

April 10, 2023

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:30PM by Chairman Donohue.

**PRESENT:** Commissioners Donohue, Scomillio, Gabrielsen, Theobalt and Young (8:19PM). District Manager Ed Hope, EMS Coordinator Greg Companion, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Boyzok and Keegan.

**ABSENT:** Chiefs Sapienza and Mills

**GUESTS:** John Stein - no public comments

Department Aggregate report

Commissioner Donohue swears in new member Gianna Spence. (Ambulance Co. 6)

Use of Facilities Requests:

Henrietta attending Golf Tournament-4/29-5/2/2023 - Main House upstairs-emailed BOFC and Chiefs 3/20/2023.

High school lacrosse team-3/21,3/27 and 4/12 Main house meeting room-emailed BOFC and Chiefs 3/20/2023.

Engine 2 meeting dates: Station 2 7:00PM-10:00PM 4/12 (truck bay floor) 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13/2023-emailed BOFC and Chiefs 3/20/2023.

Mary Byrus 4/1/2023 - previously approved at the February meeting for the Main house- just changing location to Station 2. Emailed BOFC and Chiefs 3/27/2023.

Department Meetings-Main House meeting room-4/6, 5/3, and 6/7, 7:00PM-12M emailed BOFC 4/3/2023.

Fire Prevention Meeting 4/13/2023 -Station 3 7:00PM-8:00PM-emailed BOFC and Chiefs 4/5/2023

Rescue 9 Meeting-Station 2 Training room 4/19/2023 7:30PM-9:00PM-emailed BOFC and Chiefs 4/5/2023.

Boy Scouts Pack 228 Fire Prevention Day 4/23/2023-Station 2 10:00AM-11:30AM-emailed BOFC and Chiefs 4/5/2023.

Old Timers Night 4/22/2023-Main House all rooms-emailed BOC and Chiefs 4/7/2023.

Department Annual Picnic-Pavilion/Picnic area 8/26/2023-emailed BOFC and Chiefs 4/10/2023.

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

Correspondence:

Revised medical clearance-Rannazzisi-emailed Chiefs 3/20/2023.

Suffolk County Volunteer Firefighters Association seminar- Selden FD 5/13/2023

9:00AM Breakfast, 10:00AM-2:00PM Seminar. Register in advance. Emailed BOFC 3/20/23.

Sayville FD Annual 5K, 6/17/2023-emailed BOFC and Chiefs 3/20/2023.

Narcan Training Patchogue Ambulance Company-4/1/2023 11:30AM-emailed and Chiefs 3/22/2023.

Suffolk Volunteer Firefighters Association meeting 3/28/2023 Center Moriches FD Dinner 7:00PM Meeting 8:00PM. Emailed BOFC and Chiefs 3/27/2023

Suffolk County Volunteer Firefighter's Association Annual Memorial Service Sunday 5/7/2023 4:00PM Greenlawn FD. Please submit names of those who have passed from 4/16/2022-4/15/2023 by 4/20/2023.-emailed BOFC and Chiefs 3/27/2023.

Johnny Mac Foundation 13<sup>th</sup> Annual Golf Classic 7/18/2023 Stonebridge Country Club-emailed BOFC and Chiefs 3/28/2023.

FASNY Convention 2023 8/10-8/12/2023 Niagara Falls-emailed BOFC and Chiefs 3/27/2023.

A.R.E. MX 2020 Ford F250 6Pick up track cap for sale-Manorville FD 4/3/2023. Sealed bids starting at \$1,500. Emailed BOFC and Chiefs 3/27/2023.

Funeral notice for James Kelly of Gordon Heights FD 4/8/2023-emailed BOFC and Chiefs 8/29/2023.

Commack FD annual Smoke & Smoke 6/10/2023-emailed BOFC and Chiefs 3/29/2023.

Central Islip FD-6/26/2023 7:00AM Breakfast, 8:00AM Tee-off at Rock Hill in Manorville- Emailed BOFC and Chiefs 4/3/2023.

Lexipol Webinar on Corrugated stainless-steel tubing - emailed BOFC and Chiefs 4/3/3023.

Spaghetti & meatball dinner fundraiser Hagerman FD 4/30/2023 2:00PM-8:00PM-emailed BOFC and Chiefs 4/5/2023.

Physicals sign-up sheet emailed to NDI 4/7/2023.

10<sup>th</sup> Annual FDNY Medical Special Operations Conference-5/4-5/7/2023-emailed BOFC and Chiefs 4/10/2023.

Incident Safety Officer Class 6/24/2034 8:00AM-4:00PM Jamaica Hospital-emailed BOFC and Chiefs 4/10/2023.

EMS Lecture Series-4/29/2023 7:00PM-8:30PM at St. Charles Hospital-emailed BOFC, Chiefs and Greg Companion 4/10/2023.

First Responder Safe Response for Solar Energy and Storage Systems 5/11/2023 7:00PM at West Sayville FD-emailed BOFC and Chiefs 4/10/2023.

Take Back Day-Community Ambulance Co., Sayville 4/29/2023 10:00AM-2:00PM-emailed BOFC and Chiefs 4/10/2023.

#### Intent to Fundraise:

Juniors' Car Wash – 5/20/2023-Main house and parking lot-emailed BOFC and Chiefs 4/10/2023.

Engine 2 A Night with Billy Joel 5/1-7/31/2023 Sale of Raffle Tickets, winner receives 2 tix to the Billy Joel concert and a gift card for dinner. The event takes place on 8/29/2023.

Engine 3 Chicken Luau Station 2 9/23/2023-will apply for NY SLA license-emailed BOFC and Chiefs 4/10/2023.

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

Request to Borrow District Property:

Bill Edsel 1 8" table, 5 chairs, 1 ballot box and 2 election tables (voter booths) for Department election 4/6/2023-emailed BOFC and Chiefs 4/3/2023.

Gerry Varricchio-10 chairs for 4/9/2023. Will pick up 4/7 or 4/8. Emailed BOFC and Chiefs 4/5/2023.

Dan Jordan-1 table and 8 chairs for 4/8/2023 will return 4/10/2023-emailed BOFC and Chiefs 4/7/2023.

Correspondence to be Acted on:

Clean Air Company proposal-emailed BOFC 4/7/2023. This contract will no longer be needed.

Legal:

Permissive referendum for additional \$50,000 for concrete project at Station 2 published in Smithtown News on 3/16/2023.

Received 3 sealed bids for generator and electrical upgrade from JVR Electric, VSC Electric and LI Craftsmanship.

Chief's Report:

Commissioners Theobalt and Gabrielsen vote to table the Chief's report, as it was not submitted on time.

Chief's report was revisited on 4/13/2023:

The following were **APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF:

Purchase of refreshments for stand-by duty crews of up to \$300 per month for kitchens at station 1 and 2.

Smithtown News Subscription for Stations 1 and 2 at \$59.99 per year. Hold off on Newsday subscription for now.

Chief Sapienza to set up access to Red Alert to update paging groups and Red Alert app passwords

Chief to receive a key to the Quartermaster.

Raffle off a ride to school in a Chief's car at the Recruitment and Retention Day

4-3-2 permission to hang member photos above gear

Radio holster and strap clarification

10 ft. Bail out prop no more than \$500

Tabled:

The Board of Fire Commissioners is looking into pricing on items for Fire Prevention and saw equipment.

Stjamesfd.org website – will investigate further.

### **District Manager's Report:**

4-3-1 gas sniffer has been repaired

4-3-6A and B – snow chains need service and repair-This has been scheduled with Fully Involved.

Key holders and kiosks for spare vehicles have been installed at stations 1 and 2.

The waste line at the Main House has been repaired – still in the process of cleanup and reinstallation of sill plates and sheet rock.

The boiler inspection is scheduled for the third week of May.

The gym is being cleaned and sanitized once a week.

CO meters have been distributed – please return the old ones.

Hose testing is scheduled for 4/12/2023 at Station 2 for all trucks.

### **Items to Surplus:**

**APPROVED** on a motion by Commissioner Theobalt, Commissioner Donohue seconds, AIF to surplus the two items below:

1. Broken chair from EMS office (unrepairable)
2. Broken screen on 40" TV monitor

### **EMS Manager's Report:**

Paramedic Greg Companion and District EMT Jason Stemple received the following citations for 2 cardiac saves:

Life Saving Award of Smithtown, Edward R. Wehrheim  
Certificate of Recognition, Senator Mario Mattera  
Certificate of Recognition, Legislator Leslie Kennedy  
Life Saving Award and EMS Unit Citation, John M. Kennedy Jr., Suffolk County  
Comptroller  
Citation, Life Saving Award Michael J. Fitzpatrick, New York State Assembly

Red Alert: Commissioner Theobalt asks to have less ads shown on the dashboard.

Alpine is working up a quote to have the pre-plan file put back in the system. Might be up to \$3,000.

Healthcare Workforce Bonus (HWB) Program - need to file by May 1<sup>st</sup> if we are eligible-  
Commissioner Donohue motions, Commissioner Scomillio seconds, to have Greg  
contact the attorney for the District, Bill Glass directly on this. AIF.

Medical supplies:

Boundtree \$1,239.57

Teleflex \$1,100

Up to \$957.00 on a new SP02 (still researching other pricing)

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

### **Treasurer's Report:**

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

**APPROVED** on a motion by Commissioner Theobalt, Commissioner Gabrielsen  
seconds, AIF to have a capitol threshold of \$1,000

2021 Audit is complete. There is a \$408,839.29 surplus-how to handle this?

How to code unrestricted reserve? Is this a general or reserve account? Will contact  
Bill Glass.

We are ready for the 2022 audit. Will send out an RFP for auditing services.

Meeting with Flexible Systems is scheduled for Monday 4/24/2022 at 6:30PM.

List of members not on VESO Life insurance bill

List of members not on AFLAC insurance bill

Installation Dinner will be held at East Wind 11/4.

4 of the missing computer towers have been located-one is still missing.

**APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF to purchase 2 badge pass ribbons at \$107.10 per pass.

Turning Stone- Will be taking 4-3-10, \$206.50 per diem per day for 2 - possibly 3 people.

Donna is approved to take off the dates of 5/22-5/24/23.

**APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds to spend up to \$500 on a new printer for Donna. AIF

Adobe subscription is no longer needed as it is provided by Flexible Systems-Tom will cancel his. Also Zoom – Chief Sapienza is still being charged.

**COMMISSIONER GABRIELSEN:**

Directed Chief to update all truck inventory in PS Trax, continue reports for missed duty crews.

When using utility vehicles (non-emergency) enter in PS Trax.

On-boarding inventory list- 2 months prior to the swearing in of a new member, so that proper PPE can be located and ordered if necessary.

Motions to spend up to \$700 on 2 lights for the Memorial

Leaky Main valve at Substation motions to spend up to \$500 to replace

Would like to purchase summer work shirts for maintenance crew up to \$650.

Would like to authorize District Manager to order helmet shields and stickers as needed.

Tint replacement on Engine 3 windows up to \$1,000.

Ed & staff to order uniforms

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

**COMMISSIONER THEOBALT:**

Truck inspections:

Asks Chief Keegan to work with the District Manager to coordinate fixes for Chief's car. Chief Mills needs front mats for his truck from WeatherTech.

4-3-23 and 4-3-6C were not washed and waxed.

Cars must be cleaned or they will be parked.

Thank Chiefs for all of their hard work on their cars.

Will discuss remaining items in executive session.

**COMMISSIONER SCOMILLIO:**

Has sent computer and code of ethics policies to Bill Glass for review.

**COMMISSIONER DONOHUE:**

Installation dinner will be held 11/4/2023 at East Wind.

Quarterly meeting with Chiefs Thursday 4/13 at 6:00PM.

Would like to order hand lights for all members-approx. 30-40 lights for exterior firefighters. Need a list for Ed.

Asks Greg to look into hand lights for EMS personnel and a better quality chair for EMS.

Mayor Dahlgard sent a thank you letter for the handling of the fire in Head of the Harbor.

The concrete apron project at Station 2 is scheduled for early May. The ramp will need to be shut down entirely for 4-6 weeks.

Portable tower lights for 4-3-7 have not been ordered yet. Need 2 lights and 4 batteries.

**COMMISSIONER YOUNG:**

Uniform inspection – many members still are in need of shoes. Also need ties, tie-clips, gloves.

All American takes a long time. Maybe order bolts of fabric so they have it in-house?

Commissioner Gabrielsen asks that a list be put together of uniform needs.

The March meeting minutes were **APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF.

8:50PM Commissioner Donohue motions, Commissioner Theobalt seconds, AIF to go into executive session to discuss paid personnel.

Back in session at 9:20PM. No action taken.

Meeting was adjourned at 9:22PM on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF.