

MINUTES
REGULAR MEETING
South Farmingdale Board of Fire Commissioners
December 18, 2023

At 6:01pm Commissioner Heffel called the meeting to order and recited the Pledge of Allegiance, followed by a moment of silence. In attendance were Commissioner E. Purpora, Commissioner G. Forry and Commissioner J. Tasch. Secretary K. Psorakis was present as well. Attorney J. Pusateri was absent.

The minutes from November 28, 2023 were discussed. Motion by Commissioner Tasch to approve the minutes, seconded by Commissioner Purpora. All in favor. Motion passed.

New volunteer was sworn in at 6:10 and was accompanied by department chiefs and has been assigned to EMS Company, Badge 348.

Treasurer's Report

1. I've transferred \$170k from our General Fund to our Building Reserve account as per our 2023 budget.
2. Since Christmas lands on a Monday which is when payroll is processed, I will try to process payroll on Friday, 12/22, so that we have a 12/27 pay date. If the staff could be instructed to have their timesheets in by 12/22, that would be helpful.
3. Just an FYI, the NYCLASS accounts were funded for 23 days in November and interest earned was \$9,158.28. I've also requested a rate increase with Flushing bank and they've increased their rate to 5.10% effective 11/21.
4. As a reminder, I'll be away from 12/14 through 12/19.

Warrants for December 18, 2023 totals \$41,063.59

		Open Balance
Ace Hardware		\$ 141.71
Anton Community Newspaper		\$ 183.10
AT&T MOBILITY		\$ 535.22
ATLANTIC PC, INC.		\$ 1,600.60
BMT Automotive Corp		\$ 15.00
DIALOGUE VOICE LLC		\$ 80.00
EMERGENCY COMMUNICATIONS SOLUTIONS		\$ 1,222.00
FARMINGDALE BEVERAGE		\$ 462.12
Firefly Administration		\$ 526.68
GENERAL SECURITY		\$ 2,995.00
HI-TECH FIRE & SAFETY, INC.		\$ 50.50
Joseph F. Pusateri, Esq		\$ 1,000.00
Mario's Pizzeria of Melville		\$ 200.89
MEDICAL WAREHOUSE		\$ 717.25
NYSIF Workers' Compensation		\$ 11,019.47
RBC Wealth Management		\$ 15,000.00
RJM Electric		\$ 1,040.00
Sterling Sanitary Supply Corp		\$ 215.12
Verizon		\$ 111.18
Wex Bank		\$ 1,681.34
ACH Payments		
	NAT GRID	\$ 64.97
	PSEG	\$ 2,201.44
	Total	\$41,063.59

Motion to pass warrant and pay bills by Commissioner Suwalski, seconded by Commissioner Tasch.

Chiefs Report

1. SFFD Incident and Response Statistics

A. Report Attached

2. Personnel

A. Report Attached

B. Elections results were emailed.

C. Member with Physical issue was notified of next steps.

D. Multiple members have completed their physicals and other members have been notified they have until end of January.

3. Training and Preparedness

- A. Winter Operations has been given to officers and make sure we have proper equipment accessible when needed.
- B. SCBA Part 1 and 2 are scheduled for January and February.
- C. EVOC 2 was conducted this past Saturday multiple members completed and are now chauffeurs, Chief McFarlane sent email in regards.

4. Vehicles and Equipment

- A. 9702 had the water pump replaced.
- B. 977 had PM completed.
- C. 971 had work completed.
- D. 9702 is going away at the end of this week until Tuesday following Christmas. Where would you like his car to be left for security?
- E. Ambulances have received their new certified stickers.

5. Radio and Communications

- A. Awaiting Eastern Communications parts to arrive and be installed at Firecom so we can go live. Testing on Dual Response tones will be done soon. Farmingdale awaiting antenna to be replaced.
- B. Awaiting a few pagers but most of the department pagers have been reprogrammed with new frequency.
- C. Awaiting IWT to come back to internal alerting system. He hasn't been working full weeks and is scheduled for other locations on his days in. I will be setting something up for after Christmas.

6. Buildings and Grounds

- A. Holiday decorations will come down the Sunday following New Years.
- B. We will let the department know that the floor is being worked on again.

7. Miscellaneous

- A. Confirming swearing in for January 2nd is 8pm ok just to give me some room on time frame to get here.
- B. Was the new green safety officers vest approved? Just wondering, they are a different color than the lime green ones.
- C. I will be working on multiple items for you such as EVOC Chauffeurs list and other require forms Starting in January.
- D. Spoke to Brad we will be setting up dates in January for new bylaws. He will be emailing me available dates.
- E. I spoke to Brian Quarin regarding the trailer in the back. He has a plan drawn up. He will get me more information very shortly. It will be regarding using it for

open house for kids to shoot water into like almost a mini private dwelling with multiple windows.

- F. Regarding the juniors with vendors being contacted, no items have been received and nothing is on order to come in as a donation or anything. Also, with the juniors, the SCBA bottles received from TF fund are due to expire next year. I have a member checking them out for me and will advise further when I have the information. Member was told this will not happen again.
- G. Department Holiday party will be Jan 19th and working on standby crews.
- H. Merry Christmas and Happy Holiday Season. Have a Happy and Safe new year. Look forward to the changes coming in 2024 to make this district and department better and safer.

What is being done with the junior's Chief advisor.

FDNY study guides on disk.

Essentials of Firefighting Books?

Discuss department tone of communication to the public, members, and employees.

