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

**ISLIP TERRACE FIRE DISTRICT**

**July 26, 2021**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on July 26, 2021, and called to order by

Chairman Miller at 7:05 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

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.

Treasurer report:

* Submitted Expense & Revenue report for review and discussion
* Advised we are still on track to be under budget
* Held discussion regarding permissive referendum and accounts.
* Gave an update on Human Resource policy.

Motion to transfer $315,000 to Equipment Reserve account and $100,000 to Building Reserve account according to the 2021 budget made by Comm. Chimirri seconded by Comm. Chance with all in favor.

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

7/26/21

Warrants and claims in the amount of $75,637.49; 33 checks, $33,954.35; 4 checks from Bond account have been reviewed, approved, and paid. Motion to approve made by Comm. Gugel seconded by Comm. Westhoff with all in favor.

Motion to approve minutes dated July 12, 2021, made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Chief Russo:

* Submitted application for Arcadis
* Working on budget items for 2022

1st Asst. Chief Rocco:

* Email discussion with F. Cuoco. F. Cuoco took care of it.

Comm. Westhoff:

* All in order

Comm. Chance:

* Budget Items? Chief advised work in progress

Comm. Chimirri:

* Department photographer? Chief Rocco advised. T. Bellafiore will take responsibility as department photographer.
* Installation Dinner thoughts from Chief Rocco?

Motion to approve the environmental testing at sub station NTE $5500.00 made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

Comm. Gugel:

* Advised the policy book is being reviewed and updated one policy at a time.
* Held a discussion with Chief regarding input ideas from members who respond to Station 2.
* Cleaning of gloves and hoods discussion was held.

Motion to rescind Cash receipt and disbursement policy made by Comm. Gugel seconded by Comm. Westhoff with all favor.

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Motion to approve Drawdown and Deposit Policy made by Comm. Gugel seconded by Comm. Chance with all in favor.

Motion to update Regulation and Distribution of Alcohol policy made by Comm. Gugel seconded by Comm. Chimirri with all favor.

District Supervisor:

* Training area completed down in basement, rug on order
* Dispatch monitors are in to replace two old ones
* New pickup is back and will be sent to Trius for sander and plow.
* Advised mirror under warranty.
* Chris Allen programming radio
* Fire prevention supplies ordered
* Both generators serviced, third one taken off contract
* Alarm system annual service performed.
* Advised a new date is needed for ladder truck
* Sign repaired by Mr. Sign
* Relocated ice chest and ordered an additional one.
* Receiver repaired in meeting room.
* RPZ is in, will be installed.

Motion to move to executive session at 7:49 p.m. made by Comm. Westhoff seconded by Comm. Chance with all in favor.

Motion to end executive session at 7:55 p.m. made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

Chairman Miller advised executive session was regarding letter received from Suffolk County District Court where former employee Robert Simpson is taking legal action against Islip Terrace Fire District.

Motion to adjourn meeting at 7:58 p.m. made by Comm. Gugel seconded by Comm. Westhoff with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary