

**MINUTES
REGULAR MEETING
South Farmingdale Board of Fire Commissioners
February 13, 2024**

At 6:05pm Commissioner Heffel called the meeting to order and recited the Pledge of Allegiance, followed by a moment of silence. In attendance were Commissioner Suwalski, Commissioner E. Purpora, Commissioner G. Forry and Secretary K. Psorakis. Commissioner J. Tasch was absent. Chief McFarlane was present as well as a member of the public, G. Frontino. Commissioner Heffel asked if anyone if the meeting was being recorded and G. Frontino raised his hand.

The minutes from January 30, 2024 were discussed. Motion by Commissioner Forry to approve the minutes with the corrections, seconded by Commissioner Purpora.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Treasurer's report:

The Board should approve the attached 2023 budget adjustment (inc.: Cellular Service \$5k and dec Prof Services - Legal \$5k). This adjustment is reflected in the attached Budget v Actual Report. This is for 2023 budget adjustments.

Since the 19th is a holiday, I'll be running payroll on Friday, 2/16, so that employees are paid by Thursday.

I've included the January, 24, 2024 RBC statements for LOSAP that I use to book the activity in Quickbooks, however, I would recommend that everyone on the Board gain access to the Firefly's portal, to review other reports.

Warrants for February 13, 2024 total \$109,581.28.

	Open Balance
AIR PURIFIER	\$ 2,816.00
AT&T MOBILITY	\$ 535.22
ATLANTIC PC, INC.	\$ 1,616.60
BAR BOY PRODUCTS INC.	\$ 57.00
BMT Automotive Corp	\$ 117.01
C2G ENVIRONMENT CONSULTANTS	\$ 10,680.00

Cablevision Lightpath LLC	\$ 1,594.27
CAPITAL ONE, N.A. CORP CARD	\$ 2,183.08
COMMANDER FLEET CORP.	\$ 787.94
DIALOGUE VOICE LLC	\$ 80.00
G & L BAGELS, INC.	\$ 62.09
HENDRICKSON	\$ 852.53
Massapequa Internal Medicine Assoc	\$ 230.00
MEDICAL WAREHOUSE	\$ 124.40
NYSIF Workers' Compensation	\$ 1,421.52
Salerno	\$ 3,764.64
SES, Inc	\$ 510.00
Stryker	\$ 24,882.20
Wex Bank	\$ 1,561.36
BAC SYSTEMS	\$ 49,500.00
SOUTH SHORE FIRE & SAFETY	\$ 484.65
VERIZON	\$ 194.24
NATIONAL GRID	\$ 2,606.13
PSEG	\$ 2,920.40
TOTAL:	\$ 109,581.28

Motion by Commissioner Forry, seconded by Commissioner Suwalski to accept the warrant and pay all bills.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Chiefs Report:

1. SFFD Incident and Response Statistics

- A. Report Attached
- B. Percentages Attached

2. Personnel

- A. Report Attached
- B. Few Members are outstanding on their Physicals and Fit Test.
- C. 1 Member is on a 90 day leave of absence.

- D. We will be having two other members resigning will advise once we get their letters of resignation.

3. Training and Preparedness

- A. SCBA Part 1 and 2 are scheduled for January and February.
- B. Forcible Entry 2nd night training is this Thursday night and the 1st session went well.
- C. FSA Scheduled for May.

4. Vehicles and Equipment

- A. 972 had work completed.
- B. 971 had PM and repairs.
- C. 976 had repairs.
- D. 9799 is going out for repairs.

5. Radio and Communications

- A. Eastern Communications is awaiting parts to finish everything at Firecom.

6. Buildings and Grounds

- A. We know you have scheduled the Inspection for the last Thursday of this month, but we had last year discussed having it the weekend before Memorial Day, since the rigs and firehouse would be good for Memorial Day weekend. Also, Chief McFarlane won't be here that night. Is it possible to move it to warmer months so we can have the companies be able to clean and do a nice job, especially with this month's weather? Thank you in advance. This was approved by the Board of Fire Commissioners.

7. Miscellaneous

- A. Standby crews are being secured for the Installation dinner.

Apparatus – Commissioner Forry

- 971:** Commander Fleet picked up the engine on Wednesday, February 7, 2024 to do a PM.
- 976:** Commander fleet picked up the ambulance on Friday, February 9, 2024 for a rear differential oil leak. The mechanic found the pinion bearing had excessive play causing the leak. He replaced the pinion bearing and pinion seal.
- 977:** On Wednesday February 7, 2024 Commander Fleet looked at the ambulance because the Vanner GFCI keeps on popping and beeping indicating a problem. He found the one battery for the patient area was bad. He replaced that battery and installed a second battery. With all the items that are charging in the patient area it was suggested to add a second battery.
- 9799:** Commander Fleet picked up the vehicle to repair the driver's rear door electronics for the window and rear door not close indicator light. They replaced the left alley takedown light on the light bar, repaired the tailgate warning lights when the tail gate is left open. They checked into why the scene light automatic head light system was not working. This model year had this as an option and was not programmed to have that operational. The reason the rear windshield defroster is not working is because there is a wire that is broken off from the defroster. To have this repaired the rear windshield would have to be replaced. They could not duplicate the problem with the climate control system not turning off.

Commander Fleet sent an estimate for 975 to replace one chauffeur rear side scene light and one officer rear side scene light to green lights. Also replace one scene light in the rear light bar to a green light. The total cost would be \$1,656.40.

Received two Noco boost XL GB50 1500 amp 12-volt jump starter box for the chief's vehicles. Waiting on the third one to be delivered.

Received one Noco boost pro GB150 3000A 12-volt battery jump starter box for the diesel ambulance engines.

Brian Kuhn sent the specs for the Heavy Rescue to me on Thursday, February 8, 2024. On the same day I sent the specs to the Truck Company Committee to review them to see if there are any mistakes or questions.

Audit & Bonds

Status quo.

Buildings & Grounds – Commissioner Heffel

C2G Environmental Consultants has completed the diesel fuel tank abandonment and pump removal project. The patch over the tank is just RCA compounded in. We will let it settle in until we are ready to do the parking lot once the back yard project is completed.

Capital Improvements – Commissioner Purpora

Backyard project - nothing to report.

Communications & Alerting – Commissioner Purpora

Antenna Project - waiting for parts and for Firecom hookup from Eastern Communications.

Communications and Petitions – Secretary

Received invitation from the Bethpage Fire District for their Annual Installation Dinner on March 30, 2024.

Received information regarding an urgent meeting hosted by Fire News on *The Future of Ambulance Service in Fire and EMS* on February 28, 2024.

District Reports

Status quo.

Emergency Preparedness – Commissioner Tasch

Status quo.

Equipment – Commissioner Suwalski

We located a pair of size 10 ½ boots for P. Frontino serial number R3124WO12733.

We received EMS medical equipment. Chief McFarlane, please ask Captain Sturm to confirm all equipment that was ordered is in the shipment and provide serial numbers to Commissioner Purpora.

We have purchased and received ten (10) AEDs for the department with the assistance of Legislator Rose Walker. Chief McFarlane, please contact Captain Sturm so that we can meet Thursday night to setup and distribute them to be placed in service.

We ordered and received three (3) battery jumper boxes. There was a 4th unit ordered and will be here by the end of the week. Please see Commissioner Forry for these items and email BOFC with serial numbers and the apparatus locations they will be on.

Chief Fullshire requested two (2) vehicle lockout kits to replace previously broken kits. The kits have been received. Please email the serial numbers and what apparatus they will be placed on to the BOFC.

EMS work gloves were ordered and received as part of the FEMA AFGP grant. Five (5) pairs of size small are on back order.

We received an invoice #9205514503 from Stryker. Please have Captain Sturm look into this and verify if he received this equipment.

Fuel – Commissioner Tasch

Status quo.

IT Computers / Printers / Hardware / Phones- Commissioner Heffel

Printer problem appears to be fixed.

The watchguard T40 Firewall's Warranty/Security services will expire on March 7, 2024. This is the main firewall for our district network. We need to renew this. The cost is \$1,080.00 for one year or \$2,455.00 for three years. Recommendation is to renew for three years and save the taxpayers the difference.

There seems to be a problem with the elevator phone. The elevator company was contacted to see if they can diagnose what is wrong. Waiting for a reply

Insurance & Personnel – Commissioner Tasch

Pleased to report that the work is paying off, on the desk you will find two rebate checks from The State Insurance Fund. This represents our record keeping, the Buy Back Program, the Census Reports, and overall share from Fuery Risk Management.

The New York State Defined Contribution Plan has been cancelled and the rep from the plan has been informed of former plan member exit date.

Nicole Zirkelbach has extended her leave through April 30, 2024.

Inventory – Commissioner Purpora

Waiting for a list from the Chief's office on uniform needs.

Informed the Chief that the member who can't find his badges needs to file a police report with the police within 5 days.

Legal / Government – Commissioner Heffel

Haven't heard from Charlie Mazzocchi from Cleanco Distributors about the flooring lawsuit. He sent over a brochure with some sample colors to do the offices downstairs. I told him any of the grays would be ok, he will get back to us with in a week.

Spoke with attorney about the recording that was done during a meeting with the chiefs and the advisors of the juniors. He stated that to have the Chief order that member to supply an unedited copy of that tape to him and to be forwarded to the Board within two (2) days. If that member fails to supply that copy, the chief is to suspend that member for failure to comply to a Chiefs order.

A foil request by someone from Seaford was emailed to the district asking for a large amount of information. I have forwarded it to our attorney for his input. The attorney will email the person that we should be able to forward the FOIL information in 20 days. The secretary and clerk are both putting in the time needed to gather the information that has been requested. The attorney will be reviewing the requested material and will advise us what we can and cannot send.

The attorney has amended the Equipment Return policy in the district policies as of today.

Multiple meetings with the Department Chiefs and the attorney to review by-laws were postponed, however, these need to be completed as soon as possible.

LOSAP – Commissioner Tasch

Losap should come down tonight, please find out if any questions exist, leave paperwork on my desk and I will take care of it.

We are presently paying out of the "old plan" 33 members @ \$8,347.74 per month also on the desk.

I have requested an update from Firefly on where we stand and any expected new payouts for 2024.

Physicals / Medical Screenings – Commissioner Tasch

There are eight (8) members who still need their Fit Test. There are ten (10) members who have not had their physical or do not have an appointment. There are 12 members who have scheduled appointments for this month. One (1) member has requested an extension. Requesting the Chief to follow up on the missing people.

As of today, we have spent \$7,460.00 for department physicals, as well as \$2,095.00 for new members & return to duty members.

Policy & Procedure – Commissioner Heffel

Policy & Procedure manual has been updated as of February 13, 2024.

Trainings – Commissioner Tasch

Status quo.

Utilities / Gas / Electric – Commissioner Heffel

Received a letter from the water district that all the backflow prevention devices need to be tested by April 12, 2024. It is my understanding that the water district has done the testing for us in the past. I have left a message for the superintendent of the water district to contact us.

Unfinished Business –

There is a possible locking system for the beverage cabinets. The vendor will be here the end of next week to see if their solutions will work for us.

Please do not use the Capitol one credit cards after February 25, 2024. Leave them with the secretary and you will be issued a new card through Flushing Bank.

Motion for a 2023 budget adjustment from General Ledger Code .80 - Cellular service to increase by \$5,000.00 and General Ledger Code .71 – Prof Svs - Legal to decrease by \$5,000.00 by Commissioner Suwalski, seconded by Commissioner Purpora.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Commissioner Heffel will sign the contract for Proclaim tomorrow as our attorney is fine with the contract. Chief should be made aware that the PCRs need to be completed fully and accurately.

New Business –

We received a FOIL request from someone in Seaford for many records from over last year. Commissioner Heffel has forwarded it to our attorney for his opinion. The

Commissioners, Secretary and Clerk are working on gathering the information and will forward it when completed.

New Applicant 2023R - Since this applicant has turned 18, the committee needs to find out if they have a valid NY Drivers License or ID. If they do not, we need their Social Security number and date of birth per our attorney to process the background check.

Motion by Commissioner Forry to approve the estimate from Commander Fleet to replace one chauffeur rear side scene light and one officer rear side scene light to green lights. They will also replace one scene light in the rear light bar to a green light at the cost of \$1,656.40, seconded by Commissioner Suwalski.

	Yes	No	Abstain	Absent
Commissioner Heffel	X			
Commissioner Suwalski	X			
Commissioner Purpora	X			
Commissioner Tasch				X
Commissioner Forry	X			

Motion passed.

Motion by Commissioner Suwalski to adjourn the meeting, seconded by Commissioner at Forry at 7:00pm.

Kiki Psorakis

District Secretary