

Minutes of the Regular Meeting
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held January 2, 2020

Approved Minutes

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

Present: Comm. Richter, Comm. Thompson, Comm. Paz, Comm. Naham, Comm. Pogue-Steiner, Chief Siegelman, Asst. Sec/Treasurer Richter and District Secretary Ryan.

Not Present: District Treasurer Dunham (Vacation), Chief Guerin, Chief Wade,

Speakers without appointments: None present

Speakers with appointments: Dan Wiener, LOSAP Statistician

Minutes of meeting held December 19, 2019, were approved on Motion by Comm. Thompson, seconded by Comm. Naham. Accepted 5-0.

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

None present.

Speakers with appointments:

Dan Wiener, LOSAP Statistician

1. Presented year end stats.
2. Presented 2 copies of December PCRs.
3. Presented December log sheets.
4. Members removed from the roster are: Jerome Guerin and Roland Donohue, deceased; Dave Velapoldi and Mia Cerro, resigned and moved out of district.
5. Boots were delivered, inventoried and released to the Chief. Chief said they are in storage, and will not be issued to members until gear is received.
6. Heard from Alpine that finger readers were shipped today.
7. Systems are up and running.
8. Will be out of district from January 15th until the end of February, Suzanne will pick up stats.

Chief's Report:

Chairman Richter stated that he and Comm. Thompson met with Chief Siegelman about a week ago to go over how things should be done between the Chiefs' Office and the Board. The Chief should put together an outline of what he perceives to be needed by the Department for the coming year. Items should be priced out with the vendors before coming to the meeting. The needs can be discussed and we can agree on how to proceed. A purchase order will then be made out by the District Secretary and the Chief can order items. When the items come in, they will be given to Dan Wiener to be put into inventory and at this point, the Chief will sign the voucher that things have been received. After all this is done, items can be issued to members, companies, etc.

We discussed training. We will check amount spent on training last year. There will be a budget amount decided for training. Then the Chief can decide what courses and how many members he would like to send to training events for the year. As far as the training center is concerned, we will contact TOH to request using a different location where there is a hydrant. The Chief should get information about containers and construction regarding a new training center.

If there are questions, direct them first to the Chairman of the Board; he will then speak with the Chief. As Chairman I [Comm. Richter] will only speak with the Chief. If the Chief cannot attend a BOFC meeting, the Asst. Chief will give the Chief's report, not the Asst. Chief's report. The Chiefs have to run the Department with the help of the Board of Fire Commissioners. We must work as a team.

1. Chief, first of all, Happy New Year to all.
2. There was a water rescue the other day. 2500 and 256 both got stuck in the sand. We used a members tow strips to pull 256 out; the strips ripped. We will have a quote at the next meeting to replace the tow strips. We would also like to purchase heavy-duty tow strips to keep on the military truck because we seem to be using them more and more for pulling cars out of the sand. We will have price quotes at the next meeting.
3. The Tahoes have street tires: have two quotes for new tires, Barnwell House of Tires quote is about \$1,400 (\$742.56 per) for aggressive tires. Barnwell is state contract. I would sell the old tires on Facebook Sell. Motion by Comm. Naham to purchase new tires for 2500 and 2502 from Barnwell House of Tires at a cost of \$1,485.12, seconded by Comm. Paz. Accepted 5-0.
4. Chief Wade's boots are bagged and tagged and he will give to Comm. Thompson along with the receipt for new boots this week.
5. Spoke to the radio company and will have a full report at the next meeting.
6. Requested painting the rims on 2500 black at no cost to the District. Okay with Board.
7. We are doing a lot of training, PESH, Sexual Harassment, etc. Also on the 15th we will be having a basic radio drill.
8. Have a quote for 10 6' and 2 8' tables for a cost of \$1,569.90. Motion by Comm. Naham to purchase 12 tables for a cost of \$1,569.90, seconded by Comm. Thompson. Accepted 5-0.
9. Chief Neubert - All BLS providers finished the updates and we are working under the new protocols.
10. Chief Neubert - Regarding the LifePak questions. They are being used. The strips only have to be sent if it is a BLS crew and no advance life support provider; this has not happened. We probably use this equipment more than any other.
11. Chief Neubert - We are working on the EPCR project. Comm. Richter stated that he would like to see the committee consisting of the four Chiefs with Chief Neubert being the Chairman and with EMTs Chas Thompson and Peggy Pogue-Steiner. The committee will recommend a vendor to the Board. Hoping to be active by the summertime.
12. Chief Neubert - Commack Ambulance is asking us to stand-by for their banquet on January 18th 1 PM to midnight. Comm. Richter stated that if we have a request for stand-by within the Battalion, the standing order could be that the Chief is permitted to go provided he has a proper crew for the vehicle requested and proper coverage in district. Outside the Battalion we should have a discussion.
13. Comm, Thompson asked about keys to company rooms. Was told he did not get them.

