

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held on October 19, 2021**

*****Minutes Approved*****

Meeting was called to order at 7:30 PM by Chairman Thompson

Present: Chairman Thompson, Comm. Richter, Comm. Naham (late), Comm. Pogue- Steiner, T. Ryan Secretary, A.M Richter Asst. Secretary and Treasurer, Treasurer Dunham (late), Chief Guerin, Chief Neubert via phone, Daniel Wiener LOSAP.

Not Present: Comm. Paz, Ed Haran, LOSAP and Brian Guerin, Social Media

Speakers without appointments: None

Speakers with appointments: Ben DiVenti, Diventi & Lee, CPAs

Minutes of meeting held on September 14, 2021, were approved on motion by Comm. Pogue-Steiner and seconded by Comm. Richter Approved 3-0.

Minutes of Executive meeting held on September 14, 2021, were approved on motion by Comm. Richter and seconded by Comm. Pogue- Steiner Approved 3-0.

Comm. Naham was late to meeting and didn't vote on previous minutes.

Speakers without appointments: (Time allotted three (3) minutes)

None present.

Speakers with appointments:

Ben DiVenti, DiVenti & Lee, CPAs:

1. A check from 2020 was voided for \$180 going forward any time we void a check for prior years we need to do a journal entry and not void or cancel check in system.
2. By November we need to start looking at any outstanding checks and follow up with vendor.
3. By November need to start accruing for end of year invoices that will be paid in 2022.
4. For Payroll going forward please use the following accounts for journal entries
 - a. W2 employees accounts under A3410.1
 - b. 1099- 3416.45
 - c. EMT Admin- will make a new account
 - d. LOSAP- 90258.1
5. In December will discuss moving 1099 employees to W2s.
6. Received the 2nd half LIPA Pilot Payment.\$34,171.70
7. Would like to move funds back to Capital Reserve before the end of the year.
8. Department would like to collect donations via website to setup account they need to file out paperwork for a 501C4, will need 5 years of financials. Chief will work with Department Treasury.

Ed Haran- LOSAP: (Not Present)

Nothing to report for September's meeting.

Dan Wiener- LOSAP:

1. September log sheets were handed in on October 4th.
2. Replaced the bad fan in the server.
3. All FOIL requested information was given to District Secretary.
4. Made parking permits for District EMTS.
5. Need updated DCAS inventory.
6. Fire Comm updated codes for text messaging, requested new codes. As of now no codes were given, currently going into system to manual update. Add 7 new codes.
7. Comm. Thompson asked to investigate purchasing ID machine so we can issue in house.
8. Comm. Thompson asked for inventory of Chief's cars.

Brian Guerin, Social Media: (Report given by Comm. Thompson)

1. Our platforms are doing well.
2. we are putting finishing touches to website.

Chief's Report:

Chief Guerin:

1. Hand in receipts for food for standby crews while at fire school.
2. Sophia Dodd put in a request to transfer from Co#2 to Lido. It was approved by council. Approved by Board.
3. On Saturday, 10/16 Long Beach High School held their Hall of Fame ceremony and PLLFD was included.
4. Fire Department expo at the Javits would like to send Chief Wade and B. Guerin to the 2-day event. The cost is \$250 per person for the 2-day event. Approved.
5. Would like to purchase a new cabinet for EMS supplies at Lido from Grainger for \$1,019.20. Motion by Comm. Richter, Seconded by Comm. Thompson. Approved 4-0.
6. Fire school was a successful and they now grade each night, will be going over the reports with Companies. Next year would like to include EMS at fire school.
7. Firematic held a demo on the new hurst tool, series E3. The new tools are all battery powered. The cost for 3 new tools and 2 batteries per tool will be \$42,900. Per Comm. Richter hold until December or 1st thing in the new year. Try to see if we can apply for a grant. Firematic said that Firehouse Subs do grants for Fire Departments, will work with Comm. Pogue- Steiner.
8. Comm. Richter asked if the issue with Ambulance have been talked about at Council. Council is very happy with Dr. Nuebert work and its very upsetting what been happening with ambulance. Hopefully the new locks and inventory system will fix the issue.
9. Gear sent out for cleaning and repairs after fire school. The last batch was sent out this week and should be back on Friday. The gear purchased in 2011 is coming to there end of life, would like to purchase 10 new sets. Comm. Richter asked for quotes from Morning Pride. Chief Wade will update inventory on all gear and have Dan W update Red Alert.

10. DCAS inspection is done every 3 years and need to be scheduled Terri will send Chief the vendor information.
11. At the last Council meeting talked about having the annual installation dinner on a Saturday afternoon at the Coral House. Looking at May 7 from 1-6pm will get information and quote.
12. Thank you for the new cameras.
13. Board thank you to Chief's office for all help with HQ floor project.
14. The hose testing was done on October 12, 4 lengths of hose failed.
15. On Sunday, October 17 had drill at Mushrooms.
16. Comm. Pogue- Steiner asked about plan on bring gear back into HQ. No gear will go against wall, but the middle row will be going back. Before bringing all gear back would like to have area painted.
17. 255 needs to have fueling system added, Terri will contact vendor.
18. Comm. Thompson wanted to Thank Department and Committee for wet down for Lido.
19. October is Fire Prevention month and will be during a presentation for Long Beach Pre-K on Friday, October 22.

Chief Neubert: (Via Phone)

1. Had a demo with Image Trend and ESO regarding upgrading the EPCR program. The ESO program can be used offline and share with TOH. The system also will track inventory and send alerts when ordering is needed. The ESO program is also user friendly, and we can customize system. The system will cost \$15,507.90, motion by Comm. Naham, seconded by Comm. Pogue- Steiner, Approved 4-0. Dr Neubert and new member Cole Darienzo will be backup.
2. Set up ambulances with new bags so all inventory is locked up and will be used from bags.
3. Comm. Richter wants Chief to reach out to Island Tech about installing new EPCR program, since the laptops are locked.
4. Will ask District EMTs to help with inventory.
5. Will enter work order for new locks in 252.
6. Comm. Thompson and Board, thank you to Chief Neubert for all his help.

COMMISSIONERS' REPORTS:

Chairman Thompson:

1. Would like to swear in Cole Darienzo before the next meeting if all information is received and approved by Board. Comm. Richter stated once all information is received, we can discuss.
2. The paid EMT program is going well. EMT B. Cullen has resigned from our program no uniform or equipment was given and no payroll is owed to employees, please remove from payroll system.
3. Physicals and flu shots were done on Sunday, October 10, it was a great event. Gave all reports to District to scan into the system and handed invoice to Treasure for payment. Physical must be done by October 30.
4. Going forward physicals will be held on the second Sunday in October since we had a

better turn out then done during the summer.

5. Motion by Comm. Richter, seconded by Comm. Naham to increase Treasurer Dunham's pay rate for \$30 to \$35 as of August 1, 2021. Approved 4-0.
6. Point Lookout Civic Association New Board members would like to have a meeting with fire district Board, Board asked District Secretary to see if Sunday, November 21 at 9:30am.

Comm. Richter:

1. Need to reach out to vendor regarding the new Chief Car or Pick Up truck. Spoke to District Mechanic about getting a gasoline Pick Up truck or gasoline, feels like going with a gasoline engine will be fine.
2. Work orders must be in entered in Red Alert the work order will act as a requisition.
 - a. For physical members will request PO from Chief or Officers, they will enter into Red Alert and the District Office will send PO to vendor and update work order with PO number so member can make appointment.
 - b. Works order for items up to \$1000 can be approved by Board once approved District Office will issue PO.
 - c. When Chief Neubert needs to order EMS supplies, please enter work order once approved by Comm. Thompson or Comm. Pogue- Steiner District Office will send PO.
3. Comm. Richter asked about By-Law status, nothing to report.
4. Comm. Richter was not happy that Long Beach asked about a standby for Irish Day, going forward when they have large events the City should be required to supply coverage.
5. Would like Comm. Naham to reach out to 2 vendors and get quote to paint apparatus area in Navajo White to match rest of building.
6. Received the \$100,000 from the State for the new 255.
7. 255 will be going back to Firematic for finally work. In June 2022 it will go to vendor for the 1st PM before going off warranty.

Comm. Naham:

1. Overhead doors for building we needed to find a new vendor, should be done this week.
2. Would like to purchase new snow blower for District
3. AC unit for Lido company room is still on back order
4. Will follow up with TOH regarding Rescue House.
5. Lido House project is still pending, asked for information from District Secretary received information tonight will forward to H2M.

Comm. Paz: (Not Present)

Comm. Pogue- Steiner:

1. FEMA grant for Covid Reimbursement still no status.
2. Reconciliation for September has been done.
3. Will look into the check that was canceled from 2020.
4. Will work with Chief's office on Safer grant, it's a 4-year project.

5. Thank you to Terri and Andrea for help on the hose reimbursement.
6. Didn't get the firefighter assistance grant, will have Grant Guy resubmit.

District Secretary's Report:

1. Final Budget for 2022 was approved by Motion by Comm. Richter, seconded by Comm. Naham 4-0.
2. Resolution Appointing Board of Elections is attached to the end of these minutes. Election voting date and time is Tuesday, December 14 from 4 PM to 9 PM. Petitions are to be received by November 22nd. Petitions were given to Comm. Thompson.
3. Notice of Budget Hearing is posted on TOH and our bulletin boards as well as TOH and our web site. It was also printed in the LB Herald on September 30th.
4. Walden was here September 29th to do their quarterly inspection of the diesel fuel tank system. We received a good report.
5. FCC has renewed the Lo Band license from 6/8/2021 to 9/4/2031. Warren is checking regarding receiving the actual license.
6. Contacted TOH Water to report two hydrants leaking. They were to check this evening.
7. Sent an e-mail Friday regarding OSHA proposed revision. Please review.
8. Asked if the paid EMTs should be put on Fuelmaster list so they can fuel 252 and 258?
9. Paul Grim re-programmed phones to auto dial out with the area code which will be required as of October 24, 2021.
10. Verizon contacted us about removing wires from pole in front of 43 Regent Drive at Reynolds.
11. Paul Grim has been informed and will take care of this.
12. H2M returned the 2014 Environmental Assessment Form for Proposed Building and Site Improvements at Lido and Point Lookout Fire District Properties.
13. For winter 2021-2022 Board approved purchase 20 fifty-pound bags of ice melt.
14. George Lee will be here Thursday, October 21st to do the third quarter audit.
15. September log sheets were received October 4th.
16. I am requesting a salary increase of five dollars per hour.

Asst. Secretary and Treasurer:

1. Payroll # 13 for pay period 9/5-9/18/21 totaling \$6,165.10.
2. Payroll # 14 for pay period 9/19-10/2/21 totaling \$6,854.80.
3. Payroll account balance is \$21,205.13.
4. EPO testing in ongoing, waiting for invoices to be received so I can work with Patti to see how the EPO flows to checks and accounts for reporting.
5. Will email Chief the final version of the member application so it can be done on the computer.

District Clerk:

1. Fogger that went out for service is back. Extended warranty starts October 20.
2. Spoke with insurance company regarding who can drive District vehicles, any employee can drive vehicles, they recommended having a policy.
3. All AEDs have been swapped out with new ones.
4. Since one EMT resigned, Jon H is working on interviewing applicants and looking to at 2

- more techs.
5. All EMTs received uniforms.
 6. We had some open shifts in September and October and was able to fill them partial.
 7. The containers at Ye Old lot we have a minimum 3-month lease, one of the containers has heat.
 8. Additional cameras at HQ are being installed, still need to install the ones in the back of building.
 9. The batteries ordered for old radios were received and given to Chief.
 10. Cassone is looking for insurance accord.

District Treasurer's Report:

1. On tonight's abstract, there are 32 checks for payment totaling \$16,656.49. After bills tonight, balance in checking is \$628,556.44. The balance in the capital reserve account is \$1,618,807.36. Abstract of bills was presented and approved on motion by Comm. Thompson, seconded by Comm. Pogue- Steiner, accepted 4-0 and notarized by the Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.
2. On September 15 an abstract that had 35 checks for payment totaling \$45,058.74. Abstract of bills was presented and approved on motion by Comm. Pogue- Steiner, seconded by Comm. Naham, accepted 4-0 and notarized by the Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.
3. On September 30 an abstract that had 12 checks for payment totaling \$16,455.97. Abstract of bills was presented and approved on motion by Comm. Thompson seconded by Comm. Pogue- Steiner, accepted 4-0 and notarized by the Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.

Next Meeting is Thursday, November 18 at 7:30 PM.

Meeting adjourned at 9:58PM on motion by Comm. Pogue- Steiner seconded by Comm. Naham. Accepted 4-0.

Minutes respectfully submitted by A. M. Richter, Asst. District Secretary/Treasurer

**RESOLUTION APPOINTING BOARD OF ELECTIONS
LIDO AND POINT LOOKOUT FIRE DISTRICT**

WHEREAS, Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS, a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS, such register shall be prepared from names of persons who have registered with the County Board of Elections.

NOW, THEREFORE, BE IT RESOLVED that the following resident electors of the Lido and Point Lookout Fire District are hereby appointed to constitute the Lido and Point Lookout Board of Elections for the 2021 Annual Fire District election:

Donna Walsh, Chairman	Andrea Richter, Election Inspector
Diane O'Neil, Election Inspector	Liz Murdy, Election Inspector
Annie Haran, Ballot Clerk	Laura Booth, Ballot Clerk

AND BE IT FURTHER RESOLVED that the Chairman, Election Inspectors and Ballot Clerks be compensated in the amount of \$100.00 for their services in preparing the registration records and attendance at the annual election;

AND BE IT FURTHER RESOLVED that in case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, this Board of Fire Commissioners will appoint alternates who are resident electors;

AND BE IT FURTHER RESOLVED that if clerical help is deemed necessary, this Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Elections.

The resolution was thereupon duly put to a vote and upon roll call the vote was as follows:

Chairman Thompson)
Commissioner Naham) AYES
Commissioner Pogue-Steiner)
Commissioner Richter)
Commissioner Paz) Not present for vote.

The resolution was thereupon declared duly adopted.

Dated: Point Lookout, New York

October 19, 2021

ATTEST: Terri Ryan, District Secretary