

# 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  
July 13, 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

The Board was joined by Mr. Anthony (Tony) Hill of Firefly, a LOSAP consultancy.

### Order

Meeting called to order by Comm. Barry at 6 PM.

### District elections

The annual election for a District Commissioner role took place this evening. Eugene Cook was elected for a term starting January 1, 2022, and ending December 31, 2026. The results of the election were sent to the Brookhaven Town Clerk's office and to the Suffolk County Board of Elections. The results were also shared with Henry Robin, President of FIPPOA, who noted the outcome in his weekly newsletter.

### Minutes

- Review of prior meeting's minutes

**MOTION:** Comm. Boss moved to accept the draft minutes from the June 19, 2021, meeting. Comm. Corradino 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, Morgan Auto Supply, Brinkmann's, Firematic, South Shore Fire & Safety. These bills were presented as vouchers to the Board for approval and payment.

*Other:* FASNY, SCFDOA, Brookhaven Town Fire District

### Secretary / Treasurer's reports

- Monthly banking reconciliations
  - PUB accounts to June 19
  - TD accounts to June 30
- Invoice review, expenditure list for 2021 to date
- Budget to actual report for 2021 to date
- Motions list – expenditure and non-expenditure motions
- Capturing motions done by e-mail
  - None this period

While reviewing the bank account reconciliations, Comm. Boss noted that check 8510 (June 3, 2021, Aubrey's Fine Baked Goods, \$354.60) had only one signature.

**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

### Alarms:

#3806 – 7/02/2021 – 482 Tarpon Walk – electrical hazard

#3807 – 7/03/2021 – 227 Bay Walk – automatic alarm

#3808 – 7/09/2021 – 541 Sandy Walk – Chief's call

### Meetings:

#1212 – 6/26/2021 – Department meeting

### Drills:

#1227 – 6/26/2021 – Drill #7 – LPG / TIC / CO detector

### Work detail:

#1156 – 7/05/2021 – Stand-by for Invasion.

### Membership status:

New Member Pending – James R. Flanagan

### Requests / comments:

1. LOSAP Report for June 2021.
2. All siren work completed. Need to replace east-end platform in future.
3. eTrike purchased – 7/10/21. Estimated delivery in a few weeks. Chris Furchert has notified Ryan Massa about lighting and has contacted J Signs about lettering.

## COMMITTEE REPORTS

### *Apparatus, equipment, radios – Commissioners Teague and Barry*

Comm. Barry informed the Board that all three sirens were now in working order.

Comm. Teague informed the Board that the Chief's cart had a functioning, rebuilt starter, and that 5-28-2 and the Motrec are back in service.

He also noted that the new pole was only put in four or five feet into the ground, and that a concrete collar might be helpful to stabilize it.

Comm. Teague asked the Board whether it should continue to investigate grant money for a boat. He noted there are many areas on the beach – particularly FINS properties – which are now impassable in higher-than-normal tides or storm surges. He pointed out that West Islip and Bayport have both recently specified and purchased a boat from the same manufacturer.

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

Comm. Coluccio and Treasurer Forrett informed the Board that the materials for the Water Island Fire Protection District billing were ready. Comm. Coluccio wanted to review them before sending.

The Board resumed the conversation on the remaining, unspent Reserve money relating to last year's purchase of the new 5-28-5. The truck beach gear for which the 2020 funds were encumbered has already been purchased, meaning the remaining Reserve money should be immediately returned to the Reserve Fund.

**MOTION:** After a brief discussion, Comm. Coluccio moved that \$326.38 be moved from the operating account to the Reserve Fund account. Comm. Corradino seconded the motion. All were in favor, and the motion passed.

Treasurer Forrett noted that because of the increased levy rate for New York State unemployment insurance (the rate quintupled in 2021), the District had nearly exhausted its appropriation for this expense. He suggested the appropriation be increased to \$1,200.

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**MOTION:** After a brief discussion, Comm. Coluccio moved that \$700 be moved from the Medical Exams and Physicals appropriation to the NYS Unemployment Insurance appropriation. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Comm. Coluccio noted that the final CFM invoice for the 2020 audit came in at \$1,826 more than budgeted because of the additional work related to GASB 84.

