

Board of Fire Commissioners  
Regular Monthly Meeting  
September 10, 2025

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
- 2<sup>nd</sup> Asst. K.C. Anna
- District Manager James Magerle
- District Secretary/Treasurer Denise Spada

Salute to the Flag and a moment of silence.

Chief's Report:

- Chief Weber reported the following:
  - Trainings continue, and Rescue members have been asking to streamline the EPCR process; Chief Weber will work on setting up some practice sessions with EMT Carberry and contact Health EMS to see if there is a way to do practice EPCRs without threatening the integrity of HIPPA.
  - Rescue Captain Freda met with Dr. Geffken regarding heights of falls.
  - Decided to hold off on the Zoll devices for now; may revisit next year.
  - Trainings are being entered timelier.
  - Firehouse Nelson is looking into improving our wireless service; District Manager Magerle is awaiting pricing.
  - Need to make a push for chauffeurs.
  - Supplies ordered include: RIT packs, diamond blades and auto cribs.
  - There is a service that alerts motorists that emergency vehicles are approaching, cost is \$399.00 per year; no action taken.
  - Working on upgrading the website with Tesori Digital Marketing.
  - Would like to order parade shoes and polo shirts.
  - New equipment has been ordered for the gym and the floor plan may be switched around to accommodate it. Would like to remount the TV with a swivel arm. Chairman Magerle asked the Chief to speak to members about not bringing items from home and leaving them in the gym.
  - Asked to have tablets on the trucks powered up and checked daily. District Manager Magerle informed Chief Weber that this is done before 9 a.m. daily.

Presentation from Main Street Financial:

- Michael Wertheim and Matthew Brown from Main Street Financial gave a report on the LOSAP investments to date: the plan is up approximately seven percent and gained approximately \$186,000.00 since the initial investment.

District Manager's Report:

- Fire District Manager Magerle presented his report and highlighted the following:
  - Apparatus:
    - Discussion on surplussing vehicle 2-2-16 (current 2-2-30 vehicle). Commissioner Martin asked about getting a quote for it and suggested discussing further next month.
  - Equipment:
    - Waterway completed the annual Hose testing.
    - Received eight pairs of Firefighting boots from the Chiefs budget.
    - Ordered and received ten pairs of Firefighting gloves and ten pairs of Extrication gloves from the Chiefs budget.
    - John Brown completed annual ladder testing.
    - Firefighters equipment of NY completed annual Bunker gear inspection.
    - Ordered diamond saw blades from the Chiefs budget.
    - Diversified mechanical repaired the training room refrigerator.
    - Ordered Misc. Gym equipment from the Chiefs budget.
  - Communications:
    - IWT delivered the racks for the computer room and did updates & repairs for the backup system with Huntington FD. They also offered an option to monitor our radios at a cost of approximately \$1000.00. Commissioner Schondebare put forth a motion to approve, seconded by Commissioner Oh and unanimous.
    - Firehouse Attendant Nelson is investigating the T1 Line and working with Verizon to decrease the cost of the current line and fees for copper lines.
  - Building:
    - Tierney & Courtney performed preventative maintenance on the bay doors.
    - Dispatcher Manganello cleaned the rear bay doors.
  - Grounds
    - The dispatchers cleaned up the grounds on 1 North NY Ave.
    - The dispatchers cleaned up the grounds and flower beds for the 9/11 service.
  - Personnel
    - 45.5 hours overtime for the Month of August.
    - Would like to hire Chas Forte as a part-time Dispatcher. Commissioner Schondebare put forth a motion to approve Chas Forte as a part-time dispatcher at a rate of \$21.00 per hour, seconded by Commissioner Martin and unanimous.

District Secretary/Treasurer Spada presented her report:

- The minutes from the August 2025 meeting and the September 2025 Budget Workshop were approved on a motion by Commissioner Oh, seconded by Commissioner Schondebare; unanimous. The Board approved a meeting date change for the month of October and agreed for the regular monthly meeting to be held on October 21, 2025,

immediately following the Annual Budget Hearing on a motion by Commissioner Schondebare. The motion was seconded by Commissioner Gaito and unanimous. Commissioner Gaito informed the Board he would not be in attendance for either. District Secretary/Treasurer Spada informed the Board that the District election is scheduled for December 9, 2025.

- **Correspondence:**

- Document Disposition Election Form from Firefly asking if the Board would like all non-beneficiary forms shredded or returned to the District office. Commissioner Martin put forth a motion to move forward with the shredding option, seconded by Commissioner Gaito and unanimous.
- Notification from Firefly making a recommendation to make an additional contribution to LOSAP. The Board agreed to hold off until the end of year to decide on this.
- Copies of the Corrective Action Plan for the 2024 Audit were distributed and reviewed. Commissioner Oh put forth a motion to adopt, seconded by Commissioner Schondebare and unanimous.
- Copies of a Disaster Recovery Plan Policy were distributed and reviewed. Commissioner Oh put forth a motion to adopt the Disaster Recovery Plan Policy, seconded by Commissioner Schondebare and unanimous.
- Copies of a Non-Travel Related Refreshment and Meal Expenditure Policy and Procedure were distributed and reviewed. Commissioner Oh put forth a motion to adopt, seconded by Commissioner Schondebare and unanimous.
- Copies of an Annual Firefighter's Inspection Dinner Policy and Procedure were distributed and reviewed. Commissioner Oh put forth a motion to adopt, seconded by Commissioner Schondebare and unanimous.
- Two proposals from Appraisal Affiliates were presented: \$16,000.00 for a comprehensive year-end fixed asset inventory and original cost report (including an inventory and appraisal report for insurance purposes) and \$2,000.00 to cover Annual Maintenance service on the appraisal of the property. Commissioner Schondebare put forth a motion to accept both proposals, seconded by Commissioner Oh and unanimous.

