

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
October 2, 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

Newly elected Commissioner, Eugene Cook, also attended the meeting.

Order

The meeting was called to order by Comm. Barry at 12:30 PM.

Minutes

- Review of prior meeting's minutes

MOTION: Comm. Corradino moved to accept the draft minutes from the September 11, 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 Long Island, Verizon, payroll, All-American Awards and Uniforms. Morgan Auto Supply, Brinkmann's, Flower Girls, South Shore Fire & Safety. These bills were presented as vouchers to the Board for approval and payment.

Other: –none–

Secretary / Treasurer's reports

- Monthly banking reconciliations
 - PUB accounts to September 19
 - TD accounts to September 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
 - Purchase of a laptop and anti-virus software for the District, replacing the laptop that failed in September.

MOTION: Comm. Coluccio moved to transfer \$600 from the Building Repair appropriation to the Office Supplies appropriation. Comm. Corradino seconded the motion. All were in favor, and the motion passed.

MOTION: After discussion, Comm. Boss moved to allocate up to \$850 from the Office Supplies appropriation for the purchase of a new laptop and anti-virus software for the District. Comm. Teague seconded the motion. All were in favor, and the motion passed.

Forrett asked the Board if he could purchase a number pad accessory for the laptop, and the Board agreed.

FIRE ISLAND PINES FIRE DISTRICT

MOTION: After discussion, Comm. Corradino moved to allocate up to \$100 from the Office Supplies appropriation for the purchase of a number pad accessory for the new District laptop. Comm. Boss seconded the motion. All were in favor, and the motion passed.

In presenting the Budget to Actual report, Forrett noted that the Printing appropriation was overspent by \$28, and that would have to be covered.

MOTION: Comm. Corradino moved that \$28 be transferred from the Building Repairs appropriation to the Printing appropriation. Comm. Teague seconded the motion. All were in favor, and the motion passed.

MOTION: After discussion, 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:

- #3820 – 09/12/2021 – 4 Ocean Walk (Co-ops) – automatic alarm
- #3821 – 09/14/2021 – Barrett Beach – water rescue
- #3822 – 09/19/2021 – I/F/O 619 Shore Walk – electrical hazard
- #3823 – 09/19/2021 – 561 Driftwood Walk – structure fire (grill on 2nd floor)
- #3824 – 09/24/2021 – Fire Island Blvd. on Freight Dock – gas leak
- #3825 – 09/29/2021 – Beach west of Cedar Walk – chief's investigation (outside fire)
- #3826 – 10/01/2021 – 75 Bay Walk – gas leak
- #3827 – 10/01/2021 – 155 Atlantic Walk (Co-ops) – automatic alarm

Meetings:

- #1218 – 09/18/2021 – FIPPOA fall meeting
- #1219 – 09/25/2021 – Department meeting
- #1220 – 10/02/2021 – Department meeting

Drills:

- #1236 – 09/15/2021 – Alt. Drill #6 – foam drill
- #1237 – 09/24/2021 – Yaphank Field Training – Class A Fires
- #1238 – 09/25/2021 – Drill #13 – small engine operations
- #1239 – 10/02/2021 – Drill #14 – Water Island (last drill of season)

Work detail:

None

Membership status:

New member – James R. Flanagan – arson check completed. Still awaiting physical.
Disciplinary action was taken against a Firefighter – written warning in file.

Requests / comments:

1. LOSAP Report for September 2021
2. Advised by Eric Schrader of Pines Pantry that internet service will be terminated 12/31.
3. Question – can a Firefighter collect LOSAP with 50 points, but not making 25 points for 10 percent of Alarms?
4. First half of SCBAs have been flow tested; second half off the beach for testing now.
5. Request purchase of Little Giant Ladder, Velocity, M17, 17' Multi Position Ladder, Aluminum, Type 1A, 300-lb. weight rating (17417-001) @ \$199.98 from Amazon.

FIRE ISLAND PINES FIRE DISTRICT

6. Requesting \$1,000 from remaining \$1,045 annual dinner budget for deposit for 2022 dinner at Snapper Inn on June 11, 2022. Dinner price has gone up: 2022 Dinner for 90 guests is now \$14,942 or \$13,942 next year after 2022 deposit.
7. All meetings/drills completed for 2021.

