

**Montauk Fire District
June 13, 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, 2nd Asst. Chief John McDonald 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: Commissioner Dess motioned to approve the minutes of the May 24, 2023 Workshop Meeting with said corrections, seconded by Commissioner Wright; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$762.65, Commissioner Wright motioned to approve, seconded by Commissioner Dess; motioned/passed/carried.
- A purchase requisition for Teleflex for medical supplies totaling \$1,768.00, Commissioner Wright motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.

Time off Request: Mr. Martin is requesting 6/16/23 off. Commissioner Dess motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.

Treasurer's Report: table till next meeting.

Audit of Bills: Chairman Schoen questioned the purchase of bird seed and asked Ms. Lucas to research. She spoke with vendor and was able to get a credit for the purchase, it wasn't ours. So Ms. Lucas presented the invoices for payment totaling: \$47,211.76. Chairman Schoen suggested we inform Becker's that the only people allowed to charge are the custodians so we don't run into this problem again. A discussion arose about it and it was determined that the board can keep an eye out

and question if need be. The credit was given after review of the cameras from the vendor. Some more questions arose about the bills and were answered. A question about pharmaceuticals arose, Commissioner Dess thought we should not buy Motrin for the staff, Commissioner McLean disagreed and thought it would be part of office supplies. In future employees are responsible for bringing their own medication. Another question arose about getting billed twice for a wheel repair for 9-3-17. Commissioner McLean explained it was when we had the lug nut problem, the wheels were previously ordered and then they just came in. We were not doubled billed. Commissioner Dess motioned to approve the invoices totaling \$47,211.76 seconded by Commissioner Wright; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-1- right rear turn signal was out, it was a bulb issue and replaced.
- 9-3-2- Annual preventative maintenance completed.
- 9-3-14- rear tail light out and the new assembly is on order for both sides. They will be upgraded to halogens. Also the truck seems to be leaning to the left. Commissioner Wright explained it is a hydraulic air pressure issue. Once started, it cycles and fixes itself.
- 9-3-32- is properly numbered on the roof.
- 9-3-17- needed new batteries, they were replaced along with the onboard Shoreline breaker, also inner driver side flat issue, which was replaced.
- 9-3-5- Chief Glogg said there were issues with the pump not engaging. He will also have the Captain reach out to clarify.
- 9-3-3- had fitting issues at a recent a fire, one was ordered to help with the situation.

Equipment: Commissioner Dess gave his report;

- One Scott Pack down with a crunched regulator, MES(Coastal) is taking to fix. Also the annual tune ups are due, sometime in July and MES (Coastal) will reach out to Ms. Lucas 2 weeks prior. They will all be serviced here on site.
- Finally received an answer from Firematic on the chainsaw that has been there for months. It is shot and not usable, asked to send it back to us. We approved to buy a spare at last meeting and now Commissioner Dess is motioning to buy another chainsaw, seconded by Commissioner Wright; motioned/passed/carried.
- One last thing, Chris Boccabella provided quotes for 4-5 new safes for the vehicles . The current ones are no longer being supported. Will table until we have more information.
- Chairman Schoen stated that 2 packs off 9-3-14 will be equipped with the hoses for onboard air tonight by John from MES (Coastal).

Buildings & Grounds: Commissioner Wright gave his report;

- No new information on projects, but would like to discuss cameras. This has been a four year issue, camera's not working, Ms. Lucas has no way to see anything and there is no recording capabilities. The board feels 30 days of recording should be fine since that is what we have had. Commissioner McLean agrees with Commissioner Wright we need to take action now. Some Commissioner's want to see pricing info first. Commissioner Wright stated lets wait and get that last proposal Kyle sent, discuss with Brent and go from there. Chairman Schoen stated because on state contract we do not have to go to bid but depending on how we pay for this then we might have to go out for a public referendum.

- Commissioner Dess asked about the flags, are we going to change them since we have new ones. Ms. Lucas believes Brent will be working on that. Also he stated the entrance looks like crap with weeds and stuff. Ms. Lucas was asked to have Brent speak with Hoyt about entrance.
- House Report- was looked at. Commissioner Wright asked Ms. Lucas if she was getting reports from the Pest Control company, her response was she only receives invoices. Commissioner McLean stated there is a report on the invoice to the right.

Budget and Capital Reserves:

- no report- but we will need to start thinking about the budget for 2024. Chief think about what you might need so we can accommodate.
- Chairman Schoen wanted to share some interesting information. As of 6/9/23 we have \$1,471,712.80 in the Equipment Capital Reserve and \$587,631.76 in the Building Capital Reserve. Since 5/19/23 when we transferred money over to NYCLASS and as of 6/9/23 we have earned a total of \$6,594. We would not have come close to that if we left everything alone.

