

Board of Fire Commissioners
Regular Monthly Meeting
April 8, 2026

Draft Minutes
Subject to Board review, amendment and approval.

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

In attendance:

- Chairman Andrew Magerle
- Commissioner Brad Gaito
- Commissioner Kurt Martin
- Commissioner Rick Oh
- Commissioner Jeffrey Schondebare
- Chief Erik Weber
- 2nd Asst. K.C. Anna
- District Manager James Magerle
- District Secretary/Treasurer Denise Spada

Salute to the Flag and a moment of silence.

New Member Application:

Commissioner Oh put forth a motion to accept the new member application for Lindsey Noack into the Engine Company. Commissioner Schondebare seconded the motion and it carried unanimously. Lindsey Noack was sworn into the Engine Company by Chairman Magerle. Commissioner Oh also reported that he swore Albert Becker into the Engine Company on March 12, 2026.

Chief's Report:

- Chief Weber reported the following:
 - Training is ongoing, Department physicals are coming up and members will be attending FDIC in the next few weeks.
 - The AV technology in the meeting room is outdated and he has someone coming in to reevaluate the system.
 - The Open House is scheduled for April 18, 2026 and the membership will be marching in the Memorial Day Parade. He also informed the Board that the membership will be participating in a firework stand-by for the Crescent Club; no objections from the Board.
 - A request to update/replace some uniform pins was made; since it was part of the Chief's budget there were no objections.
 - Commissioner Martin asked Chief Weber to ask members to keep the tunnel clean and organized.

District Manager's Report:

- Fire District Manager Magerle presented his report:
 - Commissioner Schondebare put forth a Resolution to purchase a PPE Turnout Gear Washer-Extractor, payable out of Capital Reserve Funds at a cost not to exceed \$45,000.00 and subject to Permissive Referendum. Motion was seconded by Commissioner Martin and unanimous. District Manager Magerle will get estimates for plumbing, electric and concrete.
 - It was reported that Centerport is asking to do a shared services agreement to have their SCBA bottles filled at Halesite; the Board determined that a Shared Services Agreement is necessary as a legal contract and that the possible charge to fill the bottles would be the Firehouse Attendants hourly rate.
 - A proposal to upgrade the phone system was discussed; it was decided to get a few more quotes and revisit later.
 - A representative from United Paving Corp. came in to discuss the truck ramp; it was decided to have an engineer come in to look at it and get a quote.
 - District Manager Magerle asked if the Firehouse Attendants could have their shifts off to attend the Installation Dinner; the Board did not object.

District Secretary/Treasurer Spada presented her report:

- The minutes from the previous meeting were approved on a motion by Commissioner Schondebare, seconded by Commissioner Oh; unanimous.
- Correspondence:
 - Letter from the Suffolk County Board of Elections notifying us that they cannot cancel our designation as a polling place. The Board asked District Secretary/Treasurer Spada to write a follow up letter asking them to meet with us.
 - The LOSAP Annual Report and Benefits Statements from FireFly were distributed to the Board; Commissioner Martin put forth a motion to contribute \$150,000.00 for 2026. The motion was seconded by Commissioner Gaito and unanimous.
 - A representative from NY Class will be attending the May Board meeting to discuss other options for our banking needs.
 - Notification from Borg & Borg informing us of increases in deductibles on the PLPD insurance package.
 - Notification from Hometown Firefighters & EMS Services that they will be conducting a comprehensive audit of all accounts and will review the findings and make necessary adjustments where appropriate.
 - Follow up from ADP inquiring about HR Pro and an Employee Handbook; no action taken.
 - Request for Facility Use for May 2, 2026 from 3:00 – 7:00 p.m. from Department Member Bill Eletto to use the upstairs meeting room to hold a 30th birthday party for his nephew; approved.
 - Invitation from The Fire District Officers and Fire Chiefs Council of Brookhaven to their Annual Installation and Cocktail Party to be held on May 1, 2026.

- Information on document scanning and records storage from Seery Systems; no action taken.
 - A Workshop for the 10 Year Plan was scheduled for 6:30 p.m. on May 13, 2026.
 - District Secretary/Treasurer Spada informed the Board that she would be out of the office from April 13-17, 2026.
- Financial Report & Bills:
 - Cash account balances, Budget Report as of March 31, 2026 and LOSAP Statement from Main Street Financial were distributed for review. Prepaids, payroll and an additional 35 Vouchers from the General Fund in the amount of \$202,248.95 were approved on a motion from Commissioner Schondebare, seconded by Commissioner Martin and unanimous.
 - Commissioner Schondebare put forth a motion to move forward with the following Budget Line Transfers: \$15,000.00 to Repair Reserve, \$3,000.00 to Budgetary Provisions for Other Uses and \$5,000.00 to Accrued Liability Reserve Fund. Motion was seconded by Commissioner Martin and unanimous.
- Apparatus:
 - Commissioner Martin gave an update on the Elf Sled; informing the Board that the Production company would like to take ownership of it. After some discussion, it was determined that the District will maintain ownership of the sled. Commissioner Martin will follow up with Warner Bro. to see if they would like to move forward with their original offer to refurbish and use the sled for a five-year period as a display in a Rockefeller Center Event. District Manager Magerle will also work on getting quotes to have the sled refurbished.
- Buildings and Grounds:
 - No report.
- Communications:
 - No report.
- Personnel:
 - A discussion to place on moving to bi-weekly payroll. Commissioner Gaito asked District Secretary/Treasurer Spada to consult with legal counsel.
 - Commissioner Gaito stated he would like to meet with all employees individually to discuss any concerns/issues. Commissioner Gaito then made a motion to move into Executive Session at 7:48 p.m. The motion was seconded by Commissioner Martin and unanimous. District Manager Magerle, District Sec/Treas. Spada and the Chiefs were all excused.

Respectfully submitted,

Denise Spada
District Secretary/Treasurer

DRAFT