

Montauk Fire District

May 9, 2023

Commissioners Regular Meeting 18:30 hours

MINUTES

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

Also Present: Chief Kenneth Glogg, 1st Asst. Chief Peter Joyce, Jr. and Secretary/Treasurer Dawn E. Lucas.

Call Meeting to Order:

Chairman Schoen called the regular Commissioner 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: Chairman Schoen mentioned a minor spelling error on the minutes. He also asked if Ms. Lucas was able to talk with Chris Boccabella about the Epi Pens;

- Yes, Question was asked how often are the Epi Pens used? As per Chris it depends, no more than 2-3 times per year, maybe less.
- 800 mandate- we need to have enough for 2 adults, 2 kids per rig and 9-3-81.
- Shelf life- manufacturer's date- 2 years but by the time we get 1- 1 ½ yrs.
- If we were to switch to the check & inject program, just need to put together 2 kits per vehicle (medication is already in stock for ALS.) The kit would include needle, syringe, alcohol prep, band-aid and medication and case to store which is reusable. All about \$25-\$35 per kit.
- It is a more cost effective method, EMT's would just need training. It was asked what training is involved? The training would involve utilizing the ALS providers that are already here to teach how to draw medication safely. It would take as long as it takes to be comfortable.
- The check & inject program is state standard now, but not mandated. Chris also stated that most departments out this way are utilizing the check & inject program.
- Ms. Lucas also noted that when the paid ALS provider responds to a call that would utilize Epi, they use the check & inject program, that is their protocol. They do not use Epi Pens. She also noted that if we switch to the check and inject program we will not be able to use Epi Pens. She is double checking with Chris Boccabella to make sure and will let the board know. Chief Joyce noted if that is the case then the volunteers would not get behind it. In their opinion the

Epi-Pens are a much faster acting method. Chairman Schoen would like to get a conformation before a decision is made.

Commissioner Mark & McLean also noted some changes to the minutes and Ms. Lucas will make the said corrections. Commissioner McLean motioned to approve the minutes of the April 28, 2023 Workshop meeting with said corrections, seconded by Commissioner Mark; motioned/passed/carried. Chairman Schoen asked the chief if anything was brought up at the department meeting about fire protection. Chief Glogg said NO. Chairman Schoen reminded him there is only one meeting left to address this.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$2,042.71, Commissioner McLean motioned to approve, seconded by Commissioner Dess; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$1,524.79, Commissioner Mark motioned to approve, seconded by Commissioner Wright; motioned/passed/carried

Time off Request: Ms. Lucas is requesting 4 days off 6/20-6/23. Commissioner Dess motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.

Treasurer's Report: table till next meeting.

Audit of Bills: Ms. Lucas presented the invoices for payment totaling: \$35,615.07. Commissioner Mark questioned a purchase from Home Depot for wood barrels, sales tax was included. Ms. Lucas explained it was a delivery charge but will double check and get back to the board. Commissioner Mark also noted on the IOMR invoice looks like we were double billed for one member. Ms. Lucas checked and noted it was for the N95 masks and 31 people took the test, the double name would have made it 32, we were not charged twice, only got billed for 31 members. Side note- Commissioner Dess stated in other minutes what was happening about a doctor in town, he asked the Amagansett office and they said there are two doctors in Wainscott that are affiliated with Meeting House Lane Medical. They will sign the paperwork for a physical. He will get information and get back to the board. Commissioner Dess motioned to approve the invoices totaling \$35,615.07 seconded by Commissioner Wright; motioned/passed/carried. Ms. Lucas also added two more bills one for PSEG for \$3,629.19 and the other for Health Insurance totaling \$7,696.80. Commissioner Wright motioned to approve, seconded by Commissioner Dess; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-1- waiting on clearance light, bulbs, window crank. Chief Joyce mentioned that the rear passenger brake light wasn't working when they went to Yaphank, it is noted in the book. Commissioner McLean stated it is part of the bulbs he noted earlier.
- 9-3-2- finished PM service, fuel filter needed to be changed.
- 9-3-17- needed new batteries and inner rear tire had a flat, it was changed and replaced.
- Chief's cars and 9-3-80 wipers got replaced.
- 9-3-14- Chairman Schoen mentioned the DO NOT OPERATE VEHICLE LIGHT came on when the steps were extended the other day, he checked 3 times, stayed on and came back next day and light was off. Chief Joyce stated it sounds like the sensor pin again.

