

February 13, 2023

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:34PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Scomillio, Theobalt (7:43PM), Gabrielsen (7:40PM) and Young (8:09PM). District Manager Ed Hope, EMS Coordinator Greg Companion, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza, Mills and Keegan.

ABSENT: Chief Boyzok

GUESTS: Len Gombert, Jr. - no comments

Department Aggregate report.

Use of Facilities Requests:

Station 1 Mary Byrus Family Function 4/1/23 1:00PM-6:00PM-emailed BOC and Chiefs 1/20/2023

Department Superbowl Party 2/12/23 4:00PM-11:00PM-Station 2 Kitchen TV room and Training room-emailed BOFC and Chiefs 1/20/2023

SCBA Maze training-Station 2 and 3 2/7/2023-emailed BOFC and Chiefs 1/24/2023

Engine 1 Station 1 February and March meetings moved to 2/7 and 3/27/2023-emailed BOFC and Chiefs 1/24/2023

Tom Donohue-Son's graduation party 6/17, rain date 6/18/2023 11AM-8:00PM-emailed BOFC and Chiefs 1/25/2023

Boy Scout Troop 7 car wash-May 6th (May 7th rain date) Main house parking lot 9:00AM-4:00PM

Station 1 Tom Donohue 3/2/2023 6:00PM-9:00PM-emailed BOFC and Chiefs 2/3/2023.

Juniors Meeting and Training – 2/16/2023 Stations 2 and 3 7:30PM-9:00PM-emailed BOFC and Chiefs 2/7/2023.

Auxiliary Meeting Station 2 Training Area-2/9/2023 7:00PM-9:00PM-emailed BOFC and Chiefs 2/8/2023.

Suffolk County Ladies Auxiliary Meeting-Station 2 Training room- 4/12/2023 7:30-9:30PM. Emailed BOFC and Chiefs 2/13/2023.

O'Connell Baby Shower-Station 2 Training Room 4/29/2023 11:00AM-5:00PM-emailed BOFC and Chiefs 2/13/2023.

APPROVED on a motion by Commissioner Scomillio, Commissioner Gabrielsen seconds, AIF.

Intent to Fundraise:

Rescue Company-Raffle off 4 tickets to Yankee vs. Mets game in June 2023, tailgate included. \$10 per ticket. Winner to be drawn 5/31/2023.

APPROVED on a motion by Commissioner Scomillio, Commissioner Gabrielsen seconds, AIF.

FOIL Requests:

Head of the Harbor 50 Acre Road Fire from 11/22/2023. Commissioner Gabrielsen took report to the Building Inspector of Head of the Harbor 1/20/2023.

455 Rte. 25A-Charles Miller patient care report-requested 1/20/2023. PCR was picked up 2/8/2023.

BBO&C PCR request for Virginia Barbere 5/20/2022-emailed PCR 2/1/2023.

Verizon telephone pole from 3/3/2021 at Woodlawn and Grant

Ryan Davis - letter appealing denial of FOIL request-emailed Bill Glass and BOFC 2/6/2023. Suggested response sent 2/8/2023. To be discussed at BOFC meeting of 2/13/2023.

Correspondence:

EMS Conference Selden FD 1/28/2023 8:00AM-emailed BOFC, Chiefs and Greg Companion 1/25/2023.

2 FRES vehicle bids 2010 Chevrolet Tahoe and 2006 Ford Expedition-emailed BOFC and Chiefs 2/1/2023.

Dates for NDI physicals are Wednesday evening 3/1/2023 and Sunday morning 4/16/2023-emailed BOFC and Chiefs 2/1/2023.

Penflex-letter on 2022 investment returns and LOSAP-emailed BOFC 2/3/2023.

Letter to Town of Smithtown requesting return of repeater that was loaned-emailed Rob Bambino and BOFC 2/6/2023.

Sale of surplus vehicle Islip FD-2008 Chevy Suburban 1500 120,942 miles-emailed BOFC and Chiefs 2/8/2023.

Sent email to all bidders regarding date change of bid opening pending bid spec. Active Chiefs Program at Suffolk County Fire Academy 5/7/2023 at 7:00PM. Pre-register by 4/30/2023.

SCFDOA Journal-emailed to BOFC and Chiefs 2/9/2023.FRES upcoming courses-emailed BOFC, Chiefs and Greg Companion 2/10/2023.

Correspondence to be Acted on:

Nesconset Fire District Installation Dinner 4/1/2023 at the Watermill Inn 6:00PM Cocktail hour 7:00PM Dinner-emailed BOFC 1/30/2023. Commissioner Theobalt to attend.

Suffolk County Fire District Officers Association Annual installation dinner – Villa Lombardi's 3/4/2023 6:00PM-11:30PM. \$300 for 2 tickets. No one to attend.

Stony Brook Installation Dinner 3/4/2023 at Flowerfield-Commissioner Theobalt to attend.

Department physicals are scheduled for Wednesday 3/1/2023 6:30-8:00PM and Sunday 4/16/2023 9:30-11:30AM. Sign-up sheets hung up 2/3/2023.

Legal:

Police report for lost/stolen radio from 12/2/2022 is in-house. Greg sent replacement cost to Donna for the insurance claim paperwork. VFIS insurance is sending a check in the amount of \$6,018.40. Check was received 2/3/2023. Commissioner Theobalt is in the process of ordering a new radio.

