

MINUTES OF THE MEETING
OF THE ST. JAMES BOARD OF FIRE COMMISSIONERS
MONDAY JUNE 8, 2026

The meeting of the St. James Board of Fire Commissioners was held on Monday June 8, 2026, at 7:00pm. Those present were Commissioners Thomas Donohue, John Young, John Scmillio, Kit Gabrielsen and William Theobalt. Also present was, District Treasurer Donna Gruner and District Secretary Sharlene Wasserman. Chiefs Daniel Keegan, James O'Connell, and Eric Orth were also in attendance. Not present was District Manager Laurent Barbou.

Chairman Thomas Donahue called the meeting to order at 7:37pm.
The meeting opened with a pledge of allegiance.

The Bid for Door access RFP # 2026-AC-01 was received and opened. Telechoice Consulting was the only bidder for \$52,398.00.

- **PUBLIC COMMENT/GUESTS: new member swear in, Connor Buonaiuto, Curtis Henry and Stephen Prass.**

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

- **FACILITIES USE REQUESTS:**

- R. Zizzo- Fundraising Committee, 06.16.26, S2, 7:30pm-9pm
- A. Amato – Graduation Party, 06.20.26, S2, 10am-8pm
- J. Stein – Family Party, 08.29.26, S2, 12pm-8pm

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

- **INTENT TO FUNRAISE: none**

- R. Zizzo – Department Fundraiser, 09.25.27, S2, 1pm-5pm
- D. Jordan – ENG 2 Clothing Drive, 04.10.27, S2, 10am-1pm
- K. Keegan – Southampton Ambulance Coverage – Fri 06.19.26 – Sat 06.20.26

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

- **CORRESPONDENCE: none**

- **REQUEST TO BORROW DISTRICT PROPERTY:**

- L Gombert- 6 tables for 5.21.26, return 5.24.26 - cancelled
- B. O'Connell – 2 tables for 5.22.26, return 5.24.26
- M. Tansey Jr. – 15 tables, 06.13.26, return 06.15.26

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

- **LEGAL:**

- Demand for Hearing, sent to legal 5.27.26
- Foil, Elite Investigators, 5.20.26, -Denied 06.01.26

- **CHIEF'S REPORT: received and attached to these minutes**

Discussion over EMS gear, District Manager to check stock, Chiefs to look at EMS shirts and come back with a quote. Discussion over Thermal Imaging Cameras. Discussion on Fire Gear and when it should be retired or recertified. Discussion on SCBA stitching, failing on multiple packs. Straps are to be changed out and check if there is a recall. Affected packs are to be put out of service. Chiefs to provide a list of officers to be added to Basecamp. Discussion over keys to EMS locker, Commissioner Young to handle, 1 for each Chief and 1 for the Captain of Ambulance Co.

Request for 8 members to receive name plates on their EMS jackets, not to exceed \$800, was unanimously approved.

Motion to approve the alteration of 15 Explorers Post 430 uniforms from All American for \$318.75 made by Commissioner Donohue, seconded by Commissioner Theobalt, all in favor.

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Motion to approve 5 members to go to EMS World, not to exceed \$16,000 made by Commissioner Theobalt, seconded by Commissioner Young, all in favor.

Motion to purchase 15 Class A Uniforms, not to exceed \$15,000, made by Commissioner Donohue, seconded by Commissioner Theobalt, all in favor.

Motion to purchase CO gas detectors for all packs and Ambulance for \$3,710.00, made by Commissioner Donohue, seconded by Commissioner Scmillio, all in favor.

Motion to approve 6 BA SCBA Lens Protection Shields for \$396, made by Commissioner Theobalt, seconded by Commissioner Scmillio, all in favor.

Motion to restock 20 tech pants, not to exceed \$2,000, made by Commissioner Donohue, seconded by Commissioner Scmillio.

Motion to approve G. Carney to attend Engine Co/Truck Co ops training for \$525.00, made by Commissioner Donohue, seconded by Commissioner Theobalt, all in favor.

