

November 13, 2023

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:35PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Theobalt, Scmillio, and Gabrielsen, EMS Coordinator Greg Companion, Zack Harrington, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza, Keegan and Orth.

ABSENT: Chief Mills, Commissioner Young and Ed Hope.

Guests Present: Dan Sarube

The meeting was opened with the Pledge of Allegiance.

Commissioner Donohue motions to go out of order to swear in new members. Commissioner Scmillio seconds, AIF.

Commissioner Donohue swears in new members Scott Giles (Engine 2) and Ray Zizzo (Ambulance Co. 6).

FACILITIES USE REQUESTS:

11/6/2023 Board of Directors meeting Station 1 7:30PM-9:30P-emailed BOFC and Chiefs 10/27/2023

12/4, 1/2, 2/5 and 3/4/2024-Board of Directors meetings Station 2-emailed BOFC and Chiefs 10/27/2023

CORRESPONDENCE:

Command and Control Firefighter Training Seminar of 10/14/2023 was canceled-emailed BOFC and Chiefs 10/13/2023

NYS Concealed Carry Firearms Safety Training Course 11/4-11/18-emailed BOFC and Chiefs 10/13/2023

811 is coming to mark-out parking lot driveway within the next 10 days-emailed BOFC 10/13/2023.

Suffolk County Fire Academy upcoming trainings–emailed BOFC and Chiefs 10/16/2023

Parking lot marked by Cablevision, LIPA, Smithtown Traffic Safety, St. James Water District, Smithtown Highway Dept., SCWA-emailed BOFC 10/18/2023.

Smithtown Bypass work being done beginning at night 10/23 Gibbs Pond Road–emailed BOFC and Chiefs 10/20/2023.

Letter of resignation from Conor Ryan received.

Upcoming November National Certification Incident Safety Officer and Health and Safety Officer classes-emailed BOFC and Chiefs 10/23/2023.

FASNY outgoing trustee dinner for Jerry Owenburg-emailed BOFC and Chiefs 10/23/2023.

Holbrook FD Open House 11/3/2023 6:00PM-9:00PM-emailed BOFC and Chiefs 10/23/2023.

Incident Safety Officers Academy-1/27/24 and 2/24/24 8:00AM-3:00PM each day at Sayville FD-emailed BOFC and Chiefs 10/25/2023.

Noreen Kozlowksi back to duty-emailed Chiefs 10/26/23.

Training Seminar Limited Staffing with Fireground Considerations 11/16/2023 7:00PM Centerport FD-emailed BOFC and Chiefs 10/27/2023.

Terryville FD Funeral-Ex-Chief William Martin-wake Monday 10/30, Funeral 10/31-emailed BOFC and Chiefs-emailed 10/29/2023.

Nassau County Police Test-Filing deadline 10/31/2023-emailed BOFC and Chiefs 10/30/2023.

Manorville FD 1st Annual Golf Outing-Monday 4/29/2024 @ Pine Hills Country Club-emailed BOFC and Chiefs 11/3/2023.

Flanders Ambulance Co. Chinese Auction 11/4/2023 12N-6:00PM-emailed BOFC and Chiefs 11/3/2023.

Medical classification for Richard Weisse-emailed Chiefs 11/3/2023.

Sheriffs vs. Firefighters Charity hockey game 11/18/2023 7:00PM Dix Hills-emailed BOFC and Chiefs 11/6/2023.

Greenlawn FD Funeral – Albert Statton III-11/12/2023 at MA Connell Funeral Home-emailed BOFC and Chiefs 11/7/2023

Flanders FD sitting Commissioner Brian Williams passing-emailed BOFC and Chiefs 11/8/2023.

INTENT TO FUNDRAISE:

Engine 2 Wheelbarrow of Fun – Sale of Raffle tickets - ticket sales to begin 8/1/2024. St. James Day booth-emailed BOFC and Chiefs 10/23/2023.

Rescue Company 9-Comedy Night 6/3/2024 tickets sold by members. 50/50, Baskets to raffle off, Mets vs. Yankees tickets raffle-emailed BOFC and Chiefs 10/31/2023.

Both fundraisers were approved.

LEGAL:

Parking lot at Main House being marked.

2024 Adopted budget sent to Town of Smithtown and Head of the Harbor 10/25/2023.

Notice of Commissioners Election sent to Smithtown News 11/3/2023, Town of Smithtown and Head of the Harbor 11/6/2023.

Greg Companion letter of resignation received 11/3/2023. Last day 11/20/2023

Certificate of Insurance for Commissioners election sent to Head of the Harbor 11/8/2023.

Ballot clerks/election inspectors: Nick & Carol Argentieri, Gertrude Bucalo, Mary Catania, Caroline Walsh, Sharlene Murrillo, Rosa Ahern. Alternates: Carol Grayson and Christine Gannon.

CHIEF'S REPORT:

- 1) CMC Mule II Litter Wheel-**APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, to spend \$1,799 AIF.
- 2) Marilyn Davis reimbursement for Vital Signs \$245 conference \$757 hotel \$288 per diem. Waiting on receipts.
- 3) Tara Valente mileage reimbursement 303 miles each way 606 miles to Vital Signs in personal vehicle. Also had to bring other members when 4-3-10 broke down. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.
- 4) Laura Mulstay resigned due to work.
- 5) Daniel Tracy resigned due to grades.
- 6) Can 4-3-7 use front apron? Yes, should be completed by next week.
- 7) Approval for James O'Connell and Dan Sarube to go to FDIC in April hotel \$2268, registration \$2550, airfare approx. \$1000 **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, to send up to 5 members in good standing.
- 8) New Chiefs Vehicle: 2024 Chevy Silverado 2500 \$99,972 or 2024 Chevy Silverado 1500 \$98,472. Tabled until next month.
- 9) Annual physical discussion-for exec. Session.
- 10) The Avalon Park drill was a success – Chiefs working on after-action report and purchase of new equipment.
- 11) Lieutenant helmet shield for Engine 1 – Donna to ask Chris Valeo.
- 12) Supplies for truck clean-up.

