

June 9, 2025

The regular monthly meeting of the Board of Fire Commissioners was opened at 7:30PM by Chairman Donohue.

PRESENT: Commissioners Donohue, Scomillio, Gabrielsen (7:45PM), Theobalt (8:00PM) and Young. District Treasurer Donna Gruner, Chiefs Sapienza, Keegan and Orth

ABSENT: District Manager Ed Hope, EMS Coordinator Laurent Barbou, District Secretary Kelly Cassidy and Chief O'Connell.

Meeting was opened with the Pledge of Allegiance.

Swearing in of new member Malika Zafar.

GUESTS: Jay Fischler

No Public Comment

FACILITIES USE REQUESTS:

6/17/2025: Station 2 Rec Room Engine 2 company meeting 7:00PM-10:00PM-emailed BOFC, Chiefs and Ed 5/23/2025. No conflicts on the calendar.

6/29/2025: Picnic Area-John Stein Graduation party 8:00AM-8:00PM-emailed BOFC, Chiefs and Ed. No conflicts on the calendar.

7/12/2025: Station 2/Pavilion Fraternal Order of Police picnic-9:00AM-9:00PM-emailed BOFC, Chiefs and Ed. No conflicts on the calendar.

8/11/2025: Station 2 Training Room – Blood Drive 11:30AM-10:00PM-emailed BOFC, Chiefs and Ed. No conflicts on the calendar.

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

CORRESPONDENCE:

Boyzok medical classification-emailed Chiefs and BOFC 5/19/2025

Kings Park Installation Dinner – Saturday June 21st at Villa Lombardi's 6:30PM- Commissioner Theobalt to attend.

Historical letter from Bob Schilling mentioning SJFD-emailed BOFC and Dan Jordan 6/4/2025.

REQUEST TO BORROW DISTRICT PROPERTY:

Bill Edsell 4 tables and 20 chairs for 7/5/2025 - will return 7/6/2025-emailed BOFC 5/23/2025.

Head of the Harbor – Microphone system for the week of 6/9-emailed BOFC and Ed 6/4/2025.

The above requests were approved.

LEGAL:

Foil request for a PCR for C. Villalta was sent to Chesney, Nicholas & Brower on 5/23/2025.

Colonial Surety Company (bond) contract status inquiry for generator upgrade contract-filled out and mailed by the Alden Group 5/28/2025

CHIEFS REPORT:

- 1) 4-3-1 request for hydrant bags, pipe wrenches, rubber mallets, spanner wrench for a total of \$1,872.42. Will also need this for Engine 3 as well for a total of \$3,744.84
- 2) Fire pit and Chairs for duty crew \$199 fire pit x 6 chairs = \$119.94 total \$318.94 - some discussion on this. Tabled for now.
- 3) East Northport parade band 8/6/2025 \$1,750
- 4) Caitlin Leodis resigned
- 5) Thermometer for ambulances Welch Allyn Suretemp Plus Model 690 \$255.00 x 3 = \$765
- 6) Oxygen bag for ambulances \$129.94 x 4 \$519.76
- 7) Pilot program EMS responder vehicle 4-3-82
- 8) Update on pulse ox order
- 9) Update on new Chief vehicle registration-the restriction on Fire Districts has been lifted.

EMS investigation-were supposed to call back on Friday about an anonymous complaint.

Add-ons:

Supplies for Fire Prevention \$2,740.34

Expenses on Chief's report with the modifications were **APPROVED** on a motion by Commissioner Donohue, Commissioner Young seconds, AIF.

DISTRICT MANAGERS REPORT: (Absent)

Supplies: Drum Industrial \$993.20 **APPROVED** on a motion by Commissioner Scomillio, Commissioner Gabrielsen seconds, AIF

Decal Designs Mobile: \$725.00 to design and install custom window graphics on fire house sidewindow. Too expensive-will do this in-house instead.

EMS COORDINATOR'S REPORT: (Absent)

Supplies: Boundtree \$849.01 **APPROVED** on a motion by Commissioner Young, Commissioner Donohue seconds, AIF.

TREASURER'S REPORT:

1. 2024 Surplus
2. Jen Masem email-will discuss in executive session
3. Email from Bill Glass-LOSAP disclosure statement
4. Credit card receipts and Amazon purchases
5. Time keeping software – module to keep track of PTO
6. Letter to members from LOSAP
7. Leaving at 2pm June 11, June 17th off
8. Vacation days July 30-August 5th, August 14th-18th. Will be taking some time off in September/October - dates TBD
9. Maintenance and EMS staff over hours-FT employees working holidays and more than 40 hours per week for payroll on June 2nd.

Commissioner Donohue asks what the surplus was \$489,293.39.

Please forward receipts from Amazon and other credit cards to the Treasurer.

Commissioner Donohue motions to put the surplus of \$489,293.39 into the Building fund, Commissioner Scmillio seconds, AIF.

