

Board of Fire Commissioners
Regular Monthly Meeting
March 12, 2025

Minutes

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

In attendance:

- Chairman Andrew Magerle
- 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
- *Commissioner Gaito was excused

Salute to the Flag and a moment of silence.

Chief's Report:

- District Secretary/Treasurer Spada informed Chief Weber that he had to review and certify the 2024 LOSAP Points. Once reviewed, Chairman Magerle administered an oath to the Chief certifying the accuracy of the 2024 LOSAP points. Commissioner Schondebare then put forth a Resolution to approve the certification made by the Fire Department, seconded by Commissioner Oh and unanimous.
- Chief Weber reported the following:
 - Hydrant markers are being put on all the hydrants and RIT-board training will begin next month.
 - Ex-Chief J. Blanda will be having hip-replacement surgery and is not to ride on any trucks or respond to ambulance calls until after his surgery; calls may resume after a doctor's clearance letter is received. Commissioner Schondebare asked Chief Weber to reinforce with the Officers that when members are out on medical, they should not be responding to calls.
 - There was a good turnout for the PESH training and CPR/Hazmat refresher training is coming up along with physicals that are scheduled for April.
 - He will also be putting together a work-detail to organize the kitchen. Commissioner Schondebare wants the kitchen locked once it has been cleaned and organized. Chief Weber asked if there are funds to do minor upgrades to the website. Commissioner Oh explained that the current platform is older and there are newer platforms that we can move to and do everything "in-house;" he will follow up with Dept. member Steve Lapp. Commissioner Oh is also going to reach out to Don Tesoriero find out why the *Recruit* tab isn't working and where/to whom the inquiry emails go.
 - Chief Weber informed the Board that he would like to order gas meters and it was suggested to wait until the FDIC conference to shop around.

- A discussion was raised about the monies being collected from EMS billing and how it should be used; the original State recommendation was that it be used for EMS related costs but Chairman Magerle informed the Board that at a recent District Managers meeting, it was discussed that spending doesn't have to be only EMS related. To date, the District has only paid for the shared medic and ProClaim invoices out of the EMS Billing account. Sec/Treas. Spada was directed to continue to pay the Centerport Shared Medic invoices with EMS billing collections as well as pay the invoices for the new tires that were purchased for the ambulances and the 80 vehicle.
- Chief Weber informed the Board that he was setting up a foam equipment drill and asked if there was a request last year for additional hydrants. Several locations were discussed and Chairman Magerle stated that the request must come from the District and asked Chief Weber to put together a list of the hydrants he would like added. The Chiefs were excused at 7:19 p.m.

District Manager's Report:

- Fire District Manager Magerle presented his report and highlighted the following:
 - Apparatus: The auxiliary air pump was replaced in vehicle 222 and two air leaks were repaired in vehicle 223. Vehicles 225, 2212 and 2215 had preventative maintenance, oil changes and tires replaced and vehicle 2280 had a NYS inspection and tires replaced.
 - Equipment: The 2025 service contract for the generator was signed and two RIT boards were ordered and received. Twenty-five large and four-hundred small hydrant markers were ordered and received. MES Coastal conducted preventative maintenance on the air machine and All Weather replaced a bad motor in the elevator shaft fan. Tierney and Courtney adjusted the center truck bay door performed semi-annual preventative maintenance on all three truck bay doors.
 - Communications: A radio for Chief Weber's new vehicle was programmed for FRES and Firehouse Attendant Nelson met with IWT to discuss the process of renovating the control room. District Manager Magerle presented an approximate quote of \$43,400.00 for six APX 8000 radios and chargers; Commissioner Schondebare put forth a motion to purchase the six APX 8000 radios and chargers using EMS Billing funds as they are for the ambulances and 80 vehicle. The motion was seconded by Commissioner Oh and carried unanimously.
 - Building and Grounds: The second-floor bathroom renovations are underway and a plumbing clog and drain pipes connected to the bathrooms were unclogged and replaced.
 - Personnel: 118.5 hours of overtime were reported for the month of February.

District Secretary/Treasurer Spada presented her report:

- The minutes from the previous meeting were approved on a motion by Commissioner Schondebare, seconded by Commissioner Martin; unanimous.
- Correspondence:
 - Notice regarding the Terryville Fire Department's 75th Anniversary Celebration.
 - Cullen & Danowski began working on the 2024 Audit.

- Chairman Magerle put forth a Resolution to adopt a revised LOSAP Plan Document as presented by FireFly Admin. Inc. Commissioner Oh motioned to accept the Resolution, Commissioner Schondebare seconded and unanimous.
- Chairman Magerle put forth a Resolution to hire a new investment manager and custodian of the LOSAP assets. Commission Oh motioned to hire Main Street Financial as the investment manager and custodian of the LOSAP assets. The motion was seconded by Commissioner Schondebare and unanimous.
- Secretary/Treas. Spada informed the Board that she and Deputy Treasurer Eckstein have started going through the closet and file cabinets and have thirteen boxes the need to be shredded. Commissioner Oh interjected that he has a company that would do the job for approximately \$145.00. Commissioner Schondebare put forth a motion to move forward with the shredding, seconded by Commissioner Martin and unanimous.

- Bills:

PAID BEFORE THE MEETING:

AT&T Mobility	\$ 620.33
Met Life	\$ 2,120.96
National Grid	\$ 4,000.52
NYSHIP	\$ 20,118.08
Olvarez Home Improvement	\$ 8,000.00
Olvarez Home Improvements	\$ 4,000.00
Olvarez Home Improvements	\$ 7,250.00
Olvarez Home Improvements	\$ 7,723.00
Optimum	\$ 438.64
PSEG LI	\$ 3,044.47
PSEG Long Island	\$ 20.53
Verizon	\$ 866.78
Wex Bank/Shell	\$ 265.54
Wex Bank/Sunoco	\$ 147.21

Medicare Part B Reimbursements

Betty Reddy	\$ 185.00
Bonnie Sammis	\$ 185.00
Doug Anthonsen	\$ 370.00
Judy McKenna	\$ 185.00
Laurence Northcote	\$ 370.00
Richard Riegel	\$ 185.00
Toni Riegel	\$ 185.00
William Kaiser	\$ 185.00

PAID AFTER THE MEETING:

Aboff's Paint	\$ 212.16
Adept Technology	\$ 1,489.98
All Weather Tires	\$ 900.00
Attilio Pensavalle	\$ 31.00
Barnwell House of Tires	\$ 1,912.76

CARR Business Systems	\$ 71.25
Chase/INK	\$ 24,790.07
Chris Amendolare	\$ 1,050.00
Corporate Coffee Systems	\$ 174.80
Craig Lanigan	\$ 70.00
Cullen & Danowski, LLP	\$ 7,000.00
Emergency Responder Products	\$ 249.60
Erik Weber	\$ 93.62
Erik Weber	\$ 185.00
Firefighters Equipment of NY	\$ 1,023.99
Firematic Supply	\$ 110.00
Fire News	\$ 240.00
Home Depot	\$ 457.02
Huntington Fire Department	\$ 400.00
Integrated Wireless Technology	\$ 2,397.00
James Magerle	\$ 55.92
James Publishing	\$ 175.00
Konica Minolta	\$ 53.88
Long Islander	\$ 13.86
Long Islander	\$ 13.86
Mark-A-Hydrant	\$ 4,478.96
MES Service Company LLC	\$ 79.82
Michael Conforti	\$ 143.48
New Era Technology	\$ 98.32
Northport Fire Dept.	\$ 400.00
ProClaim	\$ 2,499.19
Ready ReFresh	\$ 90.65
Savasta Medical Services	\$ 495.00
SCVJFA Board of Directors	\$ 75.00
SCM Products Inc.	\$ 198.08
South Shore Fire & Safety	\$ 256.44
Supreme Trophies & Awards, Inc.	\$ 225.00
Supreme Trophies & Awards, Inc.	\$ 20.00
Terminix	\$ 60.00
Verizon	\$ 4,607.52
William Glass	\$ 568.00

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

Sec/Treas. Spada presented a bill for \$3,000.00 from Olvarez Home Improvements for the emergency plumbing repair. Commissioner Schondebare put forth a Resolution to take the monies for the emergency repair from the Repair Reserve fund. Commissioner Oh seconded and the Resolution carried unanimously.

- Apparatus:
 - Commissioner Martin presented two quotes for a new District pick-up truck: a stock truck from First Command for approximately \$56,000.00 and a 2025 Chevrolet Silverado 2500 to be ordered and purchased off state bid for

approximately 55,000.00. After some discussion, Commissioner Martin put forth a Resolution, subject to permissive referendum, to order and purchase a 2500 HD Chevrolet Silverado off state bid, and to equip and outfit it, payable out of Capital Reserve Funds at an amount not to exceed \$95,000.00. Commissioner Schondebare seconded and the motion carried unanimously.

