

**Montauk Fire District
September 12, 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, 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 August 23, 2023 Workshop Meeting with said correction, seconded by Commissioner Wright; motioned/passed/carried.

Purchase Requisitions:

- A purchase requisition for EMP for medical supplies totaling \$408.05, Commissioner McLean motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for EMP for medical supplies totaling \$1,054.39, Commissioner McLean motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- A purchase requisition for Boundtree for medical supplies totaling \$1,891.52, Commissioner McLean motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.
- Previously approved purchase requisitions of turnout gear including pants and coats totaling \$29,498.70 for six sets and six sets of boots totaling \$2,957.22 was presented.

Building Use Request: Rough Riders Landing Homeowners Association is requesting use of the building on October 22, 2023 at 10am for their annual homeowners meeting. A check will be dropped off. This is done every year. They will be using the meeting room only. Commissioner Dess motioned to approve, seconded by Commissioner Wright; motioned/passed/carried.

Audit of Bills:

Motion to pay Bills: Commissioner McLean noted for the All American Awards it states in the roster of expenses as longevity pins but on the receipt it was five badges, whatever it is can we make

both the same thing. Chairman Schoen stated they basically are a badge and a pin. Commissioner Dess motioned to approve the invoices totaling \$31,213.42 seconded by Commissioner Wright; motioned/passed/carried.

Committee Reports:

Apparatus: Commissioner McLean gave his report;

- 9-3-17 & 9-3-18- both had their PM service, oil change, etc.
- 9-3-16- howler device acting up, a new amplifier ordered. One of the rear well guards popped off, it seems to be intact and can be fixed in-house. Parts are on order.
- 9-3-14- tail lights came in but were wrong, new ones are on order.
- 9-3-2- had an issue with the front marker guide lights, they were replaced.
- 9-3-8- still waiting on a date to repair of the brakes. Should be able to do onsite.
- 9-3-30- looking at an in-house repair of a tail light. Hoping it's just a lens replacement.

Equipment: Commissioner Dess gave his report;

- Husquarna saw from 9-3-2 has a battery problem, it was picked up and waiting to see if we need a new one. Spare battery is on saw now so still in service.
- One flashlight was sent out to get repaired.
- O2 regulator that someone dropped off is being worked on, if not repairable will buy a new one.
- Thermal imaging camera still out for repair.
- Lifepak on 9-3-16 is having a problem, seems to be blinking, waiting on more information.
- 9-3-80 refrigeration unit has been looked at by John from Fully Involved and it can not be repaired. We received a quote from John to replace it for a total of \$3,387.50. It will take about 3 weeks to come in. Commissioner Wright motioned to approve, seconded by Commissioner McLean; motioned/passed/carried.
- Safes were ordered and received. We are just waiting on the new cards, they should be here within the week. Chris Boccabella can set safes up after cards are received. Commissioner McLean will contact John from Fully Involved to put it on his schedule for installation of new safes.
- Commissioner Wright asked about company 5's chainsaw. Commissioner Dess stated they have been here and Chairman Schoen told the company captain, not sure if he picked it up or not.
- Commissioner Dess stated the chainsaws came in, one for 9-3-14 and one is a spare.
- The yearly Scott pack Flow tests are being performed.

Buildings & Grounds: Commissioner Wright gave his report;

- Heating Plant replacement project is underway and it seems to be going good.
- Brent contacted Commissioner Wright about the air conditioning and asked if he could contact Weber & Grahn, answer was yes, please. They came right away, ordered the part and will be back on Tuesday. Commissioner Wright suggested to Brent that we get a service contract with Weber & Grahn and sign it.
- Commissioner McLean asked if the walk-in/freezer was fixed. Commissioner Wright stated it was fixed.
- House Report was looked at and a question arose, What is a deer whistle? It's a device used that gives out a high pitch tone that animals can hear but humans can't usually on the front

bumper of vehicles but these are put on the roof next to the air horns. The concept is that the wind goes through them and emits a high pitch tone to scar away the animals. Chairman Schoen stated why not put on all the vehicles. Commissioner McLean will order more for the the fleet.

- Commissioner Dess thanked Commissioner Wright for fixing the potholes. Ms. Lucas also called the town highway department and asked about fixing them.

Budget and Capital Reserves:

- No report

Insurance:

- Commissioner McLean is working on the annual survey with Ecker's office.

Communications:

- No report- Chairman Schoen asked a question about answering an ambulance call on the radio. He responded 9-1-0, 9-3-16 is on a 9 (standing by) and he heard nothing, he calls again then calls 9-1-0 do you hear me, response was hear you loud and clear, the member with him states they answered you on your pager. Chairman Schoen asked if that was normal. Chief said YES. Chairman Schoen stated that is not correct communication. Part of what the chief said next was muffled because other people were talking but he did say so other people responding can hear you are on a 9 (standing by), Commissioner McLean noted dispatch works on two different frequency's, a pager and dispatch or broadcast frequency (radio). **OK**, but Chairman Schoen still wants to know that 9-1-0 can hear him when he responds to a call. After a discussion maybe changing how we talk on the radio may clear up some confusion. Responding with 9-1-0- rig# and wait for a response then let 9-1-0 know you are on a 9 (standing by). Commissioner Wright suggested bringing it up at the next district meeting, Chairman Schoen will do that. Also noted in conversation text messages are coming back to certain carriers to help with responding to calls. Chief stated he was told that the carriers are not getting them through because of the volume of messages that's why you should be carrying your pager.

Paid Personal:

- Commissioner Wright spoke with Chris Boccabella asking if they are using the finger reader to punch in and out. His response was that was a program Walter started and over time has slipped. They write their times down on a time sheet. Ms. Lucas has stated sometimes the employees have a hard time fingering in or the system is not up. Other Commissioner's have said that the members don't seem to have a problem. What about a time clock instead? It was also brought up by Commissioner McLean that the board adopted a policy that the paid paramedics would use the finger reader for their time in and out. Commissioner Wright stated moving forward we will need to see a report to ensure they are utilizing the finger reader. Ms. Lucas was trying to explain but everyone was speaking at once. Commissioner Dess spoke, we can't talk over Ms. Lucas, she is trying to explain. Ms. Lucas said it will take a bit of time to get situated because we have to make sure they all know how to finger in and out. It was asked if we can get the district employees on the finger reader, Ms. Lucas stated they have their own time clock. Chairman Schoen noted those time cards seem to have no dates stamped on them, he feels they should have that. Ms. Lucas said she writes the dates on them. She will work on getting the dates on the time cards and reports from the finger reader for the board.

Commissioner McLean asked if we could get at the first meeting of the month a printout of the finger reader for the previous month. The board agrees. Commissioner Wright did mention we will give Ms. Lucas some time to get this all together. It was also asked for a printout of all the current employees in the system. Conclusion when we have a new hire, they must work during the week so they can get set up on the finger reader for their time.

Department Personal:

- No report

Law:

- No report

Old Business:

- ***Bid Opening- Tree Care*** – Ms Lucas opened the bid that was received from Hoyt Property Care. They included their NYS DEC information at the top, then proceeded to give a breakdown of services.
 - Fall Deep Root Fertilization- \$500.00
 - Spring Deep Root Fertilization- \$850.00
 - May thru September Health Care Monitor- Inspect all plant material on property for common diseases and insects and treat accordingly. \$350 per month
 - One time creation of 4' beds around trees labeled in bid specs, install black mulch in the fall, unless otherwise indicated and weeding of beds in spring 2024- \$2,250
 - Once Yearly Pruning of trees labeled in the bid spec document, all removed material will be chipped/removed off site from the ground and recycled. All softscape and hardscape areas will be cleaned after pruning/removal. - \$12,000
 - The total is \$17,350.00
 - This does not include Flea and Tick Management, Integrated Mosquito Management, Deer Management Growing Season, Deer Management Winter, Irrigation, Winter Burlapping, or Storm Related Damage and Debris.Chairman Schoen noted we always reserve the right to refuse a bid so our options right now is to either except or refuse bid. If we accept it no re-opening down the line for anything. If we refuse we can put it out to bid again. A discussion arose about everything and Chairman Schoen would like to get Chief Joyce's comments on this information before we make any decisions. This is being tabled pending further review.

