

**ROOSEVELT FIRE DISTRICT
BOARD MEETING
August 12, 2015**

7:00 PM pre-meeting with Martin F. Sendlewski Architects

Meeting was called to order at 8:31 P.M. by Chairman, Garland Moore

Pledge to Flag by Commissioner Nelson followed by a moment of silence for departed members.

Roll Call: Commissioners Nelson, Bowdwin, Williams, and Commissioner Moore were present; Commissioner Tyler was excused. Also present was, District Secretary Clara Eromosele, District Clerk Dena Alexander, and Deputy Treasurer Sutherland, Treasurer John Whitchett was excused. Attorney Lance D. Clarke for Cooke and Clarke, was also present.

MINUTES: Regular meeting July 08, 2015 –Commissioner Nelson made a motion to approve the report. Commissioner Bowdwin seconded the motion, 4 ayes.

TREASURERS' REPORT: July 2015 Report –Commissioner Nelson made a motion to approve the report. Commissioner Bowdwin seconded the motion, 4 ayes.

COMMISSIONERS REPORTS:

Commissioner Nelson – Preventive maintenance on all trucks are underway. Unit 735 has been repaired and is back in service. Unit 734 and 732 received preventive maintenance and pump tests and have been returned to service. 737 has received preventive maintenance and repair due age and exposure structural components needed repair and the lighting replacement due to energy drain. Unit 7361 was sent in for throttle repair, 736 has been sent to AEV for annual Preventive maintenance under warranty repair. Board and Chiefs must revisit the issue and produce a clear procedure for return to service. We must also do a better job of maintenance and accountability of equipment. Commissioner Nelson stated the grant for smoke detectors is underway. Equipment has been ordered (\$18,000 for 550 items). The total grant is \$36,000 the seconded draw down has been done final draw done must be completed by 09-19-2015.

Commissioner Bowdwin- The E-Dispatch went down and it was determined that it was a bad router which has been replaced. It is now up and running.

Commissioner Williams – The explorers program is well underway. The meeting date was changed to Wednesdays from 7:00pm to 9:00 pm

Commissioner Tyler- Village Roofers has completed the roof repair. Blendix has started the replacement of the meeting room floor. The work in emergency Company and Fire police rec rooms is underway. The landscaping and cutting of the bushes will be completed by the end of August.

Commissioner Moore –investigated obtaining a remote to turn on the emergency lights. In order to get this done a new bid will have to be let and the equipment as is will have to do.

ATTORNEY REPORT – Attorney Clarke reported that the bid for the lighting retrofits are to be returned on tonight we have three bids. He also prepared and submitted to Newsday the bid documents for the Engine that was withdrawn. He was informed that there was a problem with the documents provided and the bid was thrown out for rebid. Island Wide technology contract was reviewed and an opinion letter was submitted to the board. The By-Laws should be used to review procedures regarding medical returns to service to avoid potential liability. All other items will be held over to Executive session.

CHIEFS' REPORTS- Chief Riddick and Chief Wint were present. Chief Fennell was excused.

Chief Wint submitted July's LOSAP report via email. Commissioner Moore reminded Chief Wint that all members who attend training should still get credit for calls while they are gone.

Chief Fennell- Submitted the Chiefs Agenda with request and personnel matters

OLD BUSINESS

- **Results of Purchase & Installation of Energy Lighting equipment** – Bid will be open tonight
- **Architectural Services Meeting Schedule update** –Final meeting was held this evening. By next month's meeting Board must make a decision.
- **Truck Specs for Re-Bid- Board must make a motion to rebid.** The District had a problem with the documents sent to prospective bidders. The some bidders did not receive a complete documents. The new spec will be available only by pickup at the District offices. Bid will be sent to Newsday for bid opening at next Board meeting 09-09-2015
- **Schedule for 2016 Budget Hearing** – District Secretary presented a schedule for getting the budget completed to hold the 2016 budget hearing. September board meeting should be voting on approved budget in order to be timely with advertising of hearing and submission to Town of Hempstead.

At 8:28 PM the regular business was suspended for the opening of the Lighting Bids

At 8:36 PM the regular order of business meeting was resumed

NEW BUSINESS

- **Evaluation and review of time and attendance of Personnel** – Reviewed in Executive Session
- **Election Time Line and procedures** – Election is on December 08, 2015 Ballot clerks must be trained on new machines to be certified.
- **Review of potential new hire (Fire House Maintainer)** – Executive Session
- **Gym Source Contract proposal** –Review in Executive Session for Signature
- **IOMR letter re: SCBA Compliance Issues** – Notification received and reviewed by Counsel and Chiefs it appears that the Department is already on compliance.
- **Pep & The Soul Explosion Band Contract** – Review in Executive Session for Signature
- **Islandwide Technology Contract** – The Secretary will meet with Mr. Paul Mistretta to review modifications as recommended by Counsel. Contract will then be sent to Counsel for final review before signature.

ITEM NO. 1: PAYMENT OF CLAIMS - 2015- 557 through 2015-641(correction from 671 on agenda)

Motion made by Commissioner Bowdwin to approve payment of claims. Commissioner Nelson seconded the motion, 4 ayes.

ITEM NO. 2: PERSONNEL ISSUES: Were reviewed in Executive Session

At 9:20 PM Commissioner Bowdwin made a motion to go into executive session to discuss personnel items. Commissioner Nelson seconded the motion, 4 ayes.

At 10:46 PM Commissioner Nelson made a motion to reconvene. Commissioner Williams seconded the motion, 4 ayes.

ITEM NO. 3 FACILITY RENTAL REQUESTS- NONE

ITEM NO. 4 UPCOMMING TRAINING TRIPS FOR APPROVAL -

- AFDNYS Fall Conference October 29, 2015 to November 1, 2015 request to attend Commissioners, Nelson, Moore, Williams, Treasurer John Whitchett, Secretary Clara Eromosele, District Clerk Dean Alexander and Deputy Treasurer Trina Sutherland. Commissioner Nelson made a motion to approve the trip. Commissioner Williams seconded the motion, 4 ayes.

ITEMS DISCUSSED IN EXECUTIVE SESSION:

1. Commissioner Bowdwin made a motion to approve the Chauffeur's training for Firefighter Clive Fisher. Commissioner Nelson seconded the motion 4 ayes.
2. Commissioner Bowdwin made a motion to approve the Chauffeur's training on 732 for Firefighter Sharone Watkins-Anderson. Commissioner Williams seconded the motion 4 ayes
3. Commissioner Williams made a motion to approve the purchase not to exceed 15 USAR Nomex Tails Coats and Pants under State Contract #PC65798 in the amount of \$1,859.72 each set from Hi-Tech. Commissioner Bowdwin seconded the motion, 4 ayes.
4. Commissioner Nelson made a motion to deny the request from the Chiefs' office to attend the World EMS Expo in Las Vegas. Commissioner Bowdwin seconded the motion, 4 ayes.
5. Commissioner Nelson made a motion to accept the Pep & the Soul Explosion Band Contract. Commissioner Bowdwin seconded the motion, 4 ayes.
6. Commissioner Williams made a motion to table the Islandwide Technology Contract. Commissioner Nelson seconded the motion, 4 ayes.
7. Commissioner Nelson made a motion to accept the bid from Facilities Solution Group at the price of \$32,000. Commissioner Williams seconded the motion, 4 ayes.
8. Commissioner Nelson made a motion to approve the re-advertising of the Truck bid, for a Custom 1500 GPM Pumper Apparatus. Commissioner Williams seconded the motion; 4 ayes

ADJOURNMENT

At 10:55 PM Commissioner Nelson made a motion to adjourn the meeting. Commissioner Bowdwin seconded the motion, 4 ayes.