- Commissioner Oh asked if the old 227 will be surplus and if a decision, was made on the old Chief's vehicle. Chairman Magerle indicated that when the time comes, both vehicles will be evaluated, and the better truck will be kept.
- Commissioner Martin informed the Board that vehicle 2210 had some body damage and he would like to get an estimate to get it fixed. Commissioner Oh put forth a motion to move forward with getting a repair estimate, seconded by Commissioner Schondebare and unanimous.

- Buildings and Grounds:

- Commissioner Schondebare distributed draft copies of a revised Facilities Use Application. He would like to make some changes and possibly charge larger groups for using the Meeting Hall. Chairman Magerle questioned if that is legal and asked Sec/Treas. Spada to follow up with legal counsel. Commissioner Schondebare asked District Manager Magerle to distribute copies of the proposed application to the firehouse attendants to see if there was anything they would like added. Commissioner Martin added it might be a good idea to add cameras to the Meeting Hall.
- Commissioner Schondebare informed the Board that when setting up for the Chief's Council Dinner, there were barely enough plates and asked to have 150-200 new 9" plates ordered at a cost of approximately \$2,000.00. Commissioner Oh put forth a motion to move forward with the purchase of the dinner plates, seconded by Commissioner Schondebare and unanimous.
- Commissioner Schondebare stated he would like to get the kitchen floors professionally cleaned before it is organized, and he would also like to have the doors locked and the key fob system added to the door.
- Commissioner Schondebare presented pictures of a new table, two side desks and chairs that he would like to purchase for the meeting room. After some discussion, it was decided to hold off on this until later in the year.
- Commissioner Schondebare raised a discussion regarding the ramp leak; Commissioner Martin suggested researching some type of sealer to put over concrete and will investigate it further.

- Communications:

- Commissioner Oh reported that he is researching console options.

- Personnel:

- In Commissioner Gaito's absence, he asked Chairman Magerle to present contract updates/changes for the District Manager as his contract expires at the end of March 2025. The changes Commissioner Gaito and District Manager Magerle discussed included salary increases of 7% for 2025, 6% for 2026 and 5% for 2027. Sec/Treas. Spada asked if there was a possibility to change the contract to

the calendar year instead of from April to March. After some discussion, it was agreed the contract should run from Jan 1. – Dec. 31. Commissioner Oh put forth a motion for a salary increase of 7% for the remainder of 2025, 7% for 2026, 6% for 2027 and 5% for 2028 making the contract three and half years instead of three years to align it with the calendar year. The motion was seconded by Commissioner Schondebare and unanimous. Chairman Magerle suggested adding that all District Managers (and Chiefs) be required to take the Fire District Commissioner's Training. Commissioner Schondebare put forth a motion that the Fire District Commissioner Training be added to the responsibilities of the District Manager's position. The motion was seconded by Commissioner Martin and unanimous.

There being no further business, a motion to adjourn the meeting was made at 8:12 p.m. by Commissioner Oh, seconded by Commissioner Schondebare; unanimous.

Respectfully submitted,



Denise Spada
District Secretary/Treasurer

Halesite Fire District
Resolution of the Board of Fire Commissioners
Resolution Number: 2025 - 2

In the matter of approving the 2024 certified points

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Halesite Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML);

WHEREAS, as required by GML § 219-a(2)(c), the Halesite Fire Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty (50) points during 2024 to qualify for service credit;

WHEREAS, the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Fire District to be in effect during calendar year 2024, and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members;

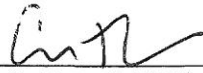
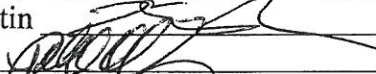
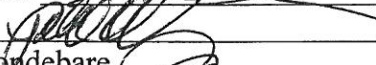
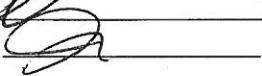
WHEREAS, GML § 219-a(2)(d) requires the Board of Fire Commissioners (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty (30) days; and

WHEREAS, the Board has completed its review of the attached list; NOW,
THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the attached list of volunteer firefighters of the Halesite Fire Department and the points earned by these firefighters during calendar year 2024; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty (30) days.