Parents of Juniors interested in joining that have siblings that are members are being told they need to have a meeting with the advisors?

Communications and Petitions – Secretary

Status quo.

Apparatus – Commissioner Forry

971: Commander Fleet installed an auto pump, replaced left rear corner rub rails and repaired the oil gauge wire.

977: Commander Fleet did a PM on Monday December 11. They also replaced the wiper blades.

9701: BMT replaced the water pump and thermostat assembly with OEM equipment.

Sent to Brian Kuhn questions and corrections to the specs on the new pumpers that the District will be purchasing.

Buildings & Grounds – Commissioner Heffel

They have started the truck floor today and should be completed by the end of the week, may go longer based on today.

3 Locust Ave. is coming along, sheetrock is all up and being spackled.

Cable box in the chief's office was repaired today.

Got prices for new garage doors at headquarters. Due to the cost either way we go, this will have to go out to bid for next year if we decide to do it.

Communications & Alerting – Commissioner Purpora

Awaiting parts to finish off the hook up at Firecom.

Received new extra portable batteries and gang chargers.

Equipment – Commissioner Suwalski

Stryker invoices from grant.

Honda generator update.

Blower for 979 received.

Discuss AED and EMS equipment regarding grants.

8 members from EMS were sized for gear. 3 members still need to be sized.

Need to meet with members regarding feedback on hose demonstration.

We have a new laminator in our office.

Capital Improvement – Commissioner Purpora

Sent RMB the info they asked for regarding the backyard.

Insurance & Personnel – Commissioner Tasch

Carly Sheppard has returned from ELO pending physical.

Census has been updated through tonight.

Portal opened through McNeil to upload any changes to our policy, ie: photos.

Will need photos of fire extinguishers, and sprinklers once inspection is complete.

Buff Show has been set up in February, active rosters of membership and juniors have been submitted.

An additional LOSAP contribution of \$15,000 has been added to the "old" plan. All paperwork for 2023 LOSAP awards has been received and will be worked on after the completion of 2023.

Junior's roster has been submitted, presently have 4 members over 17, two of these members will age out by mid-January.

Inventory – Commissioner Purpora

Status quo.

Legal / Government – Commissioner Suwalski

I received the letter from the IRS and have forwarded it to Go Daddy. Now they want a picture of me holding my driver's license. I did that and forwarded it to them. We will see what they need next. This has become a major problem. Hopefully it won't happen again.

Notice from MCS group regarding a PCR.

Discuss necessary requirements for membership.

Are there any other grants that are available.

Policy & Procedure – Purpora

Status quo.

District Reports – Secretary

New clerk hired and started on 12/18.

IT Computers / Printers / Hardware- Commissioner Heffel

3 printers were ordered for the chiefs have been installed and they are now using them. We probably need to change the contract for our copy machines.

2 monitors, docking unit and desk bracket for the treasurer's desk have been installed.

The secretary and the clerk will have to contact SCM to get a date for training class. They will do a zoom training during the day.

I purchased a portable scanner and placed it on the ID Card desk. The New clerk will use that desk for now.

Emergency Preparedness – Commissioner Tasch

All stocked up since last signal 10.

Fuel – Commissioner Tasch

Status quo.

Physicals / Medical Screenings – Commissioner Tasch

Status quo.

Utilities / Gas / Electric – Commissioner Heffel

Status quo.

Phones / Cell Phones – Commissioner Heffel

Have Secretary add Clerks name to the phone system and see what connection we can use.

Unfinished Business

After speaking with our attorney, we both agree that having Pinsky Law rewrite the Department by-laws so that they go along with our district policies and procedures. Brad has sent a quote for \$5,800.00 to do the entire by-laws over. This would be a district bill if the board approves it.

Welcome our new clerk.

Secretary will be contacting SCM for a zoom meeting for clerk and herself. She will let all board members know the date and time if they want to be included.

New district car will be ordered through Commander Fleet on December 14,2023 at a cost of \$73,934.20 with everything included except the fire radio that needs to be purchased separately (will be installed by Commander Fleet as part of the price).

What do we want to do with our current car? Motion to re-distribute current vehicle, 9710, for department use by Commissioner Purpora, seconded by Commissioner Suwalski.

I am in contact with Melville Fire District as to if a previous employee of ours was hired and fired by them. The reason for my contact is that we have received notice from the department of labor as to our charges for the unemployment for that employee.

As we close out 2023, please contact your vendors to forward all outstanding 2023 bills to be paid.

Need a detailed plan and deadline for trailer stationed out back.

Status of trailer behind 3 Locust this has been asked a few times.

Was the situation with the junior's advisor, junior and vendor handled?

New Business –

Need to put together all conventions that you are looking to attend in 2024 so that we can enter them into the minutes at the organization meeting.

We need to order new business cards for the board and the chiefs due to telephone number changes.

Need date for the House inspection.

Motion to put in an out of district residency waiver for Michael Coakley by Commissioner Tasch.

Commissioner Heffel aye

Commissioner Suwalski aye

Commissioner Forry aye

Commissioner Purpora aye

Commissioner Tasch aye

All in favor. Motion passed.

When members sign for packages, they need to notify who package was addressed to.

Discuss possibility of changing our meeting nights to accommodate employees.

Discuss hiring a deputy treasurer.

Discuss hiring a part time maintainer/ EMT.

Installation Dinner – Commissioner Suwalski

Discuss invitations and guest list.

Meeting adjourned at 8:45pm.

K. Psorakis, District Secretary