

February 12, 2024

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:40PM by Chairman Donohue.

6:30 Prior to the meeting a presentation on LOSAP was given by Tony Hill of Firefly. Commissioners Donohue, Scmillio and Theobalt, District Treasurer Donna Gruner and District Secretary Kelly Cassidy were present.

PRESENT: Commissioners Donohue, Theobalt, Scmillio, Gabrielsen and Young, EMS Coordinator Laurent Barbou, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza and Keegan.

ABSENT: Chiefs Mills and Orth and District Manager Ed Hope

The meeting was opened with the Pledge of Allegiance.

Commissioner Donohue swears in new members Justin Bernard, Caitlin Leodis and Glenn Clay. Company 6

FACILITIES USE REQUESTS:

Ladies Auxiliary Main House – every second Thursday of the month-emailed BOFC and Chiefs 1/17/2024. No conflicts on the calendar.

5/4/2024 (5/5 rain date) Main House Boy Scouts Car Wash 9:00AM-4:00PM-emailed BOFC and Chiefs 1/19/2024. No conflicts on the calendar.

5/18/2024 Picnic/Pavilion (Station 2 if raining) Taylor O’Connell First Birthday Party- 1:00PM-6:00PM-emailed BOFC and Chiefs 1/17/2024. No conflicts on the calendar.

Engine 1 Meetings added to calendar-second Tuesday of every month with the exceptions of April, November and December. No conflicts on the calendar.

Apparatus Checks – every Sunday 9:00AM-11:00AM Main House-emailed BOFC and Chiefs 1/22/2024. No conflicts on the calendar.

Fraternal Order of Police-Main House every 4th Thursday with the exception of November and December. Emailed BOFC and Chiefs 1/26/2024. No conflicts on the calendar.

Recruitment and Retention Meetings – Station 2 last Thursday of each month-emailed BOFC and Chiefs 1/26/2024. No conflicts on the calendar.

3 Year and Under Meetings – Station 2 Second Thursday of each month-emailed BOFC and Chiefs 1/26/2024. No conflicts on the calendar.

CPR Class for Little League 2/27/2024 and 3/5/2024 6:00PM-10:00PM-emailed BOFC and Chiefs 1/26/2024. No conflicts on the calendar.

Cadet Boodle Boxes 2/10/2024 -Main House 10:00AM-3:00PM-emailed BOFC and Chiefs 1/29/2024. No conflicts on the calendar.

Henrietta Fire Department (golf outing) Main House upstairs 5/4-5/7/2024. Emailed BOFC and Chiefs 1/31/2024. There are no conflicts on the calendar.

Superbowl Party Station 2 2/11/2024 6:00PM-11:30PM-emailed BOFC and Chiefs 2/9/2024. No conflicts on the calendar.

Engine 2 Meetings for 2024-emailed BOFC and Chiefs 2/9/2024. No conflicts on the calendar.

Bill Nichol's 90th Birthday Party-Station 2 and Pavilion 7/27/24 10:00AM-6:00PM-emailed BOFC and Chiefs 2/9/2024. No conflicts on the calendar

West Point Parents Club-Station 2 Pavilion and Indoors if necessary 7/20/24. No conflicts on the calendar.

All facilities use requests were **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, all in favor.

CORRESPONDENCE:

Center Moriches FD Funeral Kenneth Johnson- 1/26/2024-emailed BOFC and Chiefs 1/17/2024.

New recruit Justin Bernard medical classification-emailed Chiefs 1/16/24.

SCVFA Hybrid & EV Awareness & Operation Seminar, Selden FD, Saturday May 18th, 2024 9:00AM-3:00PM-emailed BOFC and Chiefs 1/17/2024.

West Islip FD St. Patrick's Day Cash Elimination Raffle-Saturday March 9, 2024 6:00PM at West Islip-emailed BOFC and Chiefs 1/17/2024.

Blood Drive Coram FD-Wednesday January 31, 2024 1:45PM-7:45PM-emailed BOFC and Chiefs 1/17/2024.

NDI Physical dates are 3/14 and 4/20/2024 - sign-up sheets are located in the lobby of the Main House.

New recruit Glenn Clay medical classification-emailed Chiefs 1/18/2024.

Commack FD Funeral – Sollicito-emailed BOFC and Chiefs 1/19/2024.

Fully Involved letter stating that rates will now be \$165 per hour, up from \$150 per hour.