MOTION: After discussion, Comm. Corradino moved to allocate up to \$250 from the Equipment appropriation for the purchase and shipping of a ladder, as per the Chief's request No. 5., above. Comm. Boss seconded the motion. All were in favor, and the motion passed.

MOTION: After discussion, Comm. Corradino moved to allocate \$1,000 from the Annual Dinner appropriation as a deposit for the 2022 dinner, as per the Chief's request No. 6., above. Comm. Teague seconded the motion. All were in favor, and the motion passed.

COMMITTEE REPORTS

Apparatus, equipment, radios – Commissioners Teague and Barry

Secretary Forrett recommended a specific multi-function LaserJet printer to replace the broken printer in the Communications Room.

MOTION: After discussion, Comm. Corradino moved to allocate up to \$450 from the Equipment appropriation for the purchase and delivery of a multi-function Laser Jet printer and an extra toner cartridge from Staples. Comm. Teague seconded the motion. All were in favor, and the motion passed.

Comm. Teague informed the Board that the District is still waiting for Integrated Wireless Technologies to return to the beach to install a simple timer for the traditional noon siren, and he has heard nothing from them regarding when they would perform the work. Comm. Barry reached out to Richard Moffet to remind him and was assured he will be coming to repair the siren. Comm. Barry will reach out again before the next meeting.

Comm. Teague informed the Board that the District Mechanic has scheduled all the hose and pump testing. He is taking 5-28-9A off the beach today to check beach conditions for the task. The process will start Columbus Day weekend, and it includes an appointment with Firematic to repair the faulty tank-to-pump valve in 5-28-1.

The old Chief's cart is in bad condition, including burnt wires and the need to remove the engine to repair it. Comm. Teague asked whether it is worth two days of the Mechanic's work to fix the cart, or whether it should be sold as-is, with full disclosure to any potential buyer. After discussion, the Board decided not to repair the cart before selling it.

No further update on equipment.

Budgets – Commissioner Coluccio/Treasurer Forrett

Comm. Coluccio presented a proposed budget to the Board. Notable was the removal of the \$130K-plus line for the bond repayment as the last of that was paid in September 2021. Among the subjects discussed:

- a proposed 5% increase in personnel expenses
- equipment purchases – including money for a new quad for Asst. Chief Merker – as well as the Chief's budget request
- chairs for the Commissioners' Office as well as a new office-style chair for the desk
- audit fees because of increased requirements surrounding GASB 84 and other audit changes
- association dues
- internet expenses, particularly since TPP service will be ending, and we will need to subscribe to Verizon FIOS
- hose testing, in the context of East End Hose Testing being bought by Waterways
- snow removal
- consultants, including grant-writing work
- LOSAP

FIRE ISLAND PINES FIRE DISTRICT

With that, she proposed a budget of \$332,122.

MOTION: After discussion, Comm. Coluccio moved to accept a proposed Fire District budget of \$332,122 for fiscal 2022. Comm. Corradino seconded the motion. All were in favor, and the motion passed.

Secretary Forrett subsequently sent a copy of the proposed budget to the Town of Brookhaven. He then published notice in the District paper of record, *The Long Island Advance*, and on the District web site, that there would be a public hearing to discuss and answer questions about the budget in the Pines Firehouse from 3 – 5 p.m. on Friday, October 22. He also had a copy of the proposed budget published to the web site.

MOTION: Comm. Coluccio moved to transfer \$42,500 from the operating account to the Reserve account, as per the 2021 budget. Comm. Corradino seconded the motion. All were in favor, and the motion passed.

Records – Commissioners Coluccio, Corradino

- None this period

Insurance, LOSAP, membership – Commissioner Barry

Comm. Barry informed the Board he met the Frank Gusmano via Zoom. Gusmano handles equity investments for VFIS. He works for a separate, independent group, but all billing and funding still goes through VFIS. The Board would have to decide on an equity allocation, and this group would put that money in the market. Mr. Gusmano is available to come to the December meeting. The Board agreed to have him come, and Comm Barry will invite Mr. Gusmano to December meeting.

Comm. Barry also noted he once again tried to get in touch with G&G Municipal Consulting, and he has had no success.

Public Relations, alarms, ISO – Commissioner Boss

Comm. Boss informed the Board that he was going to update his letter to FIPPOA to include a mention of the fire hazard from Pea Pods that are stacked in front of houses (they impede access, and the Pea Pods themselves are flammable), and to include mention of the new Chief's cart. He will ask FIPPOA President, Henry Robins, to include the letter in his next newsletter.