Chief's Report:

- 1) Permission for Chief Keegan to take vehicle to Staff and Command next month 3/12-3/17
- 2) Would like to send 6 members to NYS Assoc. Chiefs Training in June
- 3) Mop bucket for ambulance \$146.88
- 4) Helmet shield for Chief Mills \$265

Chief Sapienza thanks Ed and his employees for setting up for the Smithtown Chiefs Council meeting.

Chief's orders review

Commissioner Gabrielsen asks that all requests be put into PS Trax.

NYS Assoc. Chiefs Training:

Rooms	\$2,464
Per Diem for 6 members	\$1,728
Class fee \$100 pp	<u>\$600</u>
	\$4,792

All of the above were **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF. *Commissioner Donohue mentions to please make sure any members attending the training have made their points.

Chief Sapienza has clarified that all schools in the district will have dual response with Medic 45 and St. James Fire Department to ensure that there will be an ALS provider from the St. James Fire Department at the scene.

Greg suggests making sure the membership is aware of this.

District Manager's Report

431 personal CO meters have expired and need to be replaced. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF to purchase 15 CO meters at \$301.48 for 36 months for a total of \$4,522.20

Installation of new chargers. 7 of them need to be replaced.

Frank Lau will be here on 2/28 to repair turnout gear.

EMS Coordinator's Report

Thank you for the invitation to the Smithtown Chiefs Dinner. Congratulations to those honored.

There was an issue with the cardiac monitor 12 lead a few nights ago. Please let me know if there are any further problems.

Supplies:

Boundtree \$2,603.84 includes 8 adult epi pens

Zoll adults AED pads-case \$666.00

All supply purchases **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.

Commissioner Theobalt motions, Commissioner Scomillio seconds to pay bills, AIF.

Corrections to previous minutes: January meeting minutes. APPROVED on a motion by Commissioner Scomillio, Commissioner Theobalt seconds, AIF.

COMMISSIONER THEOBALT:

Mics-hand held handsets: 6 @ \$50.67 per for a total of \$304.02 **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF.

Running boards have been installed on 25 for a total of \$285.00 on district credit card. Needed to be completed, as it was a safety issue.

Working on bail-out system. 10 will expire at the end of April. Need new ropes and hooks. 10 more in 2 more years. Will get costs for the next meeting.

4-3-1 Radio is back on truck

4-3-28 800 radio in truck

EVR report 2 new engines, new Chief's car.

New ambulance – brand new or replace chassis if that is feasible. Three different directions to go about this. Will get pricing from 3 different vendors. Will discuss with Greg and Commissioner Young. A new ambulance would cost mid-high \$300,000.

Chief Sapienza suggests to put out a bid spec to get pricing.

Asks Commissioner Gabrielsen about boiler inspection. Said it was inspected and is fine.

4-3-32 needs to be cleaned and inspected.

Weather stripping on 4-3-6C is hanging off.

4-3-33 car taillight still has water in it. Will ask Proliner when there.

Following up on Head of the Harbor hydrants.

COMMISSIONER YOUNG:

Chief Keegan's car got dinged in the parking lot. Can we call the dent guy to repair it?

Chief Sapienza asks about the old 33 car. Can we get the lettering changed?

COMMISSIONER SCOMILLIO:

The District Procurement Policy (added grants and awards clause) and Credit card Policy have been updated. **APPROVED** on a motion by Commissioner Scomillio, Commissioner Theobalt seconds, AIF.

COMMISSIONER GABRIELSEN:

PLEASE fill out facilities use form. Some groups have been using rooms without booking.

Meeting with Head of the Harbor to address radio communication concerns. They want to better understand how it works.

PSTrax is up and running in the quarter master. Asks Chiefs if we can get paperwork from recruitment and retention before swearing in a new member.

Policy for PSTrax for reporting injuries so that the Chiefs are aware.

The auditors were pleased with the use of PS Trax and Alpine.

Chris Wrenn and Scott Axmacher will be helping with snow removal at \$20.00 per hour.

4-3-5 Lots of electrical and engine problems. Will decide to move forward based on the price estimate.

We are missing a chainsaw that was assigned to 4-3-9. 650K saw

Uniforms: Would like to purchase work shirts for the District employees for a total of \$1,598. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

Will call Mike at Enspire to order a bid spec.

COMMISSIONER DONOHUE:

Grants: \$50,000 policy change

Applying for AFG Grant \$50,000 for gear. This required change to procurement policy, additional language to be added. Commissioner Scomillio will vett with Bill Glass.

Open projects: Please get the rec room at the Main House cleaned up, spackled and painted so it's usable until the renovation begins.

Chief's orders: **APPROVED** on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF to accept and put into motion.

Junior's program: What are the insurance age requirements? Is any youth protection in place? Age 17 for full member. Juniors 14 and up? Can Juniors be part of an ambulance crew? Some discussion on this.

Is the leak above Engine 1 repaired? Yes.

Physicals – Using the NFPA requirements as a guide for the tests to assign to NDI.

Smithtown Fire District meeting Wednesday 2/15/2023.

Smithtown & Nesconset have started ambulance billing. Will ask about that.

Legislation on taxes for Volunteer firefighters is coming up soon.

Asks Chief Sapienza if he is available on 2/27/23 for a quarterly review of points?

8:46PM Commissioner Theobolt motions, Commissioner Scomillio seconds, AIF to go into executive session to discuss personnel.

9:11PM Back in session. No motions made

Meeting adjourned at 9:45PM on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF.

Respectfully submitted,

Kelly Cassidy
District Secretary