14. Comm. Thompson said 2501 requested updated list of those who have not taken sexual harassment class. Presented lists to Chief. Said it is a new year and members can go for a physical.
15. Comm. Thompson regarding dinner, will assist the committee with the dinner.
16. Comm. Richter stated that Terri will issue a PO for 15 Scott bottles with logo to South Shore. They are being purchased in January to assure a manufacture date of 2020.
17. Comm, Richter - had a conversation with Paul Grim who will verify the alarm systems are working correctly in HQ and Lido and will look at putting a system in Rescue.
18. Comm. Richter told the Chief to work with Warren and Dan to get an inventory of the old portable radios. We may have to keep a couple of them, but may be able to sell about 20 of them.
19. Comm. Richter - we have to get the pumper project going. Looked at Pearce at Levittown FD. Took truck for a test drive. We may bring that truck down here and drive around our district.
20. Comm. Richter stated he is from the old school and that if there is a problem give him a call. As a matter of policy, let's talk to each other. This is for both the Board and the Chiefs' Office.
21. Comm. Richter spoke about the By-Laws regarding membership and voting. Suggests that the Chief resurrect the By-Law committee. Harold Wondsel and Brian Guerin are good at this. An issue that has to be dealt with is that of people who are not showing up and how long we carry them; they are costing us money which could be better spent on equipment. This should be done the right way, beginning with the Counsel and the By-Laws.
22. Comm. Richter stated that he spoke with the Chief about bunker gear. Have not been happy with the way the gear has been holding up. Would like to authorize the Chief to purchase 2 sets of bunker gear from each of the following vendors: Globe Manufacturing; Lyon Uniform and Quaker. They all make gear similar to what we are using, particularly with the interior harness. Would like them to be used by members who will respond and really use the gear; use at fire school at the end of the year and send out to be cleaned. Then we can evaluate these compared to the new Morning Pride sets. This will give us a better idea as to which manufacturer to go with in the future. Motion by Comm. Paz for the Chief to purchase 2 sets of turnout gear from each of the following manufacturers; Globe Manufacturing; Lyon Uniform and Quaker, seconded by Comm. Naham. Accepted 5-0.
23. Comm. Richter stated that when the Chief does his list of needed equipment, not to bother with hose because generally, when we purchase a new pumper we purchase new hose.
24. Comm. Richter discussed fog nozzles. Would like the Chief to purchase 2 low pressure fog nozzles, one from Elkart and one other manufacturer. Give to Lido and Co. 1 to use for a while. Then we can make a decision of what nozzles the Department will use Motion by Comm. Naham, seconded by Comm. Paz to purchase one (1) low pressure fog nozzle from each of two companies, Accepted 5-0.
25. Comm. Richter stated that he would like planning so that things can be discussed and decided in the proper manner at a Board meeting. We should not have to call any special meetings because we cannot wait for regularly scheduled meeting.

COMMISSIONERS' REPORTS:

Chairman Richter distributed a revised Order of Business list to the Board and went over responsibilities assigned to each Commissioner.

Comm. Naham:

1. Asked if we had received the check from insurance company for repair to fence at Lido. Was told we did not.
2. Slop sink at Lido has been repaired.