PSEG notice utility pole inspection notice-emailed BOFC and Chiefs 1/22/2024.

Department physicals information emailed to all members 1/22/2024.

4-3-6A – notice that service has not been completed for an open recall on the left side B-pillar wire harness fire-emailed to Ed Hope, Commissioner Theobalt and Laurent Barbou 1/22/2024.

FRES Directory update emailed 1/24/2024

East Northport Funeral – William Faltin-1/30/2024-emailed BOFC and Chiefs 1/26/2024.

Antique Fire Apparatus Muster and Chili Cook-Off, Islip Town Fire & EMS Museum-10/5/2024-emailed BOFC and Chiefs-1/26/2024

Long Island Metro Fire/EMS Expo 2/3 and 2/4/2024 Junior & Explorer Training/Seminars and other seminars-emailed BOFC and Chiefs 1/29/2024

AFDSNY Mini Summit in White Plains-Commissioner Training, Fire Districts Records Retention, Changes in NYS Fire Service, etc. 4/25-4/27/2024-emailed BOFC and Chiefs 1/31/2024.

Department of Health Services – Suffolk County EMS Public Access Defibrillation AED location survey 2024 Suffolk County PAD questionnaire-emailed BOFC and Laurent 2/6/2024

INTENT TO FUNDRAISE:

Engine 3 Chicken Luau-ticket sales (band and dinner as well as 50/50 raffle) prior to the event date of 8/24/2024. **APPROVED** on a motion by Commissioner Donohue, Commissioner Scmillio seconds. All in favor.

LEGAL:

Insurance claim notice from Mercury Insurance for 4-3-80 accident of 12/15/2023-emailed BOFC, Ed Hope and ccd Chiefs-1/17/2024

Police Report for accident, accident description, and other insured's insurance claim emailed to Marie at Schaefer 1/19/2024.

NYS Dept. Of Taxation and Finance Report of Enrolled Member of Volunteer Fire Department list of 5 plus year members and 20 plus year members mailed to the Town 1/25/2024.

EMS resignations of Matthew Finkelstein and Evan Ashley-emailed BOFC 2/7/2024.

FOIL request from IAFF local 4875-emailed BOFC and Bill Glass 2/7/2024. Foil request acknowledgement emailed 2/9/2024.

ITEMS TO SURPLUS:

Power washer USA Power Unlimited SN: USPW2338 – no repairable per Eddie's Power Equipment

Black padded chair

15 uniform overcoats in the upstairs closet. These will be donated to the Firemen's home.

APPROVED on a motion by Commissioner Donohue, Commissioner Scomillio seconds, to surplus the above items AIF.

CHIEF'S REPORT:

- 1). Madeline Amzler resigned – all equipment was returned.
- 2). Meryl Montrose EMT class reimbursement \$555
- 3). Chief's vehicle Policy change: Bullet #4 replace "Captain" with "an Officer so delegated by the Chief's Department".
- 4). St. Patrick's Day band contract for \$1,500 is attached.
- 5). Surface laptops for Chiefs \$2,078.99 x 4 = \$8,315.96 (quote from Flexible attached)- After some discussion this was tabled until next month's meeting.
- 6). Chief's office personnel file discussion
- 7). Tents/table for St. Patrick's Day \$1,115
- 8). Lorraine Gari CME reimbursement \$85.00
- 9). Chief's vehicle Onstar reimbursement \$347.52 **APPROVED** on a motion by Commissioner Theobalt, Commissioner Donohue seconds, AIF.

ADD-ONS:

Grace Young EMT class reimbursement \$300

\$250 reimbursement for refreshments for King's Park stand-by on 3/2/2024. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

Bail-out systems status? Commissioner Donohue is working on a grant for this

Status of Badges? Work in progress.

Commissioner Donohue asks why there are price differentials in the EMS courses. Cost depends on where the course was taken. All EMS reimbursements were **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scmillio seconds, AIF.

Douglas Kronenberg is out on non-Line of duty medical as of 1/6/2024.

Tents and table rental – Commissioner Donohue mentions this is not a legal expense. There is some discussion on this. **APPROVED** on a motion by Commissioner Young, Commissioner Theobalt seconds, Commissioner Scmillio yes, Commissioner Gabrielsen abstains. Motion carried.

Smithtown Chiefs Unit Citations for the building collapse:

Paramedic Kate Keegan
FF Bob McGovern
FF John Stein
FF Roger Corvasce

Life Saving awards to the following:

Chief Mills
Chief Keegan
Past Chief Theobalt
Past Assistant Chief John Boyzok
Paramedic John Young
Lt. Daniel Sarube
EMT Taylor O'Connell
FF Sean Wouters
FF Bob McGovern
FF Eric Ortiz

No District Manager Report read

EMS Supervisor

Paramedic Evan Ashley has resigned.

Stephen Prass went from houseman to will call.

4-3-81 Involved in MVA pending repair
80-OOS Front valance repaired starter changed – at Specialty for body work.
6B-OOS DPF issue, out for repair
81-AM/FM Radio/GPS not working
81-Suggest safe stop installation since it's used as a responder/backup unit for 80

Please look into Medline as supplies don't come with expiration dates.

The narcotics safe vendor was purchased by another company. There will no longer be any software support going forward. Would like to replace the system with Biotech (cloud based) at a cost of \$15,000.

Commissioner Theobalt mentions if we had gone with the new company (which expired at the end of 2023 and was not renewed) that purchased the existing system it would have been less of an expense than purchasing an entirely new system.

Software is 12 years old.

APPROVED on a motion by Commissioner Young, Commissioner Donohue seconds to spend \$15,059 to replace existing narcotics safes.

Commissioner Donohue asks for the paperwork on the Biotech safes to be sent to the Board.

\$3,021.43 for Boundtree supplies were **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scmillio seconds, AIF.

BLS-12 class – if an EMS employee would like to take a class (which is free) will they be paid for the time? **APPROVED** on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.

All EMS gear has been ordered.

Bills to be paid were **APPROVED** on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

TREASURER'S REPORT:

1. When to Work subscription was renewed. Price was reduced to \$1,309
2. Employees Files I-9 STILL need to be completed for Cupo and Olson. Still no file for Chris Valeo.
3. Multiple EMS employee files incomplete-waiting on paperwork from 2 employees – Zack has helped with this.
4. Okay to move forward with draft audit? Commissioner Donohue says yes.
5. Receipts from Amazon and approvals for purchases must be submitted.
6. Office container needs to be leveled again.
7. Created District profile for Dr. Mantia-emailed BOFC, Laurent and Zack 1/25/24.

8. 20 new pagers and 50 flashlights were tagged and inventoried in PS Trax and Red Alert
9. New commissioner laptops were installed by Flexible. Does Commissioner Young want a monitor for his desk? We can maybe take one of the monitors on the desk from the container.
10. Invoice/statement from GM Dege – per Ed GM Dege reluctantly agreed to pay it.
11. Winter Brothers contract renewal.
12. Vacation days tentative March 18-22 and possibly the 28th.
13. Thermos for signal 8: \$149 for a 5 gallon \$80.99 for a 3.2 gallon. Okay to purchase two 3.2 gallon thermoses.

District credit card for Laurent has been ordered.

Island Wide \$1,761 – there was no Board approval on this. **APPROVED** on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.

Whentowork – Zack has administrative access – he can remove Greg from the program.

Okay for Donna to remove Greg from other District computer programs.

Vehicle repairs – cannot attach vouchers

Who is keeping track of projects/costs? Chief Sapienza mentions this can be done on the daily log in Red Alert. Commissioner Gabrielsen will tell Ed to keep track.

COMMISSIONER SCOMILLIO:

Provides 2 quotes for new District maps:

\$5,000-\$6,000 from the Liro Group.

\$3,800 4 maps, pdfs, **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds, AIF.

Red Alert paging – Dave Wasserman is working on this. This can be fixed by setting up a Verizon account free of charge. This is always an issue at the beginning of the year.

Also working on facilities use request forms via email.

Cell phone and EZ pass policies are up for review next.

Will be emailing a monthly calendar to all members.

Question for Chiefs in executive session.

COMMISSIONER THEOBALT:

New ambulances are 2+ years out. Specialty Ambulance has a demo in stock F-550 for \$290,000. Will cost \$315,000 with paint and graphics. Can have this in approximately 4 months. This will fit in the garage bay.

Chief Sapienza asks if there is any difference on the maintenance of the F-550 as compared with the F-450.

Commissioner Donohue asks to get specs on this.