Insurance:

- No report, but as we know the tank policy was renewed and the invoice is in the bills

Communications:

- No report

Paid Personal:

- Commissioner Wright tried to organize another meeting before tonight's meeting but Chris called in sick so has to get rescheduled. There was something about the EPCR program, company 4 wanted to change something pertaining to assessments but Chris Boccabella was looking to find out if it was legal, thought it was mandated by NYS Law and Department of Health. As per Commissioner Wright will have more information about this topic after the meeting discussion between the two parties.
- Chairman Schoen asked if we are set with scheduling or are we having any issues? Commissioner Wright stated there are some issues and Chris asked to conduct some interviews. It is definitely something he is addressing. Commissioner Mark asked about interviews in the past the Commissioners were able to sit in, is that still the case? Commissioner Wright will ask.

Department Personal:

- No report

Law:

- no report

Old Business:

- **NYCLASS-** information was given under Budget & Capital Reserves
- **Water Infiltration Project-** information was put in to paper
- **Computer Server Upgrade-** information was put in to paper
- **Kubota-** information was put in to paper, everything that was requested was confirmed. Commissioner McLean asked if Malvese was able to secure that model that was coming

through another dealer. Commissioner Dess said he was told it was reserved for us. The skid pack will take about 8 weeks to come in.

- **Phone System-** This is being worked on
- **Website-** Chief Joyce asked about QR codes for donations and Ms. Lucas found out from John Craft that can absolutely be set up. It was also asked if certain individuals could have access to website to update, add pictures, etc. Again Ms. Lucas was told, we can give whoever we want access and they would have their own username and password. Ms. Lucas was also told it would not interfere with the district side. We can also get reports on who accesses the website.
- **Sign for entering Montauk Fire District-** Commissioner Dess spoke with David Lys from the town and he was going to call the highway department and have them put it back up. Chairman Schoen spoke with highway department and was told that is a state road, call the state, so he did and was asked where does it belong. Chairman Schoen is waiting for a phone call back. Commissioner Dess thanked David Lys for the no parking signs in front of the firehouse and discussed the SCWA (Suffolk County Water Authority) property. He agreed he would like to preserve or trade and will contact the water authority.
- **District Physician- Commissioner** Dess is still working on that. Chairman Schoen also called IMOR to see if they are coming back out this way for any other department physicals and they said yes in October for East Hampton, not sure of dates but will find out. Commissioner Wright asked if a members private physician could administer the department physical and Ms. Lucas asked Chairman Schoen and he said YES, would reimburse what we pay for physical.
- **Running Race-** Chairman Schoen mentioned a race that occurred on Sunday and it didn't seem well organized, they were parking at the firehouse and all over the lawn. Maybe should have been informed.

NEW Business

Camera Presentation with Intelli-Tec- Jeff Hausner and Kyle- They have been our Security Access Control company since about 2003. They have been in business since 1999 and take care of numerous municipalities throughout Long Island. Their business client is Northwell Hospital, which entails camera's and access controls panels. They are on state contract. Back in the day Intelli-Tec did an access control system and camera system that consisted of composite video not IP and then for some reason decided to switch to a different company. That company basically put in a computer to be a recorder with cameras around the building. Jeff is here to discuss how we can upgrade and repair the situation we are in now. A discussion arose with Kyle about utilizing old coax cables and wiring to save on labor and materials and then add new IP cameras. Only thing that would be needed is to add converters and a short CAT cable. There are options, we can utilize some cameras that might not be a huge security area but want eyes on it to save on the upgrade, just put an encoder there and upgrade the cameras you want. We can also do this in stages to fit into your budget. Chairman Schoen's understanding is that Intelli-Tec would basically use our existing wiring system and upgrade some cameras' and replace some. Jeff Hausner explained they are here to understand exactly what the district wants to look at, how long to keep recordings, specific areas of interest, etc. Jeff explained the brains of the unit used to be a DVR now it's an NVR (network video recorder) and we would want to spend a good chunk of money on that. It will provide what you need now and for future. The capabilities are endless. The board needs to decide how long to keep content, 30 days, 3 months, 6 months, etc. Jeff believes 3 months is a good timeline. The biggest decision right now is to figure out exactly what you want to see. The old camera's around the building are composite camera's that are lines of resolution, not very good. Now camera's are megapixels which is all data, which means 1 camera can essentially give you more data of a certain area. Discussion arose about an example of

camera usage on the Nautical Mile in Freeport. Jeff Hausner explained there are a lot of different options available to use for our application. Chairman Schoen asked about width dimensions of the camera's, what degree wise would they cover? The wider the camera the less you will be able to zoom in and see clearly. It depends on what we are looking for. Intelli-Tec can design a camera system to fit the needs of whatever we want to see. The next step would be to have the board figure out how many cameras and where. Intelli-Tec can place camera's on google earth and let us see what they would be able to do. A question arose about putting in a new recorder right away with possible camera's. The answer was the new recorder is a must. Kyle explained they can build up the system but we have to get the head end done first and maybe some cameras too. They will work with us to get the biggest bang for our buck. We were also told we will need a really good UPS unit (battery backup). If power goes out we don't want our cameras to stop. The unit is from a veteran owned company in Florida. Chairman Schoen stated the board needs to determine exactly what they what to see, record and manage and let Intelli-Tec know and go from there. They also said they will test everything that is being left up. The cameras' come from Avigilon which was bought by Motorola and has a 5yr warranty. Also to note in order to use these camera's Motorola requires a license for them but you only need to buy it once And if a camera has multiple heads it only needs one license. This also has the capabilities of being set up through an app. There are so many features available and we can use or not, it gives us that ability. Kyle from Intelli-Tec mentioned he will customize the camera system to what our priorities are. He will just need a list of what exactly we want to cover. Commissioner Wright asked for the previous proposal as a starting point to discuss, Kyle will send to Ms. Lucas. He did note the prices have changed since COVID.

Another question arose about the door lock system. In the past the doors were able to be programmed to be open for certain meetings, etc., it seems to not be the case. According to Ms. Lucas she puts in computer and it doesn't process correctly. It might be the pin mechanism, Jeff will look into. Chief Glogg also mentioned if we get a big gust of wind it can take door and slam it shut. Jeff stated that might be a lock mechanism problem. Then it was discussed about fixing door or replacing but then it was working so nothing was done. Commissioner Dess requested a service visit to see if everything is working correctly. We can schedule next week as per Jeff Hausner with Intelli-Tec. If we need to replace any doors the best are ones that have panic bars that have electrified systems in them, they are designed to work for at least 20 years.

9-3-9- Chairman Schoen stated we have received a bid for 9-3-9, we did our due diligence for obtaining a bid. We have put in great effort to attain a bid for this piece of equipment. Ms. Lucas read the bid from Chucky Morici for \$5,100.99. Commissioner McLean motioned to accept, seconded by Commissioner Wright; motioned/passed/carried.

Emergency Preparedness Trailer/Confined Space Trailer- have you seen the inside of them, they are a mess, pictures were taken and can be shown, they need to be removed from the playhouse very soon. They can either go over to substation or put them in 9-3-81' s spot and move 9-3-81 to first bay in back garage. We also need to look into emergency preparedness, Chairman Schoen is having a committee member look into barrels with dry food and sustenance and they would fit into the trailer. Chief Glogg will get in touch with the confined space team and have them go through the trailer.

Hamptons Quality Heating & Cooling- Received a proposal for a yearly contract which includes, Heat/ AC and refrigeration (walk in cooler/freezer). The cost is \$1,511.77 and they would come at least 2x per year for service. Commissioner Wright motioned to approve, seconded by Commissioner

Dess; motioned/passed/carried. Also Brent priced it out with other companies in the area and they are all within \$100 of each other.

Tree Care- Commissioner Wright stated this information on tree care was just presented to us in our packet, he does feel it is a good idea but needs to read more about it. Will table till next meeting to discuss.

Chiefs Report:

- Chief Glogg presented a purchase requisition for MES for 1- 50' length of 1 3/4" yellow hose for 9-3-1 totaling \$180.08, Commissioner Dess motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Chief Glogg presented a purchase requisition for MES for 6- 50' length of 3" white hose totaling \$2,192.76, Commissioner Dess motioned to approve, seconded by Commissioner Mark; motioned/passed/carried.
- Chief Glogg presented a purchase requisition for MES for gas detectors (propane) totaling \$1,503.30, Commissioner Dess motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Chief mentioned the department voted on the fire protection district and it was passed and carried. Chairman Schoen did receive and answer on what areas are covered under the fire protection district. Montauk Downs and Coast guard are protected under the Fire District. The Fire Protection District is covers Camp Hero, Old, Old Montauk Hwy, Upland, half a dozen streets east on Eastlake
- Chief mentioned two new members to the ambulance squad, John Papaleo and Deborah Choron were voted in unanimously, also two letters requesting for Joe Morgano and Keith Grimes to come back in to the department, they were also voted on unanimously. Chairman Schoen made a motion to accept these members pending them passing their physical and drug testing, second by Commissioner Wright; motioned/passed/carried.
- Chairman Schoen informed the board that we did receive copies of the remaining letters that went out to the members not in good standing for 2022.

Chairman Schoen motioned to go into Executive Session regarding contracts @ 20:18 hours, seconded by Commissioner Dess; motioned/passed/carried.

Chairman Schoen motioned to go back into Regular Session @ 20:30 hours, seconded by Commissioner Wright; motioned/passed/carried.

Commissioner Wright motioned to adjourn @ 20:31 hours, seconded by Commissioner McLean; motioned/passed/carried.

Adjourned 20:31 hours