

Halesite Fire District
Board of Fire Commissioners

Year End Minutes
December 28, 2023

Chairman A. Magerle called the meeting to order at 10:00 a.m. Commissioners present were: B. Gaito, C. Lanigan. Also present were District Secretary/Treasurer Spada, and District Manager Larry Northcote. Commissioners Oh and Schondebare were excused.

Salute to the flag and a moment of silence.

District Manager Northcote reported the following:

- Apparatus: Vehicle 2216 was hit in 1st Asst. Chief Weber's driveway and is at Vittorio's for repairs. A claim has been filed against the other driver's insurance company. The coolant sensor has been replaced on vehicle 2217. Chairman Magerle asked if vehicle 2210 is being sent out for repairs after an incident backing into the lower truck floor. District Manager Northcote indicated that he was working on buffing it out in-house and would determine if it needed additional work.
- Equipment: The Scott packs have been flow tested and there were no issues. A deadlift squat barbell for the gym has been ordered and received. A maintenance agreement for the CAT air machine for \$1,960.00 was presented. Commissioner Gaito put forth a motion to approve the agreement, seconded by Commissioner Lanigan and unanimous.
- Communications: The Cove Rd. low band antennae needs to be replaced however the Board decided (via email) not to replace it. Thirty Hi-band pagers were ordered from IWT and everything will be operating on Hi-band moving forward.
- Building/Grounds: Two lights from the original firehouse are being rewired by the electrician, globes for the lights have been ordered and received. Once the rewiring is complete, the lights will be cleaned, painted and installed. The truck room floor window lintel has been repaired and the divider for the lower floor men's room has been ordered. District Manager Northcote informed the Board that he and Commissioner Schondebare met with representatives from Parsons Flooring about epoxying the truck room floor. Commissioner Schondebare will select the floor color and the project can be divided into three sections, each requiring two days to cure. Chairman Magerle asked if they discussed lighting and District Manager Northcote indicated yes and that someone would be in the area in the next few weeks to meet with him. A contract has been signed with Green Grass Guy for 2024 lawn maintenance.
- Personnel: One firehouse attendant is out sick with covid and the overtime hours are over 216 hours from last year.

Secretary/Treasurer Spada
Communications:

- An invoice in the amount of \$1,500.00 was received from Grant Guys to resubmit an AFGP grant for the previously denied washer/dryer. The Board agreed to move forward with resubmitting the grant.

- An email from Borg and Borg was read giving an update on the Broker of Record transition for District insurance policies.
- Five interviews have been scheduled for the District Manager's position and will be held on January 3, 2024 from 1:00 to 4:00 p.m., Chairman Magerle and Commissioner Gaito stated they would like all Board members to be present for the interviews. Chairman Magerle also stated that he would like Commissioner Gaito and District Manager Northcote to take the lead during the interviews. Commissioner Gaito informed the Board that Firehouse Attendant Balletta approached him to inquire about having input from the housemen. After a brief discussion, it was determined that the housemen should meet with whoever is hired to express their thoughts and concerns.

The following bills were presented to the Board for approval:

Bills:

Paid before the meeting:

AT&T Mobility	\$ 841.79
NYSHIP	\$21,151.39

To be paid:

1 st Responder Newspaper	\$ 85.00
CARR Business Systems	\$ 71.25
Complete Plumbing & Heating Inc.	\$ 225.00
Corporate Coffee Systems	\$ 189.32
Edmer Sanitary Supply	\$ 147.85
Long Islander	\$ 14.25
McKesson Medical	\$ 182.81
Met Life	\$ 1,616.56
National Grid	\$ 2,154.20
New Era Technology LI Inc.	\$ 98.32
NY Fire Equipment, LLC	\$ 256.47
PSEG LI	\$ 2,088.67
Rosemont Press Inc.	\$ 450.00
S.C.A.F.D.S.T	\$ 50.00
W.B. Mason Inc.	\$ 136.06
WEX/Sunoco	\$ 551.22

Commissioner Lanigan put forth a motion to pay the bills, seconded by Commissioner Gaito; unanimous.

District Sec/Treasurer Spada listed several items including: pagers, hi-band radios, truck fitting and the Zole machines that have yet to be received as possible encumbrances. Commissioner Lanigan put forth a motion to encumber \$79,600.00 to cover the cost of the items, seconded by Commissioner Gaito. Motion carried unanimously. District Sec/Treasurer Spada informed the Board that there should be approximately \$72,000.00 in surplus for 2023 and will finalize the number with Robert Johnson in mid-January.

Chairman Magerle raised a discussion on the EMS Cost Recovery billing. The flat rate vs. percentage billing methods were revisited and after some discussion, Commissioner Gaito put forth a motion to change the billing to the percentage method. The motion was seconded by Commissioner Lanigan and unanimous. Immediately following, Commissioner Gaito put forth a motion to accept the Resolution Authorizing EMS Billing, seconded by Commissioner Lanigan and unanimous. District Sec/Treasurer Spada presented a sample EMS Billing Policy from Greenlawn Fire District and suggested adopting a similar policy. Chairman Magerle asked District Sec/Treasurer Spada to amend the policy and send it to Commissioner Oh for review.

Commissioner Gaito put forth a motion to sign the 2024 District Secretary/Treasurer Contract and approve the 3.2% hourly increase for District Deputy Treasurer Eckstein. Motion was seconded by Commissioner Lanigan and unanimous.

Commissioner Gaito informed the Board that he would be away for the February 2024 and March 2024 meetings and District Manager Northcote informed the Board that he would be away for the January 2024 meeting.

There being no further business, commissioner Lanigan put forth a motion to adjourn at 10:16 a.m., seconded by Commissioner Gaito and unanimous.

Respectfully submitted,



Denise Spada
District Secretary/Treasurer