSAP report for April 2021
2. Fire Department Installation Dinner Saturday, June 12 @ Snapper Inn progressing. Request payment for some bills as per dinner budget.

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3. Received replacement helmet for 5-28-31. Received three Motorola PMMN4106 XE500 Extreme Remote Speaker Mics.
4. Pending purchases (all ordered) – six Pelican 9421 replacement Batteries for 9420 Pro Gear LED Work Lights @ \$49.95 each from Adorama. Total - \$299.70 and 500' of replacement Hose (all in yellow) from Firematic Supply Co., Inc. @ \$1,591.28:
  - a. 2 – 100' lengths of 1¾"
  - b. 1 – 50' length of 1¾"
  - c. 3 – 50' lengths of 3"
  - d. 1 – 100' length of 3"
5. Department purchased and received new commercial grill (same as old one). Will turn grill over to District and place inventory tag on grill.
6. All old pagers and old Philadelphia-style fire helmets have been shipped off-island and donated to Terry Farrell Firefighter's Fund.
7. Request inventory of all old Black Diamond Crosstech Footwear to be surplussed and disposed of.
8. Letter from AA for firehouse use with insurance certificate.
9. Applied for another \$1,500 NYS DEC grant, which may well cover this year's purchase of two sets turn-out gear.
10. Respectfully request the purchase of proposed replacement Chief's Vehicle – 5-28-8

**MOTION:** After brief discussion, Comm. Corradino moved to surplus and dispose of the old boots having a value of less than \$200.00, mentioned above. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Chief Geiman explained to the Board why the request for the chief's cart *now*. The cart is nearly twenty years old, and it doesn't have a functional reverse. The Chief has to push the cart to back it up, and sometimes he has to push it uphill to be able to turn it around. In addition, it has no cover, so if it is going to rain, he needs to bring the cart to the Firehouse to protect it and the tools he carries in it, delaying his response to any subsequent call.

The Chief mentioned that the cart would need to be equipped with emergency lights and be decaled as the Department's 5-28-8 –a marginal incremental cost. It would also need to be shipped to the beach via Coastline Freight.

Comm. Coluccio noted that this had not been anticipated in the 2021 budget, so this expense would have to be met with Reserve funds, requiring a permissive referendum.

The Board reviewed three options:

- Option One was from Westward Industries for a GO4 with a cost of \$24,000;
- Option Two was a Polaris Gem EZ in the amount of \$13,297;
- Option Three was Etrike Company ETRIOOC in the amount of \$8,020.

After reviewing the specifications for all three vehicles, a motion was made by Comm Teague to spend up to \$9000.00 for the purchase of an eTrike vehicle. Motion was seconded by Comm Boss. All Commissioners voted in favor of the purchase.

Chief Geiman noted that he has received several inquiries about purchasing the old cart. In addition, Comm. Barry said the cart could be listed through Auctions International for potential sale and District revenue.

**MOTION:** After a discussion of the immediacy of the need, which has been noted many times previously, Comm. Teague moved to hold a permissive referendum to allocate up to \$9,000 from Reserve funds to purchase a new boardwalk cart for the Chief. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Forrett will publish notice of a permissive referendum for the reserve transfer in the Long Island Advance. A copy of this notice is attached to these minutes.

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## COMMITTEE REPORTS

### *Apparatus, equipment, radios – Commissioner Teague*

Following up on the conversation reported in the April Board meeting, Comm. Teague received an estimate from Brendan Egan of Arthur Nelsen Licensed Electricians for a new service drop and panel for the central siren, to transfer the siren and spotlight to the new pole, and to clean up and remove old electrical wiring, panels and other equipment in the Old Firehouse. Egan's estimate for the work is \$3,000. Comm. Coluccio and Treasurer Forrett confirmed for the Board that this falls under the scope of the approved siren repairs, and that this expense would be met with the 2020 funds encumbered for those repairs; as such, it would have no impact on the 2021 budget and did not require a further motion for approval.

Comm. Barry spoke with Rich Moffat of Integrated Wireless Technologies, informing him that the District was renting an electric boom lift for the week of June 14 to facilitate the repair work. Moffat said the siren repair would be at least a day's work, perhaps two. The plan is to deal with the east- and west-end sirens, to remove the old console, to install the single siren button, and take care of a couple of other details along the way. Chief Geiman reminded the Board that the west-end siren needs a new cone, and Comm. Barry assured the Board that Moffat planned to have that cone.

Comm. Teague suggested taking advantage of the lift to install a small platform on the new pole (perhaps Don Kohlhepp), someone to cut down the old pole in sections (Mike Jaggi of Flower Girls), and to inspect the repairs to the east and west sirens after they are repaired (District staff).

