

# DRAFT

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

## WORKSHOP MEETING OCTOBER 21, 2025

Public Budget Hearing called to order at 1830 hours.

In attendance were Chairman Buchner, VC Strong, Comm Gallino, Comm Stauffer, Comm Handel, DM Brewer, DS Lattman, and Treasurer Hauser

The meeting began with a salute to the flag and an introduction by Chairman Buchner.

Treasurer Hauser discussed an overview of the 2026 budget and a comparison with prior years' budgets.

Chairman Buchner opened the floor to the public. There were no public present. There were no questions or comments. The final budget will be presented for approval and be adopted at BOFC next regular meeting on Tuesday, October 28<sup>th</sup>, 2025.

Public Budget Hearing adjourned at 1835 hours.

Regular meeting called to order at 1837 hours.

## COMMISSIONERS REPORTS

### Commissioner Stauffer:

-Discussed Class E status. The remaining members on Class E status have 6 months to be cleared from Class E or to be put on a medical leave. A motion was made by Comm Stauffer to accept, 2<sup>nd</sup> by Comm Buchner, all in favor.

-Met with Ladder, a software for dispatch. They like the software but it is not fully developed yet for a large department. Will revisit.

-Voucher policy still in progress due to questions about the old and new voucher template.

-Presented the dispatch report. 3 employees still in training. Frank reported an issue with the console speakers. Will get quote from IWT to repair or replace. Temporary speakers currently placed.

-New monitor is needed for dispatch. A motion was made by Comm Stauffer, 2<sup>nd</sup> by Comm Strong, to purchase CRUA monitor from Amazon for \$126.00. all in favor. New HDMI cable needed for monitor. Motion made by Comm Stauffer, 2<sup>nd</sup> by Comm Strong, to purchase Highwings HDMI cable from Amazon for \$6.39. all in favor.

-NERIS trainings taking place in November. Frank to attend 11/5 in Huntington Manor. Others are welcome to attend. BOFC suggested other dispatchers can attend as well.

-Motion made by Comm Stauffer to approve reapplication and fee of \$200.00 from NYS Dept. of Health Glucose Sticks Under Protocol Clinical Lab Evaluation Program, 2<sup>nd</sup> by Comm Strong, all in favor.

-Motion made by Comm Stauffer to approve medical supplies quote presented by Heather from Hammer Medical in the total amount of \$4,943.90, 2<sup>nd</sup> by Comm Strong, all in favor.

-Presented two quotes for a Cricothyroidotomy pack. 1. Hammer Medical- \$1,151.50 for a quantity of 14. 2. The Lunatick Fire and EMS Store- \$839.86 for a quantity of 14. Motion made by Comm Stauffer to approve purchase from The Lunatick Fire and EMS Store for a total of \$839.86, 2<sup>nd</sup> by Comm Strong, all in favor. It was disclosed that The Lunatick Fire and EMS Store is owned by Rocky Point Fire District employee, Jay Hellman.

-Heather is requesting for the Thanksgiving and Christmas Signal 8 budget for EMS employees to increase from \$250 to \$300. Motion to accept request made by Comm Stauffer, 2<sup>nd</sup> by Comm Strong, all in favor.

-A new controlled substance operations plan was put in place September 2025. District office staff to update policy book.

-Presented a quote from MES for (2) CO meters for EMS totaling \$452.04. Motion made by Comm Stauffer to accept purchase, 2<sup>nd</sup> by Comm Strong, all in favor.

- Booked 5/1/27 Giorgio's Caterers for 2027 Installation dinner. They require a \$1,000.00 deposit. Motion made by Comm Staufer to submit \$1,000.00 deposit to Giorgio's Caterers, 2<sup>nd</sup> by Comm Strong, all in favor.
- Presented estimate from Rocky Point Cesspool for \$3,250.00 for Co. 3 repair to resolve constant clogging and backup issues. Motion made by Comm Gallino, 2<sup>nd</sup> by Comm Strong, all in favor. It was disclosed that Rocky Point Cesspool is owned by volunteer member Neal Freund.
- Discussed the need for professional bunker gear cleanings once a year as per NFPA guidelines. Presented a quote from the company Red Line who will come to the district and take care of gear washing and inspections. They can do up to 40 sets of gear per day. A motion was made by Comm Gallino to approve quote from Red Line totaling \$13,500.00, 2<sup>nd</sup> by Comm Strong, all in favor. BOFC will coordinate appointments in early 2026.
- Discussion held regarding EMS program and district crew coverage on weekends and how to resolve this.
- Ambulance 8 needs an appointment at Proliner to move the O2 tanks and gloves. DM to facilitate.

#### Commissioner Handel:

- Discussed records retention project. Still in progress. Our appointment with Maria at NYS Archives for 10/23 was unfortunately cancelled due to a travel freeze. Will possibly meet with her in November. Met with Compliance Shredding to complete the shredding of records we can get rid of. Motion made by Comm Handel to accept Compliance Shredding in the amount of \$300.00, 2<sup>nd</sup> by Comm Strong, all in favor. She will continue to research the grant process for 2026 to digitize the records. If we do not receive the grant, we can pursue storage options with the Town of Brookhaven.
- The surveys necessary for the proposed storage building at the district property are complete. It was discovered that there are multiple open permits for the cell tower on the district property. DM spoke with Terrebonne, our lease consultant, to notify him of the open permits and to speak to Crown Castle regarding it for our ongoing lease negotiations.

#### Commissioner Gallino:

- Making progress with the SCWA water tower lease. The SCWA engineer will be setting up plans for the new lease.
- Working with Billy from Proliner for estimates on a replacement boat. More to follow.

#### Commissioner Strong:

- A motion was made by Comm Strong to order a chief's vehicle, a 2025 Chevrolet 2500 truck from LI Proliner not to exceed \$120,000.00, 2<sup>nd</sup> by Comm Staufer, all in favor.
- A motion was made by Comm Strong to order a replacement vehicle for 13, a 2025 Chevrolet 2500 truck from LI Proliner not to exceed \$125,000.00. 2<sup>nd</sup> by Comm Buchner, all in favor.
- Gerard will be taking care of the removal and repair of the body of 28 in the winter time. Once repaired it will possibly be transplanted to 28b.
- Presented a quote from Kessel Collision Corp for \$7,936.76 to paint the new GI we purchased from N. Amityville. Two written quotes needed. Will get second quote for next meeting.
- The HVAC system repair at Co. 2 is complete.
- The fans on the bay floor at Co. 2 are installed and working.
- The replacement stove for the kitchen at Co. 2 is in progress.
- The new gear dryer at Co. 2 is hooked up but there was question on if it needs to be piped to outside. BOFC discussed and it was said that the ceiling is high enough for it not to be piped out at this time. Will revisit in the future.
- Presented an estimate from Cassone Leasing for a 30ft storage trailer to be placed at Co. 2 behind the shed in the parking lot to relieve storage issues within the building. Rob Bentivegna reviewed

this with PSEG and stated there is no issues with the placement of the trailer. Will confirm prices for next week.

-Engine 3 needs to be replaced. Discussion held regarding possible plans for replacement. More to follow.

-9/11 memorial site- no new updates.

-Dept. memorial site- fundraiser planned for Spring 2026, possible 5k in the rails to trails.

-Thanked Comm Handel for the assistance with the proposed storage building.

-Working with Rob to obtain estimates for replacement of AC units in the old fire police room and EMS office.

#### DISTRICT MANAGER REPORT

-No invoice yet from SCWA regarding the lease renewal. Comm Gallino advised he is working with SCWA.

- The 10 radios sent to IWT are back and programmed. IWT came to survey the trucks that the radios will be installed into. Comm Buchner to coordinate appointment for IWT to install.

-The Employee Assistance Program (EAP) reached out to renew our contract that will run from 10/1/25-9/30/26. The annual installment amount is \$5,120.00. Our rate did not increase. Motion made by Comm Buchner to accept, 2<sup>nd</sup> by Comm Gallino, all in favor.

- The contract for BEI formerly Mayday Communications, is expiring in November. The contract renewal amount is \$1,970.00. Motion made by Comm Strong to accept, 2<sup>nd</sup> by Comm Gallino, all in favor.

-The application for Paid Family Leave has been submitted and approved. The policy is in effect as of 10/1/25.

-Heather received a letter from Mather Hospital/Northwell Health asking if we receive a direct monetary reimbursement for the drugs on the ambulance from the ambulance billing money. DM spoke with Cindy at Proclaim to confirm we do not get directly reimbursed. BOFC advised DM to notify Heather and Mather Hospital.

-National Association of State Agencies for Surplus Property is asking to renew our membership. Motion made by Comm Strong to renew membership for 5 years @ \$190.00, 2<sup>nd</sup> by Comm Buchner, all in favor.

-All new insurance cards have been distributed to all vehicles.

-Notified Comm Stauer that all bids were emailed to lawyer Bill Glass for review.

-Chris Delia asked for an old portable to communicate with dispatch when working security for events hosted throughout the district. BOFC approved. Comm Buchner to obtain.

-Hartford Steam Boilers will be servicing 90 King Rd and 89 Hallock on 11/12.

- Rob Bentivegna will make an appointment to have the Fire Prevention trailer, Fire Prevention smoke house, Co. 2 BBQ shrink wrapped.

-Presented BOFC will summary of pump test report from Waterway. Board to review.

-A note was left on the church door from an AA group looking to host their meetings there. Given there were issues in the past, DM to call and speak to who left the note to discuss.

-The electrical inspection at the Chief's house is complete and Rob will handle minor issues that were brought up.

Discussed the ISO inspection with the BOFC. It is an extensive inspection and requires a lot of attention. Board advised the DM to seek assistance from dispatch and the chiefs.

At 2002 hours, Chief Martin and Assistant Chief Bernier entered the meeting.

#### CHIEFS REPORT

-Presented the personnel report. Tim Draskin requested medical leave from 10/15-11/27. Letter attached. Andrew Pisaneschi requested military leave for 5/8-5/17. This was a previous date that was left out on passed military leave request and as per 30 it the chief's mistake that it was left out.

Daniel Hess requested military leave for the following dates: 2/3/25-2/14/25, 3/2/25-3/15/25, 6/2/25-6/6/25, 7/14/25-7/25/25. Motion made by Comm Strong to accept all leaves, 2<sup>nd</sup> by Comm Staufer, all in favor. The board brought to the chiefs' attention that there are 2 members of the department that were recently transported by our ambulance and reminded them that it is policy that these members need to be cleared by our medical provider, NDI. Chiefs to advise.

- On behalf of 33, 30 thanked the board for their assistance with Fire Prevention.

-31 canvassed the members to see who needs gear repairs. Only 1 member needs a repair at this time. BOFC will advise if the gear should be sent out or if it can be repaired in house.

#### COMMISSIONERS TO CHIEFS

Commissioner Strong-Asked the chiefs about members entering the department as Fire Police and what is required of these members.

#### Commissioner Staufer-

-Asked 30 if the department is aware that he appointed a Safety Officer and if the Safety Officer is aware of his duties and if there is any policies or procedures in place for this position. 30 stated there currently is not but the chief staff will work on this.

-Asked if Jason from Strategic Safety Dynamics was notified of the rescue jacks to be picked up since they are still on the bay floors of the companies. 30 thought he was aware but notified him again.

-Asked 30 if he has organized plans to remove the bus that is parked at the chief's house. 30 stated he will contact Miller Place FD to see if they are interested in taking in.

-Gave the chief staff samples of slides for service awards for Class A uniforms.

-Explained to the chiefs that Red Line was just approved for professional annual gear washing and will coordinate appointments to get this done.

Commissioner Buchner- 800 radios are back from programming. To be installed in vehicles soon. IWT came to assess the job today.

-Thanked the chiefs and the department for the support and flowers sent to his mother's funeral services.

-Asked if the chiefs have any issues with their new portables. Chiefs said no.

Commissioner Handel- Asked the chiefs to advise the companies to use the old signal 8 vouchers instead of the new district vouchers to avoid confusion with what is required to fill out on the voucher.

At 2028 hours, 30 and 31 exited the meeting.

At 2029 hours, Comm Handel requested an executive session to discuss district personnel. Motion made by Comm Handel to enter, 2<sup>nd</sup> by Comm Gallino, all in favor.

At 2100 hours, the executive session ended and regular meeting resumed. Motion to exit executive made by Comm Handel, 2<sup>nd</sup> by Comm Gallino, all in favor.

The bids for the Co. 3 project were reviewed: 1. K. Dymond Industries Inc. - \$67,890.00 2. Laser Industries- \$98,500.00 3. LoDuca Associates Inc- \$122,000.00. Motion made by Comm Staufer to award bid to K. Dymond Industries Inc for \$67,890.00, 2<sup>nd</sup> by Comm Handel, all in favor.

Motion made by Comm Strong to no longer have a "black-out period" for December hall use applications. However, applications should be brought to the attention of the respective company captain prior to submitting to the district to ensure there is no issue with the date. 2<sup>nd</sup> by Comm Handel, all in favor.

Motion to adjourn at 2109 hours by Comm Gallino, 2<sup>nd</sup> by Comm Strong, all in favor.

Prepared and submitted by: Taylor Lattman, Fire District Secretary