- **Bills:**

**PAID BEFORE THE MEETING:**

ADP	\$ 320.04
Ameritas Life Ins. Corp. of NY	\$ 1,114.36
Ameritas Life Ins. Corp. of NY	\$ 163.36
AT&T Mobility	\$ 797.63
Halesite Fire Department	\$ 300.00
National Grid	\$ 345.21
NYSHIP	\$ 23,803.20
Optimum	\$ 439.45
PSEG LI	\$ 5,457.48
PSEG Long Island	\$ 21.83
Wex Bank/Shell	\$ 158.04

Wex Bank/Sunoco	\$ 29.42
Verizon	\$ 6,206.75
Verizon	\$ 881.16

**Medicare Part B Reimbursements**

Bonnie Sammis	\$ 185.00
Doug Anthonson	\$ 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:**

Adept Technology	\$ 1,489.98
Adept Technology	\$ 2,519.40
Ameritas Life Ins. Corp. of NY	\$ 1,114.36
Ameritas Life Ins. Corp. of NY	\$ 163.36
CARR Business Systems	\$ 71.25
Chase/INK	\$ 12,103.65
Chris Leogrande	\$ 113.25
Corporate Coffee Systems	\$ 475.90
Diversified Mechanical Services Inc.	\$ 599.00
DJS Safety	\$ 350.00
Emergency Responder Products	\$ 399.00
Firefighters Equipment of NY	\$ 2,301.46
Hendrickson Fire Rescue	\$ 808.94
Home Depot	\$ 449.95
Integrated Wireless Technology	\$ 597.00
Integrated Wireless Technology	\$ 850.00
James Magerle	\$ 55.92
John P. Brown Ladder Co.	\$ 1,739.66
Konica Minolta	\$ 53.88
Long Islander	\$ 19.25
MES Service Company LLC	\$ 116.00
Mr. Suds	\$ 15.00
New Era Technology	\$ 98.32
Parts Plus Performance Auto	\$ 74.94
ProClaim	\$ 2,258.68
SCM Products	\$ 291.98
Sterling Sanitary Supply Corp.	\$ 4,304.51
Terminix	\$ 64.95
Tierney & Courtney	\$ 795.00
Waterway Twin Tier LLC	\$ 6,492.50
William Glass	\$ 568.00
William Tremblay	\$ 252.67

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

- Chairman Magerle:
  - Chairman Magerle presented the preliminary 2026 Chief's Budget. Commissioner Schondebare put forth a motion to approve the 2026 Chief's Budget, seconded by Commissioner Oh and unanimous.
  - Chairman Magerle initiated a discussion on the 2026 Proposed Budget, after some review Commissioner Schondebare put forth a motion to adopt the \$3,309,391.00 Proposed 2026 Budget, seconded by Commissioner Oh and unanimous.
- Apparatus:
  - Commissioner Martin reported the 2025 pick-up truck will be ready for delivery soon.
- Buildings and Grounds:
  - Commissioner Schondebare reported there was dampness behind a wall in the gym and a window will need to be replaced and the gym painted.
  - Commissioner Schondebare presented a price of \$3,800.00 to replace the fire-proof basement door. Commissioner Martin put forth a motion to move forward, seconded by Commissioner Oh and unanimous.
  - Commissioner Schondebare asked to move forward with finishing the walls to the storage closet in the upstairs meeting room; approximate cost \$9,500.00. Chairman Magerle asked to hold off on this until closer to the end of the year and for now to move the items off the top of the closet to make it look neater; the Board agreed.
- Communications:
  - Commissioner Oh initiated a discussion on Health EMS/PCRs and protected devices as related to HIPPA. Correspondence from legal counsel stated the *District would be responsible for any breaches occasioned by use on non-protected devices and while it is possible to make a personal computer/device compliant*, William Glass indicated that he would not want to risk the District's liability on that happening. After some discussion, it was decided that all EPCRs must be completed on District computers and Chief Weber will contact Health EMS to get clarity on how practice EPCRs can be completed and how secure the training is.
- Personnel:
  - Commissioner Gaito asked to be kept in the loop if someone applies for employment.
  - Commissioner Gaito proposed a five percent increase in salary for both Sec./Treasurer Spada and Deputy Treasurer Eckstein as it is in line with the FHA increases. Commissioner Oh put for a motion to approve a five percent increase for both the Sec./Treasurer and the Deputy Treasurer, seconded by Commissioner Gaito and unanimous.
  - Commissioner Martin asked about the membership status of Dennis Magerle. Chief Weber has not been given a letter of resignation but will follow up on it.

There being no further business, a motion to adjourn the meeting was made at 8:35 p.m. by Commissioner Oh, seconded by Commissioner Schondebare; unanimous.

Respectfully submitted,

Denise Spada  
District Secretary/Treasurer

DRAFT