Comm. Paz:

1. Spoke about HQ apparatus floor project. Had sample of flooring. Discussion followed. Should go to look at the types of flooring at a few places and then have a meeting with flooring company and architect.
2. Has to check with All American Overhead Door about door at Rescue.
3. Comm. Richter said to contact door person about heat not going off at HQ when overhead doors are open.

Comm Pogue-Steiner:

1. Went to FNBLI and met with the Asst. Manager. Waiting for the bank to verify phone number in order to set up new password. Once that is done, will be set up as administrator. Steven Weitz has been taken off bank paperwork and no longer has a password of access to any banking information.

Comm Richter:

1. Warren Jaffe will be meeting with the Commissioner in charge of communications in North Bellmore tomorrow to discuss them as our back-up and what the status is.
2. Read the Best Value Purchasing Resolution (attached to these minutes); role call of commissioners resulted in five (5) ayes.
3. Have been working with Island Tech and am now the administrator. Office 365 e-mail accounts cannot be deleted or added unless they get request from administrator. Have spoken to them about saving e-mails. Back-up cost is \$30 per month for 10 e-mails. Motion by Comm. Naham, seconded by Comm. Paz to have 10 e-mails backed up at a cost of \$30 per month. Accepted 5-0.
4. Discussed teleconferencing. Discussion of Zoom.com. Decided to try Zoom first; if not pleased, will speak with Island Tech.
5. Motion by Comm, Naham for Dr. Dave Neubert to be re-named Third Asst. Chief (2503 - EMS Chief). Seconded by Comm. Pogue-Steiner. Accepted 5-0.
6. Have spoken with Tom Conaty and Brian Manning regarding the Cleaner position. Tom would like to step down. Would stay until such time as Brian could take over. Motion by Comm. Pogue-Steiner to hire Brian Manning as Cleaner, seconded by Comm. Naham. Accepted 5-0.

Comm. Thompson:

1. Should meet with Dr. G. over the weekend and will send paperwork for Limited Liability Certificate on Monday.
2. Asked Dan Wiener for report from Matlock Street call and the exposure reports,

District Secretary's Report:

1. Chase credit card issued to Ex-Comm. Weitz has been cancelled. A card has been requested for Comm. Pogue-Steiner.
2. E-Z Pass replenishment credit card has been changed from Comm. Weitz to District Secretary Ryan.
3. Spoke with Carol, Claims Manager, Salerno Brokerage, the insurance check for the 2502 repairs will be sent directly to Artie's Collision II.
4. Bank reconciliation for FNBLI checking account was performed for period ending December 31, 2019. The account is fully reconciled.

District Treasurer's Report: Presented by Asst. Sec/Treas Richter

1. On December 30, 2019 abstract, there are 26 checks (page 3 lists checks that will be held until 2020) for payment totaling \$79,117.17.
2. After bills tonight, balance in checking is \$271,788.21.
3. The balance in the capital reserve account is \$1,642,689.42.

Abstract of bills was presented and initialed by three Commissioners on December 30, 2019 and has been approved tonight on motion by Comm. Thompson, seconded by Comm. Naham, accepted 5-0 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 8:56 PM on motion by Comm. Pogue-Steiner, seconded by Comm. Naham. Accepted 5-0.

Next Meeting Date: January 16, 2020

Scheduled for next regular meeting: Ben DiVenti, DiVenti & Lee, CPAs

Minutes respectfully submitted by District Secretary Terri Ryan

**LIDO AND POINT LOOKOUT FIRE DISTRICT
BEST VALUE PURCHASING RESOLUTION**

WHEREAS, New York State General Municipal Law requires a resolution adopted by the Board of Fire Commissioners to authorize the use of a Best Value contract award methodology, in the competitive bidding process for purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article Eight of the Labor Law) which may be awarded on the basis of low bid or Best Value, as authorized in Section 103 of the General Municipal Law and as defined in Section 163 of the State Finance Law, and

WHEREAS, the enactment of this resolution provides additional procurement options to the Fire District in ways that may expedite the procurement process and result in cost savings, and

