

January 13, 2025

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

Meeting was opened with the Pledge of Allegiance.

**PRESENT:** Commissioners Donohue, Scomillio, Gabrielsen, Young and Theobalt. District Manager Ed Hope, EMS Coordinator Laurent Barbou, District Treasurer Donna Gruner, District Secretary Kelly Cassidy, Chiefs Sapienza and Orth.

**ABSENT:** Chiefs Mills and Keegan.

**GUESTS:** No guests

FACILITIES USE REQUESTS:

1/19/2025 Station 2 Rec Room CPR class for SJFD 10:00AM-1:00PM. There are no conflicts on the calendar.

1/23/25 Station 1 Cub Scouts 6:30PM-8:30PM-emailed BOFC and Chiefs 1/8/2025. There are no conflicts on the calendar.

2/10/2025 Station 2 Rec Room CPR Class for Little League 6:00PM-9:30PM-emailed BOFC and Chiefs 1/9/2025. No conflicts on the calendar.

2/25/2025 Station 2 Rec Room CPR Class for Little League 6:00PM-10:00PM. There are no conflicts on the calendar.

3/6/2025 Station 2 Rec Room CPR Class for Little League 6:00PM-10:00PM. There are no conflicts on the calendar.

3/24/2025 Station 2 Rec Room CPR Class for Little League 6:00PM-10:00PM. There are no conflicts on the calendar.

Facilities use requests were **APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.

CORRESPONDENCE:

FIRE-EMS Safety Officers Association – Prep for ProBoard National Certification Incident Safety Office exam.

Fire/EMS Expo 1/31-2/2/2025 Nassau Coliseum-emailed BOFC, Chiefs, Laurent Barbou and Zack Harrington 1/8/2025. Any member wishing to attend this is **APPROVED** on a motion by Commissioner Scomillio, Commissioner Theobalt seconds, AIF.

Training at the Long Island Fire/EMS Expo-Codes and Hybrid Vehicle Extrication-emailed BOFC and Chiefs 1/10/2025.

Stony Brook Fire Department Installation Dinner 3/1/2025 at Flowerfield 7:00PM start.

#### LEGAL:

Notice of Organizational and Regular Board meetings sent to Smithtown News for publication 12/18/2024.

Town of Smithtown site plan exemption for generator-emailed BOFC 12/18/2024.

Fire Report for 240 Cambon Avenue-emailed to LexisNexis 12/20/2024.

Certificate of insurance provided for the Juniors/Explorers program to Suffolk County FRES demonstration-emailed Brittany Smith 12/23/2024.

Bulletin from Bill Glass regarding Mandatory Prenatal Leave, NYS Sick Leave Law, NYS Family Leave Law-this was emailed to the BOFC 1/7/2025.

#### REQUEST TO BORROW DISTRICT PROPERTY:

Jackie Duddlestone-2 Round Tables, 1 Rectangular table and 15 chairs 12/23/2024

#### CHIEFS REPORT:

- 1) Thomas McKay being moved to Associate Medical Status. Member comes off the rolls of the Department when moved to Associate Medical. Commissioner Donohue asks what determines being moved to Associate Medical Status. When a member is on medical for over a year from non-line of duty injury. Line-of-duty injuries do not move to Associate Medical Status.
- 2) Sean Wouters has resigned.
- 3) Fire and EMS Law Management Conference-Chief Sapienza would like to attend. \$375 Hotel \$606.99 Per Diem \$238 for a total of \$1,219.99. This was **APPROVED** on a motion by Commissioner Gabrielsen, Commissioner Theobalt seconds, AIF.
- 4) 15 sets of structural firefighting gear @ \$4,493.56 (using previous Hi-Tech quote) for a total of \$67,403.70. Commissioner Theobalt asks if these were ordered last month. Last month's gear came out of the 2024 budget. This order is out of the 2025 budget. **APPROVED** on a motion by Commissioner Theobalt, Commissioner Theobalt seconds AIF.

- 5) Tote for EMS Co. \$69.98 **APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds, AIF.
- 6) Nameplates for turnout gear: Toomey, Mueller, Johnston, Topf, Tansey, and Zarella **APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.
- 7) Glove holder for new 4-3-6A and B \$3,100 **APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.
- 8) DeWalt XR 20 V Pole saw for 4-3-9 – previous quote of \$204.59 from December 2024 report. **APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, AIF.
- 9) 4-3-6A Mirror incident investigation

ADD-ONS:

1. Engine 1 new intake valve \$2,798 **APPROVED** on a motion by Commissioner Donohue, Commissioner Scomillio seconds, AIF.
2. Need a certificate of insurance for Selden Fire District to hold Juniors/Explorers trainings. Kelly to order.

4-3-3- Needs a highway yard sticker and fuel pump ring.

8 members have completed training on the new ambulance. Will train the rest of the members by next week.

4-3-1 at Hendrickson being worked on.

New Chiefs car is at Hendrickson – needs an 800 radio and remote. Hendrickson will loan us a radio until we get a new one.

One question for executive session.

