

Minutes of the Regular Meeting
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held January 16, 2020

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

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

Present: Comm. Richter (via video and phone), Comm. Thompson, Comm. Paz, Comm. Naham, Comm. Pogue-Steiner, Chief Siegelman, District Treasurer Dunham and District Secretary Ryan.

Not Present: Chief Guerin, Chief Wade,

Speakers without appointments: None present

Speakers with appointments: Ben DiVenti, DiVenti & Lee CPAs
Harold Wondsel, LOSAP Administrator

Minutes of the Organizational Meeting held January 2, 2020, were approved on Motion by Comm. Naham, seconded by Comm. Paz Accepted 4-0.

Minutes of meeting held January 2, 2020, were approved on Motion by Comm. Naham, seconded by Comm. Pogue=Steiner. Accepted 4-0.

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

None present.

Speakers with appointments:

Ben DiVenti, DiVenti & Lee, CPAs

1. We have a surplus of \$265,000 for the year. We were thinking about putting a note about projects that could not be completed in 2019. Discussion of HQ flooring, FP van (will not receive until March). We will try to earmark these types of projects for budgeting purposes.
2. Discussion of moving money from capital reserve funds, We will speak to Joe Frank about this issue. The Resolution for a Tax Anticipation Note was voted on, if it is needed this year, and is attached to these minutes.
3. Asked about fuel. District Secretary will send spreadsheet with 2019 information.
4. Maintenance is higher than last year. Everything else is relatively in order.
5. We are in good shape. We have to try to get projects done in a timely fashion. Discussion of work to be done on the Lido house which will be about \$200,000, the new pumper will be approximately \$650,000.
6. District Treasurer will send letter requesting an extension for AUD report.

Harold Wondsel, LOSAP Administrator

1. Waiting for the pre-renewal report from VFIS. They will be having a change in personnel: Kathy Sibol retired in January and Deb Sushureba is retiring April 1st. There are also new regulations from the State. I think that in May we should have the new rep come in to speak with us.

2. Have put a big dent into the beneficiary list. I still have about two hours work left.
3. Tom Conaty and Robin Dunn will be attained in the next two months.

Chief's Report:

1. Looking to roll out radio system the middle of February. Have had drills at Lido and Rescue.
2. PESH training was held on Wednesday followed by a Sexual Harassment class. There will be another sexual harassment class Saturday at 11AM at Lido.
3. We have the title in our possession for a car that was donated to be used for a department drill.
4. Chief Guerin will purchase a chain and lock for the plow for 256. Comm. Richter knows about this.
5. 258 will be out of District on Saturday for a stand-by in Commack
6. The budget is being worked on. The goal is to have at the next meeting.
7. Comm. Thompson said he has not received exposure reports from anyone for the call the other night.
8. Comm. Thompson asked if the fog nozzles were ordered. Was told they were not. Warren is working on this. We are looking for samples to try, not ordering.
9. Comm. Richter asked about the portable radios. Showing three missing, so still working on this list. Chief asked about old HT1000; can we donate these. Chief was told to find out how many we have. At the next meeting, they can be declared surplus and donated.
10. Comm. Richter stated that we have to get ahead of ourselves and have things in stock.
11. Comm. Richter stated that the Chiefs cannot use their E-Z Pass going to work or for private use. Gas cards cannot be used when on a personal trip; and it would be nice to personally put a tank of gas in the vehicle once in a while.
12. Comm. Richter stated that when a member resigns from the department, they cannot be removed from the membership roles or LOSAP until the member's dated and signed letter of resignation is presented to the Board and recorded in the minutes.
13. Comm. Richter asked about getting samples of bunker gear to try out. Chief said not going well; Warren has also been working on this.
14. Comm. Richter said he has been in contact with the Chief regularly and thanked him for the work he has been doing, especially with training.

COMMISSIONERS' REPORTS:

Comm. Naham:

1. Received check from ProSight in the amount of \$2,150.00 for the damage to the fence at Lido firehouse. Waiting for nicer weather and fence will be put back at Lido.
2. Asked if we are looking into containers for the training center. Comm. Richter said this is being looked into and hopefully we will have some information by the next meeting. We may not be able to do anything on this until 2021.

Comm. Paz:

1. Want to have our floor person meet with H2M regarding HQ so that we can get going on this project.

Comm. Pogue-Steiner:

1. No report at this time.

Comm. Richter:

1. Regarding the pumper project, expect that a presentation will be given to the Board at the next meeting. Have spoken with Sen. Kaminsky's office and told them that we will be set within the first quarter of this year regarding the \$100,000 grant. Monday the Levittown FD will be bringing their new pumper down for us to see. Anyone who wants to see this should come down. Who ever drives the Levittown truck should take the same route with 253 to be able to compare the trucks.
2. Spoke with Paul Grim about checking the alarm systems in all buildings. This due to the fire recently in North Massapequa. We can't do it now, but in 2021 we may want to discuss putting in sprinkler systems.
3. Dan Wiener has been doing a lot of work with the finger readers and RedAlert. We appreciate it.
4. Told District Treasurer she can release the check to Island Tech for the tough pad for 252. Dan Wiener has locked up all old tough pads.

Comm. Thompson:

1. Turned in paperwork regarding the Limited Liability Registration Certificate.
2. Turned in copy of information sent to Kevin of The Grant Guys. He is happy with the information.
3. Gave the Chief paperwork regarding scholarships to give to the Explorers.
4. The annual physicals will be given on Sunday, July 26th at the Lido Senior Center. Members may take the physical previous to this if they wish. Get a PO for physical from the District Secretary.
5. The installation dinner will be at the Sands at Lido. Spoke with Butch. There are no issues. It will be the same.
6. Discussed members having cardiac testing. Dr. Gardyn can do everything here except the stress test. Dr. G. has gone through member roster and has a list of names that he is suggesting should have this done. Testing would cost a total of \$435 per member. Motion by Comm. Naham, seconded by Comm. Paz to offer the above-mentioned cardiac testing to the members suggested by Dr. Gardyn. Accepted 4-0.
7. Asked the Chief if the Department meeting could be scheduled on a Thursday.
8. Motion to go into Executive Session at 8:33 PM to discuss a personnel matter. Seconded by Comm. Naham. Accepted 4-0.
Returned to regular meeting at 8:49 PM.

District Secretary's Report:

1. PCRs were sent to REMSCO on January 3, 2020.
2. Received refund check from AT&T in the amount of \$18.48.
3. Received a bill from Integrated Wireless Technology for the construction of a platform at the water tower. I told them that Tom Mofatt was paid directly. They said they will take care of this.

4. Discovered that Michael's Electric was paid \$75.00 twice for the relay switch for HQ. They have credited our account.
5. Secretary, Treasurer and Asst. Secretary/Treasurer Oaths of Office have been sent to the Town Clerk of TOH.
6. George Lee will be here on Friday, January 24th to do the 4th quarter audit.
7. AFDNC meeting Friday, January 17 at Massapequa FD, West End Firehouse, 510 Hicksville Road, 2nd Floor. Doors open 7PM meeting begins 8 PM.
8. AFDNC Installation of Officers Dinner will be held, Friday, March 6, 2020 at Milleridge Cottage, Jericho. \$250 for two people. Must respond by Saturday, February 15.

District Treasurer's Report:

1. On tonight's abstract, there are 24 checks for payment totaling \$37,853.30.
2. After bills tonight, balance in checking is \$233,658.78.
3. The balance in the capital reserve account is \$1,642,898.69.
4. Comm. Richter asked about the AED grant. District Treasurer said she is working on the information needed with the District Secretary. Discussion followed regarding Scott packs.

Abstract of bills was presented and approved on motion by Comm. Naham, seconded by Comm. Paz, accepted 4-0 and notarized by the District Secretary. Abstract will be attached to minutes and put on website. Signed and notarized abstract is on file in the District Office.

Meeting adjourned at 8:50 PM on motion by Comm. Pogue-Steiner, seconded by Comm. Paz. Accepted 4-0.

Next Meeting Date: February 6, 2020

Scheduled for next regular meeting: Nothing scheduled at this time.

Minutes respectfully submitted by District Secretary Terri Ryan

LIDO AND POINT LOOKOUT FIRE DISTRICT
RESOLUTION TO ISSUE TAX ANTICIPATION NOTE
AND BORROW FUNDS FROM CAPITAL RESERVE FUNDS

WHEREAS, the Board of Fire Commissioners of the Lido and Point Lookout Fire District currently has separate Capital Reserve accounts established pursuant to Section 6-g of the General Municipal Law, for purchases related to Buildings and Grounds and purchases related to Firematic Equipment and Apparatus, and

WHEREAS, the Board of Fire Commissioners of the Lido and Point Lookout Fire District currently has separate general fund accounts for the deposit of real property tax revenue raised to fund the annual fire district budget and to pay operational expenses of the fire district during the fiscal year, and

WHEREAS, although the fire district fiscal year runs from January 1st through December 31st; real property tax revenue is paid by the Town of Hempstead after the tax collection process and a first half check attributable to the annual fire district budget is not paid until sometime in February or March which creates the potential for the fire district to run short on funds in the general accounts, and

WHEREAS, the Board has been advised by the Treasurer that she anticipates that the general accounts will have insufficient funds on hand to pay the bills and expenses of the fire district for January, February and March which payments cannot be delayed, and

WHEREAS, the Board has been advised by the Treasurer that there are sufficient funds in the capital reserve accounts, given the amounts on deposit, the encumbrances placed on those deposits, and the expenses anticipated to come due from such encumbrances, to permit a temporary borrowing from the capital reserve accounts by the general accounts, and

WHEREAS, pursuant to Section 24 subparagraph (c-2) of the Local Finance Law a fire district *“may issue tax anticipation notes at any time during the first three months of its fiscal year in anticipation of the collection of real estate taxes levied for such fire district for such fiscal year. Notes issued pursuant to the provisions of this paragraph shall mature on or before the fifteenth day of April next following the date of their issuance and shall be redeemed from the taxes in anticipation of the collection of which such notes were issued. Such notes shall not be issued in an amount in excess of the difference between the amount of the fire district taxes remaining uncollected at the time of such borrowing and the amount of tax anticipation notes issued in anticipation of the collection of such taxes. Whenever the amount of tax anticipation notes issued pursuant to this paragraph shall equal the amount of such taxes remaining uncollected, all of such taxes, as thereafter collected, shall be set aside in a special bank account to be used only for the payment of such notes as they become due. The proceeds of such notes shall be used only for the purposes for which such taxes were levied. For the purpose of this paragraph such real estate taxes shall be deemed to be uncollected until the fire district receives cash therefor from the public officer required to pay such taxes to the fire district,”* [McKinney's Local Finance Law § 24.00] and

WHEREAS, Section 11 of the General Municipal Law states with reference to temporary investment of fire district funds that permissible investments include; *(1) obligations of the*

