

**Minutes of the Regular Meeting of the  
Board of Fire Commissioners  
Lido and Point Lookout Fire District  
Held June 19, 2018**

**\*\*\*Approved Minutes\*\*\***

**Meeting** was called to order at 7:30 p.m. by Vice-Chairman Weitz

**Present:** Comm. Weitz, Comm. Richter, Comm. Paz, Chief B. Guerin, District Treasurer Dunham and District Secretary Ryan.

**Not Present:** Chairman Naham, family function; Comm. Thompson, Chief Siegelman, Chief J. Guerin, Harold Wondsel, Water Rescue calls and Stand-by in Long Beach

Speakers without appointments: None present

Speakers with appointments: Ben DiVenti, DiVenti & Lee CPAs

Comm. Weitz: Before calling for the approval of the minutes wanted to mention that I called for a Special Meeting, the meeting was posted and the meeting did not take place; Comm. Naham notified me that there was no quorum.

**Minutes** of meeting held June 5, 2018, were approved on Motion by Comm. Paz, seconded by Comm. Richter. Accepted 3-0. Comm. Weitz said the minutes were not received. However, incomplete minutes were sent on Friday and the last two sections were added and a completed copy was sent to the Board and Chiefs yesterday morning. Comm. Weitz said there were typos. He is to write out typos for the District Secretary so corrections can be made and the minutes put on the website.

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

None present.

**Speakers with appointments:**

Ben DiVenti, DiVenti & Lee, CPAs

1. Asked about a \$10,000 deposit back in February listed as other income. Was told it was from the sale of the old 258. Asked that deposits have a little better description.
2. One thing still open is the electric. District Treasurer reported that PSEGLI sent her something but it is not what was requested. They are still working on sending the actual readings and wanted it for the prior year. One thing that has been taken care of is that one building was being billed separately and now all have been put together on one bill.
3. Asked if the renovation is being wrapped up. Discussion followed. Was told that we are in the “home stretch” and that after the bill is paid in full, a final analysis can be done.
4. Regarding the BMKR audit, we have answered all their questions, and hopefully this will be completed within a couple of weeks.
5. Comm. Richter asked if the meeting is still scheduled for August 2<sup>nd</sup>. Ben said there is a slight complication; Ben may not be out of the hospital by then, (having double knee replacement) so it will probably be George Lee attending the meeting. Ben will have things ready for George.

### **Chief's Report:**

1. Turned in Firecom's May report.
2. Met new EMT on 2394. He was a volunteer firefighter previously and is very interested in working with us. The radio is being re-issued to 2394.
3. Stand-by for the Pride Event went well. We worked the event at Maliblu on Saturday and also had stand-bys on Sunday which included a couple of calls.
4. 259 passed the second pump test. The calendar has been marked and this time next year (after PM s), pump tests will be scheduled.
5. Requested turnout gear cleaning. Some from the signal 10 and some from fire school. Was asked how many sets; answered no more than 10.
6. There are a few people who need uniforms, discussion followed regarding a new vendor as Elite Uniforms is out of business. One company is Emergency Responder Products, which absorbed a large portion of the Elite business. Was told to work with Comm. Paz and asked how many uniforms are needed; was told at least 5, no more than 10.
7. Meret bags were returned to the company by Chief Siegelman. Meret will evaluate and either repair or replace.
8. Interagency meeting with TOH EMTs will be Friday at 7:00 pm at HQ. Would like the Commissioners to join us.
9. Comm. Richter presented the quote for four ropes with stays for a cost of \$562.99. Motion by Comm. Weitz to purchase ropes for the quoted fee. Seconded by Comm. Paz. Accepted 3-0. District Secretary was asked to issue a PO for the ropes.
10. Comm. Richter reported that 254 is out of service due to an overheating problem. Part of the problem is that Caterpillar does not like to send anyone out into the field. However, 254 cannot drive out to them, and cannot be towed. Caterpillar did send someone down to work with Vinnie today; they have narrowed down the problem and parts are on order. The parts will be in tomorrow and they will begin working on the vehicle first thing Thursday morning.
11. Comm. Richter reported that PL Custom is still down at Lido. PL Custom is fabricating a new door for 258 and at sometime, it will have to go back to the factory to have the door replaced. Have told Warren to contact the factory and told the tech that the vehicle will not leave our District until after Labor Day. There are a few other problems. They are putting in a new battery and are working on the CO readings that we were getting. The harness is also being changed; they are trying to satisfy us. Also, Stryker is working on 258 trying to come up with a solution with the trolley. Do not have the Stryker problem on 252.
12. Comm. Richter asked about on-line training policy. Chief reported that he will send something to the Board to be reviewed.
13. Comm. Richter stated that he is working with Vinnie on the lights on the pump panel on 253. On the Officer side the valve is defective and has to be closed manually. To repair this valve, the part is \$598, plus the tag to go on it and the shipping is a total of \$887.53. Motion by Comm. Richter to do necessary work on pump panel lights on 253 at a cost of \$887.53. Seconded by Comm. Weitz. Accepted 3-0. Also, there are 2 regular gates where the yellow light in the center is not working; all it is, is an idiot light. We cannot just change the bulb, the repair of the entire assembly would cost around \$1,000. Will contact Evan at Sutphen East to ask about their covering some of the repair cost.
14. Comm. Richter asked about the fly car. Was told that there are people interested in it and they are working on a schedule.
15. Comm. Weitz presented a letter that Denise Ford sent to Commissioner Ryder and is still waiting for a response.

16. Comm Weitz stated that he ordered the gas meters approved at a previous meeting.
17. Comm. Weitz reported that DASNY grant papers for the \$100,000 were re-submitted.
18. Comm. Weitz asked the status of the water rescue team. Was told that it is the beginning of the season so they are checking on everyone's training status, etc.
19. Comm. Weitz asked about Deus training. Was told two or three trainings have been done in the last few months. Will check on the number still to be trained.
20. Comm. Weitz reported that the Deus three year inspection is up. The company has been taken over by Schyler Tech. Due to the cost of parts, etc. the inspection cost has gone up to \$45 per unit from \$30 per unit and the big brother cost has gone up to \$75 per unit. We are scheduled for July 21<sup>st</sup>. Discussion followed regarding getting more information and what the warranty is, and if Deus a subsidiary of Schyler Tech, etc. Comm. Weitz will get more information.

## **COMMISSIONERS' REPORTS:**

### **Comm. Paz:**

1. In preparation for our budget planning session in August, got a proposal for the apparatus floor. There are a number of different issues here and would like to bring the gentleman from Hoffman Flooring to our next meeting so that we can come up with a product that we will put out for bid. In addition, we need a repair on the cement at the grid area in front of 2 bays, the quote from R & R Concrete for this repair is \$1,800. The other quote received is \$28,000 for the cement work on the apron and sidewalks surrounding the firehouse; this is just for budgetary purposes, and we would have to go out to bid. Discussion of the grade of cement used by the Highway Department. Must be sure the cement is the proper grade for the apron. Comm. Richter mentioned the possibility of putting in radiant heat on the apron. Also said that we should budget at least \$50,000 for this job. Motion by Comm. Weitz to have R & R Concrete do cement work around grids in 2 bays, seconded by Comm. Richter. Accepted 3-0.

### **Comm. Richter:**

1. On Friday an electronic copy of the Benchmark final paperwork was sent and a hard copy was mailed. An electronic copy was sent to Joe Frank. He has not had time to complete his review. It could be a week before he gets this done, not sure. Right now, the final payment is \$77,000 and change. Included in that payment is the additional brick work, the tarps and the shoe molding; the retainage and the closeout documents which were listed as \$24,000. The question is when are we going to pay him and how. We have to protect ourselves and come to a consensus to decide how we will do this. Discussion followed. Comm. Richter will call Joe Frank tomorrow to ask him when he will be finished with his review and if he feels we should pay for the work that has been completed, and hold funds for closeout papers.
2. Would like to take 253 to Lido with Chief B. Guerin to check how it fits into the Lido building.
3. Regarding the DASNY grant e-mail, we have an estimate but cannot get a quote. Comm. Weitz will contact them to ask if they will accept the estimate.
4. Chas will take 252 to Vinnie on Thursday. If Vinnie cannot get the chain off, it will have to go back to Horton.

### **Comm. Weitz:**

1. I have a very fact sensitive report that I have prepared, but we do not have a full Board tonight. Would like a full Board present so we can hopefully put this to rest. There are still a lot of questions about how the payment was approved for the \$19,000, want to go over one piece and will do this at another meeting. There was an e-mail sent to Greg; I

finally got it a month later, that said, from Joe Frank, *Dear Greg and Terri, I believe that this breakdown of hours provides backup documentation for the basis of the charges in order to make payment on the claim for \$19,000 of additional work not covered in the base architectural contract amount.* I have a problem, because I have another message from Joe that says... *in the end the Board as the body which orders bills for payment rather than counsel, decides the level of documentation necessary as an auditing body such as OSC or the external auditor may criticize it if it believes the level of documentation was not specific...* So, I believe we have two contradictory statements from counsel, but will wait until the next meeting; have spent a lot of time on this. Comm. Richter stated that he is disappointed that the full Board is not here, because he thought we were going to put this to bed. Based on what you said I disagree with you, I think the level of documentation submitted, Frank's original letter to us requesting additional fees, was adequate and the breakdown he sent with it. The Board discussed this, at a meeting, we voted 4-1, if I remember correctly. Comm. Weitz, no I was not here. Comm. Richter the vote was 4-1 and additional information was requested. Comm. Weitz mentioned Frank Relf's letter of February 22<sup>nd</sup>. When it comes to the invoice, rather than reading the entire letter, will read a portion... *FGR, PC has expended numerous additional hours to perform this work. The principal of the Firm, Frank G. Relf, Project Coordinator, Lisa DePalo and production staff assistance from Rosie Finn. FGR, PC standard billing practice for Fire and EMS work is billed out at 11% of the total cost of construction and would have equated to 11% of \$256,591.00 or \$28,225.00. Knowing that our original contract had been fixed at \$50,000.00 based on \$615,000 value an equivalent ratio is 8.13% using this number as a basis, our fee should be \$20,861.90...* So on February 22<sup>nd</sup>, Mr. Relf requested a total of \$40,861. AR stated that he did not and said if the e-mails are read, you questioned him and he gave an explanation and then you thanked him. He is only looking for \$20,000 and Greg got him down to \$19,000. Discussion followed. AR We may never agree on this, I think the documentation has been given and this has been approved by the Board. SW Thinks that the payment should be returned, thinks the documentation for the \$19,000 payment is totally inadequate. AR I disagree, he made the request in good faith and we made the payment. SW We went to our attorney and Joe Frank provided a list of criteria. AR and Joe Frank said it was good enough. SW I think Joe Frank made a mistake. AR When you attach all this to that letter and the e-mails of the explanation (both speaking at once). AR I think the explanation is more than adequate. SW Well I hope our auditors see it differently. AR Why would you hope that our auditors see it differently? SW Because \$19,000 is a lot of money and this documentation does not make sense. AR I disagree. SW the documentation does not provide nearly any of the information that our attorney asked for. AR I think you are wrong. SW Why would we pay Frank Relf extra money to attend the contract signing? How can that be extra work? AR We discussed this over and over, as far as I am concerned, it is a closed issue that has been voted on, it's done. SW I don't see it that way. AR So what do we do? SW I will present my report at our next meeting with a full Board present. AR You have presented it here, why are you going to present it again? SW Well, I haven't gone through my full report. AR What more do you have to tell us? Is it fair to say that you don't agree with the payment? SW I don't believe that the documentation that was submitted for the \$19,000 payment is adequate and I also don't believe that the documentation meets all the criteria that Joe Frank said was required. AR And we disagree with you. And you are on record again as saying that. So, how many times are we going to bring this up. SW Well, I would like to get adequate documentation. I would like to know. AR You would like to know, the

rest of the Board thinks we have enough. SW Well, I don't see how. The rest of the Board voted to approve the first item on the list which was for Frank Relf to attend the contract signing. How could that possibly be (both speaking at once).

**District Secretary's Report:**

1. RFPs were sent out, certified mail/return receipt requested to six (6) accounting firms on Friday, June 15, 2018.
2. New forms to be filed by September 11, 2018 regarding response at WTC in 2001 were sent to 14 members. Two members had previously filed these forms.
3. Sutphen will be here on July 11<sup>th</sup> to do annual inspection of 253 and 254. John Brown has been notified of this date and will schedule his inspection of 254 and the ground ladders after Sutphen's July date.
4. Results of second pump test done on 259 were sent to the ISO rep.
5. I will be in late tomorrow, I have a Dr. appt.
6. Comm. Weitz asked when was the last time we did an RFP for the Internal Auditors. Was told that we never did. Comm. Weitz asked why. The District Secretary stated that we never did RFPs until the External Audits became mandatory. Discussion followed. Joe Frank will be called tomorrow regarding this.

**District Treasurer's Report:**

1. On tonight's abstract, there are 24 checks for payment totaling \$32,776.63.
2. After bills tonight, balance in checking is \$196,165.78.
3. The balance in the capital reserve account is \$907,291.26.
4. Discussion of the Workers' Comp bill on tonight's abstract. It is listed as a deposit. District Treasurer is to contact Nicole at Salerno to get information regarding the rest of the payments; their amounts and timing.

Abstract of bills was presented and approved on motion by Comm. Richter, seconded by Comm. Weitz, accepted 3-0 and notarized by the District Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.

**Meeting adjourned** at 8:40 p.m. on motion by Comm., seconded by Comm.. Accepted 3-0.

**Next Meeting Date: July 17, 2018**

**Scheduled for next regular meeting: Andy Hoffman, Pres. Hoffman Floor Covering.**

Minutes respectfully submitted by District Secretary, Terri Ryan

**LIDO AND POINT LOOKOUT FIRE DISTRICT**

**Abstract Week Number: 25 – June 19, 2018**

**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:

Date	Type	Name	Memo/Description	Amount
06/15/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11513	-412.49
	2146		Invoice # 11513 - 2008 Chevy Van - 257 - EM	412.49
06/15/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11514	-90.82
	2147		Invoice # 11514 - 2009 Chevy Suburban - 2500 - RM	90.82
06/15/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11515	-375.00
	2148		Invoice # 11515 - 1989 Hahn Pumper - 259 - EM	375.00
06/15/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11516	-245.96
	2149		Invoice # 11516 - 2009 Chevy Suburban - 2500 - PM	245.96
06/15/2018	Check	VINNIE'S TRUCK & AUTO, INC.	Invoice # 11517	-220.55
	2150		Invoice # 11517 - 2008 Chevy Van - 257 - EM	220.55
06/15/2018	Check	Sutphen East Corporation	Annual Maintenance HS4247 (Aerial 254) and HS4479 (Pumper 253)	-2,000.00
	2151		Annual Maintenance HS4247 (Aerial 254) PM	1,400.00
			Annual Maintenance HS4479 (Pumper 253) PM	600.00
06/15/2018	Check	Mobile Fleet	Inv.# 30702	-1,209.60
	2152		Invoice # 30702 - 253 Upgrade	1,209.60
06/15/2018	Check	Sprint	Acct. # -670979891	-171.49
	2153		Acct. # -670979891	171.49
06/15/2018	Check	NATIONAL GRID	Master Account # 78934-44004	-273.01
	2154		Rescue -00562-30007 - 2018 - Apr 26 - May 29 Actual	43.09
			Lido- 27565-75007- 2018 May 1 - May 31 Actual	170.88
			HQ-87856-46002 - 2018 - Apr 26 - May 29 Actual	59.04
06/15/2018	Check	PSEG	Account # 0715-0017-32-0	-1,169.56
	2155		Account # 0715-0017-32-0	1,169.56
06/15/2018	Check	New York State Insurance Fund Worker's Compensation	Policy # Z 481 992-6	-18,211.88