Grounds– Commissioner Corradino

Comm. Corradino informed the Board that he has spoken to more contractors regarding both the repair to the north wall at the Annex as well as the potential installation of the shed the Chief was proposing. He hasn't received any confirmations or commitments from anyone.

Comm. Corradino also informed the Board that the Old Firehouse lights had been repaired and the two light fixtures for the flagpole had been replaced.

Lastly, Comm. Corradino said he would contact Verizon regarding the FIOS internet service

OLD BUSINESS:

Comm. Coluccio spoke with FIPPOA President, Henry Robin, about the snow removal problem. It was agreed that the Fire District would clear snow in the 2021–22 winter season, but that FIPPOA would do everything in its power to get the Town of Brookhaven to live up to its obligations. Failing that, Mr. Robin said that FIPPOA would take over the responsibility for snow removal.

Comm. Barry informed the Board he spoke with District Counsel, Bill Glass, about the logistics and cost of a FOIL request to the Town. Glass cautioned that the Town might not provide the information in the way we want to see it; rather it might provide individual tax bills for each Pines property, at a cost, and we would have to do the calculations ourselves. Comm. Coluccio noted that we could do this sort of work ourselves: ten people could do a sample of, say, ten or fifteen properties each and get an approximation of the amount the Pines pays to Brookhaven for snow removal.

FIRE ISLAND PINES FIRE DISTRICT

One of Commissioners expressed extreme skepticism that FIPPOA would be able to manage snow removal competently. In addition, he informed the Board that the National Park Service Superintendent is denying all beach access, focusing on water-borne transportation, which is not reliable in the winter.

NEW BUSINESS:

The Board decided that its January 2022 organizational meeting would take place on Saturday, January 8 at the usual time of 10 a.m. Secretary Forrett will communicate with the West Sayville-Oakdale Fire District confirming the use of its boardroom for our December 11, 2021, meeting, and requesting the use on January 8, 2022. He will also publish notice of the January meeting in the Long Island *Advance*, and on the District web site.

Order

Meeting adjourned by Comm. Coluccio at 2:15 PM.

Fire Island Pines Fire District – Treasurer’s Report

Report as of 2021-10-01

	<u>Bank Balance</u>	<u>Book Balance</u>
General fund	As of: 19-Sep-2021	1-Oct-2021
PUB Checking Account	\$ 288,148	\$ 228,982
PUB Savings Account	\$ 97,768	\$ 97,768
PUB Money Market Account	\$ 2,575	\$ 2,575
General fund accounts total	\$ 388,491	\$ 329,325
Reserve fund	As of: 30-Sep-2021	1-Oct-2021
TD Bank Money Market Funds	\$ 519,070	\$ 519,070
Reserve fund account total	\$ 519,070	\$ 519,070
Total liquidities and reserves	\$ 907,561	\$ 848,394
Deposits and transfers		
Interest earned on PUB accounts 2021		\$ 81
Interest earned on Reserve Accounts 2021		389
Interest from Town of Brookhaven		
Tax Warrants		398,721
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		42,650
Insurance proceeds		
Other proceeds		11,500
		\$ 453,341
Employee payroll	This period	YTD
Christopher J Furchert maintenance	\$ 1,592	\$ 14,330
Christopher J Furchert hose testing		
Maud, Dennis maintenance	510	3,315
Scottaline, Eric maintenance	510	3,825
Reilly, Thomas maintenance		
Alker, Kim cleaning	880	4,960
Forrett, Patrick A Secretary and Treasurer	400	3,600
Scofield, Jedidiah maintenance		
Massa, Ryan maintenance		255
	\$ 3,892	\$ 30,285
Payments Made		
2021-08-30 Brinkmann's		\$ 193.41
2021-08-30 Coastline Freight		46.85
2021-08-30 Firematic Supply Co Inc.		278.60
2021-08-30 Integrated Wireless Technologies LLC		9,910.00
2021-08-30 The Long Island Advance		61.00
2021-08-30 Flower Girls Garden Maintenance Inc.		625.00
2021-08-30 SES, Inc.		70.00
2021-08-30 Teague Services Inc.		649.00
2021-08-30 Westin's Marine Center LLC		84.42
2021-08-30 PSEGLI 9 - Fire House		137.07
2021-08-30 PSEGLI 5 - 34 FIB		399.02
2021-08-30 PSEGLI 32 Lone Hill		51.20
2021-08-30 PSEGLI 0 - west-end Siren		16.08
2021-08-30 Pines Pantry, Inc.		195.67
2021-08-31 ACH Withdrawal -Pay F103		1,140.59
2021-09-10 The Depository Trust Company		1,137.50
2021-09-10 The Depository Trust Company		130,000.00
2021-09-17 Percy Hoek, Inc.		13,799.95
2021-09-17 Percy Hoek, Inc.		200.00
2021-09-21 All American Awards & Uniforms Inc.		367.70
2021-09-21 Brinkmann's		65.09
2021-09-21 Coastline Freight		627.40
2021-09-21 Morgan Auto Supply		423.93
2021-09-21 Flower Girls Garden Maintenance Inc.		330.00
2021-09-21 Westin's Marine Center LLC		202.22
2021-09-21 South Shore Fire & Safety Equip Dist Inc		2,883.52
2021-09-21 Verizon		147.77
2021-09-21 Glatfelter Specialty Benefits		644.80
2021-09-30 ACH Withdrawal -Pay F103		1,107.28
2021-10-01 Fire Island Pines Fire Department		11,646.25
2021-10-01 PSEGLI 32 Lone Hill		51.80
2021-10-01 PSEGLI 5 - 34 FIB		475.56
2021-10-01 PSEGLI 6 - east-end siren		29.85
2021-10-01 PSEGLI 0 - west-end Siren		16.62
2021-10-01 PSEGLI 9 - Fire House		151.73
2021-10-01 Verizon		148.88
2021-10-01 Pines Propane Corp.		137.50
2021-10-01 Fire Island Pines Fire Department		21,921.28
		\$ 200,374.54