- Chairman Schoen mentioned the ambulances are not getting filled up after calls, he was on a call and noticed the tank was only ¼ full. He asked the Chief's to make sure they get filled up after calls.

Equipment: Commissioner Dess gave his report;

- Still missing a chainsaw, called again and they are waiting on parts. Commissioner Dess stated we should get another one to have as a spare. Commissioner Dess motioned to order a new chainsaw, seconded by Chairman Schoen; motioned/passed/carried.

Buildings & Grounds: Commissioner Wright gave his report;

- Substation garage doors weren't working properly, they were repaired.
- **House report-** was reviewed, saw the Hose Testing will be done on May 23rd.
- He met with John Tanzi about the kitchen project, Commissioner McLean was there too. Commissioner Wright also received a drawing from Joey Lenahan and Brian Mooney regarding layout of kitchen. They want to move windows, take out convention oven and fryers, put in a 48" grill and hanging rack with drain. Commissioner Dess is surprised they want to take out the convention oven, a lot of places are putting more in. They are willing to wait as long as it happens within the next 5 years, maybe grant money is available for this. Commissioner Wright stated the original plan was to replace the wood cabinets with stainless steel. The plans are in the district office Commissioner Wright will discuss with John Tanzi about drawing this up so we can see properly. At this point Commissioner's and Chief's were talking all together.
- Commissioner Wright asked Ms. Lucas about the water infiltration project, if any bids were received. As per Ms. Lucas bid opening did not happen, she believes it's next week.
- Commissioner Dess asked about the pest motel, any reports from it. Ms. Lucas stated the company was here on Friday.

Budget and Capital Reserves:

- No report

Insurance:

- No report

Communications:

- No report

Paid Personal:

- Commissioner Wright tried to organize another meeting but it just didn't happen. He will try again. Commissioner Wright also noted the LUCAS- CPR machines are no longer serviceable, they are at the end of their service life They are on agenda to discuss.

Department Personal:

- No report

Law:

- Chairman Schoen stated no new information. Montauk Downs personnel requested information about an EMT for her report. Chairman Schoen spoke with Joe Frank and was told

we can not release any information and we didn't. According to Commissioner Dess she was trying to fill out her state report, which actually she did not need the name of the person.

Old Business:

- **Mutual Aid-** Received agreement and Chairman Schoen noted nothing has changed. But there is a discussion about how some districts will or will not respond. This is a big topic there seems to be some confusion on who East Hampton will be sending for mutual aid. It has nothing to do with the agreement we signed in 2018. It was discussed at a previous meeting that if mutual aid was needed to one of our neighboring districts, we would send our paid paramedic with no hesitation.
- **NYCLASS-** Chairman Schoen explained the representative was here from NYCLASS at last meeting to discuss placing our reserve funds or any of our funds into a much higher interest bearing account. There are a lot of other districts, schools, towns and villages that are doing this. It's short term, triple A rated and because of what has happened with interest rates over the last 5 months they are on a 60 day investment time frame. Our funds are readily available. Funds can be transferred back and forth. Chairman Schoen would like to motion we act on this and maybe not put everything in but definitely our apparatus and equipment fund. Commissioner Dess asked how is it protected? Commissioner McLean read what Ms. Lucas quoted, "From a safety perspective NYCLASS is rated by S&P Global Ratings and received a 'AAAm' which is the highest possible rating for a money market fund or principal stability fund like NYCLASS. Principal stability is of the utmost importance for the participants. NYCLASS protects the investors principal. What you invest you can expect to get back plus any interest depending on what the market has to offer." Chairman Schoen likes that we can track on a daily basis and deposit money today and then next week if you want take it back we can. There is no waiting period. Commissioner Dess asked how many millions are invested? Ms. Lucas responded, 10 billion just in New York state. Commissioner Wright motioned to put the Apparatus and Equipment Reserve fund and the Building Capital Reserve fund into NYCLASS, seconded by Chairman Schoen and Commissioner McLean would like to add a weekly email of how the accounts are doing, also find out what the minimum amount we can have in our current accounts without a penalty and leave that amount in the banks; motioned/passed/carried. Chairman Schoen will check with Joe Frank about any legalities.
- **LUCAS- CPR DEVICES-** Commissioner Wright stated 4 out of 5 are not serviceable any longer. A bid was received and Commissioner Wright would like to see if we can obtain grant money. The devices are working at the moment so we have time to research other ways to pay for new ones. Commissioner McLean noted the boards initial reaction at last meeting was to maybe put into next years budget. Since there is no money allocated toward this it would fall into an opportunity for grant money. A question about lead time from purchase to receiving came up, Ms. Lucas will inquire. Also the life expectancy from date of manufacturer is 8 years. So the conclusion is we are going to look into grant money, possibly budgeting for next year, replacement time frame and life span.
- **Computer Server Upgrade-** Chairman Schoen would like to speak to gentleman and was unable but will put on next meeting agenda to discuss.
- **Phones/website-** Commissioner Dess asked about any updates on the phones. Ms. Lucas will look into keeping it simple, District information, Big Bucks information and Treasurer will stay. Commissioner Mark also mentioned the website is out of date. Ms. Lucas will update what she can with the help of Jeanine. Chairman Schoen asked if there is a way we can track how often someone visits our website. Ms. Lucas will ask John Craft and get back to the

