

Montauk Fire District
November 9, 2021
Commissioners Regular Meeting 18:30 hours

MINUTES

Commissioners Present: James Wright
Richard Schoen
William Pitts
John Mark

Also Present: Chief Mitchell Valcich, 1st Asst. Chief Scott Snow, Secretary/Treasurer Dawn E. Lucas, Paramedic Walter Lynch, Charles McLean, Michael Mirras, Charlie Morici and Pat Hamill

Call Meeting to Order:

Vice-Chairman Wright called the meeting to order at 18:30 hours asking everyone to stand for the Pledge of Allegiance and a prayer for Chairman Dryer recovering from surgery.

Secretary's Report:

Approval of Minutes: Vice-Chairman Wright motioned to approve both sets of minutes for the October 19, 2021 Workshop Meeting and approval of the 2022 Budget, seconded by Commissioner Schoen; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$49.80, Commissioner Pitts motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$653.40, Commissioner Pitts motioned to approve, seconded by Commissioner Schoen; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$571.43, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried
- A purchase requisition for EMP for medical supplies totaling \$629.66, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$536.51, Commissioner Schoen motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$676.41, Commissioner Pitts motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Time off Requests:

- Dawn Lucas is requesting to use 5 vacation days 11/19, 11/26, 12/23, 12/24 and 12/29/21. Vice-Chairman Wright motioned to approve, seconded by Commissioner Pitts; motioned/passed/carried.

Audit of Bills: Ms. Lucas presented the invoices for payment totaling, \$22,414.04, a discussion arose again regarding purchase orders by Commissioner Mark. He is questioning one for the credit card. He

doesn't understand why it is not signed. Ms. Lucas stated since she has been here the auditors never questioned it. Commissioner Mark noted he sets a higher bar than the auditors, he represents the people of Montauk. Commissioner Wright stated this was already discussed at a previous meeting. Commissioner Mark motioned to have documents included in the bills signed and dated, no one seconded. Commissioner Pitts motioned to approve the bills to be paid, seconded by Commissioner Wright, Commissioner Mark abstained; motioned/passed/carried.

Committee Reports:

Apparatus and Equipment:

- 9-3-17- chrome trim was repaired and back in service.
- 9-3-16-- new side window was installed.
- 9-3-18- estimate for repairing damage from accident is \$1200.
- 9-3-81- still needs repair from damage at Sagamore Lights.
- Latch problem on 9-3-2 has been fixed.
- 9-3-14- John will be out to do the lights. Brent is aware of placement. Tim O'Rourke explained the lights might need transformer adapters, there are transformers on truck but might not be compatible. If needed total cost would be \$1075.00, 1 to 2 days for delivery, outfit is on the island. Commissioner Schoen motioned to approve the adapters if they are needed, seconded by Commissioner Wright; motioned/passed/carried. Chief Valcich also stated not to disable the lights on there now until we know what is compatible or not to complete the job.
- 9-3-3- problems with sending unit for the DEF. The DEF(Diesel Exhaust Fluid) is going into the exhaust system but telling the computer it's out. It crystallizes and grounds out the sending unit so it puts the engine in a de-rated mode. John rushed the part and will be able to install when he comes out.
- John will also remove the light bars from the old Chief's car, the decals are already off and all old equipment is out of it. Commissioner Pitts wasn't sure when bids are due for it. As per Commissioner Schoen bids were not put in paper yet, was waiting for the vehicle to be stripped so the public could see what they were bidding on. Once that all comes off then we can put in paper.

Buildings & Grounds:

- Commissioner Wright is talking with Tanzi about the kitchen cabinets. After looking into refacing them and talking with the kitchen committee, some who actually own restaurants, he is looking into replacing with stainless steel.
- Heating System is being looked at too, it's a pricey project and would be a couple years out. This is the boiler system that heats the building. It runs at about 70% now, a new unit runs at about 93-94%. It doesn't make sense to change to gas we have that big tank but maybe if they brought street gas this way, could be a possibility for future.
- Commissioner Wright also spoke with Peter Grimes, he will be by sometime to check the lentsils on the garage doors.

