

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held December 1, 2015**

*****Minutes Subject to Approval*****

Meeting was called to order at 7:30 p.m. by Chairman Richter

Present: Comm. Richter, Comm. Thompson, Comm. Paz, Comm. Naham, Comm. Weitz, Chief Wiener, Chief Guerin, Chief Siegelman, District Treasurer Kelly Fitzsimons and District Secretary Terri Ryan.

Not Present:

Speakers without appointments: None present

Speakers with appointments: Dan Wiener, LOSAP Statistician
 Harold Wondsel, LOSAP Administrator

Minutes of meeting held November 17, 2015, were approved on Motion by Comm. Naham, seconded by Comm. Thompson. Accepted 5-0.

Communications:

1. (0) Tri-Party Collateral Agreement Statements from BNY Mellon/M & T Bank.

Speakers without appointments: (Time allotted three (3) minutes)

None present.

Speakers with appointments:

Dan Wiener, LOSAP Statistician

1. Presented November stats.
2. Gave 2 copies of December PCRs to District Secretary.
3. Gave December log sheets to District Secretary.
4. Comm. Weitz asked about the RedAlert inventory. Was told it is in the works.

Harold Wondsel, LOSAP Administrator

1. Spoke about the fact that the files are so full it is impossible to get anymore info in them.

Chief's Report:

1. Nick Zareno completed the EMT-B course.
2. The PC-Laptop from 2502, Chief Siegelman's vehicle has been surrendered to the District for safekeeping.
3. Asked the status of the welding certificate letter for the training center. Was told we have still not received it.
4. Asked that First Responder newspaper not be renewed and that we subscribe to FD Rant News instead. Board agreed.
5. Handed in papers for renewal of Fire Engineering magazine.
6. Reported that he is interested in setting up a Facebook page for the Department, under the control of the Chiefs' office. As long as it complies with Media Policy, it is okay with the Board.
7. Asked about PO for the training center construction project. Was told that the Board needs a start and an end date from Tim Collins.

8. Asked about the wheel stops for 256 and 2571. We have spoken with R & R Concrete about these. Comm. Paz will call them again.
9. Unit 254 will be attending an arch to welcome the LB Waterfront Warriors on Friday at approximately 8-10 AM. The unit will be available to respond as needed.
10. Requested an Executive Session at the end of the meeting regarding personnel.
11. Comm. Richter asked about app in for receiving calls, and how many members signed up for it. Was told 8 members signed up. Discussion followed. It was decided that the Board will meet for the Officers meeting before Council on December 21st at 6:30 PM in the Lido meeting room.
12. Comm. Richter asked about RedAlert inventory. Discussion followed. Department Inspection inventory lists should be given back to the companies to be filled out correctly in order to get complete inventory into RedAlert system.
13. Comm. Richter may have a problem with front end of 253. Vinnie took it for a test drive. It may have to go to Anderson Spring.
14. Comm. Richter said to be sure to use the YOF lot for parking on Sunday for the Waterfront Warriors Christmas party.

COMMISSIONERS' REPORTS:

Comm. Naham:

1. Thanked Board for the donation in memory of his brother.
2. Spoke with Chief Siegelman about getting HQ ready for the Waterfront Warrior party Sunday. Also, Jose will be here to spruce up on Friday.
3. Comm. Thompson asked about the cesspool at HQ. Discussion followed. The company will be called to pump the cesspool before Sunday.

Comm. Paz:

1. Certificate of Completion has been received for the fence at YOF site.
2. Discussed putting a Christmas tree on YOF site.
3. Tim Collins will be here to shave down two doors at HQ that are sticking.

Comm. Richter:

1. Asked about the signs for 750 Lido. Said this has to be done as they have called numerous times. Comm. Thompson spoke and set up a meeting for Sunday, December 20 at 9:30 AM.
2. Asked Comm. Paz to get someone to repair or replace the light on the flag at HQ. Flag at YOF should be taken down at night because it does not have a light.
3. We received pricing for lights for 2561 which was too high. Thing the scene lighting is very important. Have to speak with Chiefs and Dave Munafo again. 2561 is a very important utility vehicle.

Comm. Thompson:

1. Asked about how the Juniors meeting with Billy Goldfelter went. Was told it was very well accepted.
2. Presented material regarding the Loop Parkway repair project. Several Commissioners will be attending the meeting on December 9th.
3. Will give a NARCAN class on Sunday, December 13 to FP and any member who wishes to attend.
4. Asked about a press release about Juniors. Comm. Richter said it should go to all Civic Assns., the LB Herald and even Newsday.
5. 252 was taken in today to have the recall taken care of and will be back tomorrow afternoon.

6. Discussion of phone accessories being returned and whether we receive credit. Was told to check the tracking number.
7. Walk through at high school went well.
8. Asked Chief to get together with him to discuss FDIC and Fire Expo.
9. There will be an EMS drill with Dr. Gardyn and members of NUMC staff regarding EMS and filling out PCR forms. Asked that our meeting be changed to Wednesday the 16th so this meeting can be held on Tuesday, the 15th. The Board agreed.
10. Spoke about pager inventory and the fact that we should start taking things back from members who do not respond.

Comm. Weitz:

1. Reviewed e-mail sent to Board on November 23rd regarding Records Management. Had a conference call with Lorraine Hill Campbell of NYS Archiving, Wayne Piskin of CCP Solutions and Mitch from Scan Your Docs. Spent about 45 minutes on the phone and learned a lot. Records management is very complicated. NYS has a records retention schedule titled MU-1. We will review and categorize our records to the different retention standards. Digitization of records is not to eliminate paper records. Further explained what is a “record” and what is a “report”. Comm. Naham was assigned this project and believe he should take over this project; when appropriate, [Comm. Weitz] can work on grant portion.
2. Would like District Secretary to prepare PO for the Hurst Tool approved on April 30th. The entire cost of this will be funded by the grant. It will be assigned to 255 and Comm. Richter will select where it will be mounted.
3. Spoke to Henry Monteverde today. He is working on getting tax map Ids for the two street ends. Picked up surveys and deeds today.
4. Will have an update on the radios and pagers at the next meeting. We have purchasing authority and are ready to move forward.
5. Asked Comm. Naham for a copy of Juniors insurance policy.

Went in to Executive Session at 8:20 regarding personnel by Comm. Richter, seconded by Comm. Thompson. Accepted 5-0.

Returned to regular meeting at 8:51 PM.

District Secretary’s Report:

1. Bills from last meeting mailed November 19, 2015.
2. Tough book 03 is at HQ in District Secretary office.
3. Next Meeting Wednesday, December 16th. LB Herald will be notified of this tomorrow.
4. Two low band and two UHF radios ordered.
5. Election is next Tuesday, December 8th from 4 PM until 9 PM.
6. Election Inspectors: Donna Walsh, Chairman, Addi Quinn, Chief Inspector, Holly Thompson, Diane O’Neill, Liz Murdy, Clare Boyle and Linda Murphy Inspectors.
7. Application for Absentee Ballot is on the website home and under District Records.
8. Absentee ballots for Permanently Disabled voters were mailed on 11/24/2015.
9. Meeting schedule for 2016 Tuesdays, October 3rd is first day of Rosh Hashanah, our meeting should be the 4th. When should the meeting be changed to? Must be decided tonight so it can be printed before the end of the year.
10. Chief Wiener printed out sign-in sheets for the election. Thank you Chief.

District Treasurer's Report:

1. After bills tonight, balance in checking is \$122,890.34.
2. NC PILOT check in the amount of \$5,775 was deposited in FNBLI.
3. Discussion of Verizon bills. Contacted them and got an analogy of our bills. Was told some are available for special pricing under contract price and some are not because they are bundled. Discussion followed about this and FIOS bills as well. District Treasurer will contact them again.
4. Reached out to Melinda at Chase again about monthly charges and getting copies of checks.
5. Check to VFIS in the amount of \$2,537.86 brings the total paid for LOSAP this year to \$172,000 which is the budgeted cost. This is on the abstract.

Abstract of bills was presented and approved on motion by the Comm. Thompson, seconded by Comm. Weitz, accepted 5-0 and notarized by the District Secretary. Abstract will be attached to minutes and put on website.

Meeting adjourned at 8:55 p.m. on motion by Comm. Weitz, seconded by Comm. Naham. Accepted 5-0.

Next Meeting Date: Wednesday, December 16, 2015

Scheduled for next regular meeting: Nothing scheduled at this time.

Minutes respectfully submitted by T. Ryan

LIDO AND POINT LOOKOUT FIRE DISTRICT

APPROVAL OF RESOLUTION REGARDING AUTHORIZATION FOR THE PAYMENT OF CLAIMS:

NOW, THEREFORE, BE IT RESOLVED, that the Lido and Point Lookout Board of Fire Commissioners, having audited the itemized vouchers for the following claims against the Fire District, orders the payment thereof by the fire district treasurer in the amounts allowed:

JP MORGAN CHECKING GENERAL FUND				
11/25/2015	Check	TERRI RYAN	District Secretary (11/16/2015 - 11/27/2015)	-1,594.97
			District Secretary (11/16/2015 - 11/27/2015)	2,142.00
			District Secretary (11/16/2015 - 11/27/2015) Taxes Withheld	-547.03
12/01/2015	Check	G.E. PICKERING INC.	Invoice No.: 12-151592	-146.85
			Disposable EMS Supplies (Straps 5 Blue, 5 Yellow and 5 Orange)	146.85
12/01/2015	Check	DAN WIENER	LOSAP Administration - November 2015	-800.00
			LOSAP Administration - November 2015	800.00
12/01/2015	Check	Z BEST MAINTENANCE	Invoice No.: 44107A	-1,200.00
			Monthly Cleaning Services (November 2015)	1,200.00
12/01/2015	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice No.: 11281	-1,180.02
			253 - Service Truck, Check and Refill All Fluids, Check Lights, Charging System, Lube and Realign Compt Doors, Repair Cover for Fuse Panel	1,180.02
12/01/2015	Check	HERALD COMMUNITY PAPERS	Invoice No.: HR00094385	-255.00
			Legal Notice - Election	255.00
12/01/2015	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice No.: 11279	-928.98
			259 - Repairs for Battery Bar Graph (Including Replacing Both Batteries)	928.98
12/01/2015	Check	NC Firefighters Burn Center Foundation	Donation in Memory of Barry Naham	-150.00
			Donation in Memory of Barry Naham	150.00

