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

**ISLIP TERRACE FIRE DISTRICT**

**March 22, 2021**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on March 22, 2021 and called to order by Chairman Chimirri at 7:05 p.m. with the following present:

Chairman Keith Miller

Chairman Bart Gugel

Commissioner Ermanno Chimirri

Commissioner Thomas Chance

Commissioner Walter Westhoff

Chief Frank Russo

2nd Asst. Chief Pete Peluso

District Treasurer Bob Sick

District Secretary Lori Ann Messino

District Supervisor Frank Cuoco

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

Chiefs introduced two new members: Peter Bagnasco and Daniel Blascucci. The BOFC wished them good luck.

District Treasurer:

* Submitted Revenue & Expense report for review and discussion.

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

Warrants and claims in the amount of $775.00; 1 check and $150,113.37; 44 checks have been reviewed, approved, and paid. Motion to approve made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

Motion to approve minutes dated March 8, 2021 made by Comm. Chimirri seconded by Comm. Chance with all in favor.

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District Secretary reported on behalf of Wayne Alden, Project Coordinator, AG

Motion to approve D&S Mechanical to be awarded Contract H. Contract H total: $361,841.00 + $10,000 allowance = $371,841.00 made by Comm. Chimirri seconded by Comm. Chance with all in favor.

Motion to approve Maccarone Plumbing to be awarded Contract P. Contract P total: $140,000.00 Base Bid + $10,000 allowance = $150,000.00 made by Comm. Gugel seconded by Comm. Chance with all in favor.

Motion to approve SJ Hoerning to be awarded Contract G (General Construction).

Contract G total: $1,785,000.00 + $30,000 allowance + $35,000 Bldg. Steel Allowance - $1,850,000.00 made by Comm. Gugel seconded by Comm. Chance with all in favor.

Contract E, Electrical notes were read aloud by District Secretary. Alden Group will follow up later this week.

Correspondence:

* Request received from Chief for the purchase of soda and water. Motion to approve made by Comm. Westhoff seconded by Comm. Chance with all in favor.
* Letter received requesting approval for FF Marissa O’toole to start driver training. Motion to approve made by Comm. Chance seconded by Comm. Westhoff with all in favor.
* Letter received from Islip Fire Department Junior Wolves to use the track for practices in 2021. Motion to approve made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

Chief Russo:

* Advised no members have self-reported Covid-positive
* Requested permission to use meeting room 4/5/21 for Blood Drive. Motion to approve made by Comm. Gugel seconded by Comm. Chimirri with all in favor.
* Advised 9/25/21 has been tentatively set for the Inspection Dinner
* Held a discussion regarding Central Islip starting with mutual aid for 13’s from 6 am-6 pm. 90 day trial period.

3/22/21

2nd Asst. Chief Peluso:

* In receipt of merit bars. All good
* Informed the Board that members are advised to use Joy Cleaners for uniforms.
* Held a discussion regarding field day at RCK school 6/10/21 rain date 6/11/21.
* Advised fire prevention budget being finalized.
* Inquired as to new beneficiary forms for members. District Secretary advised she will follow up.

Comm. Westhoff:

* Congratulated all that were a part of the tent installation project at Water Authority.

Comm. Chimirri:

* Held a discussion regarding policies updated on the P drive.

Comm. Gugel:

* Advised brush truck will be moved to HQ on 4/1/21.
* Gave a status update on substation
* Advised we are still waiting on helmets (7)

Discussion was held regarding the uniform metal order.

Motion to approve permissive referendum NTE $11,000.00 to be expended from the equipment reserve account for the purchase of uniform medals/badges for Department Merit system made by Comm. Westhoff seconded by Comm. Gugel with all in favor.

District Supervisor:

* I pads received and at ITS for programming
* ID laptop in and at ITS
* New ladder truck bid spec in review by Bill Glass
* Hose testing 4/19 & 4/20 Waterway
* Pump testing 4/23 Waterway
* Verizon has installed FIOS line at Water Authority.
* Camera quote in progress
* Recalls complete for Suburban and Tahoe.

3/22/21

District Supervisor cont.

* New pickup ordered and quotes received for striping /lights.
* Meeting room being worked on by maintenance mechanic.
* Tent up thanks to F. Rucci, S. Crosby, B. Gugel, W. Westhoff. Waiting on electric.
* Amazon purchases totaling $11,632.76.
* Received two quotes for sanding/refinishing floors:
* Peter Toro Floor Sanding $3315.00
* KMK $3405.00
* NO show no quote

Motion to approve Peter Toro Floor sanding NTE $3315.0 made by Comm. Gugel seconded by Comm. Westhoff with all in favor.

Motion to move to Executive session at 8:00 p.m. made by Comm. Chance seconded by Comm. Chimirri with all in favor.

Motion to move out of Executive session at 8:25 p.m. made by Comm. Gugel seconded by Comm. Chance with all in favor.

Motion to pay former employee Robert Simpson unused Paid Time Off as follows:

Vacation time 2 weeks

Sick time = 5 days = 1 week of work 1 week

Personal time = 3 days = 3/5 week .60 weeks

Total paid time off being paid 3.60 weeks

Gross biweekly salary at the time of resignation was $2,446.58 or $1,223.29 per week.

Total gross payroll to be paid 3.60 weeks x $1,223.29=$4,403.84

Motion to approve an additional 3% raise for District Secretary, Lori Ann Messino, effective immediately made by Comm. Gugel seconded by Comm. Westhoff with all in favor.

Motion to adjourn meeting at 8:25 p.m. made by Comm. Westhoff seconded by Comm. Chance with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary