

**MINUTES OF THE MEETING OF THE BOARD OF FIRE COMMISSIONERS
ISLIP TERRACE FIRE DISTRICT**

March 18, 2013

A regular meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on March 18, 2013 and called to order by Chairman Hollborn at 7:05 pm at 264 Beaverdam Road Islip Terrace with the following present:

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| Chairman | Rick Hollborn |
| Vice Chairman | Larry Alper |
| Commissioner | John Faracco |
| Commissioner | Bob Schmidt |
| District Secretary | Penny Cascio |
| Treasurer | Lisa Garraway |
| Chief | Frank Cuoco |
| 2 nd Asst Chief | Tom Quagliara |

In Attendance: District Lawyer Bill Glass and Maintenance Supervisor Perry Rocco

Pledge to the Flag.

Moment of silence was led by Chairman Hollborn.

Motion made to approve previous meeting minutes of March 11, 2013, was made by Comm. Alper, seconded by Comm. Faracco, with all in favor.

MAINTENANCE/MECHANIC SUPERVISOR:

Vehicle 3-6-6 will be out of service March 25th thru March 29,2013 for pump test and service ladder.

New process of cleaning the Fire House is going well.

Motion to approve Yellow Dog as landscaper for 2013, was made by Comm. Alper, seconded by Comm. Faracco, with all in favor.

Motion to declare lawn tractor as surplus, and advertise it for sale as it is no longer used with a value of less than \$5,000.00, was made by Comm. Alper, seconded by Comm. Faracco, with all in favor.

Pulling cable for new system is almost complete. Working on finishing up the radio room.

Maintenance Supervisor is to purchases cleaning supplies for EMT'S for the downstairs and Sub-Station.

Motion to purchase a table cart for the tables used in Meeting Room not to exceed \$500.00 was made by Comm. Alper, seconded by Comm. Faracco, with all in favor.

Maintenance Supervisor is to purchases replacement American Flags 8 in total for Head Quarters and the Sub-Station.

Gear cleaning going well 30 sets complete. Gear repair on 7 sets will be done by Firefighters Equipment of NY.

Motion to purchase off State Contract through Hi-tech (2) two White turnout coats for the Chiefs was made by Comm. Faracco seconded by Comm. Schmidt, with all in favor.

Motion to purchase (1) standard turnout coat for Robert Cook and 10 sets of knee pads, was made by Comm. Faracco, and seconded by Comm. Alper, with all in favor.

CORRESPONDENCE:

Received vehicle log sheets for January and February 2013.

Motion to renew Fire News was made by Comm. Schmidt, seconded by Comm. Faracco, with all in favor.

Received a letter requesting an insurance accord for 2013 Softball, Motion to approve was made by Comm. Faracco, seconded by Comm. Schmidt, with all in favor.

Letter received requesting vehicle usage for the Fire Police to use 3-6-9 from 7pm to 10 pm on May 17, September 20 and November 15, 2013 for their Islip Town Fire Police meetings, Motion to approve was made by Comm. Faracco, seconded by Comm. Schmidt, with all in favor.

Letter received requesting use of the parking lot for a blood drive on April 15, 2013 from 2:45 pm to 8:45 pm. Engine Co. 3 along with Long Island Blood Services will conduct the blood drive, Motion to approve was made by Comm. Schmidt, seconded by Comm. Faracco, with all in favor.

Letter received requesting vehicle usage of 3-6-2, 3-6-9 and the bus for Engine Co. 2 to attend a Suffolk County Police Dept. drill at McCarthur Airport on Sat March 30, 2013 from 9:30am to 12:30 pm, Motion to approve was made by Comm. Schmidt, seconded by Comm. Faracco, with all in favor.

Letter received that member Adam Ross has been driver qualified on 3-6-16, Motion to approve was made by Comm. Alper, seconded by Comm. Schmidt, with all in favor.

Letter received that member Connor Hollborn has been driver qualified on 3-6-16, Motion to approve was made by Comm. Alper, seconded by Comm. Schmidt, with all in favor.