• **DISTRICT MANAGER'S REPORT: received and attached to these minutes.**

- Boundtree- \$6,305.77
- Teleflex- \$1995.00
- Cleaning Supplies- \$976.95
- IPAD-\$299.00, case - \$21.79 (for rig checks)
- Hubert Kratos Quote - \$2,799- no
- Amazon Kratos Quote - \$2,133.03 -no
- CRP Kratos Quote - \$2,199.00- approved
- East End Blinds - \$4,272.16- hold off
- East End Blinds - \$1,368.50- hold off
- Altech - \$11,535.00-hold off
- The Antenna Farm - \$8,430.00-hold off
- EMS World- \$2961.72 not to exceed \$3300

Discussion to offer training on how to use the lift gate on 4-3-14. Commissioner Young to get keys made for EMS lockers. Commissioner requests inventory of supplies and what is expired.

Motion to approve window tinting from CNL Aluminum for \$2,450.00 made by Commissioner Donohue, seconded by Commissioner Scmillio. All in favor.

Motion to approve ice machine for \$2,133.03 made by Commissioner Theobalt, seconded by Commissioner Donohue. All in favor

Motion to approve quotes from Boundtree, Teleflex, Cleaning Supplies, 2 iPads, and EMS world made by Commissioner Theobalt, seconded by Commissioner Donohue. All in favor.

Motion on Excess report made by Commissioner Donohue, seconded by Commissioner Theobalt. All in favor.

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

- Auditors onsite 6.16.26

Discussion on accident from May, confirming no injuries.

Motion to pay the bills made by Commissioner Theobalt, seconded by Commissioner Young, all in favor.

• **DISTRICT SECRETARY'S REPORT: received and attached to these minutes**

- Line of Duty Death Handbook
- Vehicle List Update
- Problems with uploading minutes to website- contacted hosting site
- Summer Meeting Schedule- reschedule July meeting for July 20, 7pm

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MEETING MINUTES: received and attached to these minutes

Motion to approve May 11, 2026 minutes and post online, made by Commissioner Scmillio, seconded by Commissioner Young.

Discussion to amend September minutes to include the purchase of vehicle 81 for \$83,724.00 which was purchased at that time. Unanimously approved.

COMMISSIONER REPORTS:

- **Commissioner Gabrielsen**

Update on replacement windows for S1.

- **Commissioner Young**

Request to start receiving paper copies of PCR when narcotics are used. Discussion on vehicle inventory. Requests to know who is on the EMS schedule weekly.

- **Commissioner Donohue**

Discussion on S3 door, update in 2/3 weeks, discussion on where to put the ambulance. Ramp and hole at S1 update. Update on the floor at S3. District Manager to get quotes to replace windows.

- **Commissioner Scmillio**

Received and attached to these minutes 2026 hose testing reports (432 will have it's hose tested when it returns) & 2026 nozzle reports, 2025 pump test result and 2025 pump test summary. Hold off on changing locks.

Discussion on changing the foam in E2. Discussion on toughbooks and iPads. Directed DM to provide quotes for fire apparatus and iPad replacements for 3 ambulances and 2 responder cars.

Motion to approve Fire House camera system for \$2,275, seconded by Commissioner Theobalt. All in favor.

Motion to approve repair of existing Fire House cameras for \$2,220, seconded by Commissioner Theobalt. All in favor.

Motion to approve battery replacement for \$417 from Flexible IT, seconded by Commissioner Theobalt. All in favor.

- **Commissioner Theobalt**

Update on lounge.

Motion to transfer \$350,000 to Mark Rathjen of LPL Financial , seconded by Commissioner Young. All in favor.

Motion to enter executive session made by Commissioner Scmillio and seconded by Commissioner Theobalt.

➤ EXECUTIVE SESSION 9:25pm – to discuss EMS and Fire personnel.

EXECUTIVE SESSION ENDS: 9:47pm

Motion for R. Brauer to receive a \$6,000 healthcare stipend, made by Commissioner Donohue, seconded by Commissioner Young.

Motion to end meeting at 9:47pm was made by Commissioner Scmillio and seconded by Commissioner Donohue.

Sharlene Wasserman
District Secretary