Dan Sarube was voted in as Lieutenant of Rescue 9. Chief Sapienza swears him in.

The Department is asking about the badges in the bar at Station 2.

Thank you to Commissioner Theobalt for handling the car malfunction situation so quickly on the trip up to the Vital Signs conference.

Commissioner Theobalt asks if we can table the discussion of a new Chief's vehicle until next month's meeting. Ask another dealership for pricing. Commissioner Donohue asks Donna to look at the budget.

No District Manager Report read

EMS Coordinator's Report:

Vehicles:

4-3-6a

Fully Involved performed semi-annual preventative maintenance

On-spot chains installed for the winter.

4-3-6b

Hand light replaced due to battery issue

Parking brake repaired

On-spot chains installed for the winter

Transmission shifter adjusted by Fully Involved.

4-3-80

Recall on rear axle-will be fixed once 81 is back in service.

4-3-81 Pennys is repairing heating system.

District EMS Training

Annual OSHA, Sexual Harassment, BBP and Hazard communications assigned to employees

CPR recertifications completed for District employees by Zack Harrington during shift.

CPR cards through Peace of Mind Training center-request to purchase 10 BLS cards at \$11.00 each. Some discussion on this. Suffolk County can provide at a cheaper cost. Commissioner Donohue motions, Commissioner Scomillio seconds, Commissioner Theobalt votes No. Motion carried.

Check & inject/12 lead program. Chief Keegan asks if the Medical Director approved this – yes. Are there still epi pens on the ambulances? Yes. Chief Keegan also asks how many sets of AED pads are being ordered.

Base station radios for Stations 1 and 2 have been programmed by County and will be installed Friday morning by Integrated Wireless.

Supplies:

Zoll – CPR stat electrode \$666.00

Bryx 911 streaming quote \$100.00 yearly

Boundtree \$1,423.15

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

October meeting minutes were **APPROVED** to post online on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF

DISTRICT TREASURER'S REPORT:

LOSAP change over to Firefly is in progress. There have been issues getting information from Penflex.

2024 Adopted budget filed with the Town of Smithtown on 10/25/2023.

Chairs were ordered and delivered.

Employee files: I-9 needs to be completed for Chris Cupo and Tim Olson. We still do not have a file for Chris Valeo.

District travel card procedure- travel cards can be assigned, and limits can be set on each card. Some discussion on this – tabled until December meeting.

Universal Fitness contract \$995 per year. Donna to see if we can make the dates of the contract for Jan-December 2024 and review at the organizational meeting.

2023 VESO breakdown for Life members was sent to Carol Grayson 11/2/2023.

Asks Commissioners and Chiefs if new members can be brought in at 7:00PM in the future. All agree.

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

COMMISSIONER GABRIELSEN:

Would like to install new lockers for the Ambulance Company gear at a cost of \$1,650.

Aquastat temperature gauges at substation at a cost of \$855

Cassone to reposition storage box \$770

Drum industrial supplies \$1,719.32

Station 3: split the upstairs and install storage racks at a cost of \$900

Holiday decorations not to exceed \$1,000.

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

Chief Sapienza mentions that the gear fitting will be held on 11/29.

Hiring of paramedics is ongoing.

OSHA-Chief Sapienza mentions that all employees must take the OSHA trainings at each place they are employed.

COMMISSIONER THEOBALT:

Thank you to Greg for his work

Ambulance specs – will meet with Chief Sapienza, Commissioner Young to review.

Chief Keegan mentions that new regulations on ambulances will be coming out sometime next year which will increase the cost of a new ambulance significantly. All existing ambulances will be grandfathered in.

4-3-7 Needed hose clamps

4-3-2 Fan is charging – the light was out in the portable fan

4-3-81 – Might be time to excess the heat unit

4-3-13 Needs the brakes reprogrammed

Asks Commissioner Gabrielsen for a schedule for all house and grounds employees.

Station 2 generator repairs-clean out the tank put regular vent to the outside. Craig Dwyer to work on this.

Has a question for executive session regarding paid personnel.

COMMISSIONER SCOMILLIO:

Waiting to hear back from the attorney on policies.

COMMISSIONER DONOHUE:

Thank you and best of luck to Greg Companion.

Thank you to Donna for all your help with the Installation dinner – have heard nothing but positive feedback.

We will get pricing from Flowerfield, Old Field Club and Larkfield Manor for next year's installation dinner.

Ambulance specs were sent to EVR – will form a committee to review.

Should take about 6 months to receive a new Chiefs car.

8:40PM Commissioner Theobalt motions to go into executive session to discuss paid personnel and District Medical/Physicals Policy, Commissioner Donohue seconds, AIF

Out of Executive session at 9:15PM.

Commissioner Gabrielsen motions to hire Zack Harrington as EMS Senior Supervisor, Commissioners Donohue and Scmillio second. Commissioner Theobalt votes no. Motion carried.

Meeting was adjourned at 9:25PM on a motion by Commissioner Theobalt, Commissioner Donohue seconds, AIF

Respectfully submitted,

Kelly Cassidy