**2MINUTES OF THE MEETING OF THE BOARD OF FIRE COMMISSIONERS**

 **ISLIP TERRACE FIRE DISTRICT**

**August 23, 2021**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on August 23, 2021, and called to order by

Chairman Miller at 7:17 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.

District Treasurer:

* Submitted Revenue & Expense budget analysis for period ending 7/31/21 for review and discussion.
* Advised we are on track to be under budget
* New ADP clocks are in and working.
* Advised training in progress for L. Messino on accounting software, all is going great.
* Court date with for past employee Robert Simpson tomorrow, 8/24/21.
* Human Resources software program discussion was held.

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

Motion to amend 2021 budget moving $8500.00 from Misc. Parade to the Fire Prevention line made by Comm. Gugel seconded by Comm. Chance with all in favor.

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Warrants and claims in the amount of $49,992.73; 5 checks from the Bond Account, and $63,650.39; 27 checks, $6919.02; 4 checks from General Fund 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 August 9, 2021, made by Comm. Chimirri seconded by Comm. Chance with all in favor.

Correspondence:

* Request received from Chief for repairs to gear for M. O’Toole and P. Bagnasco. Motion to approve turn out coat repair for M. O’Toole and boots for P. Bagnasco made by Comm. Westhoff seconded by Comm. Chance with all in favor.
* Request received from Chief to purchase boots for FF Dom. Detura. Motion to approve made by Comm. Chance seconded by Comm. Chimirri with all in favor.

Chief Russo:

* 9/11 service is a 11 a.m. assembly, here at 10 a.m.
* Advised East Islip Cheer requested room for CPR class, date TBD.
* Budget items discussion was held
* On behalf of Chief Peluso, truck cleanup has been completed
* Installation Dinner planning coming along nicely.
* Held discussion regarding purchasing of favors, transportation, flowers, centerpieces. Board advised to submit invoices.

1st Asst. Chief Rocco:

* Edit emails? F. Cuoco advised.
* A/C in Chiefs office? F. Cuoco advised.

Comm. Westhoff:

* All in order

Comm. Chance:

* Advised the Chiefs the trucks look great. Thank you

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Comm. Chimirri:

* Held discussion regarding the purchase of harnesses.
* Held a discussion with Chiefs regarding Tunnels & Towers benefit donation.

Motion to approve the purchase of 6 upper and lower harnesses NTE $3600.00 made by Comm. Chimirri seconded by Comm. Chance with all in favor.

Comm. Gugel:

* Submitted to Chief and updated ITFD policy and procedures book.
* Truck cleanup went extraordinarily well.
* GIG sheets.
* Advised the Boy Scouts are requesting to host a pancake breakfast 11/7 or 11/14/21. Motion to approve made by Comm. Gugel seconded by Comm. Chance with all in favor.
* Discussion held regarding budget items/chauffeur jackets. Requested a list of members and jacket sizes to peruse inventory before ordering.

District Secretary:

* Advised we are in receipt of two quotes for gym membership beginning 9/1/21 through 9/1/22, with one gym as a no show. Fit Life; $8000.00, Golds Gym; $5500.00. Motion to approve gym membership for one member or employee and one spouse NTE $5500.00 made by Comm. Chimirri seconded by Comm. Gugel with all in favor.

District Supervisor:

* Advised new sander and plow kit installed on pickup. GMC update completed as well on computer.
* New forestry hose in and inventoried.
* 7 new helmets in, 10 more on order.
* Gear cleaned
* Truck cleanup supplies given to the Chiefs
* New RPZ back flow preventer installed
* Dimensions 2 here Friday for testing
* Window walls repaired and graveled
* Building gutters cleaned

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District Counsel:

* Advised the Board of legal changes with VFBL benefit from $450.00 to $650.00 per week.
* Advised the budget hearing no longer needs to be the 3rd Tuesday of October, just within that week.
* Advised as to financial changes on Inspectors for elections.

Motion to approve the following: B. Gugel, T. Chance, F. Russo, P. Peluso,

B. Rocco, F. Cuoco, M. Keeley, T. Quagliara, and W. Moon for travel to Wisconsin Seagrave facility from 9/14/21-9/16/21 made by Comm. Gugel seconded by Comm. Chance with all in favor.

Motion to go into Executive session at 8:15 p.m. made by Comm. Gugel seconded by Comm. Chimirri with all in favor.

Motion to end Executive session at 8:30 p.m. made by Comm. Westhoff seconded by Comm. Chance with all in favor.

Chairman Miller advised executive session was regarding budget items and legal proceedings for Robert Simpson.

Motion to adjourn meeting at 8:31 p.m. made by Comm. Gugel seconded by Comm. Chance with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary