

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 22, 2022

Present

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

Order

The meeting was called to order by Comm. Corradino at 10:05 AM.

Minutes

- Review of prior meeting's minutes

MOTION: Comm. Rhodes-Teague moved to accept the draft minutes of the October 1, 2022, meeting. Comm. Coluccio 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, 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: –none–

Secretary / Treasurer's reports

- Monthly banking reconciliations – M&T Bank Treasury services were fully functional, and Treasurer Forrett provided the Board with complete reconciliations to the meeting date.
 - M&T Operating checking account to October 19
 - M&T Savings and Money Market account to October 19
- Treasurer's and Budget-to-Actual reports for October 2022
- Motions list – expenditure and non-expenditure motions for 2022 thus far
- Capturing motions done by e-mail
 - *None this period*

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

Forrett informed the Board that the District accountant, Robert Craig, said that transportation expenses related to Comm. Teague's funeral could be allocated to Other Travel. With the \$900 cost of bringing 5-28-1 to the mainland, and the \$300 special ferry to return to Fire Island, that appropriation would be overspent by \$700.

MOTION: After discussion, Comm. Coluccio moved to transfer \$700 from the LOSAP appropriation to Other Travel. Comm. Rhodes-Teague seconded the motion; all were in favor, and the motion passed.

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CHIEF'S REPORT

Alarms:

#3890 – 10/02/2022 – 1 Trustee Walk – mutual aid to Davis Park – automatic alarm
#3891 – 10/03/2022 – 1 Trustee Walk – mutual aid to Davis Park – automatic alarm
#3892 – 10/04/2022 – 1 Trustee Walk – mutual aid to Davis Park – automatic alarm
#3893 – 10/13/2022 – 1 Trustee Walk – mutual aid to Davis Park – automatic alarm

Meetings:

#1264 – 10/08/2022 – Department meeting (last meeting)

Drills:

#1288 – 10/08/2022 – Drill #14 – LPG / electrical hazards, CO meter, TIC (last drill)

Work detail:

#1166 – 10/09/2022 – remove water rescue bags for the season

Membership status:

No update this period

Requests / comments:

1. Received five Stop the Bleed kits.
2. Request two CellBlockEX (55L) Bag @ \$170 from Call2Recycle.org for lithium-ion battery fires.
3. Please remove Navy AI-Purpose Nozzle (FIPFD # – 000129) from inventory. Nozzle is broken and is no longer serviceable.
4. SCBA flow testing in progress. Hose testing and pump testing to start next week.
5. Requesting that old Firehouse and Annex be shut down 11/1.

MOTION: After discussion, Comm. Coluccio moved to allocate up to \$400 to purchase two CellBlockEX Bags as requested by Chief Geiman in number 2, above. Comm. Rhodes-Teague seconded the motion; all were in favor, and the motion passed.

COMMITTEE REPORTS

Apparatus, equipment, radios – Commissioners Rhodes-Teague and Boss

Chief Geiman informed the board that technicians from Integrated Wireless Technologies were there the day before to replace a bad module in the siren control panel. To make the Firehouse siren work, a functioning module was taken from the west-end siren. The technicians will need to return to replace the west-end siren module so all three sirens will function.

Forrett informed the Board he had ordered a new AED Lifepak 1000 directly from the manufacturer. Because of ongoing supply chain disruptions, it will likely not be delivered until April 2023. However, with the purchase order, the funds are obligated from the 2022 budget.

Following up on an emergency e-mail exchange prompted by TPP internet service failing twice in one day, along with the news that there would be no one on Fire Island during the winter months to service TPP internet, the Board agreed to turn to Verizon Fios internet. Forrett informed the Board that Verizon had installed the internet service at the Firehouse, and that, because we were able to use existing TPP routers, the Verizon service is available throughout the Firehouse and the Annex. He asked for an official motion to pay for the installation fee and to appropriate funds for ongoing service at \$99 per month. Chief Geiman confirmed that TPP did not want its routers back.

MOTION: After discussion, Comm. Rhodes-Teague moved to allocate up to \$450 from the Internet/website

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appropriation to pay for the installation and ongoing service of Verizon Fios internet at the Firehouse. Comm. Cook seconded the motion; all were in favor, and the motion passed.

Budgets, audit – Commissioner Coluccio / Treasurer Forrett

Comm. Coluccio discussed on a line-by-line basis the budget she proposed for 2023. Notable were modest increases in Personnel Expenses, Fuel and Electricity, Building Repairs, Internet/Website services, and the annual contribution to the Reserve fund.

MOTION: After discussion, Comm. Rhodes-Teague moved to approve the 2023 proposed budget, as presented to the Board that day. Comm. Boss seconded the motion; all were in favor, and the motion passed.

Records – Commissioners Coluccio, Corradino

Forrett informed the Board he had begun investigating multi-user options for cloud-based storage. He was unsure whether the District was obligated to use government-level security, or whether enterprise-level was sufficient. After discussion, Forrett said he would check with District legal counsel, William Glass, and Comm. Coluccio said she would confer with District accountant, Robert Craig. The discussion would continue in December.

Insurance, LOSAP, membership – Commissioner Cook

Comm. Cook informed the Board that some \$360,000 had been transferred from the VFIS LOSAP annuity to the Heroes Plus program.

He also informed the Board that, per the insurance company, the Board needed to approve a lump-sum survivors benefit from Doug Teague's LOSAP to Holly Rhodes-Teague.

MOTION: After discussion, Comm. Coluccio moved to approve the lump-sum payout. Comm. Boss seconded the motion; Comm. Rhodes-Teague recused herself; all others were in favor, and the motion passed.

Public Relations – Comm. Coluccio

No update this period

Alarms – Commissioner Boss

No update this period

Grounds – Commissioner Boss

No update this period

ISO – Commissioner Corradino

No update this month

OLD BUSINESS:

None this period

NEW BUSINESS:

None this period

Order

The meeting was adjourned by Comm. Corradino at 11:55 AM.

Budget to actual as of Oct. 21, 2022	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			856	(456)
Other income				23,975	(23,975)
TOTAL REVENUE	\$ 344,282			\$ 368,735	\$ (24,453)
EXPENSES					
Personnel expenses	42,660			28,538	14,122
Equipment purchase	26,000			21,107	4,893
Office supplies	2,000			1,342	658
Commissioner training	125			100	25
Postage	200			151	49
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			1,185	15
Printing and supplies	500				500
Publications of notice	500			389	111
Fuel and electricity	11,000			9,818	1,182
Water	1,000			561	439
Hydrant rentals	7,600			3,765	3,835
Telephone	1,800			1,448	352
Internet/website	1,200			504	696
Other travel	500			900	(400)
Uniform expenses	3,000			329	2,671
Annual dinner	18,000	338	18,338	18,338	(0)
Training	1,500			500	1,000
Firehouse & 32LHW repairs	16,000			21,923	(5,923)
Building maintenance supplies	1,000			188	812
Landscaping maintenance	2,500			1,420	1,080
Fire equipment repairs & maint.	20,000			11,715	8,285
Fire Equipment – gasoline/diesel	3,000	3,000	6,000	4,646	1,354
Fire alarm maintenance	500	1,615	2,115	2,115	0
Insurance: umb, prop, flood, fire, auto, life	16,000			14,028	1,972
Disability – cancer policy	5,000	(447)		3,668	1,332
Medical Exam/Physicals	8,000			7,915	85
Snow removal	10,000	517	10,517	10,517	-
LOSAP	55,000	(4,506)	50,494	6,450	44,044
Social Security & Medicare	3,000			1,930	1,070
VFBL and Workers Compensation	15,000			11,586	3,414
State Unemployment	2,000			624	1,376
Hospital, Medical & Accident Ins	600			568	32
WIFPD 27.5%	11,688			11,688	-
Transfer to Reserve	42,500			42,500	-
Consultants (fixed assets, LOSAP, ISO)	1,500				1,500
Uncategorized	-			900	(900)
	\$ 344,283	\$ -		\$ 247,095	\$ 97,635
	\$ 1				
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 2022-10-21

