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

**ISLIP TERRACE FIRE DISTRICT**

**December 27, 2022**

A regularly scheduled meeting of the Board of Fire Commissioners of the Islip Terrace Fire District was held on December 27, 2022, and called to order by

Chairman Gugel at 7:05 p.m. with the following present:

Chairman Bart Gugel

Co-Chairman Keith Miller

Commissioner Tom Chance

Commissioner Walter Westhoff

1st Asst. Chief Pete Peluso

2nd Asst. Chief Mark Keeley

District Secretary Lori Ann Messino

District Manager Frank Cuoco

District Treasurer

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

Warrants and claims in the amount of $44,126.53; 36 checks from the General Fund have been reviewed, approved, and paid. Motion to approve made by Comm. Miller seconded by Comm. Westhoff with all in favor.

District Treasurer:

* Distributed Revenue & Expense report for discussion and review.

Motion to establish a Capital Projects Fund for the purpose of managing funds for to acquire, improve, and construct capital facilities for the District.

Motion to amend the 2022 budget creating a budget transfer to the Capital Projects Fund of $300,000 from the General Fund; reducing the budget transfer from the General Fund to the Building Reserve Fund from $50,000 to 0; and reducing the budget transfer from the General Fund to the Equipment Reserve Fund from $300,000 to $50,000.

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Motion to transfer $250,000 from the Equipment Reserve Fund and $50,000 from the Building Reserve Fund to reverse prior 2022 budget allocation made to those funds from the general fund in accordance with budget amendment.

Motion to transfer $300,000 from the General Fund to the Capital Projects Fund.

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

Motion to approve minutes dated December 12, 2022, made by Comm. Miller seconded by Comm. Chance with all in favor.

Correspondence:

* Invitation to attend Suffolk County Fire District Officers Association Dinner on 3/4/23 was received. Motion to approve the purchase of 7 tickets NTE $2100.00 was made by Comm. Chance seconded by Comm. Westhoff with all in favor.
* Letter received from Chief regarding Annual Apparatus Inspection. Motion to approve the payment to All American Awards for $660.00 made by Comm. Westhoff seconded by Comm. Chance with all in favor.
* Lexipol discussion held.
* Legal representation proposal for the year 2023 received and discussed. Motion to approve an annual increase of 2% beginning 1/1/2023 made by Comm. Westhoff seconded by Comm. Miller with all in favor.

1st Asst. Chief Peluso:

* Advised William Moon wake and funeral services will be the next two days. All members that can attend will attend. 3-6-2 will be in attendance from 8-1 p.m.
* Hazmat rifle 1/29/23 7 p.m.
* Signal 8 requested for 1/8/23 for Organizational meeting NTE $250.00. Motion to approve made by Comm. Chance seconded by Comm. Miller with all in favor.

2nd Asst. Chief Keeley:

* Brush gear has been removed, discussion held.

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Comm. Chance:

* All in order

Comm. Westhoff:

* All in order

Comm. Miller:

* All in order

Comm. Gugel:

* All in order

District Manager:

* Building:
  + Water heater replaced
  + Boilers/heat repaired
  + Dumpster upgraded from 4 to 8 and now Biweekly
  + Steel has begun at Sub station
* Equipment:
  + ITS quote for 2023 received and discussed.
  + MES quote for 2023 received and discussed.
* Vehicles:
  + Received and approved new insurance cards 2023
  + 3-6-4 moved to main house
  + Brush truck to tent
  + 3-6-23 OOS Heat
* Thank you to the Board for Training event
* Thank you to Lori Ann and Bob for all their hard work all year
* Happy and Healthy New Year to all

Motion to approve ITS proposal NTE $2038.58 per month made by Comm. Miller seconded by Comm. Chance with all in favor.

Motion to approve MES CAT agreement, enhanced service, NTE $1923.00 made by Comm. Chance seconded by Comm. Westhoff with all in favor.

Motion to adjourn meeting at 8:05 p.m. made by Comm. Chance seconded by Comm. Miller with all in favor.

Respectfully submitted,

Lori Ann Messino

District Secretary