MINUTES OF THE MEETING
OF THE ST. JAMES BOARD OF FIRE COMMISSIONERS
MONDAY SEPTEMBER 14, 2026

The meeting of the St. James Board of Fire Commissioners was held on Monday Sept 14, 2026, at 7:00pm. Those present were Commissioners Thomas Donohue, John Young and William Theobalt. Also present was, District Treasurer Donna Gruner and District Secretary Sharlene Wasserman. Chiefs Daniel Keegan, Eric Orth and James O'Connell were also in attendance. Not present was Commissioner Gabrielsen and Commissioner Scomillio.

Chairman Thomas Donahue called the meeting to order at 7:00pm.
The meeting opened with a pledge of allegiance.

- **PUBLIC COMMENT/GUESTS: none**
- **AGGREGATE REPORT: received and attached to these minutes**
- **FACILITIES USE REQUESTS:**
  - R. Zizzo – Fundraising Committee, 9.23.26, 7:30pm, S2
  - J. Kern- Girl Scouts, 8.28.26, 6pm, S2 Picnic Grounds
  - Boy Scouts – 09.22.26 – Clothing Drive
    - 09.28.26 – Troop Meeting
    - 10.19.26 – Flag Retirement Ceremony
    - 11.21.26 – Thanksgiving Feast
    - 11.28.26 – Wreaths Fundraiser
    - 05.22.27 – Car Wash
    - S. Fredricksen – Christmas Party, 12.24.26, S2 11am-11pm

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

- **INTENT TO FUNRAISE:**
  - Truck Co. 1- Pot of Gold 50/50, Jan 2027- March 2027, S1

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

- **CORRESPONDENCE:**
  - Angel Zou- Project First Research study with SBU and Northwell- sent to chiefs
  - Thank you card from SHE Varsity Soccer team
- **REQUEST TO BORROW DISTRICT PROPERTY:**
  - L. Gombert Jr. 8 tables, 9.10.26 – 9.13.26
  - Village Hall – Podium & microphone, 9.2.26
- **LEGAL:**
  - FOIL- M. Farrugia received
- **OLD BUSINESS- reviewed and attached to these minutes**
- **CHIEF'S REPORT: received and attached to these minutes**

  Discussion over LED Sign for approximately $20,414.06. Chiefs and Commissioner Theobalt to handle repairing sewer drain across from 9/11 memorial. District Manager to order the following approved items:
  - 500 Chief's Choice Kids Firefighter hat- $540.00
  - FF Boots for R. Bradshaw
- **Motion to approve Chiefs report, made by Commissioner Theobalt, seconded by Commissioner Young, all in favor**

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- **DISTRICT MANAGER'S REPORT: received and attached to these minutes**.
    - Boundtree - $4,191.74
    - Cleaning Supplies- $1,588.95

Motion to approve Boundtree & cleaning supplies made by Commissioner Theobalt, seconded by Commissioner Young, all in favor.

Quotes: Lowes – windows - $16,368.29
Specialty Vehicles- Plow - $8,025.00
Strategic Safety Dynamics – gloves – not to exceed $5,000.00

Motion to approve Lowes and Strategic quotes made by Commissioner Theobalt, seconded by Commissioner Donohue, all in favor.

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

Motion to pay the bills, approve Treasurers report, Fire Fly and Budget transfers made by Commissioner Theobalt, seconded by Commissioner Young.
Motion to approve 2027 Budget made by Commissioner Theobalt, seconded by Commissioner Young, all in favor.

- **DISTRICT SECRETARY'S REPORT:**
    - COI's received for election sites- 4 for Station 2, 2ppl at Fairfield, 2 Village Of Head of the Harbor
    - Oct 19 Budget Notice & Meeting sent to paper
    - Commissioner's Election- Dec 8, 3pm-9pm

MEETING MINUTES: received and attached to these minutes
Motion to approve Aug 10, 2026 minutes and post online, made by Commissioner Donohue, seconded by Commissioner Young.

COMMISSIONER REPORTS:

- **Commissioner Gabrielsen:** not present
- **Commissioner Scomillio:** not present
- **Commissioner Theobalt:** Discussion ensues over generator project and new door project. Discussion over main house floor and AC units. Discussion ensues over hiring protocol. Requests employees to turn off their cars when not in use.
- **Commissioner Young**: Received a few Narcotics Rep resumes. Gym equipment to be excessed by DM.
- **Commissioner Donohue:** Adult leaders for Explorers 430 required to recertify Safe Guarding Youth.

Motion to enter executive session to discuss legal matters and paid staff made by Commissioner Donohue and seconded by Commissioner Theobalt.

- **EXECUTIVE SESSION:** 8:45pm
- **EXECUTIVE SESSION ENDS:** 8:50pm

Meeting ended at 8:50pm.

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Sharlene Wasserman
District Secretary