Budget to actual as of Oct. 1, 2021	Budgeted	Revision	Encumbered	Total revised	Paid to date	Remaining
REVENUE						
Brookhaven property taxes	\$ 398,712				\$ 398,721	\$ (9)
Water Island Fire Protection District	42,650				42,650	-
Interest income	-				470	(470)
Other income	100				11,500	(11,400)
TOTAL REVENUE	\$ 441,462				\$ 453,341	\$ (11,879)
EXPENSES						
Personnel expenses	40,000			40,000	30,285	9,715
Equipment purchase	14,000			14,000	9,989	4,011
Annual bond repayment	132,275			132,275	132,275	-
Office supplies	1,075			1,075	717	358
Commissioner training	125			125		125
Postage	200			200	123	77
Audit / accounting	5,800	1,826		7,626	7,626	-
Legal	3,000	(385)		2,615	1,750	865
Association dues	1,000	210		1,210	1,210	-
Payroll processing	1,100			1,100	1,102	(2)
Printing and supplies	500			500	528	(28)
Publications of notice	500			500	346	154
Fuel and electricity	11,000			11,000	9,341	1,659
Water	1,000			1,000	672	328
Hydrant rentals	7,700			7,700	3,765	3,935
Telephone	1,800			1,800	1,311	489
Internet/website	600			600	50	550
Other travel	500			500		500
Uniform expenses	3,000			3,000	1,127	1,873
Annual dinner	18,000	(1,826)		16,174	15,129	1,045
Training	1,500			1,500	608	892
Firehouse & 32LHW repairs	16,000			16,000	2,501	13,499
Building maintenance supplies	1,000			1,000	304	696
Landscaping maintenance	2,000			2,000	1,750	250
Fire equipment repairs & maint.	15,000			15,000	5,551	9,449
Fire Equipment – gasoline/diesel	3,000			3,000	1,728	1,272
Fire alarm maintenance	500			500		500
Insurance: umb, prop, flood, fire, auto, life	13,000			13,000	15,626	(2,626)
Insurance: Cancer Policy	4,750			4,750		4,750
Medical Exam/Physicals	8,500	(700)		7,800	7,025	775
Snow removal	10,000			10,000	9,776	225
LOSAP	49,000	(25)		48,975	8,160	40,815
Social Security & Medicare	3,000			3,000	2,317	683
VFBL and Workers Compensation	15,000			15,000	14,772	228
State Unemployment	500	700		1,200	713	487
Hospital, Medical & Accident Ins	600			600	548	52
WIFPD 27.5%	11,687			11,687		11,687
Transfer to Reserve	42,500			42,500	326	42,174
Consultants (Fixed Assets, Losap, ISO)	750	200		950	500	450
	\$ 448,962	\$ -	\$ -	\$ 448,962	\$ 289,552	\$ 159,410
Encumbrances and other						
	Due from Reserve		Encumbered		Paid to date	Remaining
Fire alarm maintenance			\$ 21,000		\$ 13,293	\$ 7,707
Beach gear for 5-28-5			650			\$ 650
Audit 2020						\$ -
Light bar for 5-28-9			3,500		2,136	\$ 1,364

