

Board of Fire Commissioners  
Regular Monthly Meeting  
March 13, 2024

Minutes

The meeting was called to order at 7:24 p.m. by Vice-Chairman Oh.

In attendance:

- 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 inquired about the progress of the Privacy Policy as members would like to have a hard copy available when asking for signatures related to billing. District Secretary/Treasurer Spada passed out a sample Privacy Policy and relayed that according to legal counsel, the policy should be in the same name as the holder of the New York State EMS Certificate. Chief Spada indicated that he would like to recommend EMT Carberry serve as the HIPPA Compliance Officer. Vice-Chairman suggested this is something for the personnel commissioner to handle. Chief Spada asked the Board if it would be possible to outfit some of the newer members with uniforms as the uniform supply cannot furnish some of the proper sizes. After a brief discussion, it was decided that District Manager Northcote would set up an appointment for uniform fittings on the same day as department physicals.

New Member Application: A new member application was put before the Board for Michael DiLorenzo for membership into the Engine Company. Commissioner Lanigan put forth a motion to approve the application, seconded by Commissioner Schondebare. The motion carried unanimously, and Michael DiLorenzo was sworn into the Engine Company by Vice-Chairman Oh.

District Manager's Report:

- Fire District Manager Northcote presented his report and highlighted the following:
  - Apparatus: A new battery was installed on the antique Fox and the vehicle has been outfitted with a 100<sup>th</sup> Anniversary sign. The main and auxiliary batteries have been replaced on vehicle 227 and according the Chevrolet of Smithtown, there should be no issue getting a 2025 Tahoe at the end of May.
  - Equipment: The Auto-Pulse will be delivered in the upcoming days and Chief Spada will be setting up a training session with EMT Carberry and the membership.

- Communications: A proposal for computer/server upgrades was signed with Adept. The Juniors have been issued four old surplus radios for training purposes and twenty-six hi-band pagers have been distributed to members. District Manager Northcote asked for permission to donate the old low-band pagers; Commissioner Schondebare indicated he would like to reach out to a fire department in Pennsylvania that could use them. Commissioner Lanigan advised District Manager Northcote that he is not receiving all texts when a call is paged out. District Manager Northcote will advise SCM and have them investigate.
- Building & Grounds: Floor mats for the kitchen have been ordered and received. Supplies including tile, grout, toilets, urinals and hand dryers have been ordered and received for the upgrade to the downstairs bathrooms. An elliptical machine has been removed from the gym and a leg extension has been ordered. District Manager Northcote presented two quotes for the lower bay doors: a proposal from Tierney & Courtney for \$49,500.00 and a proposal from American Door for \$44,200.00 (both including prevailing wage). He reported that a third company never submitted their proposal. The Board decided to revisit the project at next month's meeting.
- Personnel: Yellow safety jackets were ordered and received for the firehouse attendants/EMT. Firehouse Attendants Balletta and Miller have requested a paid day off to attend the Annual Inspection Dinner. Commissioner Schondebare put forth a motion to approve the request, seconded by Commissioner Lanigan and unanimous.

District Secretary/Treasurer Spada presented her report:

- The minutes from the February 2024 meeting were approved on a motion by Commissioner Lanigan, seconded by Commissioner Schondebare; unanimous.
- Correspondence:
  - Request for Facility Use from Michelle Pettit (mother of ex-member John Pettit) to use the upstairs meeting room for a small wedding ceremony on May 31, 2024; approved.
  - Request for Facility Use from ex-member Laura Bergman to have a meeting for the Huntington Camera Club on May 11, 2024 from 7:00-9:00 p.m.; approved.
  - Request for Facility Use from the Hose Rescue Company to host the 18<sup>th</sup> Annual Super Bowl Sunday Pancake Breakfast on Feb. 9, 2025; approved.
  - District Secretary/Treasurer Spada informed the Board that all paperwork for James Magerle has been filed with and approved by Civil Service. She also informed the Board that the 2023 AFGP Grant for a new washer/dryer extractor has been submitted.
  - Amendments of the Bylaws for the Association of Fire Districts of the State of New York were distributed for the Board to read.

