

**MINUTES OF THE MEETING OF THE BOARD OF FIRE COMMISSIONERS
ISLIP TERRACE FIRE DISTRICT
February 22, 2016**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on February 22, 2016 and called to order by Chairman Faracco at 7:05 p.m. at 264 Beaverdam Road Islip Terrace, N.Y. with the following present:

Chairman	John Faracco
Commissioner	Peter Peluso
Commissioner	Tony Maieli
Commissioner	Tom Connors
District Supervisor	Perry Rocco
District Treasurer	Bob Sick
District Secretary	Lori Ann Messino
District Clerk Typist	Frank Cuoco
EMS Supervisor	Scott Crosby
Chief	Tom Quagliara

Pledge to the Flag.

Moment of silence was led by Chairman Faracco

Motion to approve previous meeting minutes of February 8, 2016 made by Comm Peluso seconded by Comm. Connors with all in favor.

District Treasurer submitted the Revenue & Expense Budget Analysis and further explained to the BOFC the layout and advised this is what will be presented at each business meeting every month. BOFC thanked the Treasurer for a job well done.

District Treasurer advised the wire transfer was completed on 2/19/16 for new pumper truck 3-6-1. Motion to approve made by Comm. Peluso seconded by Comm. Maieli with all in favor.

Motion to approve Treasurer's report made by Comm. Connors seconded by Comm. Maieli with all in favor.

Warrants and claims in the amounts of \$786.50, \$182,160.66 and \$834.70 have been submitted, reviewed, approved and paid. Motion to approve made by Comm. Peluso seconded by Comm. Maieli with all in favor.

District Treasurer held a discussion regarding a possible payroll service in the future. Further information is needed and will revisit in the next month.

Motion to approve verbal electronic dated 2/5/16 for the emergency service provided by Jigsaw Construction made by Comm. Connors seconded by Comm. Maieli with all in favor.

Time off request received for Thomas Scott for 3/4/16 and Lori Ann Messino for 3/11/16 through 3/21/16. Approved by the BOFC.

Correspondence from Chief:

- Request received for Tony Nadvornik to use 3-6-9 or 3-6-10 on 3/30/16 to attend Jr. Association meeting held at Selden Fire Department. Approved by the BOFC.
- Request received for Sean Brady, Connor Hollborn and Paula Torres to attend an Equine Emergency Evacuation meeting held at Bohemia Recreation Center. Approved by the BOFC.
- Request received for the use of 3-6-9 or 3-6-10 on 2/23/16 to attend the Equine Emergency Evacuation meeting at Bohemia Recreation Center. Approved by the BOFC.
- Request received for Harry Allen and Connor Hollborn to attend a Company Officer Seminar on 3/13/16 at Brentwood Fire Department at a price of \$125.00 per member. Motion to approve NTE \$250.00 taken from Training funds made by Comm. Connors seconded by Comm. Peluso with all in favor.
- Request received for use of 3-6-9 or 3-6-10 for Connor Hollborn and Harry Allen to attend a Company Officers Training seminar at Brentwood Fire Department on 3/13/16. Approved by the BOFC.

2/22/16

- Request received for two vouchers. One for Department meeting on 3/4/16 NTE \$150.00 and the other for St. Patrick's Day Parade NTE \$1500.00. Motion to approve made by Comm. Peluso seconded by Comm. Connors with all in favor.
- Submitted 7 applicants names to Comm. Peluso for background check

Chief held a discussion regarding the light incident. He advised he has done an investigation and has handed the paperwork which included statements from all who were involved over to the BOFC for review. Discussion was held regarding driver qualification program.

Chief submitted to District Supervisor a quote regarding the light repair.

EMS Supervisor:

- Advised the Board that 2 EMT's will be leaving the district. Joe Alvarado will be filling the Friday shift from now on and has a few leads to cover the Monday shift.
- Advised the DOH paperwork has been submitted to the State and should hear back in a few weeks and then we will be up-to-date.
- Held a discussion regarding the EMS book.
- Held a discussion regarding the junior and softball bags.
- Held a discussion regarding FRES and an EMT class for dispatchers. Advised it's an accelerated version and can be taken in an 8 hour class.
- Paperwork for check and inject to replace Epi pens was submitted.

Chairman Faracco asked EMS Supervisor if there was anything we need to be aware of. EMS Supervisor advised he would keep all abreast to any new updates they need to know about.

Chairman Faracco advised the Chief to have a policy printed and have the standards set before the new truck is here.

Chief advised the crossover from one engine to another is about 5 hours.

2/22/16

District Supervisor:

- Handed over to the BOFC the title for the new apparatus.
- Advised he was out at RVI going over the new truck. Worked out all the details on placement of tools.
- Advised 2/25/16 is scheduled for a fit test at 6 p.m.
- Thanked the members for their help putting the list together
- Advised hose testing is being scheduled the same time as last year. NFPA rules now include hoses, nozzles, fittings testing on site. Testing will take approximately 2.5 days. He will get the date and advise Chief.
- Advised Seagrave spoke to a representative regarding damaged truck. Will know next week what the status is.
- Discussion held regarding another trip to Wisconsin to inspect apparatus in the near future.
- Advised there is a Go Fund Me page for the driver of the truck.

Comm. Maieli:

- Held a discussion with the Chief about the possibility of more hours being added to the transfer training that what discussed earlier.
- Asked the Chief to please try and submit a draft proposal for driver guidelines in the next 2 to 3 weeks.
- Held a discussion with the Chief regarding uniforms and what the status was. Will revisit this discussion by the next meeting.
- Advised the BOFC has the policy for applicants submitted by the Chief. Approval by the BOFC.
- Held a discussion with the Chief regarding the possibility of a mandatory management course being taken before becoming a Chief. Asked the Chief for some recommendations and will revisit.

2/22/16

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- Advised the BOFC has the draft policy for applicants submitted by the Chief. The Board will review and adopt at the next meeting.
- Held a discussion with the Chief regarding the possibility of a mandatory management course being taken before becoming a Chief. Asked the Chief for some recommendations and will revisit.

2/22/16

Comm. Peluso:

- Advised department physical paperwork is in order and will be handed to the Chief to handout at meeting on Thursday. The start date of the physicals is 3/1/16 and must be completed by 5/31/16. Also the AB 3000 mask is at the facility for the fit test.
- Submitted the list to the Board for the gym membership reimbursement. The gym will be paid directly. Motion to approve each membership at \$479 for 6 members: Peter Peluso, John Faracco, Frank Cuoco, Chip Knott, Joe Gick and Tom Connors to East Islip Health and Fitness NTE \$2874.00 made by Comm. Peluso seconded by Comm. Connors with all in favor.
- Advised he met with IT and discussed problems with the computers. Hoping for all to be resolved in the next few weeks. Advised a log book has been created for all work tickets submitted.
- Advised the Chief he needs copies of licenses for the applicants submitted.
- Advised PKSkids is requesting the use of our parking lot for a fundraiser on 9/24/16 with a rain date of 9/25/16. They have submitted an insurance accord. We have given permission for the last 5 years. Motion to approve this request made by Comm. Peluso seconded by Comm. Connors with all in favor.

District Clerk:

- Advised the Board that all bottles, masks have been tagged and inventoried into Red Alert. Advised 29 members were at fit test on the 13th and that each had a number assigned to them.
- Advised engraver is now operational and will work with Tommy Chance as we need to order some supplies in the future.
- Advised he would like to work on inventorying 3-6-1 and 3-6-2 as this would be the perfect opportune time.
- Offered his help to the Chief on the training manual in progress.

Chairman Faracco thanked Frank Cuoco for all his hard work.

Comm. Connors held a discussion regarding the hurst tool decision and the possibility of having it happen sooner than later.

2/22/16

Motion to approve one (1) set of Hurst Tools NTE \$26,000 made by Comm. Connors seconded by Comm. Peluso with all in favor.

Comm. Faracco held a discussion with the Chief regarding what the rule is when responding to a call in private vehicles. Chief advised he will handle this and let the Board know the end result.

Motion to move to executive session 8:47 p.m. made by Comm. Peluso seconded by Comm. Maieli with all in favor.

Motion to move out of executive session at 8:55 p.m. made by Comm. Connors seconded by Comm. Peluso with all in favor.

Discussion held and with a unanimous vote 2nd Asst. Chief Hollborn will receive an additional 30 day suspension added to his already 30 days. It was agreed on that there will be zero tolerance moving forward and will be removed from office permanently if not compliant to district rules.

Discussion held with the Chief with regards to responding to EMS calls. Chief advised he will take action on this.

Motion to approve the purchase of 4 tickets at \$125.00 each to attend the Annual Meeting and Installation dinner on Saturday 3/5/16 made by Comm. Peluso seconded by Comm. Connors with all in favor.

Comm. Maieli held a brief discussion regarding solar option in the future.

District Supervisor held a discussion regarding PPE with the Board. Motion to approve the purchase of 10 sets; wild land coats and pants, at \$380.00 each NTE \$5000.00 made by Comm. Connors seconded by Comm. Maieli will all in favor.

District Supervisor received quote for cameras. Will advise when he receives more from different vendors.

Motion to approve services from A.T.I. for the kitchen, hallways, bathroom and stairs NTE \$575.00 made by Comm. Connors seconded by Comm. Peluso with all in favor.

2/22/16

District Supervisor advised he received two quotes for the work to be done for signs, flag poles and side entrance way. Will check references for both and advise at next meeting.

District Supervisor advised we need to rent a scissor lift from Pride Supplies for the week at a price of \$592.66. Approved by the Board

District Supervisor advised the ice machine has been installed and up and running.

District Supervisor advised he received quote from Infrastructure Solutions to consolidate our two door access system into 1 system with the necessary hardware and software.

District Supervisor advised he received a quote from DMGT Telecom with a contract. Submitted it to the BOFC for review.

District Supervisor advised the exhaust system is being repaired in the truck house.

Chairman Faracco advised he would like an open forum scheduled for some time in June to shed light on some projects moving forward.

Motion to adjourn meeting at 9:30 p.m. made by Comm. Connors seconded by Comm. Maieli with all in favor.

Respectfully submitted,

Lori Ann Messino
District Secretary