

March 13, 2023

The regular monthly meeting of the Board of Fire Commissioners was opened at 8:11PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Scomillio, Gabrielsen (8:11PM), Theobalt (8:22PM) and Young (8:23PM). District Manager Ed Hope, EMS Coordinator Greg Companion, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chief Boyzok.

ABSENT: Chiefs Sapienza, Mills and Keegan

GUESTS: John Stein and Len Gombert, Jr.

Department Aggregate report.

Commissioner Donohue swore in new member Eric Ortiz. (Engine 2)

Use of Facilities Requests:

Blood Drive-8/7/2023 Main House meeting room-emailed BOFC and Chiefs 2/17/2023.
Probie Meetings Station 2 Training Room, 1st Thursday of every month-emailed BOFC and Chiefs 2/21/2023.

Ladies Auxiliary Meetings Station 2 Training Room 2nd Thursday of every month-emailed BOFC and Chiefs 2/22/2023.

Firematic Funeral Saturday Betsy Young 2/25/2023-emailed BOFC and Chiefs 2/23/2023.

CPR Training Main House Rec Room 3/2/2023 7:00PM-12M-emailed BOFC and Chiefs 3/1/2023.

CPR Training Station 2 Rec Room 3/10/2023 7:00PM-12M-emailed BOFC and Chiefs 3/1/2023.

Archives Meeting Station 3 3/20/23 6:00PM-9:00PM-emailed BOFC and Chiefs 3/3/2023.

DEC Instructor refresher Station 2 training room 5/15/2023 6:00PM-9:00PM-emailed BOFC and Chiefs 3/3/2023.

St. Patrick's Day Parade after party-Station 2 and Pavilion 3/11/2023 9:00AM-7:00PM-emailed BOFC and Chiefs 3/3/2023.

FASNY Recruitment and retention 4/22/2023 8:00AM-2:00PM station 2. Emailed BOFC and Chiefs 3/15/2023 (this was added to the agenda the night of the meeting)

All facilities use requests **APPROVED** on a motion by Commissioner Scomillio, Commissioner Gabrielsen seconds, AIF.

Intent to Fundraise:

Chief Sapienza's letter to fundraise for the Department to the District residents was **APPROVED** on a motion by Commissioner Donohue, Commissioner Theobalt seconds, AIF.

FOIL Requests:

Ryan Davis – Sent letter denying appeal request 2/14/2023.
Hayden Karn Consulting-44 Astor Avenue fire report emailed 2/17/2023.
LexisNexis-44 Astor Avenue fire report emailed 3/1/2023.

Correspondence:

SCFDOA Meeting Thursday 2/16/2023 7:00PM dinner 8:00PM meeting at Selden FD-
emailed BOFC and Chiefs 2/15/2023
Suffolk County Fire District Manager's Association-Wednesday 3/8/2023 Centerport FD
11:00AM lunch to be served-emailed BOFC and Ed Hope 2/15/2023
Firefighter Cancer Support Network Golf Outing-5/8/2023 Hamlet Wind Watch Golf &
Country Club-emailed BOFC and Chiefs 2/15/2023
Physical for new recruit Eric Ortiz-emailed BOFC and Chiefs 2/16/2023
NDI physicals authorization form-sent to NDI 2/ 17/2023
Jamesport FD funeral-Raymond Janis, Jr.- 2/17/2023 and 2/18/2023-emailed BOFC
and Chiefs 2/17/2023.
Autism Awareness Training Deer Park FD 4/22/2023 9AM-1PM-emailed BOFC and
Chiefs 2/22/2023.
Emailed update for FRES Directory 2/24/2023
Suffolk County Volunteer Firefighters Association Memorial Dinner-5/7/2023 4:00PM at
Greenlawn FD-emailed BOFC and Chiefs 2/26/23.
NDI Physicals sign-up sheet for 3/1/2023 physicals-emailed to NDI 2/23/23 and 2/28/23.
FIRE-EMS Safety Officers Association Bi-monthly Training 3/13/2023 7:00PM at
Westbury FD – Topic: Working together to extinguish cancer in the fire service-emailed
BOFC, Chiefs and Greg Companion 3/1/2023.
Incident Safety Officers Academy classes at Sayville FD 3/25 8AM-2PM and 4/29 8AM-
2PM-emailed BOFC and Chiefs 3/3/2023.
S.E.R.V.E.S. scholarship program deadline for Spring 2023 is March 17th-emailed
BOFC and Chiefs 3/3/2023.
Department physical reports from 3/1/23 received and recorded in Red Alert 3/6/2023.
Emailed BOFC and Chiefs 3/6/2023.
NYS AFC 2023 Seminar Series "Truck Skills Beyond the Textbooks" 3/27/2023 7:00PM
at West Babylon FD-emailed BOFC and Chiefs 3/6/2023.
Man vs. Machine hands on training-5/5 (lecture) and 5/6 (HOT training 8:00AM or
12:30PM) Islip Town Firefighters Museum \$125pp-emailed BOFC and Chiefs 3/6/2023.
FRES mobile responder will go offline 3/16/2023-emailed BOFC, Chiefs and Greg
Companion 3/8/2023.

Lexipol Webinar “Applying research & technology for a safer, more effective Fireground”-emailed to BOFC and Chiefs 3/8/2023.

Nassau County/Suffolk County Fire Chief’s Councils hospitality room at the NYS Fire Chiefs Conference June 2023-emailed BOFC and Chiefs 3/8/2023.

Riverhead Firefighter’s Association Journal-emailed BOFC and Chiefs 3/8/2023.

Correspondence to be Acted on:

Smithtown Fire Department Installation Dinner 4/22/2023 at Flowerfield 6:00PM-sent RSVP 2/22/2023 Cocktails Dinner 7:00PM. Commissioner Theobalt to attend.

Nesconset FD Installation Dinner 4/1/2023 6:00PM at the Watermill-Sent out RSVP 2/22/2023. Commissioner Theobalt to attend.

Kings Park FD Installation Dinner Saturday 4/22/2023 at Fox Hollow in Woodbury 6:30PM-11:30PM.

Hauppauge FD Installation Dinner Saturday 5/6/23 at Flowerfield 7:00PM. Commissioner Theobalt to attend.

Brookhaven Town Fire Chiefs Council installation brunch 3/26/2023 at Majestic Gardens 12:00PM-3:00PM \$150 per couple. Emailed BOFC and Chiefs 3/10/23.

RJK Gardens contract \$747 10 installments **APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF.

Clean Air Systems contract – hold off on this per Commissioner Gabrielsen.

Winter Brothers carting contract was **APPROVED** on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF.

Updated procurement and credit card policies were approved and signed off on.

Legal:

Revised bid from Manda for concrete Apron-emailed BOFC 2/14/2023.

Bid for the concrete apron at Station 2 from Capitol Construction was accepted on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF to spend \$180,000 on the project.

Permissive referendum for additional monies of up to \$50,000 from the House and Building reserve account for the concrete apron repair at Station 2 to be published in the Smithtown News.

Date of the bid opening for the electrical and generator upgrade project at the Main house will to be at the next scheduled Board meeting of 4/10/2023.

Sent cancellation letter to 911 Webs 2/24/2023. Sent revised cancellation letter to 911 Webs 3/3/2023.

Chief's Report:

- 1) Cleaning supplies for truck clean up – not to exceed \$600
- 2) Mop bucket for ambulance was purchased
- 3) Would like to purchase 4 new reflective Chief coats @ \$283.98 each plus shipping for a total of \$1,198.40.
- 4) Refreshments for FASNY Recruitment and Retention of 4/22 not to exceed \$1,000.

All the above were **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF.

District Manager's Report

Stove exhaust hood was replaced at Station 2.

A quote for gear dryer of \$11,038.40 was provided by Metropolitan Laundry Machine Sales, Inc. The Board will look into this further.

EMS Coordinator's Report

4-8-31 FM Radio screen is cracked. Commissioner Theobalt says to get it repaired and to get a price for a backup camera.

Supplies:

Boundtree \$338.22

Zoll adults Pediatric AED pads-20 pairs @\$108 each = \$2,160

(Adult pads can be used on a child if need be, until pediatric pads arrive)

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

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

Treasurer's Report

Working on pagers, i-coms and minitor 6s. Need pagers assigned.

Asks Board to please review the audit package and confirm if it's okay to move forward.

Would like to close out the books for 2022. Penneys has not sent bills in several months. Commissioner Theobalt will ask them for bills.

911 Webs? Okay to pay.

11 Uniforms were ordered from All American. Need to find out if they all came in before payment is made.

Who will be responsible for the input of returned PPE into PS Trax when a member leaves?

Will schedule a meeting with Steve Mosca from Nationwide for the May meeting.

Asset appraisals are in progress. Where are the old PC towers? They need to be excessed. Commissioner Gabrielsen to track them down.

Some members not on AFLAC- names provided to Chief.

Some members not yet on VESO Life insurance bill-names provided to Chief.

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

COMMISSIONER GABRIELSEN:

Thanks Ed and Greg for the great job they are doing.

Chief's cars, check trucks must all be entered into PS Trax.

Plumbing in the basement at the Main house needs to be fixed. We need to get a price estimate for this. Okay to spend no more than \$300 to hire a plumber to give an estimate.

RJK will do additional cleanup for debris behind the quartermaster not to exceed \$1,000.

Quote on the gear dryer is tabled until it can be explored further.

8:50PM Commissioner Gabrielsen leaves the meeting.

COMMISSIONER THEOBALT:

Owl's Nest can donate two 5-year-old gators (cost approx. \$12,000 per). They need new tires which will cost \$2,000.

APPROVED on a motion by Commissioner Theobalt to accept the donation, Commissioner Scomillio seconds, AIF.

Would like to get the radio rooms at both buildings up and running. Some discussion on this.

Comtech 2-Way Communications \$6,152.78 with an installation charge of \$1,117 = \$7,269

Integrated Wireless \$12,000

Motorola \$10,565

APPROVED on a motion by Commissioner Theobalt, Commissioner Donohue seconds to spend up to \$10,000 with Motorola on radios for radio rooms at the Main house and Station 2.

Would like to get the following vehicles detailed every year; 10, 11, 28 and 96. Will get a price.

COMMISSIONER YOUNG:

The sink in the ladies' room at the substation has been broken for the past year. Needs to be fixed.

New fire gear? Commissioner Donohue says that we are getting a grant and will use this money to purchase gear. Need a report of who needs gear-Chris Valeo has been taking care of this.

EMS gear – members have been taking gear off the racks. EMS gear is missing. Would like 6-7 sets of new gear for EMS.

Rescue helmets: Need new (and correct) rescue helmets. Will let Commissioners and Chiefs know which helmets to order.

Len Gombert asks about purchasing shadowboxes for members and details on the \$1,000 request for RJK Gardens to remove the debris behind the quartermaster.

COMMISSIONER SCOMILLIO:

Will email current policies so they can be reviewed for the next meeting.

Asks for approval to spend up to \$75 per truck to clean trucks. Approved.

COMMISSIONER DONOHUE:

Change order for the 2 new engines \$22,000 for extras, plus \$10,000 higher than originally forecasted. Safety features, backup sonar and flow meters were added. \$32,012 per engine **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.

Quarterly meeting with Chiefs is scheduled for 4/17/23.

Thank you to the employees and Chiefs.

Commissioner Theobalt thanks Commissioner Donohue for all the work on the new engines.

Commissioner Theobalt thanks Ed for taking care of the leak in the car, thanks Chiefs for their work on the St. Patrick's Day parade, and thanks all employees.

9:25PM Commissioner Theobalt motions, Commissioner Scomillio seconds, AIF to go into executive session to discuss personnel matters. (Commissioner Gabrielsen not present)

9:55PM Back in session.

APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF to have paid staff drive ambulance on signal 3s. Greg Companion to train staff.

APPROVED on a motion by Commissioner Theobalt, Commissioner Young seconds to have Commissioner Scomillio take over office staff personnel. AIF

Meeting adjourned at 10:05PM on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.

Respectfully submitted,

Kelly Cassidy
District Secretary