Commissioner Schondebare raised the motion to approve, Commissioner Oh seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner Magerle		Aye / Nay / Absent
Commissioner Gaito	ABSENT	Aye / Nay / Absent
Commissioner Martin		Aye / Nay / Absent
Commissioner Oh		Aye / Nay / Absent
Commissioner Schondebare		Aye / Nay / Absent

The resolution was thereupon declared duly adopted.

Dated: March 12, 2025

Certified by Fire District Secretary (signature or seal): Denise Spada

Halesite Fire District
Resolution of the Board of Fire Commissioners
Resolution Number: 2025 - 3

In the matter of hiring a new investment manager and custodian of the LOSAP assets

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (a "LOSAP") on behalf of the Halesite Fire Department, adopted and operated in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, the Fire District has reserved assets in trust for the purposes of providing the LOSAP benefits; and

WHEREAS, the Board of Fire Commissioners determined it was prudent to interview firms to replace the current vendor providing investment management and custodial services for the LOSAP; and

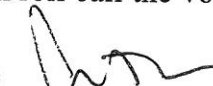


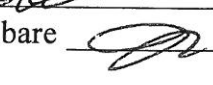
WHEREAS, the Board interviewed prospective firms, and has reviewed the services offered by each firm and fees charged by each firm; and

WHEREAS, the Board has come to a decision about which firm provides the best combination of service and value to meet the unique needs of the Board as trustees of the LOSAP assets; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners has selected the Main Street Financial Group to be the new investment manager of the LOSAP assets and National Financial Services (NFS) to be the custodian of the LOSAP assets.

BE IT FURTHER RESOLVED, that the Fire District Secretary-treasurer is authorized to contact Main Street Financial Group to initiate the account opening documentation.

Commissioner Oh raised the motion to approve, Commissioner Schondebare seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner Magerle		Aye / Nay / Absent
Commissioner Gaito	ABSENT	Aye / Nay / Absent
Commissioner Martin		Aye / Nay / Absent
Commissioner Oh		<u>Aye</u> / Nay / Absent
Commissioner Schondebare		<u>Aye</u> / Nay / Absent

The resolution was thereupon declared duly adopted. Dated: March 12, 2025

Halesite Fire District
Resolution of the Board of Fire Commissioners
Resolution Number: 2025 - 4

In the matter of adopting a revised LOSAP Plan Document

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (a "LOSAP") for the benefit of the Halesite Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, the Board of Fire Commissioners (the "Board") has recently retained Firefly Admin Inc. as third-party administrator (the "TPA") to assist them with the administration of the LOSAP, and Firefly Admin Inc. has reviewed the benefits provided by the LOSAP with the Board; and

WHEREAS, after discussion with Firefly Admin Inc. certain clarifications are necessary to the Plan Document; and

WHEREAS, a new Plan Document has been drafted by Firefly Admin Inc.; and

WHEREAS, Fire District legal counsel has reviewed the document on behalf of the Board; and

WHEREAS, the Board has determined the new Plan Document reflects the benefits provided by the LOSAP; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners hereby adopts the attached Halesite Fire District LOSAP Plan Document, to be effective January 1, 2025.

RESOLVED, that, the District Secretary is directed to provide a photocopy of this resolution and photocopy of the signed Plan Document to Firefly Admin Inc.

RESOLVED, that, a photocopy of this resolution and Plan Document shall be posted in at the firehouse with a notice to all firefighters to review these documents and provide instructions on how to obtain copies of these documents for further review.

Commissioner Oh raised the motion to approve, Commissioner Schondebare seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner Magerle [Signature]
Commissioner Gaito ABSENT
Commissioner Martin [Signature]
Commissioner Oh [Signature]
Commissioner Schondebare [Signature]

Aye / Nay / Absent

~~Aye / Nay / Absent~~

Aye / Nay / Absent

(Aye) / Nay / Absent

Aye / Nay / Absent

The resolution was thereupon declared duly adopted. Dated: March 12, 2025

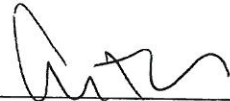



**HALESITE FIRE DISTRICT
RESOLUTION
OF
THE BOARD OF FIRE COMMISSIONERS**

RESOLUTION
2025 - 5

WHEREAS, THE HALESITE FIRE DISTRICT has, by appropriate Resolution, established a Certain Capital Reserve fund designated as the CAPITAL RESERVE FUND, established pursuant to Sec. 6-g of the General Municipal Law, in an account for deposit of such capital reserve funds entitled The Halesite Fire District Sec. 6-g General Municipal Law Capital Reserve Fund in local banks.

WHEREAS IT IS RESOLVED to purchase, equip and outfit a 2025 Chevrolet Silverado 2500 HD, off the state BOCES bid, not to exceed \$95,000.00, and payable of funds of the District, now in Sec. 6-g.

BE IT FURTHER RESOLVED that this resolution is subject to a permissive referendum as provided in General Municipal Law. The adoption of the foregoing Resolution was duly put to a vote and upon roll call, the vote was as follows:

Chairman Magerle	<u>Aye</u> /Nay	
Commissioner Gaito	<u>Aye</u> /Nay	ABSENT
Commissioner Martin	<u>Aye</u> /Nay	
Commissioner Oh	<u>Aye</u> /Nay	
Commissioner Schondebare	<u>Aye</u> /Nay	

This Resolution was thereupon declared duly adopted

Dated March 12, 2025

**HALESITE FIRE DISTRICT
RESOLUTION TO EXPEND MONIES
FROM REPAIR RESERVE FUND
(EMERGENCY EXPENDITURE)
RESOLUTION 2025 - 6**

**Resolution to Expend Monies from a GML §6-d Repair Reserve Fund Based upon an
Emergency**

WHEREAS, the Board of Fire Commissioners of the Halesite Fire District (the Board) did establish, pursuant to General Municipal Law §6-d, the "Halesite Fire District Repair Reserve Fund," created in accordance with and upon the conditions set forth in GML§6-d and for the purposes set forth in the resolution dated December 8, 1982 which established such repair reserve fund; and

WHEREAS, pursuant to GML §6-d, except in cases of an emergency, the Board is required to hold a public hearing before expending money from the Halesite Fire District Repair Reserve Fund; and

WHEREAS, before an emergency expenditure from a repair reserve fund, the Board must: (a) pass a resolution approved by at least four of the five members of the Board before doing so, and (b) declare that an emergency exists, and (c) return the money to the repair reserve fund within two fiscal years of its expenditure as follows -- at least one-half of the moneys so expended from the Halesite Fire District Repair Reserve Fund shall be repaid in the fiscal year immediately following the fiscal year such moneys were spent, and the total amount so expended shall be repaid not later than the last day of the second fiscal year following the fiscal year the moneys were spent;

NOW BE IT RESOLVED by the Board of Fire Commissioners of the Halesite Fire District, (Town of Huntington), (County of Suffolk), New York as follows:

1. Based upon the following facts and circumstances presented to the Board, a true emergency exists, which obviates the need for a public hearing before monies may be expended form the "Halesite Fire District Repair Reserve Fund."
 - a) *There exists a public emergency arising out of an accident or some other unforeseen occurrence or condition, which affect fire district buildings, fire district property or the life, health, safety or property of the people of the fire district. This occurrence or condition must require immediate action which cannot await the public hearing.*
 - b) *There is some imminent danger to district property.*
 - c) *The life, health, safety or property of the XYZ Fire District residents makes further delay for a public hearing unwarranted.*

- d) *There exists an urgent need to abate serious health and safety hazards.*
 - e) *This expenditure has never been discussed by the Board, nor voted upon.*
 - f) *An occurrence or condition is "unforeseen" when it is not anticipated and it creates a situation which cannot be remedied by the exercise of reasonable care.*
 - g) *The Board declares that a state of public emergency exists and this determination has been made in good faith and must not have been caused by dilatory behavior on the part of the Board.*
2. The Board authorized the expenditure from the "Halesite Fire District Repair Reserve Fund" up to the amount of three thousand dollars (\$3,000.00) for the following purposes: to repair emergency bathroom plumbing issues.
3. The Board is aware of the time limits when the monies so expended must be returned to the Halesite Fire District Repair Reserve Fund.

The question of adoption of this Resolution was duly put to a vote on roll call, which resulted as follows:

Commissioner_Magerle	<u>WIL</u>	VOTING	Yes/No/ Abstain
Commissioner Gaito	<u>ABSENT</u>	VOTING	Yes/No/ Abstain
Commissioner Martin	<u>[Signature]</u>	VOTING	Yes/No/ Abstain
Commissioner Oh	<u>[Signature]</u>	VOTING	Yes/No/ Abstain
Commissioner Schondebare	<u>[Signature]</u>	VOTING	Yes/No/ Abstain

(NOTE: Four out of five yes votes must occur to have this resolution pass.)

This resolution was therefore declared duly adopted.

Dated: MARCH 12, 2025