Forrett informed the Board he had coordinated with PSEG to have power restored to the meter for the west-end siren on Thursday, May 27.

On another note, Comm. Teague noted that the original rims and tires from 5-28-9 – which are essentially unused – are beside the Firehouse. A motion was made by Comm Teague to place these items on Auctions International as surplus. Comm Boss seconded the motion, all were in favor. Comm. Barry said he would take pictures and list them on Auctions International.

Otherwise, all equipment is up and running, and general maintenance continues.

### *Budgets – Commissioner Coluccio/Treasurer Forrett*

Following up to the audit and financial statements conversation with Bob Craig (above), Forrett confirmed that the District's AUD had been filed ahead of the April 30 deadline.

### *Records – Commissioners Coluccio, Corradino*

- None this period

### *Insurance, LOSAP – Commissioner Barry*

The Board continued its discussion of the outstanding LOSAP issues. Comm. Barry informed the Board that he *still* had not received the annual census and valuation from VFIS, which makes part of this discussion difficult. Following a suggestion from Bob Craig (during the Audit discussion, earlier), the Board discussed turning to Anthony Hill, a LOSAP consultant the Board had worked with previously and whom the Board held in high regard, for advice and perhaps even actuarial work regarding this project.

The Board reiterated its staunch support for all measures that reward the Department members for their work for the community. However, it was pointed out that increasing length-of-service eligibility, and increasing future monthly payouts, would mean a significant increase in the District's costs to fund the Program. This means an increased burden for taxpayers.

A suggestion was made as to have a conversation with the Department to discuss various options. It was decided that Comms. Coluccio and Corradino – who are not Department Members – would discuss various funding options and get feedback from the Department at its meeting on June 5, 2021.

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*Public Relations, alarms, ISO – Commissioner Boss*

- None this period

*Grounds– Commissioner Corradino*

Comm. Corradino is still awaiting an estimate from Don Kohlhepp for the repair of the north bathroom wall of the Annex, as discussed in the March meeting. In addition, he will inform Mike Jaggi of Flower Girls of the arrival of the boom lift on June 14 and the likely request to remove the old pole. And he informed the Board that the screen door of the Annex has been replaced.

**OLD BUSINESS:**

- None this period

**NEW BUSINESS:**

The District received a request from the Pines' chapter of Alcoholics Anonymous to resume its weekly meetings in the Firehouse. Comm. Barry noted the group is appropriately insured (copy of insurance policy was received; a copy has been kept for our records). Chief Geiman noted that for the holiday weekends (Memorial Day, Independence Day, Labor Day), AA has requested an additional, Sunday, meeting as well.

**MOTION:** After brief discussion, Comm. Corradino moved to allow the FIP Chapter of Alcoholics Anonymous to resume its regular Friday and Saturday meetings at the Firehouse, along with Sunday meetings for the three holiday weekends noted above. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

**Order**

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

**Expenditure motions**

**Meeting date: 2021-04-17**

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Variance	Paid date	Disposition	Notes
1 Purchase of new tires for 5-28-9	10-Jan-2021	\$ 1,000.00	Nicolas Ventura	Furchert	Teague	1,000.00	-			
2 Purchase of hammer drill	10-Jan-2021	99.00	Home Depot	Furchert	Teague	99.00	-			
3 Obtention of DUNS and SAM number for grants	10-Jan-2021	450.00	G&G Municipal Consulting	Barry						
4 Turnout gear for FFs Micheels and Moss	13-Mar-2021	5,350.00	South Shore Fire and Safety	Geiman						
5 Uniforms for FFs Micheels and Moss	13-Mar-2021	1,500.00	All-American Awards	Geiman						
6 Spring clean-up of Firehouse grounds	13-Mar-2021	300.00	Flower Girls	Corradino	Corradino	300.00	-			
7 Monthly maintenace of Firehouse grounds (3 × \$120/visit)	13-Mar-2021	360.00	Flower Girls	Corradino						
8 Spring clean-up of 32 LHW grounds	13-Mar-2021	180.00	Flower Girls	Corradino						
9 Monthly maintenace of 32 LHW grounds (3 × \$90/visit)	13-Mar-2021	270.00	Flower Girls	Corradino						
10 Removal of large holly tree by Firehouse pole	13-Mar-2021	500.00	Flower Girls	Corradino	Corradino	400.00	(100.00)			
11 Toner	17-Apr-2021	110.00	Amazon	Forrett	Geiman	105.37	(4.63)			
12 Helmet purchase	17-Apr-2021	100.00	Amazon	Forrett	Geiman	85.80	(14.20)			
13 Three Motorola PMMN4106 XE500 Extreme Remote speaker mics	17-Apr-2021	1,500.00	Magnum Electronics	Forrett	Geiman	1,455.93	(44.07)			
14 Six Pelican 9421 replacement batteries	17-Apr-2021	350.00	Adorama	Forrett						
15 Replacement hose as requested by Chief	17-Apr-2021	2,000.00	Firematic	Geiman						
							-			
							-			
							-			
<b>Total expenditures</b>		<b>\$ 14,069.00</b>				<b>\$ 3,446.10</b>				

