

Board of Fire Commissioners
Regular Monthly Meeting
August 12, 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
- Chief Erik Weber
- District Manager James Magerle
- District Secretary/Treasurer Denise Spada

Salute to the Flag and a moment of silence.

Cullen & Danowski LLP Partner Jennifer Ditta presented an overview of the 2025 Internal Audit. District Accountant Sean Flanagan was also present and suggested adding an internal control of having two signatures on all checks \$3,000.00 and over; the Board unanimously agreed to this change.

Firehouse Attendant Manganello came to the meeting to inform the Board of a medical issue and asked for consideration in a shift change when they begin the hiring process for a replacement for FHA Balletta; the Board was amenable to his request.

Chief's Report:

- The following events/trainings were submitted for approval:
 - August 12, 2026 – Nassau Fire Academy Live Burn
 - August 16, 2026 – Recruitment Tent at Huntington Farmers Market
 - August 22, 2026 – Juniors Training at Yaphank
 - September 3, 2026 – Participation in Greenlawn FD Parade
 - September 11-12, 2026 – South Hampton Muster
 - September 17, 2026 – Rapid Intervention Drill @ Yaphank
 - September 27, 2026 – Participation in Tunnel to Towers Race
 - October 22, 2026 – Private Dwelling Drill @ Yaphank
 - November 22, 2026 – Taxpayer Drill @ Yaphank

Commissioner Oh put forth a motion to approve all events/trainings, seconded by Commissioner Martin and unanimous.

- Two PESCH trainings and two Nassau drills have been completed.
- Driver training is upcoming, and the 12-Lead will most likely be going into service on August 17, 2026.

- Three proposals for a new AV system have been received; Chief Weber will be setting up a meeting with FHA Nelson and District Manager Magerle to review.
- Working on an order for eight sets of bunker gear and PPE.
- Letter from Dept. member Will Spada requesting military leave; Chairman Magerle asked to get a copy of his military orders for LOSAP tracking purposes.
- Recruitment tent is continuing to be successful in garnering interest.
- Next Dept. physical is scheduled for October 4, 2026. Huntington Hospital may be offering free flu shots for first responders; Chief Weber will follow up.
- All Chief's have been reminded to enter the odometer reading at the gas pumps.
- Chief Weber requested \$150.00 to purchase new Lieutenant and Captain pins; motion to approve by Commissioner Gaito. Motion was seconded by Commissioner Martin and carried unanimously.
- Contract for the 2027 Installation Dinner to be held at the Huntington Crescent Club at \$195.00 per person with a 130-person minimum was presented. Commissioner Oh put forth a motion to accept and pay a \$2,000.00 deposit; seconded by Commissioner Gaito and unanimous.
- Commissioner Martin read a list of Dept. By-Laws changes – Commissioner Oh put forth a motion to approve the changes; seconded by Commissioner Martin. The motion carried unanimously.

District Manager's Report:

- Commissioner Martin inquired about the data entry for LOSAP and asked if things are up to date. District Manager Magerle informed the Board that data is getting entered but there are other projects that interrupt FHA Nelson. Commissioner Gaito asked District Manager Magerle if there was a possibly he pick up the LOSAP entry so that FHA Nelson could work on his other tasks and have the LOSAP points entered in a timely manner.
- Commissioner Martin asked District Manager Magerle to notify all Board members of issues going on in the fire house.
- Three quotes for plumbing were presented for the washer and dryer: \$17,400.00 from Maccarone, \$24,000.00 from Citywide and \$17,000.00 from Imperial. A quote for \$3,400.00 for electric from Ultra and \$800.00 for mason work from Gerry Conway were also presented. Commissioner Martin put forth a motion to accept the quote for \$17,000.00 from Imperial, the quote from Ultra and G. Conway. The motion was seconded by Commissioner Oh and unanimous.
- A quote for \$2,229.00 for a new trailer hitch for vehicle 227 was approved on a motion by Commissioner Oh, seconded by Gaito and unanimous.

District Secretary/Treasurer Spada presented her report:

- The minutes from the July 2026 Workshop and Regular Meeting were approved on a motion by Commissioner Oh, seconded by Commissioner Martin; unanimous.
- Financial Report & Bills:
 - Cash account balances, Budget Report as of July 31, 2026 and LOSAP Statement from Main Street Financial were distributed for review. Prepaids totaling

\$36,339.37, payroll for June totaling \$81,567.06 and 41 vouchers from the General Fund in the amount of \$35,445.72 were approved on a motion from Commissioner Oh, seconded by Commissioner Gaito and unanimous.

- Commissioner Martin put forth a motion to accept the 2025 Financial Statements as prepared by Cullen & Danowski LLP. Motion was seconded by Commissioner Gaito and unanimous.
- Commissioner Martin put forth a motion to approve the Corrective Action Plan for the 2025 Financial Statements. Motion was seconded by Commissioner Gaito and unanimous. A copy of the Revised Credit Card policy will be sent to legal council for review.
- Dist. Sec/Treasurer Spada informed the Board that the New York Class account has been established. Commissioner Martin put forth a motion to move \$2,500.00 of the General Fund into the account; seconded by Commissioner Gaito and unanimous.
- Correspondence:
 - Budget Workshop will be held on September 9, 2026 at 9:00 a.m.
 - Request for Facility Use on August 29, 2026 from 12:00 p.m. to 8:00 p.m. from Dept. member Bill Eletto for a children's birthday party; approved.
 - Resignation letter from Commissioner Schondebare due to relocation out of state; effective August 12, 2026. Commissioner Oh put forth a motion to accept Commissioner Schondebare's resignation, seconded by Commissioner Martin and unanimous. Chairman Magerle asked to have a Commissioner Vacancy Notice posted on the bulletin board for anyone who might be interested in filling the vacancy.
 - Email from Verizon informing a refund for \$4,934.36 will be forthcoming after the closing of the T-1 line.
 - Email from FEMA (Fire Grants Branch) requesting initial grant writer information for our SAFER grant application.
 - Email from Anthony Hill from Firefly to inform us that Robert Berry is still not cashing his LOSAP checks.
 - District Sec/Treasurer Spada informed the Board that all of the Commissioners District email accounts have been set up and the transition of all email accounts to .gov has been completed; she also thanked the Board for approving a District cell phone.
- Apparatus:
 - No report.
- Buildings and Grounds:
 - Commissioner Gaito put forth a motion to have a phone line moved to EMT Carberry's desk so he and the Department Secretary would have access to a land line phone. Motion was seconded by Commissioner Martin and unanimous.
- Communications:
 - No report.

- Personnel:
 - Commissioner Gaito put forth a motion to have a letter thanking Firehouse Attendant Nelson for all his work on the Verizon and AT&T accounts put into his file. Motion was seconded by Commissioner Martin and unanimous.
 - Commissioner Gaito read a letter from Firehouse Attendant Balletta that he will be retiring December 30, 2026. The Board asked Dist. Sec/Treasurer to request the civil service list in the next week or two as they would like to begin the hiring process so that they have time for a new FHA to train for a month or two.

There being no further business, a motion to adjourn the meeting was made at 8:29 p.m. by Commissioner Martin, seconded by Commissioner Gaito; unanimous.

Respectfully submitted,

Denise Spada
District Secretary/Treasurer