Letter received that Ann Warnecke is cleared to perform the duties of an EMT in the Islip Terrace Fire Department; Motion to approve was made by Comm. Schmidt, seconded by Comm. Alper, with all in favor.

Letter received requesting the Meeting Room on May 5, 2013 from 2pm to 7 pm for Brian Jackson family party, Motion to approve was made by Comm. Alper, seconded by Comm. Schmidt with all in favor.

Request for extended leave of absent for Ermanno Chimirri was denied.

Request for the Rescue process clearing protocol. Documentation is to come from the Chief to members.

Clarification on the Training Budget. Budget is \$11,500.00.

Discussion on Gym Membership and how the member will be reimbursed.

Request for use the Fire House for a meeting on April 5, 2013 at 3pm for County wide training drill, Motion to approve was made by Comm. Alper, seconded by Comm. Schmidt, with all in favor.

Received letter from Earth Tec would like to put a clothing box in parking lot. Will consider and discuss at next meeting.

Chief decision to suspend Joseph Felder for 10 days beginning March 12, 2013 for insubordination, Motion to uphold Chief's decision was made By Comm. Schmidt, seconded by Comm. Alper, with all in favor. Pending the outcome of a hearing requested by member.

EMT/RESCUE:

Discussed handling of employee's duties and paperwork. Updated Responder check list.

Discussed seals on ambulance.

Update on the "when to work" program.

Request to give leave of absent to the following two employee's Jared Gunst and Kyle Kanzenberg, Motion to approve was made by Comm. Alper, seconded by Comm. Faracco, with all in favor.

Discussed PCR's and a committee of 2 members and 2 paid EMT's to evaluate.

Zoll's check to see if they can be changed from ALS to BLS.

Committee to check into getting shirts for EMT's.

The Responder will be out for the rest of the week for a radio swap.

COMMISSIONERS:

Discussion on invoices submitted by Chiefs office, need to be given to treasurer on a monthly basis.

TIPS Class went well with 17 members attending. Another class is tentatively schedule for Monday April 15, 2013.

A file was made with Civil Service Titles and job definitions.

CO for the Fire House is complete.
The table and chairs closet is complete.
Radio Room is almost finished.

Motion was made by Comm. Alper, seconded by Comm. Schmidt to approve the title of Rescue Supervisor for employee's Rob Shannon and Scott Crosby, with all in favor.

Sick, personal and vacation time for employees has been updated.

Meeting for part time and full time dispatchers will be held on April 9, 2013 at 7pm.

Motion from Comm. Faracco, seconded by Comm. Schmidt to approve and pay a Blackman Plumbing bill for replacing basement heat/ac unit, with all in favor.

New Chief vehicle will be in this week.

Vehicle 3-6-25 will become new Responder Vehicle; Motion to approve re-lettering not to exceed \$1,200.00 was made by Comm. Alper seconded by Comm. Faracco, with all in favor.

Motion to declare 3-6-14 as surplus equipment as of March 19, 2013 at a value of less than \$10,000 and to donate it to the West Stockholm Fire Department was made by Comm. Alper seconded by Comm. Faracco, with all in favor.

Motion to declare the following equipment surplus and donate it to the West Stockholm Fire Department , 20 old turnout coats, 20 old bunker pants, 25 minitor 4 low band pagers, 6 minitor 4 chargers, 2 helmets, and 3 old microphones, was made by Comm. Faracco, seconded by Comm. Schmidt, with all in favor.

Motion to build an office for Rescue Supervisors at bottom of stairs on District side not to exceed \$2,000.00, was made by Comm. Alper seconded by Comm. Faracco, with all in favor.

There will be a fundraiser in parking lot September 28, 2013, for the PKS Kids.

TREASURERS REPORT:

Report was given by Treasurer Lisa Garraway for review by the BOFC.

Motion to adjourn at 10:50 pm was made by Comm. Alper seconded by, Comm. Schmidt, with all in favor.

Respectfully submitted,

Penny Cascio
District Secretary

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