4-3-81 is at end of life- intermittent knocking. Asks Laurent to call NYS and get a temporary sticker for 25.

4-3-80 Being put back together today should be back by Thursday or Friday.

Chiefs car 33 maybe look at GMC vehicles.

Equipment needs to be removed from 13, then 13 can be excessed.

25 needs to be looked at- probably needs struts. Will have more information at the next meeting.

COMMISSIONER YOUNG:

Spoke with George Cohen who provides gym equipment. Would like to purchase a used treadmill at a cost of \$2,500. A brand new one would cost \$6,000+. Would need a 220 line installed. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Young seconds to spend up to \$4,000 for purchase and installation of a treadmill.

Can we get someone to cater the Department meetings?

COMMISSIONER GABRIELSEN:

The motors on the bay doors are failing. Would like to replace the motors (side-mount) beginning with Engine 1. **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Donohue seconds, to spend up to \$4,500 on a replacement motor. AIF

Rec room at Main House-Project manager at the Alden Group that will put together a bid spec:

Phase I: \$8,500 professional service contract

Phase II: \$20,000 to act as general contractor

APPROVED on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds to spend up to \$8,500 on the professional service contract.

Commissioner Theobalt asks Commissioner Gabrielsen to get more pricing.

COMMISSIONER DONOHUE:

Welcomes Laurent as EMS Supervisor

Secured a generator grant for \$296,000

District to spend \$29,600. Work must be completed by 2/2026.

Erinn O'Donnell will be involved in meetings and managing costs.

APPROVED on a motion by Commissioner Donohue, Commissioner Theobalt seconds, to spend up to \$15,000 for various grants. \$14,800 of this is reimbursable.

Ambulance billing recovery meeting on 2/28 at South Country Ambulance Company. District can go back 4 months prior once it's initiated. Ambulances would need to be rebranded.

Brittany Smith and Karen Farrar are interested in pursuing the Explorer program:

Ages 10-13 Junior Explorer, Ages 14-17 Explorer

Boy Scouts will handle insurance at a cost of approximately \$61 per explorer. **APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds to spend up to \$2,000 on insurance for Explorers. AIF.

Department of Transportation – Mario Mattera was a big help in getting the pole in front of the Main House removed. Will be taken care of this year.

AFG Grant is due 2/26 - will need a list of gear – bail-out and harness systems over 10 years old.

Tomorrow is the Smithtown Fire District meeting at 7:00PM in Commack. Will ask if they want to join in on grant. Chief Keegan should be able to attend.

Detailing trucks \$150-\$600 depending on the truck. Will try out with the 80 car and 30. They can detail 2 cars per day.

Boiler – start on ASAP. Craig Dwyer to provide a breakdown of expenses.

4-3-80 exhaust system?

OLD BUSINESS:

Commissioner Theobalt mentions the Substation generator required 10 hours of work – injectors, fuel pump, etc. due to the fact that it is old.

Commissioner Theobalt asks Laurent to make sure the EMS staff closes the doors.

January minutes were **APPROVED** as amended on a motion by Commissioner Donohue, Commissioner Scomillio seconds AIF.

9:30PM Commissioner Theobalt motions to go into executive session, Commissioner Young seconds, AIF to discuss paid personnel.

9:43PM Back in session

After a conversation with District counsel the decision to pay for tent rental for the Department parade was reversed on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF.

Commissioner Gabrielsen motions, Commissioner Donohue seconds to pay EMS Coordinator Laurent Barbou a stipend of \$13,468 per year in lieu of health coverage. This will be paid out quarterly at the end of each quarter. Commissioner Theobalt votes no. Motion carried.

Meeting was adjourned at 9:50PM on a motion by Commissioner Theobalt, Commissioner Young seconds, AIF.

Summary of Expense approvals:

EMT Course	\$555
EMT Course	\$300
EMT Course	\$85
Refreshments for stand-by 3/2	\$250
Chiefs Vehicle Onstar	\$347.52
St. Patrick's Day Parade Band	\$1,500
EMS Supplies	\$3,021.43
Biotech Safes	\$15,059
H2M Maps	\$3,800
Used Treadmill & electric	\$4,000
Garage door motor	\$4,500
Rec Room Alden Group	\$8,500
EMS Supv. Stipend	\$13,468
BSA insurance for Juniors	\$2,000
Grant work	\$15,000
Island Wide (garage door)	\$1,761