

Minutes

The meeting was called to order at 7:00 p.m. by Chairman Magerle.

In attendance:

- Chairman Andrew Magerle
- Commissioner Brad Gaito
- Commissioner Craig Lanigan
- Commissioner Rick Oh
- Commissioner Jeffrey Schondebare
- Chief Dom Spada
- District Manager Larry Northcote
- District Secretary/Treasurer Denise Spada

Salute to the Flag and a moment of silence.

Chief's Report:

- Chief Spada began by thanking the Board for their support throughout the year. He then initiated a discussion on continuing issues with SCM as reports are coming in incorrect and he and Firehouse Attendant Nelson have been requesting corrections for almost a year. Chairman Magerle informed Chief Spada that the only other company they could consider is Red Alert and that they experience some of the same issues. After some discussion, it was decided the District Manager Northcote would set up a meeting with Chief Spada, Firehouse Attendant Nelson and SCM to see about getting the issues resolved.

District Manager's Report:

- Fire District Manager Northcote presented his report and highlighted the following:
 - Apparatus: A leaking pump pipe was replaced on vehicle 222 and headlights on vehicle 227 were replaced with LED lights as per Commissioner Lanigan's request. Vehicle 2214 had preventative maintenance, an oil change, two new tires and a wheel alignment. All vehicles were weighted by Waterway and everything is balanced and compliant.
 - Equipment: A new inventory management system has been implemented for medical supplies and will be managed by EMT Carberry. Two Zoll Auto Pulse units have been ordered and will be delivered in January 2024. The initial payment will be \$9,003.00 and subsequent payments of \$12,000.00 will be made over the next four years. Five new thermal imaging cameras have been received and installed and various truck hose coupling adaptors have been ordered. Commissioner Lanigan initiated a discussion on uniform returns. He asked District Manager Northcote to send an email to all District employees advising them of the return procedure and stated that when members are returning

- uniforms they must see a dispatcher. He also asked to have the outer door of the uniform closet locked; District Manager Northcote said he would investigate it.
- Communications: The Zoom subscription has been canceled and five Hi-band pagers have been ordered.
 - Building and Grounds: The ramp project has been completed and sealing on the front truck bay ramp will be completed in-house in the Spring. Six storage cases for the tunnel have been received and installed and two medical supply storage lockers have been received. Commissioner Oh asked if the lockers should be secured from falling over and Commissioner Gaito suggested using a guy wire to secure them. District Manager Northcote stated he will look into securing them. District Manager Northcote stated he would like to order five electric food tray warmers at a cost of \$100.00 each. Commissioner Schondebare put forth a motion to move forward with the purchase pending electricity compatibility, seconded by Commissioner Oh and unanimous. The semi-annual building generator service has been completed and the parapet outlets have been repaired with an addition of GFI protection and a timer to the circuit. The work was completed by the new house electrician; Ultra Electric. The lower level bathroom floors were epoxied, and District Manager Northcote would like to order a men's room divider at an approximate cost of \$1,600.00. Commissioner Schondebare put forth a motion to purchase the divider, seconded by Commissioner Lanigan and unanimous. District Manager Northcote informed the Board that he received two light fixtures that were mounted between the truck bay doors from the original firehouse. He would like to get an estimate on the cost to rewire them and ultimately restore and mount them. Commissioner Schondebare put forth a motion to move forward with the project, seconded by Commissioner Oh and unanimous. District Manager Northcote presented a proposal for \$1330.00 from Green Grass Guy for lawn service for 2024; Commissioner Schondebare put forth a motion to approve the proposal, seconded by Commissioner Gaito and unanimous.
 - Personnel: District Manager Northcote reviewed the overtime hours for the month of December and stated that it is 150 hours over last year with the majority of that to cover the EMT gap.

District Secretary/Treasurer Spada presented her report:

- The minutes from the October 2023 Workshop and the November 2023 meeting were approved on a motion by Commissioner Schondebare, seconded by Commissioner Lanigan; unanimous. Sec/Treas. Spada confirmed the date of December 28, 2023 for the year-end meeting and January 10, 2023 prior to the regular meeting for the organizational meeting. The Board also agreed to hold a second public hearing regarding the Volunteer Firefighters and Ambulance Workers Property Tax Exemption on January 10, 2023, immediately following the organizational meeting.
- District Sec/Treasurer Spada informed the Board that she and District Manager Northcote reviewed the budget line items and at this point a surplus of approximately \$61,000.00 is anticipated. A renewal rate analysis was received from Met Life Dental/Vision which indicated a six percent increase in dental. Additionally, the premium for health insurance indicates an increase of approximately \$1,700.00 per month.

- Correspondence:
 - Request for Facility Use from the Wincoma Association to use the meeting room on January 22, 2024 from 6:00 p.m. to 10:00 p.m. for their Annual Meeting; approved.
 - Proposed legal retainer agreement from William Glass for continued legal services for 2024. Proposal includes a two percent increase with a monthly installment of \$557.00. Commissioner Schondebare put forth a motion to accept the agreement, seconded by Commissioner Lanigan and unanimous.
 - Entertainment agreement from Platinum Plus DJ Entertainment for the 2024 Installation Dinner. Agreement requires a \$500.00 deposit. Motion to approve the agreement by Commissioner Schondebare, seconded by Commissioner Lanigan and unanimous.
 - SCM sent over the 2024 Annual Maintenance Contract for Fire Rescue Systems Software and Hardware; the total for the SCM/FRS Annual Maintenance contract is \$12,817.00. The Board agreed to table it until the Organizational meeting in January.
 - Suffolk County Fire District Officers Association Annual Installation Dinner will be held on Saturday, March 2, 2024 at Villa Lombardi's at \$300.00 for two tickets.
 - Greenlawn Fire Department Annual Installation and Inspection Dinner will be held at The Royalton on the Greens in Melville on January 20, 2024.
 - Email from Suffolk County Fire District Officers Association including a PDF of a memo and a copy of Senator Martinez's bill S7242A asking for support of the bill which would establish an enhanced pension with a 25-year retirement option for fire EMS and related personnel as notated in the bill employed by Suffolk county fire districts. The Board agreed to send a letter of support.
 - Notification from the Federal Emergency Management Agency's Grant Program that our 2022 Assistance to Firefighters Grant (AFG) was denied.

- Bills:

PAID BEFORE THE MEETING:

AT&T Mobility	\$ 854.13
Met Life	\$ 1,616.56
National Grid	\$ 932.84
NYSHIP	\$18,963.94
PSEG LI	\$ 1,971.06
PSEL Long Island	\$ 20.63
Verizon	\$ 856.54
Wex Bank/Exxon	\$ 86.87
Wex Bank/Sunoco	\$ 870.58

Medicare Part B Reimbursements

Betty Reddy	\$ 164.90
Bonnie Sammis	\$ 164.90
Doug Anthonsen	\$ 164.90
John McKenna	\$ 329.80

William Kaiser \$ 164.90

PAID AFTER THE MEETING:

Adept Technology	\$ 1,475.00
Alice Burke	\$ 31.00
All Weather Tire	\$ 578.00
Assoc. of Fire Districts of State of NY	\$ 500.00
CARR Business Systems	\$ 71.25
Centerport Fire Dept. Engine 2	\$ 360.00
Centerport Fire District	\$30,142.00
Chase/INK	\$ 5,134.50
Chris Leogrande	\$ 28.71
Corporate Coffee Systems	\$ 177.53
Corporate Coffee Systems	\$ 189.32
Edmer Sanitary Supply Co.	\$ 737.06
Electronix Systems C.S.A., Inc.	\$ 120.00
Emergency Responder Products	\$ 173.96
Erik Weber	\$ 33.00
Evolution Epoxy	\$ 6,450.00
Firematic Supply Co. Inc.	\$ 110.00
GenServe LLC	\$ 395.00
Greg Colonna	\$ 79.55
Home Depot	\$ 596.43
Huntington Fire District	\$ 1,276.23
James Publishing	\$ 170.00
Konica Minolta	\$ 48.87
Laurence Northcote	\$ 33.50
Long Islander	\$ 16.94
Long Islander	\$ 72.00
McKesson Medical	\$ 437.81
Michael Conforti	\$ 163.81
Mr. Suds	\$ 45.00
Municipal Emergency Services Inc.	\$ 162.92
New Era Technology	\$ 98.32
Newsday	\$ 575.84
NY Fire Equipment LLC	\$26,495.00
NY Fire Equipment LLC	\$ 1,041.44
NYS Assoc. of Fire Chiefs	\$ 200.00
Optimum	\$ 182.81
Peter Wilbur	\$ 142.58
Platinum Plus	\$ 500.00
Robinson's Industrial Gas	\$ 89.09
Ryan John Realty	\$ 500.00
SCFDOA	\$ 375.00
SCM Products Inc.	\$ 211.76
SCM Products Inc.	\$ 225.64
South Shore Fire & Safety	\$ 462.00
Steve Davis	\$ 1,000.00
Terminix	\$ 50.00
Tilden Huntington Inc.	\$ 140.00
Timothy Burke	\$ 31.00

Town of Hunt. Fire Chiefs Council	\$ 350.00
Uline	\$ 4,302.18
Ultra Electric	\$ 606.60
Verizon	\$ 1,202.92
Waterway	\$ 560.00
W.B. Mason	\$ 293.75
W.B. Mason	\$ 417.53
William Glass	\$ 546.00
William Wieck Lawn & Tree	\$ 124.80

The bills were approved as read on a motion by Commissioner Lanigan, seconded by Commissioner Schondebare and unanimous.

- Chairman Magerle:
 - Old Business:
 - Chairman Magerle suggested revisiting the topic of EMS Cost Recovery. After some discussion, including a review of proposals from ProClaim, Professional Ambulance Billing (PAB) and Certified Ambulance Group (CAG), Commissioner Schondebare put forth a motion to move forward with EMS Cost Recovery and use ProClaim at their flat rate per call billing policy. The motion was seconded by Commissioner Gaito and unanimous.
 - Chairman Magerle asked the Board for opinions on insurance brokers as two presentations were given; one from Hometown and one from Borg and Borg. District Sec/Treasurer Spada informed the Board that legal counsel advised that a resolution is not necessary to change insurance companies and that the Board simply needs to make a motion to award its insurance business to a new company. After some discussion and concern about rising insurance costs, Commissioner Lanigan put forth a motion to move forward with Borg and Borg as the District's new broker of record. Commissioner Gaito seconded and the motion carried unanimously.
- Apparatus:
 - No report.
- Buildings and Grounds:
 - Commissioner Schondebare indicated that he thinks the next project to be considered should be the parapet and that he would like to begin discussions with Frank Relf regarding the property at 10 N. NY Ave. and possibly begin moving forward with that in the second half of 2024.
- Communications:
 - No report.
- Personnel:
 - Commissioner Gaito presented revised sections of the Sec/Treasurer's contract for 2024 and suggested a 3.2% hourly increase for both the District Sec/Treasurer and

the District Deputy Treasurer. Commissioner Gaito also suggested changing the language of Section 8 – Work Hours in the District Sec/Treasurer’s contract to include: *With the advent of the new EMS billing program, additional time may be needed for set up and administration; not to exceed 33 hours per week and shall be limited to this contract only.* Commissioner Gaito put forth a motion to move forward with items discussed, seconded by Commissioner Oh and unanimous.

- Commissioner Gaito informed the Board that three qualified candidates submitted resumes for the District Manager position and the final date for submission is Friday, December 15, 2023. He informed the Board that one of the applicants does not live in the Township of Huntington; after some discussion it was decided he does not meet the location qualification. He asked for an interview committee and stated he would like as many Board members present as possible. Commissioner Gaito asked District Manager Northcote to come up with some questions for the interview as he knows best what the position entails.

There being no further business, a motion to adjourn the meeting was made at 7:45p.m. by Commissioner Lanigan, seconded by Commissioner Oh and unanimous.

Respectfully submitted,



Denise Spada
District Secretary/Treasurer