**MOTION:** After discussion, Comm. Coluccio moved to transfer \$1,826 from the Annual Dinner appropriation to the Audit and Accounting appropriation. Comm. Boss seconded the motion; all were in favor, and the motion passed.

As a final note, Comm. Coluccio noted she would start 2022 budget discussions in the August meeting.

*Records – Commissioners Coluccio, Corradino*

- None this period

*Insurance, LOSAP, membership – Commissioner Barry*

The Board was joined by Tony Hill of Firefly, a LOSAP administration consultancy. He presented the experience and capabilities of his firm.

Discussion began with the differences between the actuarial funding assumptions and the current rate of return being provided by VFIS. There is an unfavorable gap between the two, and this is leading the plan to be underfunded. Mr. Hill surmised that the funding return estimate was based on the entire experience of the plan, including the 1990s, when interest rates were much higher.

He pointed out that using more realistic returns assumptions would lead to the plan being viewed as less funded than it currently appears.

The Board discussed other possible investments for the funds, including a potential allocation to equity markets. Mr. Hill noted this would be in keeping with the LOSAP “Prudent Person” investments rule: because the District’s LOSAP fund is a long-term obligation, equity investments are appropriate; in fact, some would argue they are necessary.

On another subject, Comm. Barry tried once again to contact the grant writer from G&G Municipal Consulting to continue the process to obtain DUNS and SAM numbers, but he has not been available.

*Public Relations, alarms, ISO – Commissioner Boss*

- No update this period

*Grounds– Commissioner Corradino*

Comm. Corradino informed the Board that a faucet in the Annex that was leaking had been fixed.

The Chief noted there is no light on the flagpole, and the air conditioning in the Dispatch Room and the Commissioners’ Office isn’t functioning.

## **OLD BUSINESS:**

- None this period

## **NEW BUSINESS:**

Comm. Coluccio informed the Board that she asked the Assistant Chief to poll the Department members about their uniform needs, particularly as some members become or no longer are officers (shirts blue to white, or white to blue), and some members have very old shirts. She noted that we have a uniform budget, and we often don’t use the entire appropriation.

## **Order**

Meeting adjourned by Comm. Barry at 9 PM.

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

Report as of 13 July 2021

	<u>Bank Balance</u>	<u>Book Balance</u>
<b>General fund</b>	As of: 21-Jun-2021	13-Jul-2021
PUB Checking Account	\$ 411,638	\$ 397,683
PUB Savings Account	\$ 97,756	\$ 97,756
PUB Money Market Account	\$ 2,575	\$ 2,575
<b>General fund accounts total</b>	<b>\$ 511,969</b>	<b>\$ 498,013</b>
<b>Reserve fund</b>	As of: 30-Jun-2021	13-Jul-2021
TD Bank Money Market Funds	\$ 518,612	\$ 518,612
<b>Reserve fund account total</b>	<b>\$ 518,612</b>	<b>\$ 518,612</b>
<b>Total liquidities and reserves</b>	<b>\$ 1,030,581</b>	<b>\$ 1,016,626</b>
<b>Deposits and transfers</b>		
Interest earned on PUB accounts 2020		\$ 53
Interest earned on Reserve Accounts 2020		258
Interest from Town of Brookhaven		
Tax Warrants		398,721
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		
Insurance proceeds		
Other proceeds		1,500
		<b>\$ 400,533</b>
<b>Employee payroll</b>	This period	YTD
Christopher J Furchert maintenance	\$ 1,592	\$ 9,553
Christopher J Furchert hose testing		
Maud, Dennis maintenance	255	2,040
Scottaline, Eric maintenance	255	2,550
Reilly, Thomas maintenance		
Alker, Kim cleaning	1,040	2,040
Forrett, Patrick A Secretary and Treasurer	400	2,400
Scofield, Jedidiah maintenance		
Massa, Ryan maintenance		255
	<b>\$ 3,542</b>	<b>\$ 18,838</b>
<b>Payments Made</b>		
2021-06-22 Nassau NDI Diagnostics 475 · Medical Exam		\$ 6,255.00
2021-06-22 Brinkmann's 450 · Repairs to Building		192.38
2021-06-22 Morgan Auto Supply 460 · Equipment Maint & Repairs		200.42
2021-06-22 Westin's Marine Center LLC 461 · Gas		19.35
2021-06-22 Coastline Freight 450 · Repairs to Building		141.45
2021-06-22 Domain Registry 426 · Internet and Website		50.00
2021-06-22 The Long Island Advance 416 · Publication of Notice		73.00
2021-06-22 PJ Mack Industries Inc. 433 · Annual Dinner		821.21
2021-06-22 Fine Time Entertainment, Inc. 433 · Annual Dinner		500.00
2021-06-22 Bank of America - 5579 5603 · Bank of America Card Service		926.69
2021-06-22 B. Schlesinger & Sons Uniforms 433 - Annual Dinner		1,100.00
2021-06-22 Firematic Supply Co Inc. Multiple		846.27
2021-06-22 Sayville Ferry Service Inc Multiple		118.00
2021-06-30 ACH Withdrawal -Pay F103 01 · Operating Checking		1,107.17
2021-07-12 Richard Barry 464 · Alarm Maint & Repair		759.24
2021-07-12 Verizon 424 · Telephone		147.28
2021-07-12 Suffolk County Water Authority - 421 · Water And Hydrant		337.87
2021-07-12 Suffolk County Water Authority - 421 · Water And Hydrant		328.09
2021-07-12 Teague Services Inc. 450 · Repairs to Building		323.00
		<b>\$ 14,246.42</b>