WHEREAS, the “Best Value” standard for selecting goods and services vendors, including janitorial and security contracts, is critical to efforts to use strategic sourcing principles to modernize the supply chain and ensure that taxpayers obtain the highest quality goods and services at the lowest potential cost, while also ensuring fairness to all competitors, and

WHEREAS, the Board believes taxpayers are not well served when a public procurement results in low unit costs at the outset, but ultimately engenders cost escalations due to factors such as inferior quality, poor reliability and difficulty of maintenance, and

WHEREAS, Best Value procurement links the procurement process directly to the fire district’s performance requirements, incorporating selection factors such as useful lifespan, quality and options and incentives for more timely performance and/or additional services, and

WHEREAS, “Best Value” means the basis for awarding contracts for services to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors, and

WHEREAS, such basis shall reflect, wherever possible, objective and quantifiable analysis; and

WHEREAS, the Fire District shall follow the bidding requirements of Section 103 of the General Municipal Law and the Fire District’s Procurement Policy when utilizing the Best Value award methodology, and

WHEREAS, in addition, when the Best Value methodology is to be used for a purchase the bid documents shall provide a basis to evaluate the bids under the best value requirements, and

WHEREAS, the Best Value methodology shall be included in the Fire District’s Purchasing and Procurement Policy, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of the Lido and Point Lookout Fire District hereby authorizes the use of a Best Value award methodology, in the competitive bidding process, where appropriate, including piggyback bids under Section 103 subdivision 16 of the General Municipal Law, for purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public

works contract pursuant to Article Eight of the Labor Law) which may now be awarded on the basis of low bid or Best Value, as authorized in Section 103 of the General Municipal Law and as defined in Section 163 of the State Finance Law, and

BE IT FURTHER RESOLVED, that the Fire District's Purchasing and Procurement Policy is hereby deemed amended to the extent that this resolution shall be deemed a part thereof and incorporated therein.

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

Chairman	Andrew F. Richter)	
Commissioner	Charles Thompson)	
Commissioner	Bernard Jack Paz)	AYES
Commissioner	Gregory Naham)	
Commissioner	Peggy Pogue-Steiner)	

The resolution was thereupon declared duly adopted.

Dated: Point Lookout, New York
January 2, 2020

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 52 – December 30, 2019

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
12/26/2019	Check	Alpine Software	PLFD140	-8,402.89
3278			System Support - Red Alert - 11/15/19-11/15/20	8,402.89
12/26/2019	Check	JOHN D. MacDONALD & SON	Inv. # 64706	-842.00
3279			Install Slop Sink Faucet Lido - Inv. # 64706	842.00
12/26/2019	Check	HERALD COMMUNITY PAPERS	Invoice # CL00182118	-91.80
3280			Legal Notice - Organizational Meeting 2020 Calendar	91.80
12/26/2019	Check	Salerno Brokerage Corp.	Inv. # 71826	-259.00
3281			Invoice # 71826 - Fire Dept. Endorsement	259.00
12/26/2019	Check	Walden Associates	Inv. # 22699	-800.00
3282			Inv. 22699 - 4th Qtr PBS Inspection	800.00
12/26/2019	Check	FIREMATIC SUPPLY CO., INC.	Inv. # 376350	-173.78
3283			Inv.# 376350 - PM - Hurst Power Unit Service	173.78
12/26/2019	Check	LIDO-POINT LOOKOUT WATER DEPT	A/C #'s 410616,420084,421004	-50.50
3284			A/C -#410616 - Lido Blvd	20.47
			A/C- #420084 - 11 Bayside Drive	8.00
			A/C - #421004 - Hewlett Ave	22.03
12/26/2019	Check	FIREFIGHTERS EQUIP OF NY, INC	Invoice # 19-121321	-25.25
3285			Invoice # 19-121321 - Velcro for Plate	25.25
12/26/2019	Check	ISLAND TECH SERVICES, LLC	Invoice #37261	-1,948.25
3286			Inv. # 37261 - Managed Services	1,948.25
12/26/2019	Check	MICHAEL'S ELECTRICAL SUPPLY	Acct. # 10703	-75.00
3287			Inv. # 346197-1 - Single Zone Part	75.00
12/26/2019	Check	Ready Refresh by Nestle	AC No: 0427435953	-83.09

