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**LEGISLATIVE/FINANCIAL/CHIEFS MEETING**

**November 25<sup>th</sup>, 2025**

Meeting called to order at 1900 hours with roll call of officers. Present were Chairman Buchner, Commissioner Staufer, Commissioner Handel, DM Brewer, DS Lattman, Treasurer Hauser, Asst. Chiefs Bernier, Freund, and Kowalchuk. Absent were Commissioner Strong and Commissioner Gallino. Also in attendance was guest Harry McCabe.

Next meeting will be December 9<sup>th</sup>, 2025

Acceptance of minutes from October 28<sup>th</sup>, 2025 meeting motion made by Comm Staufer, 2<sup>nd</sup> by Comm Handel, All in favor.

**CHIEFS REPORT**

31 on behalf of 30:

Presented the personnel report.

32 presented a new member application Tom Grempe. He has made all his requirements and was voted on the department floor. Motion made by Comm Buchner to accept Tom Grempe into the department, 2<sup>nd</sup> by Comm Staufer. Comm Handel opposed.

Discussed the Govee Permanent Outdoor Lighting from Amazon as a follow up from last week's workshop. The chiefs stated all three companies are interested in the lighting. They are sold at \$459.99 per 200ft of lighting. Due to the building sizes, Co. 1 requested 1 set of 200ft for \$459.00, Co. 2 requested 2 sets of 200ft for \$ 919.98, and Co. 3 requested 1 set of 200ft for 459.99, totaling \$1839.96. BOFC decided that the companies are to purchase and the district will reimburse at the amounts requested. It was also decided by the BOFC that the district maintenance personnel would not be able to install them this year. Motion made to accept by Comm Handel, 2<sup>nd</sup> by Comm Staufer, all in favor.

32 requested hoods for the department. Presented a quote from Emergency Responder Products LLC for (30) Viking Particulate Hoods at \$119.00 each totaling \$3,570.00. Motion made by Comm Staufer to accept, 2<sup>nd</sup> by Comm Handel, all in favor.

31 is working on the following policies: Safety Officer, EMS Liaison, and EMT Clearance.

Co. 2 requests to assist at the Broadway Tree Lighting on 12/6. This is always done in years past. Motion made by Comm Staufer to accept, 2<sup>nd</sup> by Comm Buchner, all in favor.

Presented a flyer for Career Day at Rocky Point High School. This is an ongoing event that has flexible participation. You fill out a form electronically to request dates that you can attend from November-April. The department would like to attend for recruitment purposes. Motion made by Comm Staufer to accept request, 2<sup>nd</sup> by Comm Buchner, all in favor. Chiefs to let BOFC know what dates they choose to attend, what apparatus, and how many members are attending.

33 is working to schedule the PESH class for 2026. Tentative date will be 2/25 and is looking into a second date in April. Once confirmed, 33 will notify the DM and board.

32 is researching quotes for Cassone trailers for training purposes.

31 is working with Comm Gallino researching options for the new boat. Last week it was discussed they were looking into a potential issue regarding the weight of the boat they are interested in. DM is asking for permission from the BOFC to reach out to Wading River FD commissioners to ask for permission for RPF to test Wading River FD's boat with our truck. Motion made by Comm Handel to accept, 2<sup>nd</sup> by Comm Buchner, all in favor.

**COMMISSIONERS TO CHIEFS**

**Comm Staufer-** Asked 32 to cross off members on the department roster who do not have gear. Red Line needs an accurate number of how many sets of gear will need to be washed on the scheduled days.

The Co. 3 project will now take place the week of 12/8 and is projected to finish 12/19, weekdays only and weather permitting. This will take place on the east side of the parking lot. Please use caution when responding.

31 had sent Comm Staufer another translation company for on scene language translation. Comm Staufer is awaiting response from the company for more information.

The mandatory HIPAA class will be 1/28/26 at Co. 2. The 2<sup>nd</sup> date is to be determined.

The physical dates for 2026 are 2/26 at 630pm and 2/28 at 9am. If members cannot make those dates, they can also go to any date at Hagerman FD after 1/1.

Asked about the progress on getting the bus off of district property. 31 stated 30 was working on it but believes there may be an issue locating the title. DM and DS confirmed.

**Comm Buchner**- Discussed the new radios with the chiefs and asked if any issues.

**Comm Handel**- Notified the chiefs that a department member dropped a handwritten list of questions to the district office staff. The questions are taxpayer related and not department related, so Comm Handel will handle this matter as such. Comm Handel addressed guest Harry McCabe and notified him that his list of questions was received but asked if he could formally submit a FOIL request and then Comm Handel will formally answer his questions.

Comm Handel asked the chiefs to notify FF Walter Birney that the File of Life forms have been given to Leisure Glenn's former Women's Guild president (there is no longer a Women's Guild) and will confirm with their staff that they still have them. 31 notified Comm Handel that this matter has already been taken care of and 31 has the File of Life forms to be distributed and for FF Walter Birney to follow the proper chain of command in the future and contact his officers regarding the forms.

Discussed our commissioner's election handouts. We do what is required but thinks we should create an information packet to give to the candidates for when they pick up a petition. Comm Handel will research.

#### **DISTRICT MANAGER TO CHIEFS**

Spoke with John Drews as a follow up to last week's workshop regarding the question about the chief's Universal Emergency Breathing Safety System in our SCBA paks. He stated the chiefs do not have this system which is why they were not checked during the inspection.

The candy canes have been delivered to all companies today for their Santa runs.

The cones for FP 11 have been delivered to Co. 2.

#### **COMMISSIONERS REPORTS**

**Comm Handel**- Presented three quotes for a district laptop- 1. HP Omen w/ 1 TB from Amazon- \$1,858.99. 2. HP Omen w/ 2TB from Amazon- \$1,958.99. 3. Asus TUF from Amazon- \$2,129.00. Motion made by Comm Buchner to accept quote for HP Omen w/ 1 TB from Amazon for \$1,858.99, 2<sup>nd</sup> by Comm Staufer, all in favor.

Presented a quote for 12 pack mouse pads for district office. \$17.98 from Amazon. Motion made by Comm Buchner to accept, 2<sup>nd</sup> by Comm Staufer, all in favor.

Presented a quote for an HP Office Jet Pro printer/scanner/copier with ink for the district office staff for \$179.99 from Amazon. Motion made by Comm Buchner, 2<sup>nd</sup> by Comm Strong, all-in favor.

Presented a quote for a Logitech M185 Wireless Mouse for \$14.49 from Amazon. Motion made by Comm Buchner to accept, 2<sup>nd</sup> by Comm Staufer, all in favor.

Received the Certificate of Assessment and Survey of Property from the Town of Brookhaven for the district property in preparation for the proposed storage building.

**Comm Staufer**- Presented the dispatch report. Received a resignation letter from Ken Kowalchuk from his per diem dispatcher position for the Rocky Point Fire District.

Presented a quote from Hammer Medical for EMS supplies totaling \$3,588.10. Motion made by Comm Staufer to accept, 2<sup>nd</sup> by Comm Handel, all in favor.

Presented the update flag detail policy. Motion made by Comm Staufer to accept the update flag detail policy in effect as of 11/25/25, 2<sup>nd</sup> by Comm Buchner, all in favor.

## **DISTRICT MANAGERS REPORT**

The renovations to the EMS garage are almost complete. Rob has spackled and painted, boxed in the window, and replaced the broken exhaust fan. Rob is ordering a EMS patch sign instead of siding the area that the window was previously located. This is being done because it was not possible to find matching siding. The replacement cabinets were beginning to be assembled today. Mike will remove the tape and cardboard from the floor tomorrow.

IWT was here fixing the door control issue in the EMS garage. It was fixed when they left, but now is not working again. Comm Handel stated Rob is trying to fix the remotes as only some of them work. We received the list of eligible voters for the commissioner's election. The teller meeting is scheduled for 12/2.

Gerard is working on the tank to pump motor for L-14. Waiting on ordered parts. L-14 is still in service. Mike cleaned the bay doors at Co. 3. After cleaning, they still look like they need to be painted. Will revisit in Spring.

Mike requested a schedule change from Monday, Tuesday, and Wednesday to Tuesday and Wednesday 10-hour days. BOFC not opposed.

A house is being built next to the church property and Rob noticed that multiple vehicles from the construction company have been parking at the church. He notified them that they cannot park there until we receive permission from the BOFC. BOFC not opposed to the vehicles being parked at the church property as long as it does not include overnights, weekends, and does not block any apparatus in the parking lot.

Room request: Chief Kowalchuk- NY Blood Center Blood Drive- 1/5/26 12pm-10pm- Co. 3

Motion to approve room request by Comm Buchner, 2<sup>nd</sup> by Comm Staufer, all in favor.

A motion was made by Comm Staufer to approve treasurer's report, 2<sup>nd</sup> by Comm Handel. All in favor.

A motion was made by Comm Staufer to approve the treasurer's warrant, 2<sup>nd</sup> by Comm Handel, all in favor.

A motion was made by Comm Staufer to transfer \$37,401.00 to the Building Reserve Fund, 2<sup>nd</sup> by Comm Handel, all in favor.

A motion was made by Comm Staufer to transfer \$200,000.00 to the Apparatus Reserve Fund, 2<sup>nd</sup> by Comm Handel, all in favor.

A motion was made by Comm Staufer to approve a permissive referendum to purchase, outfit, and equip one Zodiac Mil Pro Rescue Boat not to exceed \$350,000.00. 2<sup>nd</sup> by Comm Handel, all in favor.

At 2004 hours, Chief Martin entered the meeting.

Motion made by Comm Buchner to adjourn meeting at 2009 hours, 2<sup>nd</sup> by Comm Staufer, all in favor.