

# FIRE ISLAND PINES FIRE DISTRICT

P.O. Box 193  
Sayville, New York 11782  
631-597-6860

## Fire District Commissioners' Meeting

Fire Island Pines Fire House  
34 Fire Island Boulevard  
Fire Island Pines, NY 11782  
May 16, 2020

### Present

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

Commissioner Douglas Teague, Vice-Chairman of the Board, was not present.

### Order

Meeting called to order by Comm. Barry at 12:10 PM.

*Special note: due to the pandemic spread of the Novel SARS-2 Coronavirus, and pursuant to New York State's PAUSE initiative, this meeting was held virtually via Zoom.*

*Comm. Corradino and Chief Geiman attended the meeting from different rooms of the Fire Island Pines Firehouse; Commissioners Barry, Boss, and Coluccio, and Secretary/Treasurer Forrett attended from their residences.*

*Public notice was posted in three places, the Firehouse door, Department notice box, and the landing page of the Fire Commissioners' website. A copy of the notice and a screenshot of the website will be attached to these minutes. The notice indicated the meeting would take place via Zoom and how members of the public could attend.*

### Minutes

**MOTION:** Comm. Corradino moved to approve the minutes from the April 2020 meeting; Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

### Correspondence Review

Utilities: PSEG, Verizon, SCWA

Bills: Bank of America, Brinkmann's, South Shore Safety, Morgan Auto Supply, Dalmatian

Discussion of seasonal mail policy: Comm. Coluccio met with Lisa Monjardo and collected the backlog of mail. As of the date of the Board Meeting, mail was not yet being forwarded from the Sayville Post Office to the Pines Post Office. Comm. Corradino will follow up and report to the Board.

### Secretary / Treasurer's reports

- Monthly banking reconciliations, invoice review, expenditure list – budget to actual
- Audit update
- Payments update – voucher abstract
- Capturing motions done by e-mail
  - Approving the renewal of GoToMyPC on Apr 24

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

# FIRE ISLAND PINES FIRE DISTRICT

**MOTION:** After a discussion, Comm. Corradino moved to approve the expenses detailed in the Voucher abstract with the expectation that all vouchers will be approved by the Board in person at some future date (tentatively the June meeting). Comm. Boss seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a discussion, Comm. Coluccio moved to allocate up to \$150 to purchase a one-year subscription renewal of GoToMyPC for the District laptop. Comm. Boss seconded the motion; all were in favor, and the motion passed.

## Chief's report

Review of alarms, drills and meetings; Chief's comments and requests

### ALARMS:

#3740 – 4/22/2020 – 352 Sunburst Walk – structure fire – kitchen

#3741 – 5/01/2020 – Mutual Aid to Cherry Grove F.D. – automatic alarm

#3742 – 5/03/2020 – 78 Bay Walk – gas leak

#3743 – 5/10/2020 – Mutual Aid to Cherry Grove F.D. – structure fire

### MEETINGS:

#1137 – 5/09/2020 – Annual Spring Meeting

### DRILLS:

#1176 – 5/13/2020 – First in-person drill (all wore masks and maintained social distance) – engine operations

### WORK DETAIL:

None

### Membership status:

- Ongoing Service Firefighter Joseph Micheels approved by Officers/Department/Arson and Drivers Check
- Auxiliary Member Stephen Hayes approved by Officers/Department/Driver's Check
- Pending Firefighter application for Ryan Maddox approved Arson and Drivers Check

### Requests / comments:

1. LOSAP report for April 2020
2. Pending equipment repairs from IWT - 4 Motorola PR860 handheld portables. In addition, one new Motorola Minitor VI Pager needs repair
3. Department and Commissioners continue to be updated frequently on Suffolk County's response to COVID-19
4. Purchased and received speaker mic's and batteries for new Motorola APX8000 radios
5. Purchased and received remaining 2020 Budget items:
  - a. Eight SCBA 30 Minute Bottles as per approved replacement program
  - b. Glas-Master glass removal tool with replacement blade and window punch
  - c. Firehooks auto rescue kit
  - d. Ten oversized 5-Pocket gear bags
6. Request approval for Auxiliary Member Stephen Hayes and Ongoing Service Firefighter Joseph Micheels.
7. Received replacement toner cartridge for Dell Laser MFP 1815dn printer and more paper.

**MOTION:** After a discussion, Comm. Corradino moved that the Board approve Joseph Micheels as an Ongoing Service Firefighter, and Stephen Hayes as an Auxiliary Member, of the Fire Island Pines Fire Department, respectively. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

**MOTION:** After a discussion, Comm. Boss moved to allocate up to \$100 to purchase a forehead-read infrared thermometer. Comm. Coluccio seconded the motion; all were in favor, and the motion passed.