- ***Fire Protection-*** Chairman Schoen noted the acceptance of the fire protection contract from the town with an email that was sent earlier to all the Commissioner's. Ms. Lucas also confirmed it with documentation received from the town that the resolution was passed and the hearing is set to legally approve everything at the end of September. 041

NEW Business

- ***Weight Room Alarm-*** Chairman Schoen asked where do we stand with the weight room alarm? Commissioner Wright talked with Brent and he was going to talk to you (chairman) about. He said we would have to sign up for a service again. Chairman Schoen said he hasn't spoken with him about lately but he did suggest maybe an alarm that went off in the paramedic room. Chief also suggested the alarm going directly to dispatch. Not sure if they would be open to that. We still need to figure this out.

- Where are we with hurricane prep? Chairman Schoen asked if we were to get a hurricane Sunday morning and the eye is going over the lighthouse at 8:05 what are we doing? Chief stated there are two different ways we can go about this. Bruce Bates would contact us to let us know what shelters will be open. What provisions would we be taking to provide for our personnel. The chief would be getting supplies from Di Carlo to maintain our membership. Chief said cots are in the trailer and upstairs. Chairman Schoen then asked what is the plan for the trailers. Chief said the confine space trailer with now be an MCI trailer and the trailer with the cots and stuff a water rescue trailer. Chairman Schoen was told the tires on the confine space trailer are dry rotted and the battery needs to be replaced. Commissioner McLean who is in charge of vehicles will get working on replacing the tires and battery in the morning.
- A discussion arose about changing meeting dates and times for our next meeting but after talking, the workshop meeting will stay on the 27th of September. The October workshop meeting is changing from October 25th to the 17th of October same as the Budget Hearing.

Chiefs Report:

- Chief asked about the flu shots for the members, Chairman Schoen stated we should hear back tomorrow about.
- What is happening with the UTV? Commissioner Dess said we are waiting for delivery of the skid pack and Kobuta. He will call Malvese to find out status. Commissioner McLean asked about getting a VIN# once we have more information so he can start the insurance process.
- There is going to be a Heavy Rescue Course here in October on Tuesday and Thursday, the 17th, 19th, 24th & 26th. It's all hands on, little classroom work but mostly outside. There is a max of 22 people. We have 10-12 from our department and then it will be opened to the other districts in our division. We get first sign ups. Any cut off date. Chief needs to get the list together by next week.
- Chief stated they had their membership drive, 10 applicants, 5 for fire side and 5 for EMS side. Two of the people are transfers, one is fire marshal Alex. They will be starting their classes in January. Commissioner Dess asked if there is a list of the potential new members anywhere? Do their licenses have to be posted in the game room? Chief said they were read at last meeting and Eddie Ecker does background checks on them and if there is anything out of wack it is told to them this might not be a fit for you. Commissioner McLean noted was there was a late entry that wasn't read at the meeting, YES the application was in but downstairs in Chief Joyce's box.
- Chairman Schoen asked if the foam has been put on the trucks. Chief said YES. He knows at the last meeting it was discussed about when things come in and stuff and Ms. Lucas usually calls him when stuff comes in. But he had no idea that the foam was here. Will there be some sort of policy, a packing slip or such on either of the chief's desk so we are aware what came in. Chairman Schoen came up with a solution. When a purchase request is presented to the board from the chief's, it gets approved, ordered then received, A copy of that purchase request will go back to chief with all the pertinent information noting we received the item or items.
- Commissioner Dess informed the Chief of missing truck checks. Are we going back to the companies and asking about them, there are items missing in the trucks. Do we need new are they damaged, misplaced, etc.? Chief will check with Chief Joyce about this.
- Commissioner McLean asked about the CombiCarrier that was ordered, we have a invoice for it, did it come in? Ms. Lucas stated it came in, it's in the training room and the captain of company 4, Ellen is aware she was here when it arrived.

Commissioner Wright motioned to adjourn @ 20:06 hours, seconded by Commissioner Dess; motioned/passed/carried.

Adjourned 20:06 hours