

**Montauk Fire District**

**April 12, 2022**

**Commissioners Regular Meeting 18:30 hours**

**MINUTES**

**Commissioners Present:** Richard Schoen  
James Wright  
John Mark  
Charles "Chip" McLean

**Also Present:** Chief Scott Snow, 1<sup>st</sup> Asst. Chief Glogg, 2<sup>nd</sup> Asst. Chief Peter Joyce, Jr. and Secretary/Treasurer Dawn E. Lucas.

**Call Meeting to Order:**

Chairman Schoen called meeting to order at 18:30 hours and we all stood for the Pledge of Allegiance and a moment of silence.

**Secretary's Report:**

**Approval of Minutes:** Commissioner McLean had one correction, Ms Lucas will fix. Commissioner Wright motioned to approve the minutes of the March 30, 2022 Commissioner's Workshop Meeting, seconded by Commissioner McLean; motioned/passed/carried.

Commissioner McLean also suggested the board send baskets for National Communications week to the East Hampton Village Dispatch and East Hampton Town Police Department Dispatch. A total of 4 baskets for the different shifts. Commissioner Wright motioned we spend up to \$400 for the baskets, seconded by Chairman Schoen, motioned/passed/carried

**Purchase Requisitions:**

- A purchase requisition for Boundtree for medical supplies totaling \$67.37, Commissioner Wright motioned to approve, seconded by Commissioner Mark ; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$684.42, Commissioner Mark motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$881.34, Commissioner Wright motioned to approve, seconded by Commissioner McLean ; motioned/passed/carried.
- A purchase requisition for SSOR Inc. for medical supplies to finish out a FEMA grant totaling \$1,263.99, Commissioner Wright motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

**Time off Request:** Ms Lucas presented a time off request for Brent for April 19- 22, 2022. Chairman Schoen motioned to approve request, seconded by Commissioner Wright; motioned/passed/carried. She also presented a request for Rex for April 21- 23, 2023. Commissioner Mark asked about coverage since their days off overlap. Ms. Lucas will help to make sure the building is kept up. Commissioner McLean motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

***Audit of Bills:*** Ms. Lucas presented the invoices for payment totaling: \$93,821.41. Commissioner Mark had a question about the coding on the PERMA bill. Ms. Lucas will check with insurance company regarding it. Commissioner Mark then motioned to pay the bills, seconded by Commissioner Wright; motioned/passed/carried.

**Committee Reports:**

***Apparatus and Equipment:***

- no report at this time- Commissioner Pitts is no present.

***Buildings & Grounds:***

- Commissioner Wright discussed two proposals from Tanzi regarding the boiler and kitchen remodel with some input from the kitchen committee. The kitchen is outdated and needs some addressing. The board discussed possible cabinet replacement but nothing further. The kitchen committee would like to replace counters with stainless steel, new cabinets, etc. We do not have to make a decision right now. We can discuss more about it at next meeting. The boiler issue should be addressed sooner than later. Commissioner Wright wanted to remind the board this would be a two year project. Chairman Schoen motioned to accept proposal on boiler project and move forward, seconded by Commissioner Wright; motioned/passed/carried.
- ***House Report-*** was reviewed.

***Budget and Capital Reserves:***

- No report

***Insurance:***

- Nothing new to report, the O'Rieilly claim is still pending.

***Communications:***

- Gator site is progressing. Eddie Schnell from the Town explained the poles are in the ground, now just waiting on PSEG.

***Paid Personal:***

- No report

***Department Personal:***

- No report

***Law:***

- Chairman Schoen was able to get in touch with Tina Giles about the defensive driving course. She does not do in person classes, she does them via Zoom. He thought it's the same as if the members took a class online. So we will check out an online course.
- It was brought to the attention of the board about having driver only members. There was a previous discussion about how would they get LOSAP, would it be fair. Chairman Schoen found another district has it set up in their by-laws for it and they are entitled to LOSAP points just like any other member would be. It is also not the decision on the board to act on this. This is determined through the department by-laws. All the board is here to do is to enforce them.

**Old Business:**

***Change May Commissioner Meeting Date :***

- Discussion arose to move our meeting date in May one week later to May 17<sup>th</sup>. All Commissioner's agreed.

***Controlled Substance Plan:*** Ms. Lucas stated the plan has been signed off on and returned back to us.

***Finger Reader:***

- Commissioner Mark wanted to know the finger reader status. Chairman Schoen stated it is working, finishing the set up with each paid employee.

***Credit Card:*** Ms. Lucas stated new credit card was received with current Chairman noted on card.

***New Business:***

- Chairman Schoen mentioned he received an email from one of the department members regarding the whistle-blower policy. He feels it should be changed to include EMS personnel. After discussing with our attorney, volunteer firemen pertains to everyone, fireman and EMT's. There is no reason to change the policy.
- Chairman Schoen would like to see another meeting with Walter, Chris, officers of company 4, Commissioner in charge of paid personnel and department personnel, and the chief possibly before our next meeting. He felt the last meeting went well.

***Chiefs Report:***

- IOMR physicals were a huge success.
- Chief Snow asked the board to accept 3 new junior firefighters that were voted on at last meeting, Austin Payne, Gabrielle Payne and Cian Mooney. Chairman Schoen motioned to accept all three, seconded by Commissioner Wright; motioned/passed/carried.
- Town Wide Ocean Rescue Drill on Fort Pond with Ocean Rescue, Marine Patrol and Montauk Fire Department.
- Rough Riders drill was last month.
- April department drill will be in Yaphank, Low Rise Commercial building and CPR in house.
- Fire School – discussion about Brush Fires
- Chief also discussed the new ambulance. The committee is happy with the proposal from VCI. It is similar to 9-3-18 with some slight changes. Cost is \$244,492.00. Ms. Lucas will print out proposal and give each Commissioner a copy to review.

Commissioner Wright motioned to adjourn @ 19:35 hours, seconded by Commissioner Mark; motioned/passed/carried.

***Adjourned 19:35 hours***