**MINUTES OF THE MEETING OF THE BOARD OF FIRE COMMISSIONERS**

 **ISLIP TERRACE FIRE DISTRICT**

**January 25, 2021**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on January 25, 2021 and called to order by Chairman Chimirri at 7:06 p.m. with the following present:

Chairman Keith Miller

Chairman Bart Gugel

Commissioner Ermanno Chimirri

Commissioner Thomas Chance

Chief Frank Russo

2nd Asst. Chief Pete Peluso

District Secretary Lori Ann Messino

District Clerk Frank Cuoco

District Manager Robert Simpson

District Treasurer Bob Sick

Pledge to the Flag led by Chairman Miller followed by a moment of silence.

District Treasurer Report:

* Distributed and discussed Revenue & Expense Budget analysis dated 12/31/2020
* Held a discussion regarding open referendums.
* Held a discussion regarding Sterling Bank payments.
* Advised Cullen and Danowski will begin 2020 audit 2/16 & 2/17
* Builders Risk Policy discussion was held. District Secretary will follow up.

Motion to close permissive referendum #18-02 and 20-01 made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Motion to authorize electronic payment of Sterling Bank credit card after proper voucher protocol is followed made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Motion to approve Treasurer report made by Comm. Gugel seconded by Comm. Chance with all in favor.

1/25/2021

Warrants and claims in the amount of $21,919.25; 4 checks, 36,337.18; 1 check, 89,650.54; 35 checks have been reviewed, approved, and paid. Motion to approve made by Comm. Chance seconded by Comm. Chimirri with all in favor.

Motion to approve minutes dated January 11, 2021 made by Comm. Chimirri seconded by Comm. Chance with all in favor.

Correspondence:

* Request submitted for a new pair of bunker FF boots for Donna Yankus. Motion to approve made by Comm. Gugel seconded by Comm. Chance with all in favor.
* Request received from Chief to purchase 12 C batteries, 20 AAA batteries, 2 Traffic wands (reds) and 2 Light pucks (traffic) for Fire Police. Motion to approve made by Comm. Chimirri seconded by Comm. Chance with all in favor.
* Request received from Chief to purchase four (4) Milwaukee M18 – 18 Volt Lithium – Ion high Output Battery Packs 12.0 Ah. Motion to approve NTE $1000.00 made by Comm. Chimirri seconded by Comm. Chance with all in favor.
* Request received from Chief for FF Madison O’Toole to start driver training. Motion to approve made by Comm. Chimirri seconded by Comm. Gugel with all in favor.
* Request received from Chief for FF Dominic Detura to start driver training. Motion to approve made by Comm. Chimirri seconded by Comm. Gugel with all in favor.
* Renewal notice received for Target Solutions. Motion to approve NTE $4230.10 made by Comm. Gugel seconded by Comm. Chimirri with all in favor.
* Quotes received for seven (7) heaters in truck bay. D&S $16,380.00, Soundview $22,500.00. Motion to approve D&S and hold until March 2021 made by Comm. Gugel seconded by Comm. Chimirri with all in favor.
* Proposal received for tent purchase for substation renovation. Motion to approve NTE $7790.51 with shipping made by Comm. Gugel seconded by Comm. Chimirri with all in favor.
* Discussion held regarding Cassone trailers for storage for gear during renovations.

1/25/21

Motion to approve the rental of one Cassone trailer at a price of $325 per month $225 pick up and $225 drop off made by Comm. Gugel seconded by Comm. Chance with all in favor.

Chief Russo:

* Advised one member has self-reported positive Covid-19.
* Vaccines have begun with 1B rollout
* Advised we are in receipt of radios and holders
* We received test pagers with chief tones
* Advised truck committee is meeting 2/1/21

2nd Asst. Chief Peluso:

* Advised 3 more Probationary members being interviewed along with previous 9 that are in progress.
* Held a discussion regarding Fire Prevention budget. District Treasurer advised he will get back to him.
* Email accounts? Comm. Gugel advised he will report on it.