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

<b>Budget to actual as of July 13, 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				\$ 398,721	\$ (9)
Water Island Fire Protection District	42,650					42,650
Drawdown from savings	-					-
Insurance proceeds						-
Interest income	-				312	(312)
Other income	100				1,500	(1,400)
<b>TOTAL REVENUE</b>	<b>\$ 441,462</b>				<b>\$ 400,533</b>	<b>\$ 40,929</b>
<b>EXPENSES</b>						
Personnel expenses	40,000			40,000	18,838	21,162
Equipment purchase	14,000			14,000	6,180	7,820
Annual bond repayment	132,275			132,275	1,138	131,138
Office supplies	1,075			1,075	367	708
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	794	306
Printing and supplies	500			500		500
Publications of notice	500			500	206	294
Fuel and electricity	11,000			11,000	6,727	4,273
Water	1,000			1,000	672	328
Hydrant rentals	7,700			7,700		7,700
Telephone	1,800			1,800	870	930
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	14,111	3,889
Training	1,500			1,500		1,500
Firehouse & 32LHW repairs	16,000			16,000	2,242	13,758
Building maintenance supplies	1,000			1,000	109	891
Landscaping maintenance	2,000			2,000	1,120	880
Fire equipment repairs & maint.	15,000			15,000	2,261	12,739
Fire Equipment – gasoline/diesel	3,000			3,000	1,284	1,716
Fire alarm maintenance	500			500		500
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	6,255	2,245
Snow removal	10,000			10,000	1,170	8,830
Charity	-			-		-
LOSAP	49,000	(25)		48,975	8,160	40,815
Social Security & Medicare	3,000			3,000	1,441	1,559
VFBL and Workers Compensation	15,000			15,000	14,772	228
State Unemployment	500			500	530	(30)
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>\$ -</b>	<b>\$ 448,962</b>	<b>\$ 93,877</b>	<b>\$ 355,085</b>

<b>Encumbrances</b>	<b>Encumbered</b>	<b>Paid to date</b>	<b>Remaining</b>
Fire alarm maintenance	\$ 21,000	\$ 2,046	\$ 18,954
Beach gear for 5-28-5	650		

<b>Budget to actual as of July 13, 2021</b>	<b>Budgeted</b>	<b>Revision</b>	<b>Encumbered</b>	<b>Total revised</b>	<b>Paid to date</b>	<b>Remaining</b>
Audit 2020						
Light bar for 5-28-9					2,136	

## Expenditure motions

### Meeting date: 2021-07-13

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						
16 Screen door for Annex	22-May-2021	90.00		Corradino	Corradino		(90.00)		Done	
17 Rental of electric boom lift	22-May-2021	1,300.00	BigRentz	Barry	Barry	1,286.42	(13.58)			
18 Extension of electric boom lift rental	19-Jun-2021	TBD	BigRentz	Barry	Barry		#VALUE!			
Total expenditures		\$ 15,459.00				\$ 4,732.52				

**Non-expenditure motions**

**Meeting date: 2021-07-13**

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	