		<u>Bank Balance</u>	<u>Book Balance</u>
General fund	As of:	19-Oct-2022	21-Oct-2022
PUB Checking Account		\$ 228,313	\$ 213,768
PUB Savings Account		\$ 97,818	\$ 97,818
PUB Money Market Account		\$ 2,576	\$ 2,576
General fund accounts total		\$ 328,707	\$ 314,162
Reserve fund	As of:	30-Sep-2022	30-Sep-2022
TD Bank Money Market Funds		\$ 596,984	\$ 596,984
Reserve fund account total		\$ 596,984	\$ 596,984
Total liquidities and reserves		\$ 925,691	\$ 911,146
Deposits and transfers			
Interest earned on PUB accounts 2022			\$ 56
Interest earned on Reserve Accounts 2022			796
Interest from Town of Brookhaven			5
Tax Warrants			301,254
Year-end transfer from Operating to Reserve			42,500
Water Island Fire Protection District			42,650
Insurance proceeds			
Other proceeds			23,975
			\$ 411,235
Employee payroll		This period	YTD
Maria Isabel Arizaga Balbuca	Housekeeping	\$ 330	\$ 2,020
Christopher J Furchert	maintenance	1,672	15,046
Christopher J Furchert	hose testing		
Maud, Dennis	maintenance	277	4,026
Scottaline, Eric	maintenance	536	2,946
Reilly, Thomas	maintenance		
Forrett, Patrick A	Secretary and Treasurer	500	4,500
Scofield, Jedidiah	maintenance		
Massa, Ryan	maintenance		
		\$ 3,314	\$ 28,538
Payments Made			
2022-09-17 Pines Propane Corp.	420 · Fuel and Electricity		\$ 148.75
2022-09-17 Walter Boss, Inc.	450 · Repairs to Building		150.00
2022-09-17 Pines Pantry, Inc.	451 · Maintenance Supplies		316.78
2022-09-17 Pines Hardware & Construction,	450 · Repairs to Building		2,650.00
2022-09-17 Arthur Nelsen Licensed Electricia	450 · Repairs to Building		7,500.00
2022-09-17 Fire Island Pines Fire Dept	6999 · Uncategorized Expenses		26,620.51
2022-09-21 Personnel Concepts	410 · Office		5.89
2022-09-21 The Long Island Advance, Inc.	416 · Publication of Notice		119.60
2022-09-21 Coastline Freight	460 · Equipment Maint & Repairs		1,363.00
2022-09-21 Glatfelter Specialty Benefits	A9045.8 · Life Insurance		672.00
2022-09-21 Percy Hoek, Inc.	471 · Public Liab & Property		200.00
2022-09-21 Westin's Marine Center LLC	461 · Gas		18.55
2022-09-21 Appraisal Affiliates	477 · Consulting		500.00
2022-09-21 Integrated Wireless Technologies	464 · Alarm Maint & Repair		446.20
2022-09-29 Fire Island Pines Fire Dept	482 · Fire Protection		11,687.50
2022-09-29 Pines Hardware & Construction,	450 · Repairs to Building		3,450.00
2022-09-30 Verizon	424 · Telephone		145.41
2022-09-30 Arizaga Balbuca, Maria Isabel	Salaries		301.42
2022-10-05 Flower Girls Garden Maintenance	454 · Landscape Maintenance		1,420.00
2022-10-05 Nassau NDI Diagnostics	475 · Medical Exam		200.00
2022-10-05 Brinkmann's	450 · Repairs to Building		127.06
2022-10-05 Westin's Marine Center LLC	461 · Gas		130.90
2022-10-05 Coastline Freight	434 · Training		616.25
2022-10-05 SES, Inc.	475 · Medical Exam		35.00
2022-10-05 Verizon	424 · Telephone		145.41
2022-10-05 The Long Island Advance, Inc.	416 · Publication of Notice		65.00
2022-10-05 Percy Hoek, Inc.	471 · Public Liab & Property		15,486.98
2022-10-06 Fire Island Pines Fire District	R200 · TD Bank MM - Reserve		42,500.00