United States of America or in obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America or in obligations of the state of New York, or with the approval of the state comptroller in obligations issued pursuant to section 24.00 or 25.00 of the local finance law by any municipality, school district or district corporation other than the municipality, school district or district corporation investing such moneys pursuant to this paragraph. In addition, moneys in any reserve fund established pursuant to section six-c, six-d, six-e, six-f, six-g, six-h, six-j, six-k, six-l, six-m or six-n of this article may be invested in obligations of the municipality, school district, fire district or district corporation which has established the reserve fund, or in the case of a capital reserve fund established for a town or county improvement district, obligations of the town or county issued for the purposes of such district. [McKinney's General Municipal Law § 11], and this would permit the Board to have its general accounts borrow from its capital reserve accounts in the form of a tax anticipation note in order to permit it to pay operating expenses from the general accounts until such time as the first half of its real property tax revenue is received from the Town of Hempstead;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby directs the Fire District Treasurer to permit the general fund accounts to borrow from the Capital Reserve Fund for Buildings and Grounds the up to the sum of ONE HUNDRED THOUSAND (\$100,000.00) DOLLARS as of January 1, 2020 in the form of a tax anticipation note to be paid back on receipt of the first half of its real property tax revenue from the Town of Hempstead with interest at a rate of 0.15% [rate currently being earned by those accounts], said payment to be made no later than April 15, 2020 in accordance with the rules outlined in Section 24 of the Local Finance Law and Section 11 of the General Municipal Law, and

BE IT FURTHER RESOLVED, that the current district investment policy is amended in order to permit this type of investing of funds and borrowing now and in the future, and

BE IT FURTHER RESOLVED, that the Treasurer shall be authorized and responsible to affect this borrowing of funds and shall report to the Board on the transaction and the eventual repayment of funds in subsequent meetings of this Board.

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

| | | |
|----------------------------|---|------------------|
| Chairman Richter |) | Not able to vote |
| Commissioner Thompson |) | Aye |
| Commissioner Paz |) | Aye |
| Commissioner Naham |) | Aye |
| Commissioner Pogue-Steiner |) | Aye |

The resolution was thereupon duly declared to have been adopted.

Dated: Point Lookout, New York
January 16, 2020

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 3 – January 16, 2020

APPROVAL OF RESOLUTION REGARDING AUTHORIZATION FOR THE PAYMENT OF CLAIMS:

NOW, THEREFORE, BE IT RESOLVED, that the Lido and Point Lookout Board of Fire Commissioners, having audited the itemized vouchers for the following claims against the Fire District, orders the payment thereof by the Fire District Treasurer in the amounts allowed:

| Date | Type | Name | Memo/Description | Amount |
|------------|-------|-----------------------------|---|-----------|
| 01/10/2020 | Check | VINNIE'S TRUCK & AUTO, INC. | Invoice # 11677 | -92.82 |
| | 3304 | | Inv. # 11677- 2010 Chevy Ambulance - 252 - RR | 92.82 |
| 01/10/2020 | Check | VINNIE'S TRUCK & AUTO, INC. | Invoice # 11678 | -691.78 |
| | 3305 | | Inv. # 11678- 2007 Sutphen Ladder - 254 - ER | 691.78 |
| 01/10/2020 | Check | VINNIE'S TRUCK & AUTO, INC. | Invoice # 11679 | -34.00 |
| | 3306 | | Inv. # 11679- 1954 International Floodlight - 257X - RR | 34.00 |
| 01/10/2020 | Check | VINNIE'S TRUCK & AUTO, INC. | Invoice # 11680 | -280.00 |
| | 3307 | | Inv. # 11680 - 2013 Chevy Suburban - 2501 - RR | 280.00 |
| 01/10/2020 | Check | VINNIE'S TRUCK & AUTO, INC. | Invoice # 11681 | -118.94 |
| | 3308 | | Inv. # 11681 - Miscellaneous | 118.94 |
| 01/10/2020 | Check | 1ST RESPONDER NEWSPAPER | Account No.: 496610 | -116.00 |
| | 3309 | | Subscription Renewal - Department Bundle (1 year 2020) | 116.00 |
| 01/10/2020 | Check | ALL SERVICE CONTROL | Inv. # 49379 | -1,230.00 |
| | 3310 | | Inv. # 49379 - Jan 20, Feb 20, & Mar 20 | 1,230.00 |
| 01/10/2020 | Check | VERIZON | Acct. # 516 432 6687 787 27 5 | -428.12 |
| | 3311 | | Acct. # 516 432 6687 787 27 5 | 428.12 |
| 01/10/2020 | Check | T.C. Communications | Service Contract | -1,110.00 |
| | 3312 | | Maintenance Agreement -2/1/20-1/31/21 | 1,110.00 |
| 01/10/2020 | Check | Salerno Brokerage Corp. | Inv. # 71412 & 71411 | 14,970.00 |
| | 3313 | | Invoice # 71412 & 71411 - Package & Auto Installment | 14,970.00 |
| 01/10/2020 | Check | SCHLOSS EXTERMINATING | invoice #7220 | -105.00 |
| | 3314 | | Exterminating Services Dec 2019 | 105.00 |