- Bills:

**PAID BEFORE THE MEETING:**

AT&T Mobility

\$ 785.81

Borg & Borg	\$ 104.00
Met Life	\$ 1,702.92
National Grid	\$ 3,431.29
New York State Dept. of Health	\$ 200.00
NYSHIP	\$21,151.39
NYS & Local Retirement System	\$ 2,492.10
Optimum	\$ 420.75
PSEG LI	\$ 2,847.21
PSEG Long Island	\$ 24.68
Verizon	\$ 858.62
Wex Bank/Sunoco	\$ 588.29

Medicare Part B Reimbursements

Betty Reddy	\$ 174.70
Bonnie Sammis	\$ 174.70
Doug Anthonsen	\$ 174.70
John McKenna	\$ 349.40
William Kaiser	\$ 174.70

**PAID AFTER THE MEETING:**

Aboff's	\$ 123.28
Adept Technology	\$ 1,475.60
Alex Niedziela	\$ 159.11
Cardiac Life	\$ 433.19
Centerport Fire District	\$ 26,716.00
Chairman Co.	\$ 162.00
Chase/INK	\$ 16,443.95
Cody Carberry	\$ 105.57
Corporate Coffee Systems	\$ 177.53
Corporate Coffee Systems	\$ 189.32
Dominic Spada	\$ 71.75
Edmer Sanitary Supply	\$ 754.00
Electronix Systems	\$ 124.80
Emergency Responder Products	\$ 444.38
ESO Solutions	\$ 3,192.61
FDM Preferred Insurance	\$ 33,929.00
Firefighters Equipment of NY	\$ 146.81
Firematic Supply Co. Inc.	\$ 290.13
Fire News	\$ 240.00
Fourth Stage, Inc.	\$ 3,651.69
Gym Tech	\$ 3,599.00
Huntington Fire District	\$ 1,701.44
Konica Minolta	\$ 51.31
Matthew Bender	\$ 76.08
McKesson Medical	\$ 392.03
Mr. Suds	\$ 30.00
New Era Technology	\$ 98.32
Newsday	\$ 575.84
Northport Fire Dept.	\$ 400.00
NY Fire Equipment LLC	\$ 418.18
NY Fire Equipment LLC	\$ 1,071.16

Olivarez Home Improvements	\$ 482.13
Olivarez Home Improvements	\$ 7,600.00
Olivarez Home Improvements	\$ 7,300.00
Olivarez Home Improvements	\$ 3,100.00
Parts & Performance Auto Inc.	\$ 49.96
Peter Wilbur	\$ 221.65
Priority Dispatch Corp.	\$ 49.00
Robinson's Industrial Gas	\$ 73.47
SCFDMA	\$ 100.00
Savasta Medical Services	\$ 2,015.00
SCM Products Inc.	\$ 226.12
Security Fire	\$ 561.50
South Shore Fire & Safety	\$ 308.00
South Shore Fire & Safety	\$ 41.80
South Shore Fire & Safety	\$ 74.00
State Chemical Solutions	\$ 551.39
Terminix	\$ 50.00
Tesori Digital Marketing	\$ 65.00
Tierney & Courtney	\$ 795.00
Ultra Electric	\$ 345.00
Ultra Electric	\$ 1,774.00
VEEB	\$ 100.00
Verizon	\$ 1,625.09
VFIS	\$192,869.00
W.B. Mason	\$ 127.69
Wex Bank/Exxon Mobil	\$ 95.86
William Glass	\$ 557.00
William Tremblay	\$ 42.95

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

- Vice-Chairman Oh:
  - Old/New Business: no report.
  
- Apparatus:
  - No report.
  
- Buildings and Grounds:
  - Commissioner Schondebare presented a quote for \$15,500.00 from Frank Relf for architectural services for repairs/replacement of the parapet. Commissioner Schondebare put forth a motion to move forward with the quote, seconded by Commissioner Lanigan and unanimous. Commissioner Schondebare presented a quote from Olivarez Home Improvements for \$9,800.00 to upgrade the men's bathroom on the first floor. Commissioner Schondebare put forth a motion to accept the quote, seconded by Commissioner Lanigan and unanimous. Commissioner Schondebare informed the Board that the District dinner will be pushed back to the middle of June due to scheduling conflicts.

- Communications:
  - No report.
  
- Personnel:
  - No report.

There being no further business, a motion to adjourn the meeting was made at 7:54 p.m. by Commissioner Schondebare, seconded by Commissioner Lanigan; unanimous.

Respectfully submitted,



Denise Spada  
District Secretary/Treasurer