Capital Reserve:

- Commissioner Mark read aloud two capital reserve balances.

Communications:

- ***No report at this time.*** Commissioner Wright asked about the antenna work, wanted to know if Commissioner Mark reached out to Eddie Schnell regarding plans from the architect. Commissioner Mark has not.

- Chief Valcich discussed business licensing information he received, which he thinks is regarding the low band radios. He suggests getting in touch with Eddie Schnell before we do anything regarding this matter.

Fire Advisory:

- ***NO REPORT***

Insurance & Law:

- An accident occurred with 9-3-16 and 9-3-80. No claim was filed, a new window was needed on ambulance and cost was less than our deductible so no reason to file a claim.
- The damage to the chrome on 9-3-17 from backing up into the building cost \$3,800 minus our \$500 deductible. It's amazing how much it costs for minor dings and dents.
- Commissioner Schoen noted that Legislature passed that we are longer allowed to test for marijuana use on physicals but we can test for narcotics.
- We can hold remote meeting if we so desire.
- Agenda for District meetings needs to be posted 24 hours prior to the meeting, Also any Resolutions, Rules and Laws. Posted either on a website, bulletin board, door, etc.
- Commissioner Schoen also noticed the website is hard to navigate. Commissioner Wright tested it out from his phone and was able to navigate his way to the district information. Found the Commissioners, budget, agenda, minutes, forms and contact information.
- This was just voted into law- forbids the display of hate in public areas or settings. Symbols may include but not limited to, white supremacy, Neo- Nazi ideology, or the confederate battle flag.
- Whistle Blower Policy, Commissioner Schoen read passages from the policy, It encourages employees and officers to report illegal and unethical practices. Employee refers to both paid employees of the fire district and the volunteer firefighters of the department. Broad categories of suspect conduct include, but are not limited to: violation of law; violation of Fire District or Fire Department Policy; waste of Fire District or Fire Department funds, abuse of personnel in Fire District or Department; dishonest acts; discrimination, violation of controlled substances laws; embezzlement; theft, destruction, removal or concealment of property; alteration or falsification of paper or electronic documents; false claims or misrepresentation of facts. Any concerns should be brought to the Chief of the Department by its members and to the Chairman of the Board by paid employees. The Fire District will not tolerate any form of retaliation against an officers or employee for raising concerns about practices within the Fire District and/or the Fire Department. Nothing contained in the resolution should prevent such employee or officers from reporting improper or illegal activities to law enforcement agencies. We should read and vote on at our next meeting.

Personal:

- Already covered

Safety:

- NO REPORT

Training and Chief's report:

- 4 new members taking the EMT class.
- November 15 Yaphank Drill, we are extremely short handed. Chief will open it up to other departments too.
- Chief spoke with Ms. Lucas about NextEra information, he has been in contact with them about the battery storage facility. Chief wanted to do a drill there but was told probably not till after the new year. He just wants to know what not to do if something was to go down

there. It could be a potential disaster. So we are not doing a drill there instead we will do a cold water Rescue.

