

MINUTES OF THE MEETING
OF THE ST. JAMES BOARD OF FIRE COMMISSIONERS
MONDAY FEBRUARY 9, 2026

The meeting of the St. James Board of Fire Commissioners was held on Monday February 9, 2026, at 7:00pm. Those present were Commissioners Thomas Donohue, John Young, John Scomillio. Also present was, District Manager Laurent Barbou, District Treasurer Donna Gruner and District Secretary Sharlene Wasserman. Chiefs Frank Sapienza, James O’Connell, and Eric Orth were also in attendance. Commissioner Gabrielsen arrived at 7:15pm, Chief Keegan arrived at 8:10pm. Not present was Commissioner William Theobalt.

Chairman Thomas Donahue called the meeting to order at 7:05pm.
The meeting opened with a pledge of allegiance.

• **PUBLIC COMMENT/GUESTS:**

- Fire Fighter Neil Yates wants an update on his status
- E. Platt to give an update on the stretchers

• **AGGREGATE REPORT: received and attached to these minutes**

• **FACILITIES USE REQUESTS:**

- Auxiliary Monthly Meetings for 2026, station 2, 7:30pm, no conflicts
- Doug “o” luau – 2/21/26, station 2, 11am, 60ppl, no conflicts
- C. Giangrandi – 2/25/26, station 1, 5-8pm, Fundraising Dinner - cancelled
- T. Donohue- 02.07.26, station 2, 10-3pm, West Point Army Care Packaging, no conflicts
- T. Donohue – 02.18,26, station 1, 6:30pm, Den Meeting

Motion to approve made by Commissioner Scomillio, seconded by Commissioner Donohue, all in favor.

• **INTENT TO FUNRAISE: none**

• **CORRESPONDENCE:**

- P. McCormack- JHB Group, replacement vehicles
- Touch of Class- price increases
- Smithtown Children’s Foundation - Polar Bear Dive, March 7, requests Ambulance/EMT standby. Forwarded to Chiefs.
- E. Stubbs – resident wants to know if we refill extinguishers, if not, where can he go. – responded
- S. Nicoletti – Board member at Fairfield. Had a question about those tall extensions for hydrants- sent to Chiefs
- J. Spiciati – would like to buy a patch from Engine Co. 1 – sent to Captain of Eng 1.

• **REQUEST TO BORROW DISTRICT PROPERTY: none**

• **LEGAL:**

- Foil Request- O. Smith, 3rd party services, 1.18.26, requesting financial records – **in review**
- Foil Request- A. Hammond from Progressive, 1/13/26, requesting fire report of 178 Fifty Acre Rd. fire- sent
- Subpoena- NYS vs M. Smith, 01.31.26 accident – sent

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- **CHIEF'S REPORT: received and attached to these minutes**
 - Fire/EMS Issues: see attached
 - Medical Review: (1) Kristina Restifo moved to Non-line of duty medical
 - Department Concerns: (2) Members recommended for dismissal.
 - (3) Vehicle incident
 - (8) Meeting with Commissioner Sunderman
 - Apparatus/Equipment Requests: (5) Past Chief hat for Chief Sapienza
 - (6) EMS on the Hill conference
 - (7) New Explorers Patch
 - (9,10) Request for new flags – **order placed**
 - **Additional items: Chiefs plaque & badges - \$2,943.60**
 - **Chiefs also request a lock to be installed on the ALS locker – District Manager to handle**

Motion to approve Chiefs report and requests made by Commissioner Young, seconded by Commissioner Donohue, and unanimously approved.

- **DISTRICT MANAGER'S REPORT: received and attached to these minutes**
 - Boundtree- \$2,858.56
 - Teleflex- \$665.00
 - Cleaning Supplies- \$657.15
 - William Simmen Electrical Contracting – installing electrical for AC unit - \$1,950.00
 - Generator Repairs - \$1,983.45
 - Stryker - \$22,224.00
 - Specialty - \$115,700.00
 - **Power Pro Maintenance Agreement approved and not to exceed \$2,000**

Motion to approve District Managers report and requests made by Commissioner Young, seconded by Commissioner Scomillio, and unanimously approved.

- **DISTRICT SECRETARY'S REPORT: received and attached to these minutes**
 - Request to start collecting Suffolk County FD patches for display
 - Clean out & Organize Archive Room
 - Deep Clean downstairs Rec room
 - Replacing Engine Company 1 refrigerator – **come back with a price**
 - Reminder - Suffolk County Assoc. Of Fire District Secretaries & Treasures 02.11.26 – East Northport FD.
 - Furniture and color schemes were picked out and sent to Wayne and WB Mason

Motion to approve District Secretary's report and requests made by Commissioner Donohue, seconded by Commissioner Young, and unanimously approved.

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- **TREASURERS REPORT: received and attached to these minutes**

- DAO Paperwork for NYBEAS
- Review of Audit Findings
- Maintenance of Vehicles concern

Discussion ensues about purchasing of new vehicle and the possibility of issuing a permissive referendum. Was directed by the BOFC to send out an RFP for a new Audit Firm.

Motion to pay bills and accept District Treasurer's report and requests made by Commissioner Scomillio, seconded by Commissioner Donohue and all in favor.

MEETING MINUTES: received and attached to these minutes

Motion to approve January 12, 2026 minutes contingent on a revision on the price of iPads, Fire Matic Quote and salary increases made by Commissioner Donohue, seconded by Commissioner Scomillio.

COMMISSIONER REPORTS:

- **Commissioner Gabrielsen**

The Board commended the new District Manager on how well he has adjusted to his new position. An update was provided on ongoing projects, and it was noted that certain setbacks have occurred due to staff vacations and personnel being reassigned to other operational responsibilities. A discussion was also held regarding the purchase of a new preamble, with a proposed cost not to exceed \$1,000 and frames not to exceed \$1,500.

Commissioner Gabrielsen made a motion to approve his requests, seconded by Commissioner Donohue.

- **Commissioner Young**

Discussion ensued regarding his review of the NDI Policy. A request was made to order additional gloves at a cost of \$6.50 each and uniform stripes, with a total amount not to exceed \$1,000. A request was also made to replace the Air Room door at Station 2.

Commissioner Young made a motion to approve his requests, seconded by Commissioner Donohue.

- **Commissioner Donohue**

Discussion ensued regarding who is authorized to submit requests in PSTRAX, and an update was provided on ongoing projects. The Board also discussed ways to make LOSAP more user-friendly, with the District Manager tasked with obtaining a template. A discussion was held with the Chiefs about conducting a walk-through of all buildings to ensure adequate functionality. No motion was made.

- **Commissioner Scomillio**

- Review of Code of Ethics Policy, Sexual Harassment Policy, Work Place Violence, Credit Card Policy, DM/EMS Vehicle Policy, Investment Policy, Procurement Policy – all signed
- Flexible quote - \$1,062.43

Commissioner Scomillio motioned to approve all policies and Flexible's quote, seconded by Commissioner Gabrielsen.

- **Commissioner Theobalt – not present**

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Motion to enter executive session made by Commissioner Donohue, seconded by Commissioner Young

- EXECUTIVE SESSION 8:15pm – to discuss vacations, disciplinary actions, appointments, and legal matters
EXECUTIVE SESSION ENDS: 8:44pm

Motion was made by Commissioner Gabrielsen to approve Laurent Barbou as the new District Manager, with a salary increase of \$10,000 and the approval of a new Corrective Action Form was seconded by Commissioner Donohue.

Motion to end meeting at 8:44pm was made by Commissioner Gabrielsen and seconded by Commissioner Donohue.

Sharlene Wasserman
District Secretary