

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
September 17, 2022

Present

Commissioner Francis Corradino, Chairman of the Board
Commissioner Walter Boss
Commissioner Rosemary Coluccio
Commissioner Eugene Cook
Secretary/Treasurer Patrick Forrett
Fire Island Pines Fire Department Chief Joseph Geiman

The Board was joined by Holly Rhodes-Teague.

Order

The meeting was called to order by Comm. Corradino at 1:05 PM.

Swearing-in of the Fire District Commissioner

Following the motion made at the end of the August 13 meeting, appointing Holly Rhodes-Teague to serve the remainder of Comm. Douglas Teague's term, she was duly sworn in by Comm. Corradino and warmly welcomed by the rest of the Board.

Secretary Forrett provided Comm. Rhodes-Teague an affidavit to be notarized which he would then submit to the Brookhaven Town Clerk's office.

Minutes

- Review of prior meeting's minutes

MOTION: Comm. Boss moved to accept the draft minutes of the August 2022 meeting. Comm. Cook 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, Coastline Freight, Westin's Marine, Sayville Ferry, Pines Pantry, Morgan Auto Supply, Brinkmann's, South Shore Fire & Safety. These bills were presented as vouchers to the Board for approval and payment.

Other: A check from Brookhaven for the 2% Foreign Fire Insurance; a check from Brookhaven for the 2022-23 Water Island Fire Protection District; a check from 20th Century Fox Productions for the rental of the Firehouse.

Secretary / Treasurer's reports

- Monthly banking reconciliations – Treasurer Forrett informed the Board that while the Peoples United Bank accounts had been transferred to M&T Bank, the complete M&T Treasury functionality was not yet available: for instance, historical statements will not be available until September 23, which means he was not able to prepare the operating account reconciliations for this meeting. Those reconciliations will be presented at the October 1 meeting.
 - TD accounts to August 31
- Treasurer's and Budget-to-Actual reports for September 2022
- Motions list – expenditure and non-expenditure motions for 2022 thus far
- Capturing motions done by e-mail
 - *None this period*

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Forrett pointed out that appropriations were overspent for the Annual Dinner, Fire Equipment Fuel, and Alarm Maintenance – fuel prices skyrocketed in the spring and summer, and the District needed emergently to buy and install a new siren at the Firehouse. Those appropriations need to be covered straight away.

Forrett also informed the Board that the Norton anti-virus software purchased last year with the new District laptop was a *subscription* rather than a one-time purchase, and the District credit card was just charged a \$125 dollar renewal. The Board agreed it was a necessary expense. Forrett also informed the Board the subscription includes ten licenses and asked if anyone else could use the protection. The Board agreed to allocate licenses to the Department.

MOTION: After discussion, Comm. Coluccio moved to transfer \$4,506 from the LOSAP appropriation and allocate \$338 to the Annual Dinner, \$3,000 to the Fuel, and \$1,168 to the Alarm Maintenance appropriations. Comm. Cook seconded the motion; all were in favor, and the motion passed.

MOTION: After a very brief discussion, Comm. Coluccio moved to pay the Department it's 27.5% share of the Water Island Fire Protection District revenue, \$11,687.50. Comm. Cook seconded the motion; all were in favor, and the motion passed.

MOTION: After a very brief discussion, Comm. Coluccio moved to allocate \$125 from the Office Supplies appropriation to pay for the renewal of Norton anti-virus service. Comm. Boss seconded the motion; all were in favor, and the motion passed.

MOTION: After discussion, Comm. Boss moved to allocate up to \$300 from the Other Travel to pay for the Special ferry returning to the Pines following Comm. Douglas Teague's funeral. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

MOTION: After discussion, Comm. Coluccio moved to accept the Treasurer's reports. Comm. Rhodes-Teague seconded the motion; all were in favor, and the motion passed.