**Non-expenditure motions**

**Meeting date: 2021-04-17**

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Paid date	Status	Notes
1 Transfer from Legal to Association Dues	10-Jan-2021	-\$185.00	Board	Forrett		-\$185.00	11-Jan-2021	Done	
2 Transfer from Legal to Association Dues	10-Jan-2021	\$185.00	Board	Forrett		\$185.00	11-Jan-2021	Done	
3 Transfer from Legal to Consulting	10-Jan-2021	-\$200.00	Board	Forrett		-\$200.00	11-Jan-2021	Done	
4 Transfer from Legal to Consulting	10-Jan-2021	\$200.00	Board	Forrett		\$200.00	11-Jan-2021	Done	
5 Transfer from LOSAP to Association Dues	13-Mar-2021	-\$25.00	Board	Forrett		-\$25.00	14-Mar-2021	Done	
6 Transfer from LOSAP to Association Dues	13-Mar-2021	\$25.00	Board	Forrett		\$25.00	14-Mar-2021	Done	

<b>Budget to actual as of May 20, 2021</b>	<b>Budgeted</b>	<b>Revision</b>	<b>Encumbered</b>	<b>Total revised</b>	<b>Paid to date</b>	<b>Remaining</b>
<b>REVENUE</b>						
Brookhaven property taxes	\$ 398,712				\$ 254,146	\$ 144,566
Water Island Fire Protection District	42,650					42,650
Drawdown from savings	-					-
Insurance proceeds						-
Interest income	-				178	(178)
Encumbrances (from 2020)			21,000			(21,000)
Other income	100				1,500	(1,400)
<b>TOTAL REVENUE</b>	<b>\$ 441,462</b>				<b>\$ 255,824</b>	<b>\$ 164,638</b>
<b>EXPENSES</b>						
Personnel expenses	40,000			40,000	11,794	28,206
Equipment purchase	14,000			14,000	3,046	10,954
Annual bond repayment	132,275			132,275	1,138	131,138
Office supplies	1,075			1,075	362	713
Commissioner training	125			125		125
Postage	200			200	123	77
Legal	3,000	(385)		2,615	1,750	865
Audit / accounting	5,800			5,800		5,800
Association dues	1,000	210		1,210	1,210	-
Payroll processing	1,100			1,100	578	522
Printing and supplies	500			500		500
Publications of notice	500			500	133	367
Fuel and electricity	11,000			11,000	6,440	4,560
Water	1,000			1,000	6	994
Hydrant rentals	7,700			7,700		7,700
Telephone	1,800			1,800	578	1,222
Internet/website	600			600		600
Other travel	500			500		500
Uniform expenses	3,000			3,000	67	2,934
Annual dinner	18,000			18,000	110	17,891
Training	1,500			1,500		1,500
Firehouse & 32LHW repairs	16,000			16,000	1,538	14,462
Building maintenance supplies	1,000			1,000	109	891
Landscaping maintenance	2,000			2,000	700	1,300
Fire equipment repairs & maint.	15,000			15,000	3,568	11,432
Fire Equipment – gasoline/diesel	3,000			3,000	934	2,066
Fire alarm maintenance	500		21,000	21,500	1,286	20,214
Insurance: umb, prop, flood, fire, auto, life	13,000			13,000	433	12,567
Insurance: Cancer Policy	4,750			4,750		4,750
Medical Exam/Physicals	8,500			8,500		8,500
Snow removal	10,000			10,000	9,776	225
Charity	-			-		-
LOSAP	49,000	(25)		48,975	8,160	40,815
Social Security & Medicare	3,000			3,000	902	2,098
VFBL and Workers Compensation	15,000			15,000	14,772	228
State Unemployment	500			500	354	146
Hospital, Medical & Accident Ins	600			600	548	52
WIFPD 27.5%	11,687			11,687		11,687
Transfer to Reserve	42,500			42,500		42,500
Consultants (Fixed Assets, Losap, ISO)	750	200		950	500	450
	<b>\$ 448,962</b>	<b>\$ -</b>	<b>\$ 21,000</b>	<b>\$ 469,962</b>	<b>\$ 70,913</b>	<b>\$ 399,049</b>