Expenditure motions

Meeting date: 2021-10-02

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			(450.00)			
4 Turnout gear for FFs Micheels and Moss	13-Mar-2021	5,350.00	South Shore Fire and Safety	Geiman		1,996.40	(3,353.60)			
5 Uniforms for FFs Micheels and Moss	13-Mar-2021	1,500.00	All-American Awards	Geiman			(1,500.00)			
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 x \$120/visit)	13-Mar-2021	360.00	Flower Girls	Corradino			(360.00)			
8 Spring clean-up of 32 LHW grounds	13-Mar-2021	180.00	Flower Girls	Corradino			(180.00)			
9 Monthly maintenace of 32 LHW grounds (3 x \$90/visit)	13-Mar-2021	270.00	Flower Girls	Corradino			(270.00)			
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!			
19 Transfer surplus Reserve dollars back to Reserve Fund	13-Jul-2021	326.38	FIP Fire District	Forrett	Coluccio	326.38	-		Done	
20 Transportation of a vehicle to use in TNT tool training	14-Aug-2021	500.00	Coastline Freight	Forrett	Teague	500.00				
21 Transportation of a vehicle to use in TNT tool training	14-Aug-2021	100.00	Kevin's Towing	Forrett	Teague					
22 Transportation of three gas cans	14-Aug-2021	125.00	Coastline Freight	Forrett						
Total expenditures		\$ 16,510.38				\$ 7,555.30				

Non-expenditure motions

Meeting date: 2021-10-02

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	
7 Transfer from Medical Exams/Physicals to NYS Unemployment	13-Jul-2021	-\$700.00	Board	Forrett		-\$700.00	13-Jul-2021	Done	
8 Transfer from Medical Exams/Physicals to NYS Unemployment	13-Jul-2021	\$700.00	Board	Forrett		\$700.00	13-Jul-2021	Done	
9 Transfer from Annual Dinner to Audit and accounting	13-Jul-2021	-\$1,826.00	Board	Forrett		-\$1,826.00	13-Jul-2021	Done	
10 Transfer from Annual Dinner to Audit and accounting	13-Jul-2021	\$1,826.00	Board	Forrett		\$1,826.00	13-Jul-2021	Done	

2022 FIPFD Proposed Budget

approved 10/2/21

REVENUE

Brookhaven property taxes	289,072
Water Island Fire Protection District	42,650
Interest income	400
TOTAL REVENUE	332,122

EXPENSES

Personnel expenses	42,000
Equipment purchase	22,000
Office supplies	2,000
Commissioner training	125
Postage	200
Legal	3,000
Audit / accounting	6,500
Association dues	1,210
Payroll processing	1,200
Printing and supplies	500
Publications of notice	500
Fuel and electricity	11,000
Water	1,000
Hydrant rentals	7,600
Telephone	1,800
Internet & website	1,200
Other travel	500
Uniform expenses	3,000
Annual dinner	18,000
Training	1,500
Firehouse & 32LHW repairs	16,000
Building maintenance supplies	1,000
Landscaping maintenance	2,500
Fire equipment repairs & maint.	20,000
Fire Equipment – gasoline/diesel	3,000
Fire alarm maintenance	500
Insurance: umb, prop, flood, fire, auto, life	16,000
Insurance: Cancer Policy	5,000
Medical Exam/Physicals	8,000
Snow removal	10,000
LOSAP	49,000
Social Security & Medicare	3,000
VFBL and Workers Compensation	15,000
State Unemployment	2,000
Hospital, Medical & Accident Ins	600
WIFPD 27.5%	11,687
Transfer to Reserve	42,500
Consultants (Fixed Assets, Losap, ISO)	1,500
TOTAL EXPENSES	\$ 332,122