CHIEF'S REPORT

Alarms:

- #3879 – 08/15/2022 – 36 Fire Island Blvd. – CO alarm
- #3880 – 08/15/2022 – Beach @ Atlantic Walk – outside fire
- #3881 – 08/18/2022 – Ocean Walk & Sky Walk – electrical hazard
- #3882 – 08/26/2022 – 36 Fire Island Blvd. – CO alarm
- #3883 – 08/31/2022 – Main Office – Coops – automatic alarm
- #3884 – 08/31/2022 – 176 Oak Walk – alarm sounding
- #3885 – 09/01/2022 – 577 Coast Guard Walk – outside fire
- #3886 – 09/05/2022 – 619 Shore Walk – service call – rescue
- #3887 – 09/09/2022 – 234 Bay Walk – structure fire

Meetings:

- #1259 – 08/27/2022 – Department meeting
- #1260 – 09/10/2022 – Department meeting – elections
- #1261 – 09/17/2022 – FIPPOA fall meeting

Drills:

- #1282 – 08/17/2022 – Alt. drill #5 – pumping and cross-lay stretch – the Boulevard to the ocean
- #1283 – 08/27/2022 – Drill #10 – CPR/AED and Stop the Bleed
- #1284 – 09/10/2022 – Drill #11 – TNT extrication
- #1285 – 09/14/2022 – Alt. Drill #6 – pumping and hose handling

Work detail:

None

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Membership status:

New firefighter, James R. Flanagan, physical done August 30, 2022 – results pending

New Auxiliary member – Elizabeth Teague – approved by officers and Department. Arson check submitted and received, and all was good.

Resignation in good standing pending the return of Fire District property – Firefighter Frank Strasser.

Dropped from the rolls January 1, 2022, changed to *in bad standing* due to non-return of Fire District property – Kim McGlone.

Requests / comments:

1. August 2022 LOSAP report submitted to Comm. Cook
2. Elected officers for 2023 submitted
3. 2023 Chief's budget request
4. Congratulations to newly appointed Fire Commissioner Sharon Rhodes-Teague
5. Request purchase of two Pyle PCMM05 carbon monoxide meters @ \$86.70 each from Amazon: total of \$173.40
6. Request five Personal Stop the Bleed Kits (#84-0003) @ \$64 each from bleedingkits.org.: total of \$320
7. Requested special ferry for SCFA Yaphank training for Sunday, September 18: training has been canceled and no special ferry needed. Thank you, though.
8. 5-28-9A is back on beach and in service.
9. The TNT rescue tool was damaged during training and is out of service and off-island for repair. The tool is under lifetime warranty, and, while being repaired, a temporary replacement has been provided.
10. Can we allow Steve Vanderborgh from Sayville F.D. and SCWA, who frequently works on Fire Island, to learn to drive our engines for help when he's around during winter months?
11. Replacement for 5-28-1: proposed print and specification under review by myself and District Mechanic Furchert. It is designed to be a twin to 5-28-4 except for the crew cab being replaced by an extended cab. The cost estimated at approx. \$550,000. Can purchase from Custom Fire directly under government contract from either Sourcewell or HGACBuy. No need to go out for bids. Build time has been extended to 240 days. For reference, 5-28-4 was 160 days to build.

The Chief and the Board discussed policy for firefighters who test positive for marijuana in the course of a Department physical examination. The decision was that if a new applicant tested positive for marijuana, he or she would not be accepted at that time, and he or she would be given the opportunity to take another physical exam in thirty days' time. If the applicant was negative for marijuana, he or she would be accepted; if not, he or she would be rejected.

The Chief pointed out that the District's 23 SCBA packs are on average 21 years old, and at \$8,400 a piece, replacing them is a \$193,200 expense. He noted there is grant money available to replace these; for instance, Ocean Beach just received a \$250,000 grant to replace all its packs and bottles.

MOTION: After discussion, Comm. Cook moved to accept the slate of officers as elected by the Department. Comm. Boss seconded the motion; all were in favor, and the motion passed. The list of officers is attached to these minutes.

MOTION: After a very brief discussion, Comm. Boss moved to accept Elizabeth Teague as an Auxiliary Department member; Comm. Cook seconded the motion; Comm. Rhodes-Teague recused herself, and all other commissioners were in favor; the motion passed.

MOTION: After a very brief discussion, Comm. Boss moved to allocate up to \$200 from the Equipment Purchase appropriation for the purchase of the carbon monoxide meters requested by the Chief in number 5, above; Comm. Coluccio seconded the motion, all were in favor; the motion passed.

MOTION: After a very brief discussion, Comm. Boss moved to allocate up to \$350 from the Equipment Purchase

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appropriation for the purchase of the Stop the Bleed Kits as requested by the Chief in number 6, above; Comm. Cook seconded the motion, all were in favor; the motion passed.

COMMITTEE REPORTS

Apparatus, equipment, radios – Commissioners Teague and Boss

Steve Schuman of Waterways Long Island was not aware that the District had approved the proposal for Water Island hose testing, and, as of now, he does not have time or manpower scheduled for this testing. Chief Geiman informed Mr. Schuman that he would be in the Pines until October 30, and if Schuman could get a team together, the Chief would personally bring them to Water Island for hose testing.

District Mechanic Furchert has already mapped out a schedule for taking the various vehicles off the beach for inspections, registrations, and hose- and pump testing.

Furchert also asked about snow blowing for the season. Comm. Coluccio reminded the Board the District is only responsible until December 31, and FIPPOA will take over the contract with LTN Finishing (Larry Nicosia) as of January 1, 2023. The Board discussed the possibility of donating all but one of the snow blowers to FIPPOA for this purpose, keeping a snow blower so the District can keep the Firehouse apron clear.

Budgets, audit – Commissioner Coluccio / Treasurer Forrett

Comm. Coluccio reminded the Board that the 2023 budget exercise was underway, and that a proposed budget would be submitted to the Board for discussion at the October 1 meeting.

Records – Commissioners Coluccio, Corradino

No update this month.

Insurance, LOSAP, membership – Commissioner Cook

No update this month.

Public Relations – Comm. Coluccio

Comm. Coluccio said she would send a note to Henry Robin, President of FIPPOA, regarding the pending purchase of the new pumper so that he could include the update in one of his e-mailed newsletters.

Alarms – Commissioner Boss

In discussing overspent appropriations (Fire Alarm Maintenance being one), Comm. Boss and Chief Geiman confirmed that all three sirens were working as they should, and that there were no further expenses foreseen.

Grounds – Commissioner Boss

Don Kohlhepp of Pines Hardware and Construction submitted a \$6,900 proposal to repair the south wall of the Annex, replacing the sliding glass door with a window, as was done for the north wall. The Board discussed the proposal, indicating satisfaction with the north wall repairs, and decided to proceed with the proposal.

MOTION: After discussion, Comm. Coluccio moved to allocate up to \$7,000 from the 2021 Building Repair appropriation for the repair of the Annex south wall. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Comm. Corradino informed the Board the staircase and walkway on the back of the Annex are rotted and need to be repaired, as well as the walkway to the Annex from the Firehouse. The Assistant Mechanics estimate the cost of lumber and supplies to be on the order of \$500.

MOTION: After a very brief discussion, Comm. Coluccio moved to allocate up to \$500 from the Building Repair appropriation for the replacement of the walkways and stairs, as described by Comm. Corradino. Comm. Cook seconded the motion; all were in favor, and the motion passed.

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ISO – Commissioner Corradino

No update this month.

OLD BUSINESS:

None this period.

NEW BUSINESS:

For the scheduled October 1 meeting, Comm. Cook informed the Board he would not be in attendance. In addition, Chief Geiman informed the Board that there was a joint training and barbecue with the Sayville Fire Department that day. The Board decided to reschedule the meeting to start at 1:30 PM to accommodate the barbecue.

Chief Geiman informed the Board he would not be present at the December meeting, but he still would submit a report.

Order

The meeting was adjourned by Comm. Corradino at 2:50 PM

Budget to actual as of September 17, 20	Budgeted	Revision	Updated	Paid to date	Remaining
REVENUE					
Brookhaven property taxes	\$ 301,232			\$ 301,254	(22)
Water Island Fire Protection District	42,650				42,650
Drawdown from savings					-
Insurance proceeds					-
Interest income	400			699	(299)
Other income				1,475	(1,475)
TOTAL REVENUE	\$ 344,282			\$ 303,429	\$ 40,853
EXPENSES					
Personnel expenses	42,660			25,224	17,436
Equipment purchase	26,000			19,377	6,623
Office supplies	2,000			777	1,223
Commissioner training	125			100	25
Postage	200			149	51
Audit / accounting	8,000			830	7,170
Legal	3,000	(517)	2,483	1,785	698
Association dues	1,210			1,125	85
Payroll processing	1,200			1,061	139
Printing and supplies	500				500
Publications of notice	500			205	295
Fuel and electricity	11,000			9,026	1,974
Water	1,000			354	646
Hydrant rentals	7,600			3,765	3,835
Telephone	1,800			1,156	644
Internet/website	1,200			504	696
Other travel	500				500
Uniform expenses	3,000			697	2,304
Annual dinner	18,000			18,338	(338)
Training	1,500				1,500
Firehouse & 32LHW repairs	16,000			6,434	9,566
Building maintenance supplies	1,000			319	681
Landscaping maintenance	2,500				2,500
Fire equipment repairs & maint.	20,000			12,050	7,950
Fire Equipment – gasoline/diesel	3,000			4,110	(1,110)
Fire alarm maintenance	500			4,868	(4,368)
Insurance: umb, prop, flood, fire, auto, life	16,000			1,103	14,897
Disability – cancer policy	5,000			3,668	1,332
Medical Exam/Physicals	8,000			7,680	320
Snow removal	10,000	517	10,517	10,517	-
LOSAP	55,000			6,450	48,550
Social Security & Medicare	3,000			1,930	1,070
VFBL and Workers Compensation	15,000			11,586	3,414
State Unemployment	2,000			591	1,409
Hospital, Medical & Accident Ins	600				600
WIFPD 27.5%	11,687				11,687
Transfer to Reserve	42,500				42,500
Consultants (fixed assets, LOSAP, ISO)	1,500				1,500
	\$ 344,282	\$ -		\$ 155,780	\$ 188,502
	\$ -				
Encumbrances					
Alarm maint. and repair	\$ 3,200.00			\$ 3,200.00	-
Building repairs	\$ 10,000.00				