board. There have been inquiries from members of the department to help with donations via online. In this day and age with all the social anxiety out there people are more equipped to make donations online rather than see people in person as per Chief Joyce.

- **Kubota-** Commissioner Dess stated the Kubota is still on state contract and went up in price a bit because a winch was now added. Last year cost was about \$16,000.00 now it's about \$18,000. Chief McDonald wanted to know if the skid pack would work with the four seats and to make sure a winch was included on quote. Commissioner Dess stated it would not work with the four seats. Chief wanted an 80 gal tank for back but both the Kubota and skid pack manufacturer stated NO, comes too close to weight limits. Commissioner Dess mentioned two different options one with a Mercedes engine and removable pump and the other one comes with a Honda 6.5 HP engine, which pumps more gallons per minute. Any advantage to a removable pump? Chief Joyce stated it could be used as a waste pump or transfer point. Chief Joyce asked if the 55 and 70 gallon fall within the weight limit of the chassis. Commissioner Dess responded, YES. He would go with the 70 gallon. Just waiting to hear back on time frame to receive. Chief Joyce will discuss with Captain of Company 1 and have an answer at the workshop meeting. Hold till next meeting to vote and Commissioner Dess will find out about delivery date. For clarification purposes it is one Kubota, one skid pack and one trailer that we are potentially going to buy.
- Commissioner McLean asked about the Scott Pack modifications for the bucket in the tower ladder. Chairman Schoen stated they were ordered.
- Commissioner McLean had a question about the collateralized agreement with the bank, It's with institutions that we don't work with anymore. He would like us to find out from Joe Frank what to do. Ms. Lucas did ask the bank manager and was told the bank agreement is with the entity (Montauk Fire District) not the person who signed the agreement and the bank. If a new agreement needs to be done, M&T bank would reach out to us. This agreement is in full effect.

NEW Business

- Chairman Schoen asked about utilizing a chief's vehicle for the Commissioner training in Turning Stone. Chief said no problem.
- Did the six remaining good/poor standing letters go out? Chief said YES and copies will go in Chairman Schoen's box.

Chiefs Report:

- Chief stated physicals went well and would like an updated list. Ms. Lucas will provide. Commissioner Dess thought it went very well. A big plus is they contact you after and send you results. Commissioner Wright also noted the doctor talked to him about adding the Lyme test with the blood that is already drawn, Chairman Schoen was contacted too and gave the go ahead. Also was there talk about a chest extra as well, Commissioner Wright stated it is a big waste of money, if you find cancer on a chest x-ray it's way to late. Another question came up about the N95 fit testing. Is it required every year. Answer is NO. So next year new ambulance members and any new drivers would need to get fit tested not the members who did this year.
- Chief asked if the correct numbers are now on top of the chief's cars. Commissioner McLean believes that Chief McDonald might have the correct number just need to pin down Chief Joyce's car. But he will look into it again.
- Chief Joyce presented a purchase requisition for blue lights totaling \$155.94. Commissioner Mark motioned to approve, seconded by Chairman Schoen; motioned/passed/carried.

- A purchase requisition for ink for the chief's printer, Commissioner Dess motioned to approve, seconded by Commissioner McLean; motioned/passed/carried
- Chief Glogg stated after hose test is complete we will see how many lengths of hose we will need to replace.
- New recruits will be told at department picnic what company they are getting assigned to as per Chief Glogg.

Commissioner Wright motioned to adjourn @ 19:57 hours, seconded by Commissioner Mark; motioned/passed/carried.

Adjourned 20:05 hours