

**MINUTES  
REGULAR MEETING  
South Farmingdale Board of Fire Commissioners  
May 14, 2024**

At approximately 8:00pm, Commissioner Heffel called the meeting to order and recited the Pledge of Allegiance, followed by a moment of silence. In attendance were Commissioner M. Suwalski, Commissioner G. Forry, Commissioner E. Purpora and Commissioner J. Tasch along with District Secretary K. Psorakis. Chief Mackie, 1<sup>st</sup> Deputy Chief McFarlane and 2<sup>nd</sup> Deputy Chief Witt were also in attendance. Commissioner Heffel asked if anyone was recording the meeting and a member of the public raised his hand. The member of the public stated that his name is George Frontino and confirmed recording of the session.

The minutes from April 30, 2024 were discussed. Motion by Commissioner Forry to approve the minutes with all changes, 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.

**Chiefs Report**

**1. SFFD Incident and Response Statistics**

- A. Report Attached
- B. Spread Sheet Attached

**2. Personnel**

- A. Report Attached
- B. Christopher Witt won 2<sup>nd</sup> Deputy Chief Special Election held on May 6, 2024.

**3. Training and Preparedness**

- A. FSA in progress

**4. Vehicles and Equipment**

- A. 978 had tires replaced.
- B. 9799 having rear windshield replaced for sensor.

**5. Radio and Communications**

A. Multi grants open for Motorola.

## **6. Buildings and Grounds**

A. Inspection next month.

B. Memorial Day BBQ at HQ following the Parade and Memorial.

## **7. Miscellaneous**

A. Can we please restock refreshments due to Signal 10 and FSA before summer comes. Thank you.

B. Bylaws are in progress. We had two zoom calls with Committee and Counsel. We are setting up one more once the committee finalizes the first proof of new ones. Counsel said about a month in between.

### **Treasurer's report:**

I will be away from May 18 through May 25. I will have a laptop and internet access for most of the time. I'll be in the office either May 26<sup>th</sup> or 27<sup>th</sup> to process the bills for the May 28,2024 meeting.

Warrants for May 14, 2024 total \$156,830.06.

	Open Balance
Anton Community Newspaper	\$ 35.00
AT&T MOBILITY	\$ 535.22
ATLANTIC PC, INC.	\$ 1,640.60
B.A.C. SYSTEMS, INC.	\$ 4,339.00
BAR BOY PRODUCTS INC.	\$ 172.00
BARNWELL HOUSE OF TIRES	\$ 6,848.00
Cablevision Lightpath LLC	\$ 776.76
CAPITAL ONE, N.A. CORP CARD	\$ 25.00
Carr Business Systems	\$ 888.00
COMMANDER FLEET CORP.	\$ 2,251.26
Dr. Robert Fogel	\$ 1,770.00
EMERGENCY COMMUNICATIONS SOLUTIONS	\$ 1,675.00
HY-TONE	\$ 24.00
Island Elevator Inspection, Inc	\$ 1,483.52
Mario's Pizzeria of Melville	\$ 192.64
MEDICAL WAREHOUSE	\$ 13.47
Michael Mackie	\$ 78.32
Milburn Flooring	\$ 9,862.64
NYS EMPLOYEES' HEALTH INSURANCE	\$ 1,445.66
PENDING	
PSEG (commercial accts)	\$ 2,312.18

SAFELITE	\$ 634.63
Signal 21 Inc	\$ 1,500.00
Stryker Sales, LLC	\$ 107,260.21
Verizon (building phones)	\$ 194.00
Wex Bank	\$ 2,036.56
Xerox Corporation	\$ 5,482.77
NATIONAL GRID	\$ 1,041.44
PSEG	\$ 2,312.18
<b>TOTAL</b>	<b>\$ 156,830.06</b>

Motion by Commissioner Purpora, seconded by Commissioner Tasch 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.

### **Apparatus – Commissioner Forry**

**978:** Barnwell House of Tires replaced all the tires on Thursday, May 9, 2024.

**9799:** Is scheduled to have its rear window replaced on Wednesday, May 15, 2024.

Washville has quoted us two prices for the standard vehicles \$15.00 and \$20.00.

### **Audit & Bonds**

Status quo.

### **Buildings & Grounds – Commissioner Heffel**

3 Locust Avenue update:

- Interior doors have new locks installed on them and there are many ways to unlock these doors. Everyone that needs access to the different areas has had their fingerprint installed on those doors to gain access. They will also be given a passcode as a backup in case the finger reader doesn't work. There is also a key for each door stored in the district office.
- The front door to 3 Locust Avenue doesn't have a key fob access. A new lock will be installed, and the key will be stored in the district office. Everyone needing access to that building will use the side door that has key fob access.
- Need to pick one of the blind companies to have the blinds replaced in the meeting and commissioner's offices. Working with vendors to get best pricing.

- The cameras for the main office needed to have a new line installed.
- Installation of an awning to be reviewed.

The old benevolent office has been demoed. The electric, data and phone lines in the wall that is being taken down have been removed. The contractor will start the repairs this week. When that is completed, our employees will paint the office.

The flooring in the department offices will be replaced and walls painted. Need to determine a plan to complete this.

The ice machine in the second floor kitchen needs repair.

Apparatus floor decals need to be

### **Capital Improvements – Commissioner Purpora**

Received approval for the backyard project from Town of Oyster Bay. We should receive bid specs shortly.

### **Communications & Alerting – Commissioner Purpora**

Status quo.

### **Communications and Petitions – Chairman Heffel**

Received two new FOIL requests.

### **District Reports**

May 21, 2024 DHSES Covid Grant Close out call.

May 22, 2024 FEMA AFG Grant Review.

### **Emergency Preparedness – Commissioner Tasch**

All good. Captain Sturm will monitor usage and replenish as needed.

### **Equipment – Commissioner Suwalski**

We have previously discussed the process for OOS equipment. Updated emails with detailed issues have been received.

I was called by a member regarding a bunker coat situation. Please remind your members of the chain of command and why this is necessary.

### **Fuel – Commissioner Tasch**

Receipts reconciled through April total \$2,036.56.

### **IT Computers / Printers / Hardware – Commissioner Heffel**

Status quo.

### **Insurance & Personnel – Commissioner Tasch**

Turn out coat name plates ordered for Rizzo.

Ehsan Elminbawy has returned from ELOA.

Applicant 2023R whose application was processed in January has still not gone for a fit test, membership committee has been notified.

Applicant 2024B to be voted on this evening.

Need to discuss the hiring of part-time house maintainer to later transfer to EMT.

### **Inventory – Commissioner Purpora**

Ordered a Department Flag for the front flag poles. Having a hard time securing the Nassau County Flags. The Department Flag will replace those.

Badges have been ordered and received.

Uniform items have been ordered and have been handed to the Chiefs. Also have received uniform items such as collar brass, flags and name tags.

### **Legal / Government – Commissioner Heffel**

Status quo.

### **LOSAP – Commissioner Tasch**

Will be setting up meetings in June with two other Fund Management agencies.

### **Miscellaneous:**

Bought new recliners for the TV room to replace the damaged chairs.

### **Phones / Landlines / Cable – Commissioner Heffel**

Dialogue Voice will be coming in to extend the phone system from headquarters to 3 Locust Avenue tomorrow. The expense for this will be paid directly to them by the Benevolent.

### **Physicals / Medical Screenings – Commissioner Tasch**

Seven (7) members have completed their physicals with a total cost of \$1,770.00.

Presently, three (3) people still need physicals; one (1) are on leave; another two (2) have appointments.

One (1) person still needs a fit test.

Three (3) members attending EMS school are in need of the varicella vaccine. This has been approved.

Approximate lab costs to perform the PFA Testing is \$500.00 per person. To date we are the only department who has inquired about this.

### **Policy & Procedure – Commissioner Heffel**

All of the district policies and procedures are up to date as of this meeting. All building manuals and websites have been updated.

Need to update the district policy under Photography and Privacy to include the department PIO (public information officer).

### **Trainings – Commissioner Tasch**

Presently attending FSA.

We received the 154-pound manikin and it has been taken to Station Two as per Chief McFarlane's request.

One member has been removed or deleted from the McNeil OSHA/ PESH training.

Two members still have not started the required OSHA/ PESH McNeil training.

We need to book rooms and seminars at the training conventions.

Additional members have submitted their gym participation documents and the updated roster was given to Blink Fitness.

### **Utilities / Gas / Electric – Commissioner Heffel**

Status quo.

### **Unfinished Business**

The credit limit was raised on the Flushing Credit Card. We will continue using those cards.

### **New Business**

The Board will be working on the budget for next year soon. We should be receiving two pumpers and one heavy rescue vehicle sometime next year. Please have the companies submit to the Chief's office what they are looking to have the Board of Fire Commissioners purchase for these new vehicles.

Motion by Commissioner Tasch to accept new applicant 2024B. Motioned by Commissioner Purpora, seconded by Commissioner Forry.

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

Motion passed.

Motion by Commissioner Heffel to adjourn the meeting at approximately 8:52pm and enter Executive Session to discuss legal matters. Motioned by Commissioner Suwalski, seconded by Commissioner Tasch.

Kiki Psorakis

District Secretary