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 52 – December 30, 2019

3288			Poland Spring - Billing Period & Supplies - 11/22/19	83.09
12/26/2019	Check	VERIZON	Acct. # 652 089 211 0001 32	-441.64
3289			Acct. # 652 089 211 0001 32	441.64
12/26/2019	Check	PIP Printing and Marketing Services	Invoice # 58016	-123.00
3290			Ballots for 2019 Election & Posters	123.00
12/26/2019	Check	EXXONMOBIL CREDIT CARD SERVICES	Exxon Mobil Credit Card Purchases Inv.# 7187859299224591710	-65.53
3291			Gasoline for - 12/04/19	65.53
12/26/2019	Check	NATIONAL GRID	Master Account # 78934-44004	-742.56
3292			Rescue -00562-30007 - 2019 - Oct 25 - Nov 25 - Actual	40.96
			Lido- 27565-75007- 2019 - Oct 29 - Nov 27 -Actual	355.14
			HQ -87856-46002 - 2019 - Oct 25 - Nov 25 - Actual	346.46
12/26/2019	Check	CHASE	Chase CC # 5472 3061 0001 6921	-976.21
3293			11/25 - Call A HEAD -Terri Ryan	350.00
			11/26 - Postage - Terri Ryan	53.00
			11/27 - Postage- Terri Ryan	7.15
			12/10 - East End Pizza - Terri Ryan	47.25
			11/18 -Verizon - Andrew Richter	162.93
			11/27 - EZ Pass Toll - Steve Weitz	25.00
			12/06 - CELLHIRE - Steve Weitz	52.00
			12/12 & 12/14 - EZ Pass Toll - Steve Weitz	50.00
			12/13 - Staples - Ink (2) - P Dunham	149.88
			12/01 - NIKE - Replacement Sneakers - Chas Thompson	80.55
			Return Interest	-1.55
12/26/2019	Check	GREG Naham		-314.58
3294			Reimbursement - Travel Expense - Annual Meeting Leadership Summit 10/02/19-10/05/19	314.58
12/26/2019	Check	CHAS THOMPSON		-20.91
3295			Reimbursement - Jeans Damaged on Call	20.91
12/26/2019	Check	DAN WIENER	L.O.S.A.P. 38 Hours	-950.00
3296			L.O.S.A.P. Administration - Dec '19 - 38 hours	950.00
12/26/2019	Check	Thomas E. Conaty	District Janitor - 40 hours Nov '19	-629.68
3297			District Janitor - 40 hours December '19	800.00

26 Checks for A Total of \$79,117.17

LIDO AND POINT LOOKOUT FIRE DISTRICT

Abstract Week Number: 52 – December 30, 2019

			Withholding	170.32
12/30/2019	Check	Sagamore Lights, Inc.	Invoice# 108000419-1	-
3298			Invoice # 108000419 - 1 - Tower Ladder Lighting	11,706.13
12/30/2019	Check	Alpine Software	PLFD138	-7,380.00
3299			New Finger Reader	7,380.00
12/30/2019	Check	ISLAND TECH SERVICES, LLC	Invoice #37319	-4,806.00
3300			Inv. # 37319 - New PC's - Windows Upgrade	4,806.00
12/30/2019	Check	ISLAND TECH SERVICES, LLC		-4,068.00
3301			New Tough Pad	4,068.00
12/30/2019	Check	HI-TECH FIRE & SAFETY	Inv. # 22896	-
3302			Inv. # 22896 - Turn Out Gear - 10 Sets	32,596.24
01/10/2020	Check	TERRI RYAN	District Secretary Salary - 12/30/19-01/10/20	-1,545.13
3303			District Secretary Salary - 12/30/19 - 1/10/20	2,174.13
			District Secretary Withholding - 12/30/19- 1/10/20	629.00
26 Checks to be Printed for A Total of \$79,117.17				