DISTRICT MANAGER REPORT:

Trench has been dug at the Main House – will be running electric next.

Station 2 tune-up on boiler. Boiler switch was not labeled. Switch has been changed to a red switch. Spoke with Craig Dwyer regarding boiler in the Main House.

Heat at gym will be fixed.

Under counter refrigerator at Main House is broken – will purchase a new one.

Chiefs please let members know that small gas cans are mixed gas. Large gas cans are for ethanol free fuel and must be filled at Pennys.

**APPROVED** on a motion by Commissioner Theobalt, Commissioner Scomillio seconds so spend up to \$1,200 on a replacement adapter for the exhaust system of the new ambulance. AIF

**EMS COODINATOR REPORT:**

We have 100% ALS Coverage

There are three old narcotics safes that are not being used. Bellmore EMS would like to purchase. Can we excess the old safes?

Is there a District Camera Policy?

Bi-annual narcotics report has been filed.

Working with the Chiefs office on training on the new Bravo ambulance.

Ambulance Cost Recovery – How to track this? Medicare and Medicaid are on board. The private insurers take longer to get on board. \$100-\$200,000 is expected thus far.

EMS Supplies:

Boundtree: \$1,478.30

Teleflex: \$1,100

The above supplies were **APPROVED** on a motion by Commissioner Young, Commissioner Donohue seconds, AIF.

**TREASURER'S REPORT:**

LOSAP document – please review and sign.

Which Red Alert modules can we remove?

EMS and Maintenance employees were over their hours on the last pay period.

5 New vehicles need to be added to Red Alert:

2 New Engines

4-3-6 B

4-3-1-05

4-3-31

Audit package 2025

Commissioner Scomillio motions to pay the bills, Commissioner Gabrielsen seconds, AIF.

The December minutes were **APPROVED** on a motion by Commissioner Theobalt, Commissioner Gabrielsen seconds, AIF.

**COMMISSIONER SCOMILLIO:**

Items to excess:

Dell laptop and Dell Desktop. Please make sure the hard drives are wiped clean by Flexible.

4-3-81

4-3-25

3 narcotics safes

There are also a few more laptops in the quartermaster that need to be scrapped.

Procurement policy will be reviewed for next month's meeting. The Chiefs are reviewing Hazmat Response and Respiratory Protection policies.

**APPROVED** on a motion by Commissioner Scomillio, Commissioner Donohue seconds, to spend \$450 for three years and \$3.00 per month per user for ZeroTrust service to enable employees to work from home. AIF.

**COMMISSIONER THEOBALT:**

Truck Inspection – maybe donate an engine and ambulance to North Carolina?

Commissioner Donohue wants to sell the apparatus – please get quotes from Red Truck.

Has a question for executive session.

**COMMISSIONER GABRIELSEN:**

Would like to order business cards for Sean Sackman. Also needs a phone and a computer. Commissioner Scomillio to check on laptop in container that is currently not being used.

Maybe convert the boiler at station 2 to gas-can bring the gas in from Woodlawn. Would take a few months to complete. Also convert the kitchen and water heater to gas. This would free up some room.

Nissequoque would like an agreement letter for Ambulance Recovery. They use the District for ALS calls. Will need a contract. Laurent to take care of this.

Asks Chiefs to let Ed know if they need to order anything.

**COMMISSIONER DONOHUE:**

Brittany Smith is running the Explorers program. Karen Ferrara and Carolyn Grayson are also involved. James O’Connell is also interested. There are currently 6 members. Must be 14 years of age to join.

Would like to put shelving and maybe a cage in quartermaster where gear is stored to keep it better organized.

Doors at substation 3: The Alden Group suggested a 23-foot door. This would be a 2-day project. Rough estimate \$70,000. Commissioner Donohue motions to spend up to \$70,000 on a new door, Commissioner Gabrielsen seconds. Motion carried. Donna mentions this must go out to bid.

May be able to use Ambulance recovery dollars to get this done. Do we have to wait a year to use ambulance money?

The generator is currently a 60KW – it was recommended to go to 130KW. Commissioner Theobalt asks what the price increase will be for this. Would need to put a change order in at a cost of \$22,000. Might be able to get this added to the grant.

**COMMISSIONER YOUNG:**

Can we get tire stops on the ambulances moved. Yes, they will be moved.

8:31 Commissioner Theobalt motions, Commissioner Scmillio seconds to go into executive session to discuss QA/QI report from Stony Brook and paid personnel. AIF

Out of executive session at 8:45PM. QA/AI report – no issues.

Commissioner Donohue motions to adjourn, Commissioner Gabrielsen seconds, AIF.

Meeting adjourned at 8:47PM.

**Summary of Expenditures:**

Fire & EMS Conference:	\$1,219.99
15 sets of gear:	\$67,403.70
Tote for EMS:	\$69.98
Glove holders:	\$3,100
Pole saw:	\$204.59
E-1 Intake valve:	\$2,798

Adapter for exhaust on  
new ambulance: \$1,200

EMS Supplies: \$2,578.30

ZeroTrust – remote access \$450 for 3 years plus \$3.00 per month per user

UNAPPROVED