- Cadets are still training Tuesday's and Thursday's, they are signed up for Firefighter 1 in January in Southampton.
- Fit Test machine, what is going on with that. It was picked up already as per Ms. Lucas.
- Commissioner Wright brought up the fact that it takes a bit to get the fit test machine back, but was told there is a company that can come to provide the department physicals and include fit tests as well. Amaganset, East Hampton, Sag Harbor all do it and if you can't make it here in Montauk you can try another location. It's worth looking into, what we have now, is not working. Chief Snow said he will discuss with anyone after meeting is over, he went to East Hampton to see what it was about.
- 9-3-4- what is going on with light bar- As per Commissioner Pitts, it is repaired.
- Chief Valcich would like to go with Commissioner Pitts to Ocean Graphics for the lettering of the families who donated 9-3-81.
- 9-3-9- any luck with that pump control, putting it in and out of gear. Right now we have to shut the engine off to put in gear. Commissioner Pitts will ask John about.
- Senior Dinner December 5th pick up and delivery only.
- Santa Claus December 12th, will be drive thru like last year.
- Chief gave two complaint letters to the district about an ambulance call from Joey Lenahan and Artie Lucas.
- Thea Greci one of the probies had issues with her turnout gear so Steve Sizse bought her knee pads, he would like to get reimbursed for that. The total cost was \$23.07. Commissioner Wright motioned to pay, seconded by Commissioner Pitts; motioned/passed/carried.
- Ambulance Committee was brought up at the Officers meeting, once the Chief finds out more information will let the District know.
- Are the old style pager batteries in yet? As per Ms. Lucas they were ordered, just waiting on them.
- Physicals- 3 members were left, one has a date know, the other waiting to hear back from and Eddie Prado had been out on medical, no word on him either.
- Any information on the new hydrants, would like to flow test them as soon as we can.
- PPE inventory is good as per Donna Hitscherich.
- Taft Kieswetter was voted into the Juniors, the Chief would like the District to vote him in to the department. Commissioner Schoen accepted Taft as a Junior Fire Department member, seconded by Commissioner Wright; motioned/passed/carried.
- Chief also stated the department will be voting in a new firefighter member at the December meeting.
- Also will be voting on another Junior member in December, Fisher Forsberg.
- Chief Valcich will be stepping down from the Juniors as of January, 2022.

Old Business:

- OSHA Fire Brigade Standards- nothing in place as of right now.

New Business:

- ***Paid ALS Report-*** Walter and Chris are in the process of updating The Controlled Substance Plan. Should be complete by end of month, then Board to approve and then send to NYS.

Regarding the plan, both the paid staff and all department members need to know about narcotics, be aware, if you see unusual activities how to report it. This is something to be done yearly. Walter is working on this training. Commissioner Schoen asked if it is a requirement of the state. Yes, should be done every year. Walter is unaware if the District has a QA/QI (quality assurance/ quality improvement) Policy. Walter does every narcotics call and also some of his paid people. He recently gave the format for the department, company 4 to start doing QA/QI and Jessie James seems to have been given this task and doing a phenomenal job. We have done them in the past with other departments at Sag Harbor, but it seems to have stopped. We really need to get back to this. Walter will write the policy and then we can vote on it. All the department refreshers should also be taken by the paid staff. We can either attend the departments, some have done in other departments or districts, you can even do them online in some instances. Walter and Chris are working on that and should have complete by end of year. Also could the district tell the Chief that the weekly narcotics checks are not being done for 9-3-81. Just following the proper chain of command. Just so everyone is aware the paid district employees take care of 9-3-80 and all of the ambulances.

- Snow Removal and refuse removal, Notice to Bidders will be going into the paper, bids will be due back December 14th.
- Commissioner Schoen asked where do we stand on the harassment case. Ms. Lucas gave the lawyer information that he requested, phone#'s, email addresses and if anything further was needed he was going to get back to me. It is moving forward.
- Commissioner Schoen also wanted to explain LOSAP. The state says you need 50 points to qualify. The district is authorized to give 15 points for January, February and March due to COVID. All members need then are 35 points to qualify for LOSAP.

Commissioner Wright motioned to go into Executive Session regarding personal @ 18:38, seconded by Commissioner Schoen; motioned/passed/carried.

Commissioner Wright motioned to go back into regular session @ 18:51, seconded by Commissioner Pitts; motioned/passed/carried.

Commissioner Pitts motioned to adjourn @ 19:42 hours, seconded by Commissioner Wright; motioned/passed/carried.

Adjourned 19:42 hours