24 Checks for A Total of \$37,853.30

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 3 – January 16, 2020

| | | | | |
|------------|-------|---|--|-----------|
| 01/10/2020 | Check | All American Overhead Garage Door Co. | Invoice# 2724 | -1,800.00 |
| | 3315 | | Invoice# 2724 - Furnish & Install electric operator - HQ | 1,800.00 |
| 01/10/2020 | Check | Bel-Mar Oil Company Inc | Inv. # 173984 | -1,168.61 |
| | 3316 | | Inv. # 173984 - Diesel Delivery | 1,168.61 |
| 01/10/2020 | Check | DELTA AIR COMPRESSORS | Inv. # 41072 | -365.00 |
| | 3317 | | Inv. # 41072 - Air Compressor Service | 365.00 |
| 01/10/2020 | Check | ASSOC. OF FIRE DISTRICTS OF NYS | Dues 2020 | -500.00 |
| | 3318 | | 2020 Dues | 500.00 |
| 01/10/2020 | Check | Stryker Sales Corp | Inv.# 2859497M | -2,322.00 |
| | 3319 | | Invoice # 2859497M - Maintenance Agreement 12/7/18-12/6/22 | 2,322.00 |
| 01/10/2020 | Check | Eastern Communications, LTD | Inv. # 95546 | -3,730.00 |
| | 3320 | | Inv. # 95546 - Radio Controller | 3,730.00 |
| 01/10/2020 | Check | BARNWELL HOUSE OF TIRES, INC. | Inv. # 1344750-51 | -1,461.12 |
| | 3321 | | Inv. #'s 1344750 & 1344751 - 2500 & 2502 Tires RM | 1,461.12 |
| 01/10/2020 | Check | ASSOC. OF FIRE DIST. OF NASSAU | Inv. # 250 - 2020 Dues | -425.00 |
| | 3322 | | Invoice # 250 - 2020 Dues | 425.00 |
| 01/10/2020 | Check | ASSOC. OF FIRE DIST. OF NASSAU | Inv. # E4026 | -250.00 |
| | 3323 | | Invoice # E4026 - Commissioner Training | 250.00 |
| 01/10/2020 | Check | New York State Insurance Fund Worker's Compensation | Policy # Z 481 992 - 6 | -2,853.06 |
| | 3324 | | Insurance - Workers' Compensation Policy - Z 481 992 -6 | 2,853.06 |
| 01/10/2020 | Check | Patricia Dunham | District Treasurer - 12/15/19 - 12/31/19 | -711.59 |
| | 3325 | | District Treasurer - 12/13/19 - 12/31/19 - 19.5 hours | 840.00 |
| | | | District Treasurer Payroll Taxes Withheld (P.Dunham) - | 128.41 |
| 01/24/2020 | Check | TERRI RYAN | District Secretary Salary -01/13/20 - 1/24/20 | -1,545.13 |
| | 3326 | | District Secretary Salary - 1/13/20 - 1/24/20 | 2,174.13 |
| | | | District Secretary Withholding - 1/13/20- 1/24/20 | 629.00 |
| 02/07/2020 | Check | TERRI RYAN | District Secretary Salary -01/27/20 - 2/07/20 | -1,545.13 |
| | 3327 | | District Secretary Salary - 1/27/20 - 2/07/20 | 2,174.13 |