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

 **ISLIP TERRACE FIRE DISTRICT**

**May 24, 2021**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on May 24, 2021 and called to order by

Chairman Miller at 7:30 p.m. with the following present:

Chairman Keith Miller

Commissioner Bart Gugel

Commissioner Ermanno Chimirri

Commissioner Thomas Chance

Commissioner Walter Westhoff

Chief Frank Russo

1st Asst. Chief Bruno Rocco

2nd Asst. Chief Pete Peluso

District Secretary Lori Ann Messino

District Supervisor Frank Cuoco

District Counsel Bill Glass

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

One bid for one new Quint Fire Apparatus was received from RVI and opened at 6:32 p.m. with a bid price of $1,679.589.00.

Treasurer report was read by District Secretary:

* Revenue & Expense report distributed to the BOFC for review.
* No budgetary concerns at this time
* Advised a conversation with Chris Reino from Cullen and Danowski was had regarding 2020 audit report.
* Advised human resources policy is a work in progress.

Warrants and claims in the amount of $48,268.38 from the Bond Account; 4 checks and $76,150.53; 41 checks have been reviewed, approved, and paid. Motion to approve made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

5/24/21

Motion to approve minutes dated May 10, 2021 made by Comm. Chimirri seconded by Comm. Chance with all in favor.

Motion to approve Permissive Referendum NTE $2,000,000.00 to be expended from the Equipment Reserve account for the purchase of one new 95’ Quint Fire Apparatus made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Motion to accept sealed bid from RVI for one 95’ Quint Fire Apparatus, $1,679.000 subject to 30 days Permissive Referendum period made by Comm. Gugel seconded by Comm. Chance with all in favor.

Correspondence:

* Received request from Chief to purchase two (2) gated Y’s with adapters for 362 and 363. Motion to approve purchase NTE $2334.00 made by Comm. Gugel seconded by Comm. Westhoff with all in favor.
* Held a discussion regarding incident at EVOK training.

Motion to approve quote from D&S Mechanical for the purchase of one ductless Daikin in radio room NTE $5810.00 and one (1) ductless Daikin for kitchen area NTE $6870.00 made by Comm. Chimirri seconded by Comm. Westhoff with all in favor.

Chief Russo:

* Welcome back to Chairman Miller.
* Advised nobody has self-reported Covid positive.
* CDC announcement discussion was held.
* Approved the bylaw change for elections of Chiefs.

1st Asst. Chief Rocco:

* Training schedule at sub-station? Comm. Gugel advised he will report on it.

2nd Asst. Chief Peluso:

* Submitted insurance forms for members files.
* Advised department physicals are still on going.
* Fire Prevention supplies by next board meeting.
* Deus inspection 6/5/21

5/24/21

Comm. Westhoff:

* All in order

Comm. Chance:

* All in order

Comm. Chimirri:

* Inquired about status on new pickup truck? District Supervisor advised on update.

Motion to surplus ac unit valued at less than $1,000 made by Comm. Gugel seconded by Comm. Chance with all in favor.

Motion to surplus generator at sub-station valued less than $20,000 made by Comm. Westhoff seconded by Comm. Chance with all in favor.

Motion to approve proposal by CDJ Electric, Inc. to supply and install a 100 AMP temp service with (2) quad receptacles for sub-station project NTE $2250.00 made by Comm. Westhoff seconded by Comm. Gugel with all in favor.

Comm. Gugel:

* Advised training will be available once electric is disconnected at sub.
* Inquired about truck cleaning schedule? Chief advised.

Motion to rescind resolution Article 3: Attainment and Retention of Membership; Section 1, approved in August 2010.

 **Applicants applying for the position of Firefighter will be required to be**

 **certified as a Class “A” Firefighter, in addition to all other requirements**

 **specified by the Fire Chief, the Bylaws of the Islip Terrace Fire Department,**

 **and the Board of Fire Commissioners and must maintain that certification for a period of no less than five (5) years in order to maintain their membership.**

 **Applicants applying of the position of Rescue Member will be required to**

 **achieve at a minimum the certification of “Emergency Medical Technician”**

 **within the first year, and maintain a Class “B” physical qualification in addition**

 **to all other requirements specified by the Fire Chief, the Bylaws of the Islip**

 **Terrace Fire Department, and the Board of Fire Commissioners, and must maintain that certification for a period of no less than five (5) years in order to maintain their membership.**

District Secretary:

* Advised Wex Fuel approved a $500 increase for credit line.
* Advised she is working on opening an updated EZ pass account for District vehicles.
* Gave an update on Zoom emails for Co. 1, Co. 2, Co. 3, and Truck.

District Supervisor:

* Sub-station project
* Advised heaters in truck house are in progress.
* Gave update on man-lift.
* Flags are up.
* Gave a Boiler repair update.
* RPZ will be changed, new one ordered and received.
* Radio ordered for new pickup truck.
* I pads are in and working.
* New printer for Chief’s office

District Counsel:

* Glad to see everyone and happy to be back.

Motion to move to executive session at 8:15 p.m. made by Comm. Westhoff seconded by Comm. Gugel 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.

Chairman advised meeting was regarding personnel matter.

Motion to allow full time employee Frank Rucci two weeks PTO in accordance with our policy made by Comm. Gugel seconded by Comm. Westhoff with all in favor.

Motion to adjourn meeting at 8:30 p.m. made by Comm. Westhoff seconded by Comm. Chance with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary