

October 10, 2023

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

PRESENT: Commissioners Theobalt, Scmillio, Gabrielsen and Young, EMS Coordinator Greg Companion, District Manager Ed Hope, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza and Keegan.

ABSENT: Chiefs Mills and Orth, Commissioner Donohue

Guests Present: Ryan Davis and Dan Sarube

Meeting opened with the Pledge of Allegiance.

Commissioner Theobalt swears in Meryl Montrose – EMT for Engine 2 and Paul Mueller to Engine 3.

FACILITIES USE REQUESTS:

9/30/2023 Lou DeStefano – Granddaughter's Birthday party 12N-5:00PM-emailed BOFC and Chiefs 9/20/2023.

10/4/2023 SJN Bulldogs Football – Station 2 Training Room and Kitchen 5:50PM-8:30PM-emailed BOFC and Chiefs 9/29/2023. Canceled Per Chief Keegan 10/3/2023.

10/8/2023 Eagle Scout Car Wash – 10:00AM-4:00PM Main House Parking lot-emailed BOFC and Chiefs 10/2/2023.

10/27/2023 Football Main House 5:00PM-7:30PM-emailed BOFC and Chiefs 10/10/2023.

11/3/2023 Main House-Smithtown East Leadership Club 3:00PM-9:00PM-emailed BOFC and Chiefs 10/6/2023.

All facilities use requests were **APPROVED** on a motion by Commissioner Young, Commissioner Scmillio seconds, AIF.

CORRESPONDENCE:

Meryl Montrose N-95 mask fit test results-emailed Chiefs 9/13/2023.

Medford FD funeral for Neil Marturiello 9/20 and 9/21 and 9/22/2023 at Medford FD-emailed BOFC and Chiefs 9/20/2023.

10/21/2023 Women in the Fire Service @ Suffolk County Fire Academy 7:30AM-2:00PM-emailed BOFC and Chiefs 9/20/2023.

Setauket Fire District notice to bidders 2 Mercury outboard bot engines 10/2/2023-
emailed BOFC and Chiefs 9/22/2023.

10/15/2023 Nissequogue FD Open House 12N-4:00PM-emailed BOFC and Chiefs
10/2/2023.

10/19-10/29/2023 NYS Wildfire & Incident Management Academy at Brookhaven Lab-
emailed BOFC and Chiefs 9/22/2023.

10/11/2023 UHF interoperable radio testing 19:00 hours-19:30-emailed BOFC and
Chiefs 9/22/2023.

Hagerman FD Funeral/wake for Ex-Chief and Ex-Commissioner Ralph Colicchio, 9/26
and 9/27/2023-emailed BOFC 9/22/2023.

Letter from PSEG regarding Power On program addressing storm upgrades, project
locations, timelines, tree trimming,etc. - emailed to BOFC and Chiefs 9/26/2023.

FRES upcoming trainings-emailed BOFC and Chiefs 9/29/2023.

Deer Park FD funeral for Ex-captain and past Commissioner Michael Carucci-10/5 and
10/6/2023-emailed BOFC and Chiefs 9/29/2023.

St. James Elementary School homecoming is scheduled for Saturday 10/28 at 12:30PM
-they would like to invite the Department to attend (631) 382-7601 Linda McKenna-
emailed Chiefs 10/4/2023.

Sound Beach FD Fire Prevention and Open House-10/27/2023 7-9PM-emailed BOFC
and Chiefs 10/4/2023.

Jamesport Fire House-Open House 10/14/2023 10:00AM-2:00PM-emailed with FRES
daily update to BOFC and Chiefs 10/6/2023.

West Babylon FD Open House-10/14/2023 3:00PM Start-emailed BOFC and Chiefs
10/6/2023.

Dix Hills FD Open House10/22/2023 10:00AM-2:00PM-emailed BOFC and Chiefs
10/6/2023.

Miller Place FD Open House 10/15/2023 9:00AM-1:00PM-emailed BOFC and Chiefs
10/6/2023.

LEGAL:

FOIL request for 425 Lake Avenue from 8/29/2023-sent out 9/20/2023. Foil request
sent to Angelo Busa on 10/2/2023.

2024 Proposed Budget was posted to the website 9/27/2023.

FOIL request for medical and billing records for Madeline Amzler-emailed Bill Glass, BOFC, Greg and Chiefs-9/27/2023. No records found-emailed 10/4/2023

Notice of Budget Hearing for 2024 sent to Smithtown Clerk and posted on SJFD website 9/29/2023

Notice of Budget Hearing for 2024 sent to Smithtown News for publication-emailed 10/2/2023.

Notice of Budget Hearing for 2024 emailed to Head of the Harbor 10/4/2024.

CHIEFS REPORT:

- 1). Avalon Drill will be held on Sunday 10/15/2023 at 9:30AM.
- 2). EMT pins for our new EMTs Class As (previously purchased)
- 3). New Class A uniform for Chief Smith
- 4). EMS gear quote \$656 per set x 34 sets for a total of \$22,304. This was **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF. Monies to come out of ambulance equipment account.
- 5). Prices for Badges: \$3,034 from Fox & Sons, \$4,257 from All American. This was **APPROVED** on a motion by Commissioner Young, Commissioner Gabrielsen seconds to spend \$3,034 on badges from Fox & Sons. AIF. Each member will be responsible for their badges.
- 6). Hannah DiLavore was dropped from the Department for failure to complete the annual District physical.
- 7). Rich Weisse Jr. will be dropped from the Department next month for failure to complete the annual District physical.
- 8). Rescue 9 looking for permission to place wood organizer in equipment trays – okayed per Commissioners Donohue and Scomillio.
- 9). Iphones for ambulances to use E-Bridge – new tele-medicine app to notify hospitals of incoming patients. Some discussion on this. Nassau and Suffolk Counties have just started using this app. Used for strokes, stemi and trauma patients so that hospitals have a team ready to treat upon arrival to the hospital. The app also has a language translator. The District has three extra iPhones that can be used for this.
- 10). Conor Ryan resigned from the Department – all equipment was returned to the Chiefs office.

ADD-ONS:

Brian and Jessica Kern and Andrew Paulus are all now qualified drivers.

Please order business cards for Chief Orth.

Chief's office will not accept resignations until all gear is returned.

Chief's office would like to change the qualifications for the officers.

Lieutenant: Three years of membership (or two years from another Department and at least one year with St. James). Remove ICS300 qualification. Interior Firefighter, Hazmat Operations level or equivalent training, ICS 100, 200 and 700 trainings.

Captain: Must be an approved chauffeur on their company apparatus and have ICS300 qualification. Commissioner Theobalt asks to add-in qualified on pumper and ladder trucks.

Chief's office would like to make these changes to encourage more members to move up in rank.

After some discussion this was **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.

DISTRICT MANAGER'S REPORT:

Boiler repairs were completed

HVAC unit in basement was installed

Basement water damage repairs are ready for paint

4-3-1-2 Scott pack is out for service

4-3-1 Hurst tool batteries have been reconditioned

Men's room toilet and broken towel dispenser were repaired

Vacuum was repaired

Sealing of front ramp underway

Thermostats- HVAC guy to replace

Backup generator – waiting on a part. Wrong fuel may have been put into generator causing the problem.

4-3-33 brakes checked and repaired by Penny's

4-3-7 hand lights installed by Fully Involved.

4-3-3 thermal imaging camera batteries replaced.

4-3-7 TIC camera charge awaiting replacement by vendor

4-3-6B bay door repaired

4-3-9 Hurst tools reconditioned

Foam nozzle is out for repair

Flow testing for Scott Packs has been completed

NYS inspections completed by Fully Involved

Gear cleaning is ongoing

ADD-ONS:

Missing 4 bottles from the hydrotesting-check with Donna to compare bottle numbers.

Hot water heater has been turned off – the shut-off valve needs to be replaced.

EMS COORDINATOR'S REPORT:

Congratulations to Dan Sarube on becoming a cleared EMT.

Active shooter bags have been restocked on 6a, 6b and 6c.

Station 3 EMS office AC leak has been repaired.

4-3-6a – exhaust pipe needs repair.

4-3-6b-mattress has been replaced. All mattresses on ambulances are new

4-3-6c MDT needs to be mounted – IWC or Specialty need to supply the deck.

Red Bag Waste picked up by vendor August 30th – invoice is in-house.

1 of 4 kiosks were installed – coming back tomorrow to install the 4th kiosk.

Instreamer – has had some issues. Working with Flexible to resolve.

Epi Check and inject kits – would like to do a training in-house with the Chief's office.

Chief Sapienza asks to get an IV arm for this training. Commissioner Theobalt asks for a price for the arm. **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds to spend up to \$850 on an arm. AIF

Supplies:

16 vials Epi 20 bottles Asa \$480.44

2 Epi pens \$391.91

Training for employees IM simulator \$108.99

Zoll \$269.00

Boundtree \$1,949.31

All supplies were **APPROVED** on a motion by Commissioner Young, Commissioner Theobalt seconds, AIF.

TREASURER'S REPORT:

LOSAP change over to Firefly is in progress

2024 Budget hearing set for 10/16/2023 at 7:00PM

2024 proposed budget was filed with Town of Smithtown on 9/26/2023

Verizon internet backup has been installed at both stations. Quotes were received to change from Optimum from Verizon for phones, cable leaving Optimum as backup.

Chairs ordered \$33.75 per chair X 96 = \$3,238.08 **APPROVED** on a motion by Commissioner Young, Commissioner Scomillio seconds, AIF.

LOSAP issue for a member – executive session

Employee files: Form I-9 needs to be completed for Chris Cupo and Tim Olson. There is no employee file for Chris Valeo.

Vacation days requested for 10/19 and 10/20. Would like to leave early on Wednesday 10/18. Approved by Commissioner Scomillio.

ADD-ONS:

Chiefs – please tell members to make sure mileage on trucks is recorded correctly.

Would like a small refrigerator for the office container.

Once again **PLEASE** sign the vouchers– some of them are 4 months old.

Chiefs - Renewal for VESO Life Insurance policies-Donna emailed the following members on 10/10: Fabio Cordeiro, James O'Connell, Gianna Spence and Lixcet Villatoro.

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

The September meeting minutes were **APPROVED** on a motion by Commissioner Young, Commissioner Gabrielsen seconds, AIF.

COMMISSIONER YOUNG:

No report

COMMISSIONER GABRIELSEN:

Updating all District maps – Kenny Cadet is working on this.

Great job to all on St. James Day, thank you.

Please follow chain of command.

Bill for oil tank testing \$2,150.

Supplies: hand cleaner, paper towels, air freshener, etc. in the amount of \$943.60

Both tank testing and supplies were **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF.

Fire Prevention – can we go to the schools? Nesconset goes to the schools and gives out Fire Prevention kits. Some discussion on this. Chief Sapienza said State Farm is donating Fire Prevention kits.

Some gear was thrown away – please do not throw any gear away.

2 items for executive session.

COMMISSIONER SCOMILLIO:

Congratulations to Chief Keegan on his promotion.

Thank you to Donna and Greg for handling the Verizon Internet backup to Optimum.

Updated Uniform and Sexual Harassment policies.

COMMISSIONER THEOBALT:

4-3-3 Has a failed pump relief valve. Fully Involved to repair at a cost of \$5,307.58.

4-3-7 Battery left on \$3,340.50 to repair

4-3-6b \$4,044

4-3-6a \$4,084

All the above vehicles need to have these repairs done to make them saleable.

The resolution for the Commissioners election for 2024 was **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Scomillio seconds, AIF.

Quote from Firematic to recondition Hurst tools in the amount of \$3,888.31 was **APPROVED** on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF.

New pagers are in and getting programmed – should be in by the end of the week or beginning of next week.

Would like to order more pagers as the old ones cannot be repaired. \$6,300 for 10 pagers.

OUTSTANDING BUSINESS:

Asks Commissioner Gabrielsen and Ed about the inventory of tools – in progress.

Would like to get cameras installed in quartermaster. Commissioner Gabrielsen to get pricing on cameras.

Executive Session:

8:48PM Commissioner Theobalt motions, Commissioner Scomillio seconds to go into executive session to discuss LOSAP, Incident action plan for next year's St. James Day, and paid personnel.

9:05PM Back in session

APPROVED on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds, to increase Chris Valeo's hours from 9:00AM-1:00PM to 9:00AM-5:00PM plus a \$5.00 per hour salary increase.

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

Respectively submitted,

Kelly Cassidy

District Secretary