**24 Checks to be Printed for A Total of \$32,776.63**

## LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 25 – June 19, 2018

		2156	Insurance - Workers' Compensation Policy # Z 481 992-6 - Renewal - 7/18 - 7/19	18,211.88
06/15/2018	Check		South Shore Fire & Safety Equipment Distributors Inc.	Invoice # 0119386-IN Ticket # 570022,569755567297,570471,570550,570553, -752.00
		2157	Invoice # 0119386-IN - Equipment Service- Ticket # 570022,569755567297,570471,570550,570553,	752.00
06/15/2018	Check		South Shore Fire & Safety Equipment Distributors Inc.	Invoice # 0119591-IN Ticket # 567886,567887 -1,970.60
		2158	Invoice # 0119591-IN - Equipment Service- Ticket # 567886,567887	1,970.60
06/15/2018	Check		Optimum	Acct. # 07858-260309-02-4 -112.26
		2159	Acct. # 07858-260309-02-4 - Lido Chief's Office	112.26
06/15/2018	Check		Optimum	Acct. # 7858-495968-01-7 -147.40
		2160	Acct. # 7858-495968-01-7 - HQ	147.40
06/15/2018	Check		VERIZON	Acct. # 516 432 6687 787 27 5 -17.36
		2161	Acct. # 516 432 6687 787 27 5 - Chief's Office	17.36
06/15/2018	Check		VERIZON	Acct. # 516 432 6636 872 27 7 -322.77
		2162	Acct. # 516 432 6636 872 27 7 - HQ Red Phone Fire Com	322.77
06/15/2018	Check		VERIZON	Acct. # 68223726-00001 -533.26
		2163	Acct. # 68223726-00001	533.26
06/15/2018	Check		SCHLOSS EXTERMINATING	invoice #6525 -105.00
		2164	Exterminating Services May'18 - invoice #64525	105.00
06/15/2018	Check		Staples Advantage	Inv. #8050109368 -99.99
		2165	Inv. #8050109368	99.99
06/15/2018	Check		Patricia Dunham	District Treasurer 5/31/18 - 6/14/18 -394.80
		2166	District Treasurer - 5/31/18 - 6/14/18 -14.5 hours 435.00	
			District Treasurer Payroll Taxes Withheld (P.Dunham) - 5/31/18 - 6/14/18 40.20	
06/29/2018	Check		TERRI RYAN	District Secretary Salary 6/18/18 - 6/29/18 -1,605.47
		2167	District Secretary Salary - 6/18/18 - 6/29/18 2,174.13	
			District Secretary Withholding - 6/18/18 - 6/29/18 568.66	
06/29/2018	Check		Thomas E. Conaty	District Janitor - 40 hours June '18 -729.89
		2168	District Janitor - 40 hours June'18 800.00	
			Withholding 70.11	

**LIDO AND POINT LOOKOUT FIRE DISTRICT**

**Abstract Week Number: 25 – June 19, 2018**

07/13/2018	Check	TERRI RYAN	District Secretary Salary 7/02/18 - 7/13/18	-1,605.47
	2169		District Secretary Salary - 7/02/18 - 7/13/18	2,174.13
			District Secretary Withholding - 7/02/18 - 7/13/18	568.66
<b>24 Checks to be Printed for A Total of \$32,776.63</b>				