

April 8, 2024

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:37PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Scomillio, Gabrielsen, Young and Theobalt (8:28PM) District Manager Ed Hope, EMS Coordinator Laurent Barbou, District Treasurer Donna Gruner, District Secretary Kelly Cassidy,

Chiefs Sapienza, Orth and Keegan.

ABSENT: Chief Mills

GUESTS: John Stein – no public comment

Swearing in of new member Gavin Carney (up from the Juniors) to the Ladder Company.

FACILITIES USE REQUESTS:

Station 2 Driver's Education Course-3/16/2024 9:00AM-1:00PM-emailed BOFC and Chiefs 3/13/2024. No conflicts on the calendar.

Main House Driver's Education Course 4/13/2024 9:00AM-1:00PM-per Commissioner Gabrielsen 3/15/2024. No conflicts on the calendar.

Station 2 Rec Rom-Engine 7 Third Monday of every month. Emailed BOFC and Chiefs 3/13/2024. No conflicts on the calendar.

Station 2 Truck Bay-437 Truck check every Monday-emailed BOFC and Chiefs 3/13/2024. No conflicts on the calendar.

Station 2 Rec Room – Officers Meeting last Tuesday of every month-emailed BOFC and Chiefs 3/13/2024. No conflicts on the calendar.

Station 2 Rec Room Engine 3 Company Meeting 3/21/2024 and the first Tuesday after the first Wednesday of each month-emailed BOFC and Chiefs. No conflict on the calendar.

3/21/2024 Main House- Smithtown East Lacrosse pasta Party-4:00pm-8:00pm. No conflicts on the calendar.

3/26/2024 Main House CPR class for Little League-emailed BOFC and Chiefs 3/22/2024 – no conflicts on the calendar.

4/4/2024 Station 2 High School Lacrosse Pasta Party – 5:00PM-8:00PM. No conflicts on calendar.

4/16/2024 Station 2 Rec Room-CPR Class for Little League-emailed BOFC and Chiefs 3/22/2024. No conflicts

8/5/2024 Main House Blood Drive 12N-9:00PM-emailed BOFC and Chiefs 4/5/2024. No conflicts on the calendar.

Board of Directors Meetings added to the calendar for the remainder of the year- no conflicts.

All Ambulance Company Meetings added to the calendar for the remainder of the year-no conflicts-emailed BOFC and Chiefs 3/22/2024

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

CORRESPONDENCE:

Medical classifications from physicals of 3/13 emailed to Chiefs 3/19/2024

Incident and Health & Safety Officer Classes 4/21/2024 various locations-emailed BOFC and Chiefs 3/20/2024.

Smithtown FD Installation Dinner – 5/11/2024 @ Flowerfield-emailed BOFC 3/22/2024. Commissioner Theobalt to attend.

Hauppauge FD Installation Dinner 5/4/2024 @ Flowerfield-Commissioner Theobalt to attend.

INTENT TO FUNDRAISE:

Engine 2 – NHL Allstar Extravaganza February 2026 (exact date TBD) Tickets to the NHL Allstar game at UBS Arena-emailed BOFC and Chiefs 3/27/2024. This was **APPROVED** on a motion by Commissioner Scomillio, Commissioner Young seconds, AIF.

REQUEST TO BORROW DISTRICT PROPERTY:

Lenny Gombert 3 small halogen lights 4/8-5/6/2024

LEGAL:

Sent audit notice to be published in Smithtown News-emailed 3/13/2024.

Town of Smithtown Inspection incomplete notice for Station 2 – emailed BOFC and Ed 4/8/2024.

CHIEF'S REPORT:

1. Stryker Cot end storage tray w/ pouches \$65.00 x 3 = \$195
2. EMS Expo 2024 Chief Sapienza and Chief Keegan \$5,564.40
3. Medic Bridge Course to paramedic-Chief Sapienza \$4,200.00

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

ADD-ONS:

Fabio Cordero was dropped from the Department.

Samantha Tarvin was suspended for not completing the Blood Born Pathogens OSHA training.

The Department would like to be able to park at the Main House once the new building is complete. They may pave the parking lot – would reduce their overall cost by 25%. The Board of Directors would like to attend the next Board meeting to discuss. Commissioner Gabrielsen said to tell the Board of Directors to submit a proposal.

DISTRICT MANAGER'S REPORT:

Purchase of 15 pairs of extraction gloves for a total amount of \$600 state contract **APPROVED** on a motion by Commissioner Scmillio, Commissioner Donohue seconds, AIF.

Would like to rent a 15 yard dumpster for when the downstairs at the Main House gets renovated. Commissioner Donohue asks where it will be located and to please put cones around it.

All three bay doors and ambulances were left open and both buildings were empty. The keys were left in the 80 car. The DM is responsible for the safety of all facilities. PLEASE close all bay doors and office. There is a narcotics safe and other equipment at risk when the doors are left open.

Commissioner Donohue asks Laurent to speak with staff and the Chiefs to speak with Department members.

APPROVED on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF to spend \$2,690 with Island Tech on computer mount work.

Asks about the dues for the Association of Fire District Managers. It is scheduled to be paid this week.

Drum cleaning supplies: \$1,264.32 **APPROVED** on a motion by Commissioner Scmillio, Commissioner Young seconds, AIF.

APPROVED on a motion by Commissioner Gabrielsen, Commissioner Young seconds, AIF to spend \$2,995 on a new floor cleaner.

Fertilizer application was **APPROVED** on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF to spend \$1,200 (\$300 4 times per year)

EMS COORDINATORS REPORT:

APPROVED on a motion by Commissioner Young, Commissioner Donohue seconds, AIF to spend an extra \$35 for the FDNY training course that Laurent and Zack plan to attend.

Looking for vendors who can perform preventative maintenance on the Zoll monitors.

APPROVED on a motion by Commissioner Young, Commissioners Scomillio seconds, AIF to spend up to \$2,000 on lighting for the EMS staircase and closet. Ed to look into this.

All EMS employees must have their Blood Born Pathogens training completed during their next shift or they will face suspension. Commissioner Young says to allow a little more time. Commissioner Donohue says the training is only 20 minutes.

Is Hazmat refresher required every year?

Employees may get a DOT physical from anywhere as long as it is current.

Supplies:

Boundtree: \$1,203.76 **APPROVED** on a motion by Commissioner Young, Commissioner Gabrielsen seconds, AIF.

Chief Keegan asks why we are still using Boundtree when it was discussed using Medline at the February meeting. Using Medline can save us 13%.

TREASURER'S REPORT:

2023 LOSAP report needs to be approved. Would like to send to Tony Hill at Firefly.

LOSAP resolution was **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.

Need a resolution for LOSAP.

We can use Satty for another 5 years.

Opened an account with M&T Bank for ambulance cost recovery. Signature cards need to be completed.

Will be leaving at 12:00PM on 4/17/2024 for an appointment.

Zoll monitors \$5,400 for 3-year service contract. This was **APPROVED** on a motion by Commissioner Young, Commissioner Donohue seconds, AIF.

The meeting minutes from March 11, 2024 were **APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.

COMMISSIONER SCOMILLIO:

2 Policies were updated and need to be signed: Shelter in place and Sustenance.

For next month the Ambulance Cost Recovery and Fundraising Policies will be reviewed.

The Department of Labor sample letter should be sent regarding OSHA. Commissioner Donohue says we will do that in conjunction with the Smithtown Fire District Association. Chief Keegan mentions it is better that each Department sends its own letter.

Laurent asks Chief Sapienza to look over his proposed policies for the next meeting.

Laurent asked what the time frame is for the ambulance recovery cost to be put in place. Commissioner Donohue says approx. 6 months. We can maybe begin collecting patient information once we are about a month or so out.

Chief Keegan asks if we will still be using ESO. County uses Image Trend. Yes, we will be using ESO. Some discussion on this. Commissioner Young finds it to be long winded and complicated.

COMMISSIONER THEOBALT:

What are the Board's thoughts on purchasing an ambulance?

EVR has both specs – make sure to get the vehicles weighed. It will take 18 months to get a new rig to match the other one.

Generator and electrical project – must have enough capacity in the event that EV Vehicles become mandatory.

Other matters for executive session.

COMMISSIONER YOUNG:

Can we leave some gear in the Chief's office? Is hearing that many members are not getting the gear they need. Commissioner Gabrielsen mentions to have the members put the request into PS Trax and Chris Valeo will take care of it.

During Uniform inspection – there were some issues:

Need more gloves – there are about 20 pairs left.

Women's shirts. Donna mentioned she has been trying to get the women's sizes as they are sized differently than men. Women's shirts need to be ordered using jacket size.

Commissioner Young will send members to All American to get measured.

Need 7 uniforms.

COMMISSIONER GABRIELSEN:

Motions to spend \$3,500 on framing for the garage doors for the quartermaster. Commissioner Theobalt mentions the approval was for one insulated garage door for an un-insulated building. Commissioner Donohue seconds. Commissioner Theobalt votes NO. Motion carried.

Motions to spend \$11,800 on a retainer for the architect for the renovation of the rec room at the Main House for bid specs, permits, etc. Commissioner Theobalt asks about money already spent on the architect's contract. Donna mentions that this payment needs to come from the funds allocated in the permissive referendum. Commissioner Donohue seconds, Commissioner Theobalt votes NO – motion carried.

COMMISSIONER DONOHUE:

We had a zoom meeting with Proclaim and we are moving forward with ambulance cost recovery.

New Ambulances: Everyone favored the second ambulance the F450.

EVR has both ambulance specs. Would like to move forward to purchase 2 new ambulances at \$294,000 each from Proline. Commissioner Theobalt asks how much it will cost to add the electronic step-approximately \$3,000. There is a \$4,000 difference between the ambulance specs from Specialty. Commissioner Donohue motions, Commissioner Gabrielsen seconds. Commissioner Theobalt votes no. Motion carried.

Will speak with a bank rep at TD bank as they have favorable financing rates.

Ed asks who will maintain the ambulances since they will be diesel? And why diesel over gas? It is more maintenance for diesel engines. Commissioner Donohue says the EMS Coordinator will maintain the ambulances.

Commissioner Theobalt mentions that he's not sure why he bothers bringing specs and information to the Board when no one listens.

UNFINISHED BUSINESS:

Cameras in the quartermaster? This was approved a few months ago and nothing has been done. Ed states he does not want cameras in the quartermaster.

Commissioner Theobalt motions, Commissioner Scomillio seconds to go into executive session at 9:20PM AIF to read an anonymous email complaint.

Back in session at 9:39PM

Meeting was adjourned at 9:40PM on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.