

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:32 PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Gabrielsen, Kuethen and Young. District Manager Ed Hope, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza, Gonzales and Boyzok.

ABSENT: Commissioner Theobalt and Chief Keegan

GUESTS: Len Gombert

Pledge to the flag

- On a motion by Commissioner Donohue, seconded by Commissioner Young, AIF new members Courtney Abbriano and Scott Axmacher were sworn in.
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- The minutes from the March 14, 2022, meeting were **APPROVED** on a motion by Commissioner Young, Commissioner Gabrielsen seconds, AIF (all in favor)
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- The Board held a special meeting on April 7th opened at 9:30PM on a motion by Commissioner Donohue, Commissioner Young seconded, AIF, after the Department election to swear in new officers and chiefs. The Board approved all officers based on a report from the Chief that they have all met the necessary requirements. The Board also accepted the results of the Chief's election on a motion by Commissioner Theobalt, seconded by Commissioner Young, AIF. The Oath of Office was administered to Frank Sapienza-Chief of Department, John Gonzales-1st Asst. Chief, John Boyzok-2nd Asst. Chief and Daniel Keegan-3rd Asst. Chief.
- The meeting was adjourned at 9:35PM on a motion by Commissioner Donohue, seconded by Commissioner Young, AIF. Commissioner Gabrielsen was absent.
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- Use of Facilities Requests:
- Auxiliary Picnic-Station 2 Picnic Grounds, May 7th, 2022, 1PM-6PM.
- Car wash – Boy Scouts 4/23/2022, rain date 4/24/2022
- Training-Pavilion DEC June 9th, 2022, 6:00PM
- Main House meeting room floor-Henrietta Fire Dept. 6-8 members coming to play golf in the Wildcat's golf outing, will use the meeting room as sleeping quarters. 4/30-5/3.
- Engagement party-Station 2 Pavilion grounds Saturday May 28th, 4:00PM-11:00PM 2022. Rain date Sunday May 29th, 2022, 4:00PM-11:00PM.
- Driver Training insurance class-Station 2 meeting room April 23rd and April 30th, 2022, 9:00AM-4:00PM
- Department meetings 5/4, 6/1 and 7/6 Main House 7PM-11PM.
- Open house Recruitment 4/23/2022 Main House 9AM-1PM.

APPROVED on a motion by Commissioner Young, Commissioner Donohue seconds, AIF.

- FOIL Requests:

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Acknowledgement of FOIL request sent to Gabrielle Castro of Environmental 3/18/2022, response of no records-sent on 3/25/2022.

Acknowledgement of FOIL request sent to Michelle Dozis of Morelli Law Firm re: Daniel Gaudio 4/8/2022. Emailed to Bill Glass on 4/8/2022.

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- Correspondence:

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- Eric Orth Medical clearance—emailed to Chiefs 3/16/2022
- Suffolk County Volunteer Firemen’s Association meeting at Wading River Fire House, 7:00PM March 22, 2022-Emailed to BOFC and Chiefs 3/16/2022
- Madeline Amzler-emailed Chiefs 3/18/2022
- Rachel Caravella – non line of duty medical leave letter emailed to NDI 3/18/2022
- Cabano DM resume emailed to BOFC 3/21/2022
- Medical clearance for John Stein and Thomas McKay emailed to chiefs 3/21/2022
- Suffolk County Fire Academy-” Saving your own Culture” lecture Wednesday, March 25, 2022, 7:00pm in Central Islip or Thursday May 26 at 7:00pm in Southampton. Emailed to BOFC and Chiefs 3/22/2022
- Suffolk County Volunteer Firemen’s Association Memorial Service Sunday May 1, 2022, 4:00pm at Holtsville Fire House-emailed Chiefs 3/23/2022
- Steve Mosca from Stifel & Nichols – called to check in to see if the Board wants to set up a meeting 3/23/2022.
- Medical clearance for Scott Axmacher, Timothy Gatto and Sean Wouters, Courtney Abbriano pending-sent to Chiefs 3/23/2022
- SCBA Fit test reports for Abbriano, Axmacher, Gatto and Wouters 3/25/2022 emailed Chiefs Wouters & Gatto fit tests 3/28/2022.
- Medical clearance, Courtney Abbriano-emailed to Chiefs 3/30/2022.
- Suffolk County Volunteer Firemen’s Association FASNY Convention hospitality room, Tarrytown, August 10th, 2022-emailed to BOFC and Chiefs 3/30/2022.
- Medical clearance for Stephen Krajci-emailed to Chiefs 4/1/2022.
- LaGuardia Community College EMT/Paramedic Program June 15-August 24, 2022, M, W, T & Saturday 9:30AM-4:30PM-emailed to BOFC and Chiefs 4/4/2022.
- Signed contract from Winter Brothers for 6-yard dumpster @ \$55.00 per month 4/1/22-4/1/23. Emailed BOFC 4/8/2022.
- Holbrook FD Sun-vet Open Golf Tournament Tuesday, June 7, 2022, 8:00AM-emailed BOFC and Chiefs 4/8/2022.

- Suffolk County Volunteer Firemen's Association Save the Dates-emailed BOFC
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- Correspondence to be Acted on:
- Kings Park Installation dinner- Crest Hollow Country Club-Saturday April 23,2022 4:00pm-10:00pm. Commissioner Young to attend.
- Suffolk County Fire Safety Educators Association-dues & renewal form-emailed BOFC 3/28/2022
FASNY 2021 Fire Department Census Form Suffolk County Public Access Defibrillation AED location Survey
- Brookhaven Town Fire District Annual Installation Brunch, Sunday, May 11,
- 2022 Sunset Harbor Patchogue 11AM-3PM. \$175 permits 2.
Commack Fire Department Installation celebration Saturday June 4th, 3:00PM at Commack Fire Department Park.
Agreement for architectural services-Todd O'Connell-emailed to BOFC 4/11/2022.
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- Correspondence Sent:
- RSVP'd to SFD Installation Dinner-Bill Theobalt & guest to attend Saturday, 6:00PM 4/23/2022 at Flowerfield.
Letter to William Coco-return of equipment and reimbursement check request-sent certified mail 3/18/2022.
Winter Brothers Contract sent out 3/18/2022.
Scientific Horticultural - sent out contract 3/18/2022.
Alpine Software-sent letter designating who from the District may contact Alpine-3/28/2022.
Request to borrow District property-2 voting booths, 1 ballot box, 1 8' table and 6 chairs for April 7th-emailed to BOFC 4/4/2022.
Joe Condolff wants to donate 2 old cars-emailed Chiefs 4/6/2022.

- **CHIEF'S REPORT:**

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- **#1** Thank you to the Board for swearing in new members Abbriano and Axmacher
- **#2** Member resignations: Justin Kataria as of 4/7/2022
- **#3** MDTs have been installed on ambulance and some trucks – some Red Alert issues.
- **#4** Chiefs memorial
- **#5** Storage for Chiefs at station 2 is complete
- **#6** Need more quotes on new chainsaws
- **#7** Locker assignments at station 2-work with Commissioner Gabrielsen
- **#8** McKay letter as requested-to be entered into Red Alert

- **#9** Need Asst. Chief and Chief of Department helmet shield for Chief Sapienza and Assistant Chief Keegan cost \$470. **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.
- **#10** Engine 3 Captains shield and white helmet – need from Quartermaster.
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- ADD ONS:
- All physicals are complete or scheduled.
- Would like to hold an EMT class.
- Uniform inspection report will be provided next month.
- Is it possible to get a stars & stripes template to give to the cleaners?
- Commissioner Donohue motions, Commissioner Young seconds, AIF to excess the helmet and helmet shield of Chief Mills
- 2 members, Liam Carroll and Colleen Thompson asked for copies of training paper, 9/11 certifications. What is the protocol for this?
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- **APPROVED to PAY BILLS** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.
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- EMS Supplies of \$990.48 Bound Tree **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.
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- **Treasurer's Report**
- Budget transfers for 2021 are almost done.
- Will have final numbers for 2021 year-end soon.
- Okay to fill out census report and workers comp audit.
- 2021 LOSAP report.
- Employee evaluation

District Manager Report:

Cellular dialer-never lose cell service. Commissioner Donohue motions, Commissioner Gabrielsen seconds, Commissioner Kuethen opposes spending \$1,500 for the substation.

\$500 service agreement to troubleshoot issues with cell service at Main House.

Commissioner Kuethen motions to get a second shed for station 3. Some discussion on purchasing a shed for the main house as well. Commissioner Donohue seconds, AIF to purchase 2 new sheds.

COMMISSIONER KUETHEN:

APPROVED on a motion by Commissioner Kuethen to spend up to \$500 on a sprinkler training prop, Commissioner Donohue seconds, AIF.

Island Tech is putting MDTs on all vehicles. 4-3-7 is not working – no data.

Would like to verify some of the truck issues- maybe send a page out from Red Alert when a work order goes in.

Radios are in and being programmed.

Loose equipment in trucks needs to be secured.

COMMISSIONER GABRIELSEN:

APPROVED on a motion by Commissioner Gabrielsen to excess old EMS chair, Commissioner Donohue seconds, AIF.

APPROVED on a motion by Commissioner Gabrielsen, Commissioner Donohue seconds, AIF, to purchase two viewing screens for the radio room not to exceed \$2,500.

Met with the EMS consultant last Friday. Interviews begin next week for an EMS Manager.

Commissioner Gabrielsen motions, Commissioner Young seconds, to remove lockers from station 2 gear rack and install a mezzanine. Commissioner Kuethen opposed.

Halligan – good progress on entering inventory, almost complete.

Working with Smithtown East High School career office with recruitment committee on educating students in a career with the volunteer Fire Department and EMS.

Commissioner Gabrielsen motions, Commissioner Donohue seconds to spend \$1,794 for a bucket truck rental for one week from United Rentals. AIF

COMMISSIONER DONOHUE:

Contract for Villa Lombardis for the Installation dinner on 10/29, 6pm-11pm 175 people. **APPROVED** on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.

Physicals are scheduled for Wednesday 5/11 and Sunday AM 6/5 at Substation 2. May schedule a Saturday in July. Commissioner Kuethen motions, Commissioner Donohue seconds, that all physicals must be completed by September 30, 2022. Any member not meeting this deadline will be suspended for 30 days. AIF.

Discussion on giving Coco's old cell phone to the Recruitment and Retention committee. **APPROVED** on a motion by Commissioner Donohue, Commissioner Young seconds, AIF. Chief Gonzales to set up in google.

Has a meeting set up about website for Friday 4/15. The new website will cost \$3,700 for the first year, \$1,200 each year after that.

Commissioner Young motions, Commissioner Kuethen seconds, AIF to hire an electrical engineer for a cost/benefit analysis not to exceed \$6,000.

Recruitment & Retention committee looking to hold an open house on 4/23.

The Fraternal order of Police wants to use facilities the last Thursday of the month.

COMMISSIONER YOUNG:

The gym should be painted in the next few weeks.

Need a divider in substation room.

Supplies needed – milk, butter.

8:53PM Commissioner Gabrielsen motions, Commissioner Kuethen seconds, AIF to go into Executive session to discuss workers compensation for a volunteer and an employee salary increase.

9:05PM Commissioner Donohue motions, Commissioner Young seconds, to come out of executive session AIF.

9:10PM Meeting adjourned on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.