

# DRAFT

JB \_\_\_\_\_  
HS \_\_\_\_\_  
KS \_\_\_\_\_  
DH \_\_\_\_\_

## LEGISLATIVE/FINANCIAL/CHIEFS MEETING

May 27<sup>th</sup>, 2025

Meeting called to order at 1934 hours with roll call of officers. Present were Chairman Buchner, Vice Chairman Strong, Commissioner Handel, Commissioner Staufer, DM Brewer, DS Lattman, Chief Martin and Asst. Chief Freund. Absent were Comm Gallino and Treasurer Hauser.

Next meeting will be June 24<sup>th</sup>, 2025.

Acceptance of minutes from March 25<sup>th</sup>, 2025, meeting by Comm Buchner, 2<sup>nd</sup> by Comm Strong. All in favor.

### CHIEFS REPORT

30 reported no personnel changes.

30 requested (10) bailout gemtor harnesses and escape ropes from Firematic totaling \$6,734.80. The board suggested ordering (5) due to expiration dates on equipment and only purchasing what is currently needed. Motion made by Comm Handel to purchase (5) gemtor harnesses and escape ropes from Firematic totaling \$3,367.40, 2<sup>nd</sup> by Comm Staufer, all in favor.

32 discussed changes to personnel in Red Alert and the responder app to reflect their driving qualifications when signing in for a call.

On behalf of 33, 32 presented the remaining personnel who have not yet completed their PESH refresher online course.

32 asked the board to help clarify to the members when there is a district EMT on duty on the weekends. The board will speak to the dispatch coordinator to remind weekend staff to send out communications to notify the membership.

### COMMISSIONERS TO CHIEFS

#### Comm Staufer

Sent the following policies to lawyer Bill Glass for approval: Safety Officer policy, Accident policy, Driving policy. Motion made by Comm Handel to accept all three policies, 2<sup>nd</sup> by Comm Strong, all in favor.

#### Comm Strong

Discussed the ongoing issues with the HVAC system at Co. 2 and let the chiefs know that this will soon be resolved.

The board attended a gear washing class. A policy for proper gear washing will be coming soon.

### DISTRICT MANAGER TO CHIEFS

Presented a list of members from NDI regarding physicals for 2025.

DM advised 30 that his GPS needs service. He will notify him when Gerard returns to work after surgery.

At 1959 hours the meeting went into an executive session to discuss personnel. Motion to enter executive session by Comm Handel, 2<sup>nd</sup> by Comm Buchner, all in favor.

At 2022 hours the meeting exited executive session. Motion to exit executive session by Comm Buchner, 2<sup>nd</sup> by Comm Strong. All in favor.

A motion was made by Comm Handel to direct lawyer Bill Glass to send a letter to Rose Mechanical to terminate our contract with them based on the recent correspondence we received ending their relationship with the Rocky Point Fire District, 2<sup>nd</sup> by Comm Buchner, all in favor.

A motion was made by Comm Handel to approve an emergency purchase in the amount of \$150,000.00 for Soundview Heating and Air Conditioning to repair the HVAC system at Co. 2, 2<sup>nd</sup> by Comm Buchner, all in favor.

### COMMISSIONERS REPORTS

#### Comm Buchner

Discussed the Hometown policy changes after reviewing the informational packet from last week's meeting.

#### Comm Strong

Presented (2) quotes to seal coat the parking lot at Co. 1:

1. James Nicholas Custom Home Builders LLC: \$24,766.50
2. Seal of Approval: \$16,222.38

Presented (2) quotes to seal coat the parking lot at Co. 2:

1. James Nicholas Custom Home Builders LLC: \$22,811.25
2. Seal of Approval: \$19,434.19

Co. 3 will be done once the dig project is completed. These quotes were tabled to a future meeting. Researched new covers for the car port tent behind the mechanic's garage. Presented a quote from Shelterlogic Corp for \$1,779.99. Motion to approve purchase by Comm Strong, 2<sup>nd</sup> by Comm Buchner, all in favor. Installation to be determined.

Discussed proper gear washing and working on a policy. Comm Staufer looking into prices for an encapsulated dryer for Co. 2.

95<sup>th</sup> anniversary shirts for District employees and Admin staff have been delivered. The department shirts will be delivered soon.

Working on a policy regarding flag details.

#### Comm Staufer

Presented the dispatch report.

A motion was made by Comm Staufer to accept the policy written for Compensatory Time for district employees, 2<sup>nd</sup> by Comm Handel, all in favor. This policy will take effect on July 1<sup>st</sup>, 2025.

A motion was made by Comm Staufer to accept the policy written for EMS Uniforms, 2<sup>nd</sup> by Comm Handel, all in favor.

A motion was made by Comm Staufer to accept the policy written for employee time keeping, 2<sup>nd</sup> by Comm Handel, all in favor. Employees have access to all kiosks within the district and should be clocking in/out for their shifts with their key fob or ID card. Directions will be given out by Comm Staufer if they should have difficulty doing so. Employees can start to familiarize themselves with the system. This policy will officially take effect on August 1<sup>st</sup>.

Motion made by Comm Staufer to purchase a spare kiosk from Alpine Software for \$3,500.00 to replace the old spare kiosk that was recently installed in the district office. 2<sup>nd</sup> by Comm Strong, all in favor.

### DISTRICT MANAGERS REPORT

Sent the flyer for hiring a Maintenance Mechanic 1 to FRES for mass posting.

The air quality test on our air compressor was completed on 5/20/25.

The final paperwork for the FEMA grant related to the August 2024 storm has been completed and we received our relief check for \$3,751.37.

Typed the purchase letter necessary to order the radios approved at last week's meeting and sent to Motorola.

Reviewed an email update from Terrebonne regarding our cell tower leases. A motion was made by Comm Buchner to move forward with Terrebonne's recommendations to our lease agreements with Crown Castle, 2<sup>nd</sup> by Comm Stauer, all in favor.

Rob Bentivegna is working on the district sign outside the administration building now that the masonry work is complete.

Discussed the grant portable radios after speaking with FEMA earlier today and their assistance obtaining the grant money so we can distribute the radios to North Patchogue FD and Medford FD. It will be necessary to register DM Brewer as agency representative which will enable him to change the bank information. The check was sent to the wrong bank account.

The fireproof cabinets have been delivered. DM will work with Rob Bentivegna next week to install.

#### ROOM REQUESTS

1. 8/2/25 5pm-10pm Co. 2 Hellem – Engagement party
2. 9/20/25 4pm- 11pm Co. 2 Denner – Co. 2 Old Timers Night

Motion made by Comm Buchner to accept all room requests by Comm Strong, all in favor.

At 2055 hours, the chiefs exited the meeting.

At 2056 hours, motion made by Comm Buchner to enter executive session, 2<sup>nd</sup> by Comm Handel, all in favor.

At 2105 hours, motion made by Comm Buchner to exit executive session, 2<sup>nd</sup> by Comm Handel, all in favor.

BOFC reviewed Treasurer's report. Motion to accept treasurer's report by Comm Buchner, 2<sup>nd</sup> by Comm Strong, all in favor.

Motion to accept treasurer's warrant by Comm Buchner, 2<sup>nd</sup> by Comm Strong, all in favor.

There will not be a workshop meeting on 6/17/25 as previously scheduled due to lack of quorum.

Motion made by Comm Buchner to adjourn the meeting at 2124 hours, 2<sup>nd</sup> by Comm Strong, all in favor.