# FIRE ISLAND PINES FIRE DISTRICT

## COMMITTEE REPORTS:

### *Apparatus/Equipment/Radios – Commissioner Teague*

- On-going discussion of repair of sirens at east and west ends of the Pines

### *Budgets – Commissioner Coluccio*

- Nothing to discuss

### *Records – Commissioners Coluccio, Corradino*

- Nothing to discuss

### *Insurance and administration – Commissioner Barry*

Comm. Barry noted an e-mail from District attorney, Bill Glass, indicating that because of the Coronavirus pandemic, Gov. Cuomo has rescheduled all Fire District elections to September 15. Glass will provide an updated election timeline.

A conversation was held regarding meeting dates, now that election date must change. It was agreed that we will hold our July meeting on Saturday, July 11 at 10 AM. Forrett will post a notice in the Long Island Advance and on the District web site highlighting the change to the July meeting and noting the September 15 election date.

Comm. Barry informed the rest of the Board that, following last month's meeting, he and Comm. Coluccio spoke with Forrett regarding the District's credit card policy. In addition, the Board discussed the necessity of and options surrounding Covid antibody testing for the Department's first responders. Comm. Barry said he would discuss options with NDI and report to the Board.

Comm. Barry noted he dealt with Michael Greenburg's LOSAP paperwork and with an insurance adjuster for fire on Sunburst (Alarm 3740, noted above).

### *Public Relations/LOSAP/Alarms/ ISO – Commissioner Boss*

- Nothing to discuss

### *Grounds – Commissioner Corradino*

Comm. Corradino reminded the Board that, as it considers the on-going problems with the east- and west-end sirens, the siren pole at the Firehouse is rotting, and it also needs to be replaced.

The shed at the Annex is now completed; however, Comm. Corradino noted that the contractors used the wrong metal edging. Comm. Corradino has spoken with the contractors from Long Island Construction Plus, and the correct edging will be purchased and installed.

Comm. Corradino is waiting to hear about the disposition of the east side door of the Firehouse, the replacement of which was part of the November 2019 contract.

Comm. Corradino has spoken with the representative of the Pines Alcoholics Anonymous chapter, informing them that the Firehouse is shut until further notice and will not be available for AA meetings .

## OLD BUSINESS:

- Nothing to discuss

## NEW BUSINESS:

Comm. Boss made a point of expressing his appreciation and gratitude to Chief Geiman for his extraordinary efforts during this time, keeping the Board apprised during the Covid pandemic, attending the Fire Island Chiefs' Council meetings, liaising with the Town of Brookhaven, and obtaining protective and cleaning gear for the Department. The rest of the Board agreed enthusiastically and thanked the Chief.

## Order

Meeting adjourned by Comm. Barry at 1:25 PM.

**FIRE ISLAND PINES FIRE DISTRICT**

P.O. Box 193  
Sayville, New York 11782  
631-597-6860

TO: Members of the Public

FROM: Commissioners of the Fire District

DATE: May 12, 2020

SUBJECT: Board Meeting of Saturday, May 16, 2020 at 12 noon

Please be advised that the Fire Island Pines Firehouse is in lockdown status, as per the directives of New York State.

All members of the public are able to attend the Commissioners' Board Meeting of Saturday, May 16, 2020 at 12 noon via a Zoom video-conference. In order to receive an invitation there are two options:

1. Please write to the Commissioners via e-mail at [Commissioners@fipfd.org](mailto:Commissioners@fipfd.org) to receive an e-mailed invitation to participate.

– or –

2. Please phone Commission Corradino at (631) 459-7761 and provide your e-mail address, and he will add you to our list of attendees for a meeting invitation.