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

Report as of 20 May 2021

	<u>Bank Balance</u>	<u>Book Balance</u>
<b>General fund</b>	As of: 19-May-2021	20-May-2021
PUB Checking Account	\$ 290,872	\$ 288,258
PUB Savings Account	\$ 97,751	\$ 97,751
PUB Money Market Account	\$ 2,575	\$ 2,575
<b>General fund accounts total</b>	<b>\$ 391,198</b>	<b>\$ 388,584</b>
<b>Reserve fund</b>	As of: 30-Apr-2021	20-May-2021
TD Bank Money Market Funds	\$ 518,486	\$ 518,486
<b>Reserve fund account total</b>	<b>\$ 518,486</b>	<b>\$ 518,486</b>
<b>Total liquidities and reserves</b>	<b>\$ 909,685</b>	<b>\$ 907,071</b>
<b>Deposits and transfers</b>		
Interest earned on PUB accounts 2020		\$ 46
Interest earned on Reserve Accounts 2020		123
Interest from Town of Brookhaven		
Tax Warrants		254,146
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		
Insurance proceeds		
Other proceeds		1,500
		<b>\$ 255,815</b>
<b>Employee payroll</b>	This period	YTD
Christopher J Furchert maintenance	\$ 1,592	\$ 6,369
Christopher J Furchert hose testing		
Maud, Dennis maintenance	255	1,785
Scottaline, Eric maintenance	255	1,785
Reilly, Thomas maintenance		
Alker, Kim cleaning		
Forrett, Patrick A Secretary and Treasurer	400	1,600
Scofield, Jedidiah maintenance		
Massa, Ryan maintenance	255	255
	<b>\$ 2,757</b>	<b>\$ 11,794</b>
<b>Payments Made</b>		
20-Apr-2021 Patrick Forrett 410 · Office		\$ 121.98
22-Apr-2021 Morgan Auto Supply 460 · Equipment Maint & Repairs		195.56
22-Apr-2021 Brinkmann's 450 · Repairs to Building		37.58
22-Apr-2021 Bank of America - 5579 Credit card		413.06
3-May-2021 ACH Withdrawal -Pay F103 Payroll and tax contributions		870.96
4-May-2021 Verizon 424 · Telephone		147.32
19-May-2021 PSEGLI 32 Lone Hill 420 · Fuel and Electricity		34.85
19-May-2021 PSEGLI 5 - 34 FIB 420 · Fuel and Electricity		210.99
19-May-2021 PSEGLI 6 - Siren 420 · Fuel and Electricity		30.29
19-May-2021 PSEGLI 9 - Fire House 420 · Fuel and Electricity		17.92
19-May-2021 Richard Barry BigRentz.com reimbursment		1,286.42
20-May-2021 Teague Services Inc. 420 · Fuel and Electricity		649.00
20-May-2021 Holly Rhodes Teague Postage for dinner		109.50
20-May-2021 Pines Propane Corp. 420 · Fuel and Electricity		275.00
		<b>\$ 4,400.43</b>

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

**NOTICE OF RESOLUTION ADOPTED  
SUBJECT TO PERMISSIVE REFERENDUM**

**NOTICE IS HEREBY GIVEN** that the Board of Fire Commissioners of the Fire Island Pines Fire District, at a regular meeting thereof, held on May 22, 2021, duly adopted the following resolution:

BE IT RESOLVED, pursuant to the provisions of the General Municipal Law and the Town Law of the State of New York, that a sum not to exceed \$9,000 be expended from the Capital Reserve Fund of said Fire District for the purchase, equipment, and outfitting of a new boardwalk cart for said Fire District; and be it

FURTHER RESOLVED, that this resolution is adopted subject to a permissive referendum as provided in the General Municipal Law of the State of New York; and be it

FURTHER RESOLVED, that the Secretary of the Fire District shall, within ten working days of the adoption of this resolution, publish a notice within the official newspaper of the Fire District setting forth the date of the adoption of the resolution and an abstract of the resolution concisely stating the purpose and effect thereof, and that the resolution was adopted subject to a permissive referendum.

Dated: May 22, 2021

BY ORDER OF THE BOARD OF FIRE  
COMMISSIONERS OF THE  
FIRE ISLAND PINES FIRE DISTRICT

\_\_\_\_\_  
By: PATRICK A. FORRETT  
Fire District Secretary