Expenditure motions

Meeting date: 2022-10-01

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)	09-Mar-22	Received, installed	
2 Office supplies	8-Jan-2022	160.00	Staples	Forrett	Forrett	155.00	\$ (5.00)			
3 Notary training	8-Jan-2022	400.00					\$ (400.00)			
4 Weatherproof outdoor outlet for Firehouse	21-May-2022	150.00	Arthur Nelsen Licensed Electricians	Corradino	Corradino		\$ (150.00)		Complete	
5 Gated wye	21-May-2022	200.00	Witmer Public Safety Group	Forrett	Geiman	240.17	\$ 40.17	27-Apr-22	Complete	
6 Hybrid adapter	21-May-2022	40.00	Amazon	Forrett	Geiman	34.90	\$ (5.10)	27-Apr-22	Complete	
7 Rechargeable flashlights	21-May-2022	200.00	Amazon	Forrett	Geiman	181.98	\$ (18.02)	27-Apr-22	Complete	
8 Flower Girls landscape maintenance	21-May-2022	1,790.00	Flower Girls	Boss			\$ (1,790.00)	Ongoing		
9 Uniform shoe purchase	21-May-2022	TBD		Merker	Merker		#VALUE!			
10 Emergency siren replacement	21-May-2022	6,000.00	Integrated Wireless Technologies	Boss	Boss	3,655.20	\$ (2,344.80)	09-Sep-22	Complete	
11 Replacement battery for Lifepak AED	21-May-2022	150.00	Amazon	Forrett	Geiman	138.00	\$ (12.00)	17-Jun-22	Complete	
12 Hose testing in Water Island	21-May-2022	4,000.00	Waterway Long Island	Boss			\$ (4,000.00)	October / November		
13 Emergency repair of of firehouse garage bay door	21-May-2022	150.00	Walter Boss, Inc.	Boss	Boss	150.00	\$ -	17-Sep-22	Complete	
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	Furchert	Boss	8,361.10	\$ 361.10			
15 Urinal repair	18-Jun-2022	300.00	Teague Services, Inc.	Geiman	Corradino	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	Boss	Boss	14,900.00	\$ (100.00)			
24 Norton anti-virus	13-Sep-2022	124.92	Norton	Forrett	Forrett	124.92	-	13-Sep-22	Complete	
20 Department's 27.5% share of Water Island contract	17-Sep-2022	11,687.50	FIP Fire District	Forrett	Geiman	11,687.50	-	01-Oct-22		
21 CO monitors	17-Sep-2022	200.00	Amazon	Forrett	Geiman	179.39	(20.61)	23-Sep-22		
22 Bleed kits	17-Sep-2022	350.00	Stop the Bleed	Forrett		338.78	(11.22)	29-Sep-22	Not yet received	
23 Special ferry returning from Doug Teague's funeral	17-Sep-2022	300.00	Sayville Ferry Service	Coluccio	Coluccio	300.00	-			
25 ATV cover for 5-28-3	17-Sep-2022	100.00	Amazon	Forrett	Geiman	85.85	(14.15)	29-Sep-22		
26 New pumper engine	1-Oct-2022	560,000.00	Sourcewell / —	Geiman	Geiman					
27										
28										
29										
47										
Total expenditures		\$ 619,412.42				\$ 49,007.79				

Non-expenditure motions

Meeting date: 2022-10-01

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	Forrett	\$517.00	12-Mar-2022		
3 Moving \$338 from LOSAP to Annual Dinner	17-Sep-2022	-\$338.00		Board	Forrett	-\$338.00	17-Sep-2022		
4 Moving \$338 from LOSAP to Annual Dinner	17-Sep-2022	\$338.00		Board	Forrett	\$338.00	17-Sep-2022		
5 Moving \$3,000 from LOSAP to Equipment Fuel	17-Sep-2022	-\$3,000.00		Board	Forrett	-\$3,000.00	17-Sep-2022		
6 Moving \$3,000 from LOSAP to Equipment Fuel	17-Sep-2022	\$3,000.00		Board	Forrett	\$3,000.00	17-Sep-2022		
7 Moving \$1,168 from LOSAP to Alarm Maintenance	17-Sep-2022	-\$1,168.00		Board	Forrett	-\$1,168.00	17-Sep-2022		
8 Moving \$1,168 from LOSAP to Alarm Maintenance	17-Sep-2022	\$1,168.00		Board	Forrett	\$1,168.00	17-Sep-2022		
9 Moving \$447 from Cancer/Disability to Alarm Maintenance	1-Oct-2022	-\$447.00		Board	Forrett	-\$447.00	1-Oct-2022		
10 Moving \$447 from Cancer/Disability to Alarm Maintenance	1-Oct-2022	\$447.00		Board	Forrett	\$447.00	1-Oct-2022		
11									
12									
13									
14									
15									
16									
17									
18									
19									
Total expenditures			\$0.00				\$0.00		