# Fire Island Pines Fire District – Treasurer’s Report

May 15, 2020 Report for Budget Year 2020

			<u>Bank Balance</u>	<u>Book Balance</u>
<b>GENERAL FUND</b>		As of:	19-Apr-2020	15-May-2020
PUB Checking Account			\$ 262,446	\$ 261,184
PUB Savings Account			\$ 97,694	\$ 97,694
PUB Money Market Account			\$ 2,573	\$ 2,573
<b>GENERAL ACCOUNT TOTAL</b>			<b>\$ 362,714</b>	<b>\$ 361,452</b>
<b>RESERVE FUND</b>		As of:	30-Apr-2020	15-May-2020
TD Bank Money Market Funds			\$ 530,237	\$ 530,237
PUB CD #1133 - Matured 2/22/2020 (0.2500%)			\$ -	\$ -
<b>CAPITAL RESERVE FUND TOTAL</b>			<b>\$ 530,237</b>	<b>\$ 530,237</b>
<b>DEPOSITS &amp; TRANSFERS</b>				
Interest earned on PUB accounts 2020				\$ 57
Interest earned on Reserve Accounts 2020				868
Tax Warrants				260,715
Proceeds transferred from PUB CD #1133 to TD MM Reserve				84,032
Water Island Fire Protection District				-
Insurance proceeds				-
				<b>\$ 345,671</b>
<b>EMPLOYEE PAYROLL</b>			<b>This period</b>	<b>YTD</b>
Christopher J Furchert	maintenance	\$ 1,562	\$ 6,369	
Christopher J Furchert	hose testing	-	-	
Maud, Dennis	maintenance		1,275	
Scottaline, Eric	maintenance		1,505	
Reilly, Thomas	maintenance	-	-	
Alker, Kim	cleaning	-	-	
Forrett, Patrick A	Secretary and Treasurer	400	1,600	
Scofield, Jediah	maintenance	-	-	
Massa, Ryan	maintenance		255	
		<b>\$ 1,962</b>	<b>\$ 11,003</b>	
<b>PAYMENTS MADE – general fund</b>				
2020-05-02 ACH Withdrawal -Pay F103	Withholding taxes and payroll processing		692.23	
2020-05-15 Suffolk County Water Authority	421 · Water And Hydrant		14.63	
2020-05-15 Suffolk County Water Authority	421 · Water And Hydrant		4.03	
2020-05-15 PSEG LI 6 - Siren	420 · Fuel and Electricity		28.11	
2020-05-15 PSEG LI 5 - 34 FIB	420 · Fuel and Electricity		377.44	
2020-05-15 PSEG LI 32 Lone Hill	420 · Fuel and Electricity		64.05	
2020-05-15 PSEG LI 9 - Fire House	420 · Fuel and Electricity		18.64	
2020-05-15 Verizon	424 · Telephone		136.55	
2020-05-15 Bank of America - 5579	5603 · Bank of America Card Service		355.04	
2020-05-15 Pines Pantry, Inc.	453 · Cleaning		106.05	
2020-05-15 Joseph Geiman	460 · Equipment Maint & Repairs		1,509.74	
2020-05-15 Dalmation Fire Equipment	46X · Fire Equip & Alarm		4,325.04	
2020-05-15 Pines Propane Corp.	420 · Fuel and Electricity		137.50	
2020-05-15 Kage Solutions LLC	416 · Internet		235.00	
2020-05-15 Morgan Auto Supply	460 · Equipment Maint & Repairs		412.18	
2020-05-15 Brinkmann's	460 · Equipment Maint & Repairs		176.87	
			7,900.87	

Respectfully submitted by Patrick Forrett, Treasurer/Secretary

**Budget to actual as of May 15, 2020**

			PAID TO DATE		\$ REMAINING
<b>REVENUE</b>					
BROOKHAVEN PROPERTY TAXES	\$ 406,739	\$ 260,715		\$ 146,024	
WATER ISLAND PROTECTION DISTRICT	-	-		-	
DRAWDOWN FROM SAVINGS	-	-		-	
Insurance proceeds	-	-		-	
OTHER INCOME	-	-		-	
INTEREST INCOME	100	924		(824)	
<b>TOTAL REVENUE</b>	<b>\$ 406,839</b>	<b>\$ 261,639</b>		<b>\$ 145,199</b>	
<b>EXPENSES</b>					
Personnel Expenses	40,000	11,003		28,997	
Equipment Purchase	14,000	4,325		9,675	
Annual Truck Loan Pmt (#4)	-	-		-	
Annual Bond Repayment	131,650	2,231		129,419	
Office Supplies	1,300	275		1,025	
Commissioner Training	125	-		125	
Postage	100	168		(68)	
Legal	3,000	1,500		1,500	
Audit/ Accounting	5,500	-		5,500	
Association dues	800	1,185		(385)	
Payroll Processing	1,100	427		673	
Printing and supplies	500	217		283	
Publications of Notice	500	175		325	
Fuel and Electricity	11,000	3,999		7,001	
Water	1,000	19		981	
Hydrant rentals	7,700	-		7,700	
Telephone	1,700	4,561		(2,861)	
Internet/website	800	235		565	
Other Travel	500	-		500	
Uniform Expenses	3,000	141		2,859	
Annual Dinner	18,000	-		18,000	
Training	1,500	-		1,500	
Firehouse & 32LHW Repairs	22,000	1,748		20,252	
Building maintenance supplies	1,000	116		884	
Landscaping Maintenance	2,000	-		2,000	
Fire Equipment repairs & maint.	15,000	4,565		10,435	
Fire Equipment GAS	3,000	607		2,394	
Fire Alarm Maintenance	500	-		500	
Insurance: Uab, Prop, flood, fire	10,000	-		10,000	
Insurance: Auto & Cancer Policies	7,500	4,747		2,753	
Medical Exam/Physicals	7,500	-		7,500	
Snow removal	10,000	-		10,000	
Charity	-	-		-	
LOSAP +Life Insurance	49,000	21,501		27,499	
Social Security & Medicare	3,000	842		2,158	
VFB& Workers Compensation	15,000	9,580		5,420	
State Unemployment	500	66		434	
Hospital, Medical & Accident Ins	4,000	548		3,452	
WIFPD 27.5%	11,687	-		11,687	
Transfer to Reserve	42,500	-		42,500	
Consultants (Fixed Assets, Losap, ISO)	1,000	-		1,000	
	<b>\$ 448,962</b>	<b>\$ 74,780</b>		<b>\$ 374,182</b>	