Disclosure statement for LOSAP was signed.

An additional \$45.00 in Easy Workforce per month to track employee PTO, vacation and sick time. Currently paying \$180 per month. **APPROVED** on a motion by Commissioner Scmillio, Commissioner Gabrielsen seconds, AIF.

Can we get the Easy Workforce app on phones-will make it easier to punch in.

50 hours of overtime on the last payroll – so salary budget will be tight this year.

Can we put the kiosk from upstairs down in the trailer as it is not being used? This will make it easier to on-board new members.

May meeting minutes were tabled as they had not been read by all Commissioners.

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

COMMISSIONER SCOMILLIO:

Knowbe4 has been launched so please complete the video. Training emails are being sent out.

Commissioner Scomillio motions for foam for both engines and training from Strategic: 16 gallons of foam \$6,576, Commissioner Donohue seconds, AIF.

Employee Handbook- Commissioner Theobalt asks to table as there are many conflicts in it. Commissioner Theobalt will not sign it.

COMMISSIONER THEOBALT:

4-3-10 asking about why an employee was given permission to take the vehicle home. Who gave the employee permission? Will the District be reimbursed for gas?

4-3-101 – Front passenger door panel was never repaired. Had to use this vehicle as 4-3-10 was being used by an employee. This needs tires, rotors, calipers and front brakes.

Maintenance crew- take breaks all the time. Someone at Commack FD saw 4-3-12 over at the barbeque place by Old Willets Path-why are they going out of District to get food?

New chief's car – is this finalized yet? It's been sitting for a month. Has the punch list been taken care of? Commissioner Scomillio mentions there was no punch list and everything is complete.

Apologizes for being late.

COMMISSIONER GABRIELSEN:

Keeping up to date on PESH and OSHA. Do we have this at every station? Yes

COMMISSIONER DONOHUE:

EPOXY floor for truck bay and where antique truck is – would like to do this at the same time as the concrete is being done. Maybe a different product where antique truck is - ran price by Wayne as well.

Cheapest price for downstairs will be \$10,000

APPROVED on a motion by Commissioner Donohue not to exceed \$11,000 to epoxy the bays at Station 1, Commissioner Gabrielsen seconds, AIF.

Commissioner Theobalt asks to please get a price to do the floors at station 3 as well.

Rotted tree by gym area – needs to come down. Will get prices from Aspen and other tree services.

Commissioner Theobalt asks if the two PVC lines are done? Commissioner Donohue to check with Wayne.

Asks Donna what we need for boots and pants. Donna needs a quote – total number and price for each.

Would like to get tune-ups-generator, snow blowers, water pumps, compressor, power washer not to exceed \$1,500. **APPROVED** on a motion by Commissioner Donohue, Commissioner Gabrielsen seconds, AIF.

Portable deck mounted-want to see if we can do it in-house, as last time the charge was \$1,100.

Order some jackets or vests for Chiefs office – St. James Chief, etc.

Installation dinner will be held at Flowerfield on November 29th. Would like to start having the installation dinners every other year.

Commissioner Theobalt asks what was the outcome of the narcotics safe being left open. Why wasn't the entire Board notified right away? Why are we trying to hide things? Chief Keegan and Chief Orth met with County. Some changes in the guidelines for the narcotics safe were made.

Commissioner Theobalt asks about pilot program. A volunteer medic or EMT will be able to take a District vehicle home. Should be no cost to District. Will review after six months to make sure it is working out. Some discussion on this.

Saw Jeremy over the weekend – gear is about a month and a half out.

COMMISSIONER YOUNG:

Narcotics safe being left open was a big issue-an inventory should have been done. Will rewrite the policy-most responders do not know the policy. Not the same policy we started out with. It was changed at some point. No more ONE person doing QA/QI - needs to be a few people or a committee-Commissioner Young and Chief Sapienza to work on this. There is a six-hour online course-would like everyone to take this.

Dr. Acosta will be taking over for Dr. Mantia.

Commissioner Theobalt asks again who authorized a District employee to take home a District vehicle. This is unethical. A text was put out to the Board asking where the vehicle was and no one responded. We should not be trying to hide things. Had to go back and look at cameras to figure out where the vehicle was. The three cameras in the quartermaster do not work. An answer should have been provided. From now on, the

entire Board needs to be notified. Commissioner Donohue mentions that Commissioner Gabrielsen reached out to him regarding the use of the District vehicle. Commissioner Theobalt mentions if this was the case why did no one respond when he asked about it?

8:30PM Commissioner Donohue motions, Commissioner Scmillio seconds to go into executive session to discuss paid personnel, and LOSAP.

8:45PM Back in session. Commissioner Theobalt to perform a response study to evaluate LOSAP plans.

Meeting was adjourned at 8:50PM on a motion by Commissioner Donohue, Commissioner Scmillio seconds, AIF.