Fire Island Pines Fire District – Treasurer’s Report

Report as of 2022-09-17

	<u>Bank Balance</u>	<u>Book Balance</u>
General fund	As of: 19-Aug-2022	17-Sep-2022
PUB Checking Account	\$ 288,473	\$ 238,274
PUB Savings Account	\$ 97,808	\$ 97,808
PUB Money Market Account	\$ 2,576	\$ 2,576
General fund accounts total	\$ 388,857	\$ 338,658
Reserve fund	As of: 31-Aug-2022	17-Sep-2022
TD Bank Money Market Funds	\$ 562,366	\$ 562,366
Reserve fund account total	\$ 562,366	\$ 562,366
Total liquidities and reserves	\$ 951,222	\$ 901,024
Deposits and transfers		
Interest earned on PUB accounts 2022		\$ 42
Interest earned on Reserve Accounts 2022		657
Interest from Town of Brookhaven		
Tax Warrants		301,254
Year-end transfer from Operating to Reserve		
Water Island Fire Protection District		
Insurance proceeds		
Other proceeds		1,475
		\$ 303,428
Employee payroll	This period	YTD
Maria Isabel Arizaga Balbuca Housekeeping	\$ 1,690	\$ 1,690
Christopher J Furchert maintenance	1,672	13,375
Christopher J Furchert hose testing		
Maud, Dennis maintenance		3,749
Scottaline, Eric maintenance		2,410
Reilly, Thomas maintenance		
Forrett, Patrick A Secretary and Treasurer	500	4,000
Scofield, Jedidiah maintenance		
Massa, Ryan maintenance		
	\$ 3,862	\$ 25,224
Payments Made		
2022-08-23 Firematic Supply Co Inc.		\$ 3,066.39
2022-08-23 Teague Services Inc.		222.68
2022-08-23 Teague Services Inc.		3,248.00
2022-08-23 Westin's Marine Center LLC		389.10
2022-08-23 Coastline Freight		232.00
2022-08-23 Suffolk County Water Authority - Hy		3,764.70
2022-08-23 Suffolk County Water Authority - 32		89.47
2022-08-23 Suffolk County Water Authority - 34		96.81
2022-08-23 Craig, Fitzsimmons & Meyer LLP		8,000.00
2022-08-23 Craig, Fitzsimmons & Meyer LLP		580.00
2022-08-23 Brinkmann's		163.90
2022-08-23 Morgan Auto Supply		185.79

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

Fire Island Pines Fire District – Treasurer’s Report

2022-08-23	SES, Inc.	35.00
2022-08-23	All American Awards & Uniforms Inc.	39.00
2022-08-23	Integrated Wireless Technologies LLC	3,209.00
2022-08-23	The Long Island Advance, Inc.	65.00
2022-08-23	Nassau NDI Diagnostics	420.00
2022-08-23	Verizon	148.64
2022-08-26	NYS Department of Labor	31.09
2022-09-01	ACH Withdrawal -Pay F103	768.26
2022-09-06	PSEGLI 32 Lone Hill	53.80
2022-09-06	PSEGLI 5 - 34 FIB	278.36
2022-09-06	PSEGLI 0 - west-end Siren	16.30
2022-09-06	PSEGLI 9 - Fire House	235.60
2022-09-06	Bank of America - 5579	2,152.23
2022-09-14	PSEGLI 9 - Fire House	104.44
2022-09-14	Verizon	145.37
2022-09-14	Bank of America - 5579	1,660.87
2022-09-15	PSEGLI 9 - Fire House	350.69
2022-09-15	PSEGLI 5 - 34 FIB	325.38
2022-09-15	PSEGLI 32 Lone Hill	67.00
2022-09-15	PSEGLI 6 - east-end siren	35.39
2022-09-15	PSEGLI 0 - west-end Siren	19.99
		<hr/>
		\$ 30,200.25

Expenditure motions

Meeting date: 2022-09-17

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Variance	Paid date	Disposition	Notes
1 Purchase of QTEC skid pump per Chief's 2022 budget proposal	8-Jan-2022	\$ 7,500.00	Mtech, Inc.	Geiman	Teague	6,678.00	\$ (822.00)	9-Mar-2022	Received, installed	
2 Office supplies	8-Jan-2022	160.00	Staples	Forrett	Forrett					
3 Notary training	8-Jan-2022	400.00								
4 Weatherproof outdoor outlet for Firehouse	21-May-2022	150.00	Arthur Nelsen Licensed Electricians	Geiman	Geiman				Complete	
5 Gated wye	21-May-2022	200.00	Witmer Public Safety Group	Forrett	Geiman	240.17	\$ 40.17	27-Apr-2022	Complete	
6 Hybrid adapter	21-May-2022	40.00	Amazon	Forrett	Geiman	34.90	\$ (5.10)	27-Apr-2022	Complete	
7 Rechargeable flashlights	21-May-2022	200.00	Amazon	Forrett	Geiman	181.98	\$ (18.02)	27-Apr-2022	Complete	
8 Flower Girls landscape maintenance	21-May-2022	1,790.00	Flower Girls						Ongoing	
9 Uniform shoe purchase	21-May-2022	TBD		Merker						
10 Emergency siren replacement	21-May-2022	6,000.00	Integrated Wireless Technologies	Boss	Boss	3,655.20	\$ (2,344.80)	9-Sep-2022	Complete	
11 Replacement battery for Lifepak AED	21-May-2022	150.00	Amazon	Forrett	Geiman	138.00	\$ (12.00)	17-Jun-2022	Complete	
12 Hose testing in Water Island	21-May-2022	4,000.00	Waterway Long Island	Boss					October / November	
13 Emergency repair of of firehouse garage bay door	21-May-2022	150.00	Walter Boss, Inc.							
Emergency purchase of ATV for Asst. Chief Merker, incl. lights and			Formula One Motorsports;							
14 decaling	18-Jun-2022	8,000.00	SpeetTest Lighting; J-Signs			8,361.10	\$ 361.10			
15 Urinal repair	18-Jun-2022	300.00	Teague Services, Inc.	Geiman	Geiman	300.00	\$ -			
16 Replacement batteries for radios	13-Aug-2022	230.00	CutRateBatteries.com	Forrett	Geiman	219.00	\$ (11.00)			
17 Printer for Communications Room	13-Aug-2022	380.00	Pines Pantry	Geiman	Geiman	378.00	\$ (2.00)			
18 Transport of 5-28-1 for Teague funeral	13-Aug-2022	2,000.00	Coastline Freight	Geiman	Geiman	900.00	(1,100.00)			
19 Replacement of AC unit	13-Aug-2022	15,000.00	Arthur Nelsen Licensed Electricians							
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Total expenditures		\$ 46,650.00				\$ 21,086.35				

Non-expenditure motions

Meeting date: 2022-09-17

Motion	Motion date	Amount approved	Vendor	Done by	Received by	Final amount	Paid date	Status	Notes
1 Moving \$500 from Legal appropriation to Snow Removal appropriatic	12-Mar-2022	-\$517.00		Board	Forrett	-\$517.00	12-Mar-2022		
2 Moving \$500 from Legal appropriation to Snow Removal appropriatic	12-Mar-2022	\$517.00		Board		\$517.00	12-Mar-2022		
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FIRE ISLAND PINES FIRE DISTRICT

2023 Elected Department Officers

Chief	Joseph Geiman
First Asst. Chief	Kyle Merker
Second Asst. Chief	Jordan Cohen
Secretary	Mark Ski
Treasurer	Ray Lucia
Captain	Matthew Cashman
Lieutenant	Ian Hermanek
Chairman of the Auxiliary	Ralph Benfatto