Comm. Gugel:

* Held a discussion regarding email service for department members by end of February early March.
* Advised packing supplies have been picked up for substation
* Gathering a list of members needing PPE gear

Comm. Chimirri:

* Held a discussion regarding the future purchase of a department pick up.

Comm. Chance:

* Held a discussion with Chiefs regarding Car Seat instruction classes during Fire Prevention week.

District Secretary:

* Advised Appraisal Affiliates was here Monday for our annual audit on assets. Report will follow.

1/25/21

District Clerk:

* Probationary/Chiefs pictures ordered
* New 3-6-6 HGC Contract
* New Apple iPad 8th Generation for all apparatus, 128 gb, $559.99 each, $40 per month.
* Chief tones in Chiefs pagers
* Training pit will be addressed in spring time
* All American and suppliers hit with pandemic, catching up on uniforms.
* Hydra ram came in, inventoried, issued to Chiefs
* Radios all updated with East Islip, 800 radios all updated by county

Motion to approve Permissive Referendum for the purchase of one (1) Laptop and six (6) iPads (to be installed in apparatus) with installation a sum not to exceed $15,000.00 be expended from the Equipment Reserve Fund made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

District Manager:

* Amazon purchases approximately $288.00 – Lysol wipes, lift gate switch, copy paper, HEPA filters, pens, clock, and phone case for 31.
* Six additional pager batteries were ordered and received $76.50 (Radio Two Way)
* Electrical panel upgrades at headquarters was completed Saturday 1/23/21 with exception of one equipment panel on order. (Triple J Electric)
* Quote to replace seven existing hot water heaters located in truck bay.
	+ DS&E using Dayton units to match existing specifications and remove old units $16,380.00.
	+ Soundview HVAC using Modine units with aqua stats $22,500.00.
* Substation construction
	+ Spoke to Mr. Milazzo, SCWA legal representative. He is speaking with Bill Glass to present agreement to BOFC for use of property.
	+ Security – Cameras can be used from substation for Bellmore location. Approximate cost to move system $3,500.00 (RF Design)
	+ Cassone trailer 30 foot $394.00 per month $240.00 drop off / pickup fee.
	+ Verizon Fios
		- Internet service can be transferred from Manhattan to Belmore SCWA location. I have an appointment set up on Feb 11, 2021 which can be changed.
* Verizon Fios Service
	+ Headquarter location – We were currently paying $284.00 per month due to new promotions I was able to get $125 per month reduction. New monthly payment $159.00 (yearly savings $1500)
	+ Manhattan location – We were currently paying $288.00 per month due to new promotions I was able to get $119.00 reduction. New monthly payment $169.00 (yearly savings $1428)
* MDT for Fire Apparatus
	+ iPad Currently we have 10.5-inch 64 gig.
		- iPad 4th generation (10.9-inch 64 gig) $629.99 per unit
		- Verizon service $37.99 per month per unit
		- Mounting and set-up $1,274.00 per unit
	+ Toughbook FZ-G1 10.1-inch
		- $3,647.50 each unit (includes extended warranty)
		- Mounting with docking stations and set-up $1599.00 per unit
* Rucci has been working on the following projects:
	+ Removed and replaced retractable coil on 4 bay doors
	+ Replaced door stops.
	+ Rewire garage door sensor 3-6-5.
	+ Installed Milwaukee led portable lights on 3-6-1, 3-6-2, 3-6-3, and 3-6-5
	+ Replaced battery on 31 vehicle
	+ Replaced both batteries on rack truck.
	+ Installed new Kussmaul and fuse on district Tahoe
* Employees are continuing doing temperature checks on every shift.
* Self-distancing and mask being used.
* Buildings continue to be cleaned for Covid-19.

Motion to adjourn meeting at 7:47 p.m. made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary