

December 19, 2022

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:38PM by Chairman Donohue.

**PRESENT:** Commissioners Donohue, Kuethen, Theobalt, Gabrielsen (7:50PM) and Young (8:51PM). EMS Coordinator Greg Companion, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chief Keegan

**ABSENT:** Chiefs Sapienza and Boyzok and District Manager Ed Hope

**GUESTS:** No guests-no public comment

Swearing in of new member Licet Villatoro-done 12/12/2022.

**Corrections to previous meeting minutes:**

Department Aggregate report.

Date for the organizational meeting will be Tuesday January 3, 2023 at 7:00PM

Date of first Board of Fire Commissioners Meeting will be Tuesday January 17<sup>th</sup>, 2023 at 7:30PM.

Use of Facilities Requests:

100<sup>th</sup> Anniversary Journal pick-up Station 2 12/18/2022 12PM-4PM-emailed BOFC and Chiefs 11/30/2022.

Archives meeting January 17<sup>th</sup>, 2023 7:00PM-10:00PM Station 2-emailed BOFC and Chiefs 12/5/2022.

Lunch party for grandson's soccer team John Stein January 7, 2023 12PM-3:00PM-emailed BOFC and Chiefs 12/5/2022

Commissioner Theobalt motions, Commissioner Kuethen seconds, AIF to approve all requests.

FOIL Requests:

Request for film (no records) for Daniel Gaudio emailed Choice Legal 11/16/2022.

Steven Furio-Deposition transcript between Steven Furio and Attorney Jonathan Harrington of Campolo, Middleton & McCormick, LLP. 11/18/2022. Emailed notice acknowledging FOIL request on 11/21/2022.

Ryan Davis-All information regarding workplace violence complaint about self. Copy of depositions, result of findings. Emailed BOFC 12/9/2022. Emailed notice acknowledging FOIL request on 12/15/2022.

Correspondence:

FRES-Diesel Fuel supply letter-emailed BOFC and Chiefs 11/16/2022.  
Penflex-Service Award Program 2022-2023 Service fee agreement-signed and emailed to Penflex 11/16/2022.  
FRES Active Chiefs and Coordinator training 12/15/2022 7:30PM webinar-emailed BOFC and Chiefs 11/6/2022.  
Fire Grants Help 2022-emailed BOFC and Chiefs 11/21/2022.  
First Responder Discount Gersh Academy-emailed BOFC and Chiefs 11/21/2022.  
Assistance to Firefighters Grant-emailed BOFC and Chiefs 11/25/2022.  
Fire Chiefs' Council of Suffolk County – Annual Installation Brunch-Sunday 12/4/2022 11:30AM-2:30PM Captain Bill's, Bay Shore-emailed BOFC and Chiefs 11/28/2022  
Election notice sent to Smithtown clerk 11/25/2022.  
LaGuardia Community College Certified Medical Assistant courses-emailed BOFC, Chiefs and Greg Companion 12/5/2022.  
Letter sent out to Head of the Harbor residents reminding them of their eligibility to vote for Commissioners Election-sent 12/3/2022.  
Suffolk County Fire District Officers Association Annual Installation Dinner, Saturday Match 4, 2022 at Villa Lombardi's-emailed BOFC and Chiefs 12/9/2022.  
David Werner Doctor's note non-LOD-emailed to NDI and BOFC 12/14/2022.  
NDI notice of classification for David Werner-on medical until further notice-emailed BOFC and Chiefs 12/16/2022  
Jessica Kern-new recruit class A physical emailed BOFC and Chiefs 12/14/2022.  
Justin Coughlin-Return to limited duty-emailed BOFC and Chiefs 12/14/2022.  
Sent Commissioner's election results to Smithtown Clerk 12/14/2022.  
Suffolk County PD has complete testing and evaluation of L3 Harris subscriber equipment notice-emailed to BOFC, Chiefs and Greg Companion 12/14/2022.  
Letter from employee regarding a telephone conversation with member Richard Weisse's spouse-emailed BOFC on 12/5/2022.

Request to Borrow District Property:

Bill Edsell 8 chairs for 12/15/2022-Emailed BOFC and Chiefs 12/15/2022.

Correspondence to be Acted on:

Bill Glass legal representation contract for 2023-will go over at the organizational meeting.

Legal:

Date for Notice to Bidders for opening bids for generator/electrical upgrade and concrete apron will be 2/13/23.

**Chief's Report:**

- 1) Swearing in of new member Licxet Villatoro
- 2) Thanks Commissioner Kuethen for his service as Commissioner.

- 3) Excellent work by our membership at the fire on Fifty Acre Road. Also, thanks District employees Greg Companion, Courtney Trzcinski and Chris Valeo. Chiefs to write a letter of thanks.
- 4) 4-3-104 Chiefs car needs idle auto shutoff disabled at a cost of \$600.  
**APPROVED** on a motion by Commissioner Theobalt, Commissioner Kuethen seconds, AIF.
- 5) Letter to the Board from Chief Sapienza re: questions on sign-in sheets.

#### ADD-ONS:

Would like to purchase portable tower lights. Dewalt tower lights cost \$239 per light and 4 batteries at \$179 per. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Donohue seconds to spend up to \$1,194.00. Some discussion on this, Commissioner Kuethen asks how much is left in equipment budget \$16,647. AIF.

**APPROVED** on a motion by Commissioner Kuethen, Commissioner Theobalt seconds, AIF to purchase 12 safety vests at \$24.99 each for a total of \$299.88

Justin Coughlin and David Werner out on non-line of duty.

Add Steve Biondi and Bob DeMoustes to out of District status.

Donna requests a committee list for LOSAP.

**APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Kuethen seconds to spend up to \$1,500 for 2 monitors for the substation above the radio room. AIF.

Saw blades for 4-3-9 – please be more specific.

First quarter reviews will be at the end of March. Chiefs rules and regulations making points/calls need to stay consistent. Will enforce last year's percentages at the end of the year minimum standards of calls to meet the requirement.

#### EMS COORDINATOR:

Thanks Commissioner Kuethen for his years of service on the Board and personally for his help and guidance throughout his time here.

80 vehicle – Lights on the side door shines on to the face of taller medics. Specialty Ambulance can install different lights. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Donohue seconds, to spend up to \$500 to make modifications.

BLS bag is too large-working on a solution.

Sterile gloves are expired. Will be ordering new.

Permission to spend up to \$250 to order children's Tylenol and Motrin in the smallest bottles. **APPROVED** on a motion by Commissioner Kuethen, Commissioner Gabrielsen seconds, AIF.

\$2,363.51 Boundtree supplies **APPROVED** on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF.

EMS chair – new part is in. Thank you to Commissioner Gabrielsen for lending a chair from downstairs.

**APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds, to spend \$3,428 on a new computer for in-coming Commissioner Scomillio.

**COMMISSIONER KUETHEN:**

Missing radio has not been located. An insurance claim will be filed after the first of the year.

**APPROVED** on a motion by Commissioner Kuethen, Commissioner Donohue seconds to spend \$7,585.92 to repair gear with the exception of any gear that is 10 years or older. AIF

**APPROVED** on a motion by Commissioner Kuethen, Commissioner Theobalt seconds, to spend \$96.75 for programming cables for the new radio software. AIF

Handset/mic still under review-disabling. Integrated Wireless is looking into this.

UHF/cable- waiting on a demo.

Will be able to use L3 Harris Radios in the near future

Evaluate hydrant placement in Head of the Harbor. Contact Suffolk County Water Authority to ask price and procedure.

Would like to put into perpetuity that widows of any member that passed in the line of duty will be invited to the Installation Dinner. **APPROVED** on a motion by Commissioner Kuethen, Commissioner Theobalt seconds, AIF.

Discussion on letter from Smithtown attorney regarding use of radio frequency needs to be addressed.

Thanks everyone. Wishes the Board well in all future endeavors.

**COMMISSIONER DONOHUE:**

Thanks Commissioner Kuethen for his service.

PS trax is up and running. Red Alert will still be used for employees to punch in.

Went to a review for the 2 new engines with consultant Tom Shand. This was a big help. We will get a change order in 3-4 weeks.

Purchased 2 new engines without posting a bond.

Thank you to all who service the Community.

Taxes are down 5.5%.

New website will hopefully launch in January.

Purchased all new radios.

Added a third polling place for District election.

Purchased two smart boards.

**COMMISSIONER THEOBALT:**

Thanks Chief for the Christmas parade.

Is the ceiling above 4-3-1 being repaired?

**COMMISSIONER GABRIELSEN:** No report.

**TREASURER:** No report

**APPROVED** on a motion by Commissioner Theobalt, Commissioner Donohue seconds to pay bills. AIF

8:51PM Commissioner Donohue motions to go into executive session, Commissioner Theobalt seconds, AIF to discuss District paid positions, duties and compensation.

9:30PM Back in session. No action taken.

Motion to adjourn by Commissioner Kuethen, Commissioner Young seconds, AIF. Meeting adjourned at 9:30PM.