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12/01/2015	Check	MEDPRO	Invoice No.: MC24921	-495.00
			Equipment Inspections Maintenance and Repair Service Agreement (Semi-Annual Payment 12/1/15-5/31/16)	495.00
12/01/2015	Check	ALL SERVICE CONTROL	Invoice No.: 46974	-192.51
			HQ - Siren did not Activate for Call	192.51
12/01/2015	Check	ALL SERVICE CONTROL	Invoice No.: 46965	-783.90
			Lido - Siren Activate but Sound was Muffled	783.90
12/01/2015	Check	ALL SERVICE CONTROL	Invoice No.: 46965	-179.40
			Lido - Siren Activate but Sound Issue (Replaced Battery that Failed to Recover With New Charger Installed)	179.40
12/01/2015	Check	AT&T MOBILITY	Account No.: 287023569259 Inv. No.: 287023569259X11252015	-338.96
			Monthly Cell Service (10/18/2015 - 11/17/2015)	338.96
12/01/2015	Check	VERIZON	Acct. No.: 516 432 6687 787 27 5	-173.95
			Telephone Charges-11/19/15 - 12/18/15	173.95
12/01/2015	Check	VERIZON	Acct. No.: 516 432 7750 159 27 7	-45.48
			Telephone Charges-11/19/15 - 12/18/15	45.48
12/01/2015	Check	VERIZON	Acct. No.: 6083007420	-271.19
			FiOS Charges-11/19/15 - 12/18/15	271.19
12/01/2015	Check	VERIZON	Acct. No.: 6025007398	-405.35
			FiOS Charges-11/19/15 - 12/18/15	405.35
12/01/2015	Check	XEROX CORP	Customer No.: 087528766 Invoice No.: 082160716	-65.00
			Monthly Base - October 2015	65.00
12/01/2015	Check	LIDO-POINT LOOKOUT WATER DEPT	Account Nos.: 410616, 420084, 421004	-61.62
			Water Charges for the Period Ending 11/09/2015	61.62
12/01/2015	Check	Ready Refresh by Nestle	AC No: 427435953 Invoice No: 15K0427435953	-20.33

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			Poland Spring - Billing Period 10/07/2015 - 11/06/2015	20.33
12/01/2015	Check	South Shore Fire & Safety Equipment Distributors Inc.	Invoice No.: 0100809	-457.90
			Refill Oxygen, Hydrotest, Cut and Recouple 3" Male End, Cut and Recouple 2 1/2" Male End	457.90
12/01/2015	Check	Deus Rescue	Invoice No.: INV3180	-259.60
			DEUS PT24-FR 7.5MM Fire Resistant Rope With SE 40Ft. (Including S&H)	259.60
12/01/2015	Check	CENTRE MILLWORK SUPPLY CO., INC.	Account No.: 6645, Invoice No.935234	-10.79
			Supplies - Padlock	10.79
12/01/2015	Check	KELLY FITZSIMONS	District Treasurer - December 2015	-690.22
			District Treasurer - December 2015	750.00
			District Treasurer - Taxes Withheld K. Fitzsimons	59.78
12/01/2015	Check	Emergency Responder Products	Invoice No.: 06081204	-76.37
			SCBA Mask Smoke Simulators Inserts	76.37
12/01/2015	Check	VFIS	Remaining 2015 Balance Payment	-2,537.86
			Remaining 2015 Balance Payment	2,537.86
25 Checks to be Printed for a Total of \$11,726.28				

BILLS AUDITED AND SUBMITTED AT THE BOARD MEETING OF DECEMBER 1, 2015

Date	Type	Name	Memo/Description	Amount
12/1/2015		Salerno Brokerage	Storage Tank Renewal 12/1/15-12/1/16	\$400.00

TREASURER MUST DRAW A LINE THROUGH ANY UNUSED ROWS AND INITIAL

Commissioner Thompson made the motion; the motion was seconded by Commissioner Witz. Approved: 5:0 at a duly constituted meeting of the Board of Fire Commissioners on December 1, 2015.

[Signature]
Andrew Richter, Chairman

[Signature]
Chas Thompson, Vice-Chairman

[Signature]
Jack Paz, Commissioner

[Signature]
Gregory Naham, Commissioner

[Signature]
Steven Weitz, Commissioner

Subscribed and sworn to or affirmed before me this 1st day of December, 2015
(Month)

[Signature]
Notary Public

My commission expires 6/2/19

THERESA E. RYAN
Notary Public, State of New York
No. 01RY5078996
Qualified in Nassau County
Commission Expires June 2, 2019
(Affix seal or stamp.)