

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held on July 20, 2023**

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

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

Present: Comm. Naham, Comm. Pogue- Steiner, Comm. Thompson, Comm. Richter
Comm. Guerin, T. Ryan Secretary, A. Richter Asst. Secretary and Treasurer, Treasurer
Dunham, H. Thompson, Chief Wade

Not Present: Chief Guerin and Chief Meyer

Speakers without appointments: None
Speakers with appointments: Ben DiVenti, DiVenti & Lee, CPAs
 Ed Haran, LOSAP
 Dan Weiner, LOSAP Stats
 Brain Powers, EMT Administer

Minutes of meeting held on June 15, 2023, were approved on motion by Comm. Thompson and seconded by Comm. Pogue- Steiner Approved 5-0.

Motion by Comm. Thompson, seconded by Comm. Richter to go into Executive session at 7:45pm to discuss personal issues. Approved 5-0.

Enter back into Regular session at 8:04pm per motion by Comm. Naham seconded by Comm. Thompson. Approved 5-0.

District Treasurer's Report:

1. Abstract#26 dated June 29, 2023, for 15 checks totaling \$29,111.63. Motion by Comm. Pogue- Steiner, second by Comm. Richter. Approved 5-0.
2. Abstract# 28 dated July 13, 2023, for 22 checks totaling \$38,879.59. Motion by Comm. Thompson, seconded by Comm. Pogue- Steiner. Approved 5-0.
3. The Board members have received all claim vouchers listed on the Warrant of Claims together with their supporting documentation and is approving them for payment. Warrant of Claims has been notarized and will be attached to the minutes. Signed and notarized Warrant of Claims is also on file in the District Office.
4. After tonight's bills the bank balances are:
 - General Fund: \$553,920.04
 - Reserve Account: \$1,949,594.75
 - Payroll Account: \$38,374.93
5. Received ambulance reimbursement in the amount of \$293,777.00 the check was deposit on July 20, 2023.
6. Interest earned in June was \$5,427.46.

Speakers without appointments: (Time allotted three (3) minutes)
None

Speakers with appointments:

Ben DiVenti, DiVenti & Lee, CPAs

1. Budget meeting for 2024 will be on August 3rd at HQ.
2. All financials' reports were sent to Albany.
3. Open item from audit, we need to adjust budget lines during the year.
4. Motion by Comm. Richter seconded by Comm. Thompson to reallocated budget lines for 2023 Budget since we just pasted the 6-month mark. Approved 5-0. Will update in QuickBooks. We will review budget again in October.
5. NY State should release the tax cap number for the 2024 budget in September.
6. As of tonight's meeting, emergency maintenance is higher than last year. Printing budget line is also higher than last year, that is due to printing for recruitment. District will be the reimbursement thru the SAFER Grant.
7. Last year we received the Pilot funds in July, any idea when we will receive this year. Patti will follow up.

Brian Powers, EMT Administrator:

1. Handed in resignation letter Michael Mantikas resigned as EMT. All equipment has been returned. Accepted by Board.
2. Katie Prisco resigned as EMT as of July 19. We are waiting on equipment and resignation letter before Board will accept. Per Board hold last paycheck until all equipment is received.
3. Requested an Executive Session to discuss personal.
4. Would like to have directions on fueling system so all paid techs are update with the system.
5. The new hire package for paid techs will include a acknowledge page stating they read all material and reviewed package. Approved by Board.
6. After each shift will have the paid techs fill out a checklist that will be emailed to him. A. Richter will work with B. Power and making the form.
7. Commack District uses a system named Silent Passenger, requested if ok to get some information for the Board for the next meeting. Board ok with getting information.
8. Would like to make sure the chain of command is being meet by paid techs. Per the Board the paid techs report to B. Powers who reports to the Board. The Chiefs office and EMT Administer will work together and report to Board. Board wants all paid techs to understand the structure.
9. The flyer for hiring more techs will be printed in Fire News.
10. Asked what the protocol for OT for techs is, per the Board it based on need and on his approval. Also asked is half shifts ok, yes, just let the Chief and Board know.
11. Board asked if Brian could attend all meetings in person or via TEAMS. Comm. Richter will set up district email.

Ed Haran, LOSAP:

1. Brenda Kirkwood requested a lump sum payment, per vendor the Board needs to approve the payment. Motion by Comm. Thomspson, seconded by Comm. Pogue- Steiner to pay lump sum in the amount of \$14,847. Approved 5-0. Once payment is made, the Board see the matter as closed.

Brian Guerin, Social Media:

1. No report.

Dan Weiner, LOSAP:

1. Systems are up and running in good order.
2. The ten (10) new SCBA has been enter into inventory.
3. The three (3) new helmets have been entered into inventory. One (1) has been assigned to member.
4. New District EMT has been entered into Red Alert.
5. Need to order 8 new ID cards for \$130. Approved.
6. Any members who attended meetings but still have no physical done for 2023 didn't received points for meeting. The list was given to Chief's office and all members were spoken to. Asked if there is any liability to members who show up without physicals done? Per Comm. Richter no they are still members.
7. Wanted to make sure everyone is aware that any new equipment needs to be entered into inventory before Chief's office can handed or put in service. Needs information on Fast pack and Gas meters, Chief Wade will send.
8. Key fob will also be entered in Red Alert. When a fob is lost Dan will update in Red Alert after Comm. Guerin or H. Thompson issue a new fob.
9. Comm. Richter asked why mutual aids are not send via Red Alert. Per Fire Comm, since the call is already open its not a new alarm even if its new for our Department. This is why we also receive notices via radio and texts. Also asked Chief to send letter to Fire Comm regarding the auditable going off during the wrong times.

Chief's Report

1. 2nd Battalion Chief luncheon will be Saturday, July 22.
2. Battalion meeting will be Wednesday, July 26 at the Mushrooms.
3. 2501- No AC, open work order.
4. What is the status of the foam on 253- Comm. Richter will talk to Chief Meyer. Need to have old foam off all trucks by 2024. Comm. Naham will get quote from vendor to have removed if we can't use all.
5. Reeved device is missing from 258, sent an alert to all members even went to hospital to check. Will fill out damage/loss form.
6. D. Hargett from Lido resigned, all inventory received back.
7. Has an application for Juniors program. Trisan Allen-Grant. Motion by Comm. Pogue-Steiner, second by Comm. Thompson. Approved 5-0. Will work with Junior advisor to have applicant sworn in.
8. Smokin Seagulls Racing Team run in the Nassau County Old Fashioned/ 4th Battalion Drill hosted by Rockville Centre Fire Department on July 15 and placed 5th place in race and 2nd place in parade. Congratulations to all member of teams.

COMMISSIONERS' REPORTS

Comm. Pogue- Steiner:

1. TD Bank account bank reconciliation for June has been completed. Still having issues with Quickbooks.

Comm. Thompson:

1. Handed out list of physicals of members who still need to complete one for 2023.
2. Regarding Jetski who will be doing maintenance on? Comm. Richter will talk to District's mechanic.
3. After last meeting sent reply to resident who complained about the horns at Lido Firehouse.

4. Department received an anonymous letter from residents stating that when we send out a fundraiser request, we should include copy of budget.
5. Cameras at Lido should be done next week.
6. Has Department stickers for members, gave to Chief's to hand out.
7. What is the status on the racks at HQ and Lido? Per Chief still pending.
8. What is the status of replacing the bumpers behind 252 and 253? Per Comm. Geurin the vendor for the floor needs to come and drill out holes before they can be replaced.

Comm. Richter:

1. Stuphen was here on Tuesday, John Brown was here on Wednesday, all good. Seat belts needed to be changed on 253 and 254.
2. 254 will be going to Cat for engine maintenance, the engine will have 300 hours. The cost will be about \$2-3k and this is need to keep truck in good working order since a new truck would cost about \$2million.
3. 2502 went to dealer for recall for security system. Before work can be done the console box needs to be removed, District Mechanic will try to remove. In the meantime, Chief Meyer is using pickup truck.
4. Spoke with Hempstead Ford regarding replacing 2571. Ford is opening the order book in August. If the book opens before September, we can purchase off an open State contract.
5. After the meeting with Insurance company the Department needs to let Board know of any outings so the Board can notify insurance company, this way all members are covered in case of any accidents.
6. Asked Comm. Naham to get quotes on adding electric to containers at Lido so we can add AC and heat to make climate control.
7. Jet Ski is not going into service until SOP is in place and all members take a boat safe class.
8. We still have an open grant to purchase saws, asked Chief Wade to follow up with Chief Guerin and Meyer.

Comm. Guerin:

1. New website is live. Admin for the website will be Andrea Richter and Brain Guerin.
2. Will be having monthly meetings with website host and recruitment committee.
3. Currently we have 2 website domains: public and internal. The SAFER grant will cove the public site since it will be used for recruitment, the internal site used for training will cost \$240 a year. Approved by Board. Chief's Office would like to use the internal site for members only section.
4. All key fob system has been added to HQ and Lido. Fobs are on back order but should be here next week. Will be sending memo to Chief office regarding fobs. Working on list with D. Weiner and H. Thompson.
5. The LED sign is in the works, we will need permits to have the sign in location we picked, need to reach out to Councilman Christopher Carini's office for help.
6. During the meeting with Insurance company has question about the buildings being ADA compliance, was directed to talk to District's attorney, will reach out to and report back.

Chairman Naham:

1. Asked Comm. Thompson to check on the fence and bulkhead at Rescue house.
2. Zoning Board meeting for Lido Firehouse will be August 8 at 10am.

District Secretary's Report:

1. Eight (8) cases of Curis decontamination solution will be delivered Monday.
2. Exxon card has been put on 252. Please have the card put on checklist for 252. If it should not be there one day, we can check with the Tech and if missing, can cancel the card and have a new one issued.
3. TOH fuel card missing from 2571.
4. Paperwork was sent to Salerno to take 2 vehicles which were previously sold off our policy.
5. Working with Mike Geller to get jet ski and trailer in the district's name and be insured. At the present time, it is stored at the Lido firehouse.
6. Diesel fueling instructions as well as gasoline fueling instructions should be shown to all chauffeurs (volunteer and paid). Diesel instructions will be laminated & posted in pump area.
7. Staples is discontinuing their credit card as of July 31, 2023.
8. Chase credit card will have E-Z Pass charges questioned from last month's bill. We received a correct bill from them; charges were for Lester Kappel's burial.
9. Received two donations in memory of Lester Kappel. Checks were given to Department and the family was notified.
10. Received a thank you card from Lester's family for Board's donation in his name.
11. George Lee will be here July 27, 2023, to do quarterly audit.
12. Heard from Paul Grim he should have something for us next week regarding a proposal for taking down some alarm wiring and to give an update of subject.
13. Log sheets and PCRs prior to 1998 must be taken out of Lido file room to be shredded.
14. Have not received all resignation letters and statements regarding gear/equipment being returned from ex-members. If members are being taken off the roster due to By-Law rules, a letter should be sent to District from the Chiefs' office stating why a member has been removed. This information should be kept in member's file.

Asst. Secretary and Treasurer:

1. Payroll dated June 21, for May 28- June 10 totaling \$10,323.90
2. Payroll dated July 5, for June 11-June 24 totaling \$9,526.19
3. Payroll dated July 19, for June 25-July 8 totaling \$11,368.23.

District Clerk:

1. Jet ski and trailer has been registered. Will need to be renewed yearly and cost \$23.50.
2. New Key box has been hanged up and keys moved into new box.
3. New bulletin board for Lido is in and needs to be installed.
4. Island Tech was here, we need two (2) new monitors for HQ and Lido.
5. We are in the process of hiring more EMTs. Will be placing ad in Fire News.
6. Currently we have one (1) paid tech taking the paramedic class for New York City. Comm. Richter asked if we should consider paying tech more once they are certificated? Should will also look into hiring ALS paramedic? Maybe we should add more funds for next year's budget. Holly will reach out to civil service for more information.

Next Meeting of Regular Board Meeting will be August 17, 2023, at 7:30 PM.

Meeting adjourned at 10:03PM on motion by Comm Naham seconded by Comm. Thompson. Accepted 5-0.

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

Minutes of the Executive Session of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held on July 20, 2023

*****Minutes Subject to Approval*****

Motion by Comm. Thompson, seconded by Comm. Richter to go into Executive session at 7:45pm

Discussion followed about personal issues.

Enter back into Regular session at 8:04pm per motion by Comm. Naham seconded by Comm. Thompson. Approved 5-0.

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

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 26– June 29, 2023

Date	Type	Name	Memo/Description	Amount
06/26/2023	Check	ALL SERVICE CONTROL	Inv. # 50845	-1,230.00
			Inv. # 50845 - Central Station Monitoring - Jul, Aug, Sep '23	1,230.00
06/26/2023	Check	Cassone Trailer & Container	Inv. # 1092380	-312.00
			Inv. # 1092380 - June '23 - Storage Container	312.00
06/26/2023	Check	CAPITAL TIRE SERVICE INC.	LB19349	-1,095.47
			Inv. # LB19349 -DMV Inspections & New Tires - CV1901	1,095.47
06/26/2023	Check	STAPLES CREDIT PLAN	Account # 6035 5178 6580 7464	-99.69
			Supplies	99.69
06/26/2023	Check	9-One-1 Marketing	Inv. # 1236 & 1237	-6,252.09
			Inv. # 1236 & 1237 Graphic Designs & Recruitment Cards	6,252.09
06/26/2023	Check	Island Occupational Medical Resources, P.C.	inv. # 72945,72915,72864,72863,72828	-1,965.00
			Christopher Russo	165.00
			Christopher Russo	75.00
			Christopher Russo	50.00
			Christopher Russo	25.00
			Peter Meyer Jr.	165.00
			Peter Meyer Jr.	75.00
			Peter Meyer Jr.	50.00
			Peter Meyer Jr.	350.00
			S. Weitz	165.00
			S. Weitz	75.00
			S. Weitz	50.00
			s. Weitz	105.00
			Chas Thompson	165.00
			Chas Thompson	75.00
			Chas Thompson	55.00
			Inv. # 72828 - Physical - P B. Haberman	320.00
06/26/2023	Check	Island Occupational Medical Resources, P.C.	Inv. # 72923	-
			Inv. # 72923 - 35 Dept Physicals	11,835.00
06/26/2023	Check	Point Sunko Corp	Inv. # 100	-900.84

15 Checks for a Total of \$29,111.63

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 26– June 29, 2023

			Inv. # 100 - Gulf Station - Mar, Apr, May '23	900.84
06/26/2023	Check	VERIZON	Acct. # 652-089-211-0001-32	-406.16
			Acct. # 652-089-211-0001-32 FIOS	406.16
06/26/2023	Check	NATIONAL GRID	Account # 78934-44004	-816.13
			Account # 78934-44004	816.13
06/26/2023	Check	PSEG	Acct. # 0715-0017-32-0	-1,200.89
			Acct. # 0715-0017-32-0	1,200.89
06/26/2023	Check	PSEG	Acct. # 1750518021	-105.80
			Acct. # 1750518021 - 106 Lido Bld	105.80
06/26/2023	Check	DiVenti & Lee CPA's P.C.	Invoice# 0252997bb	-2,500.00
			Inv. # 0252997bb -AUD Report '22	2,500.00
06/26/2023	Check	DAN WIENER	Reimbursement	-115.15
			Reimbursement - Pins	115.15
06/26/2023	Check	Bill Wade	Reimbursement	-277.41
			Attending Members Lunch - Lester Koppel Funeral	277.41
<p>15 Checks to be Printed for A Total of \$29,111.63 NO ENTRIES APPEAR BELOW THIS SECTION</p>				

**LIDO AND POINT LOOKOUT FIRE DISTRICT
WARRANT OF CLAIMS**

Week Number: 26– June 29, 2023

NOW, THEREFORE, BE IT RESOLVED that the Lido and Point Lookout Board of Fire Commissioners, having received all claim vouchers listed on the Warrant of Claims together with supporting documentation and is approving them for payment and orders the payment thereof by the Fire District Treasurer in the amounts approved. The Warrant of Claims shall be annexed to the Minutes of the Public Meeting approved by the Board of Fire Commissioners.

Commissioner _____ made the motion; the motion was seconded by Commissioner _____.
Approved: ___:___ at a duly constituted meeting of the Board of Fire Commissioners on June 29, 2023.

_____ Greg Naham, Chairman

_____ Peggy Pogue Steiner, Vice-Chairman

_____ Charles Thompson, Commissioner

_____ Andrew Richter, Commissioner

_____ Shana Guerin, Commissioner

**STATE OF NEW YORK
COUNTY OF NASSAU**

On the _____ day of _____ in the year _____ before me, the undersigned, personally appeared personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity (ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public's Signature: _____ Printed Name: _____ My Commission Expires: _____

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 28– July 13, 2023

Date	Type	Name	Memo/Description	Amount
07/10/2023	Check	VINNIE'S TRUCK & AUTO, INC.	Inv. # 12137, 12138,12140,12141	-2,304.19
			Inv. # 12137 - 2008 Pumper EN0801 - RM	117.73
			Inv. # 12138 - 1996 Spartan Pumper - EN9601 - RM	130.00
			Inv. # 12140 - 2017 Ford Ambulance - AM1701 - ER	928.96
			Inv. # 12141 - 1996 Pumper - EN9601 - RM	1,127.50
07/10/2023	Check	CAPITAL TIRE SERVICE INC.	LB19433	-45.00
			Inv. # LB19433 -DMV Inspection EN2101- CV1901	45.00
07/10/2023	Check	ISLAND TECH SERVICES, LLC	Inv. # 54521 & 56400	-3,707.76
			Inv. # 54600 - Monthly Subscription	2,911.76
			Inv. # 54521 - Protection PRE ESS	796.00
07/10/2023	Check	Point Sunko Corp	Inv. # 101	-443.05
			Inv. # 101 - Gulf Station Fuel - 05/30-06/25/23	443.05
07/10/2023	Check	Island Occupational Medical Resources, P.C.	Inv. # 73026,73027,73045,73060,73080	-1,985.00
			JR torres	220.00
			Jr torres	75.00
			Steve Angel	170.00
			Steve Angel	75.00
			Steve Angel	50.00
			Deirdre Nelson	625.00
			Deirdre Nelson	75.00
			Deirdre Nelson	50.00
			Adam Camiolo	165.00
			Adam Camiolo	60.00
			Adam Camiolo	50.00
			W. Wade	165.00
			W. Wade	75.00
			W. Wade	130.00
07/10/2023	Check	CLINICAL CLEAN, INC.	Inv. # 10339	-498.00
			Inv. # 10339- 2 Ambulances Cleaned	498.00
07/10/2023	Check	CUSTOM AWARDS	Invoice # 4606	-2,280.00
			Inv. # 4606 - Awards @ Inspection Dinner "20,'21,'22	2,280.00

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 28– July 13, 2023

07/10/2023	Check	Cassone Trailer & Container	Inv. # 1097348	-312.00
			Inv. # 1097348 - July '23 - Storage Container	312.00
				-
07/10/2023	Check	PKF O'Connor Davies LLP	Inv. # 729446,732867	15,500.00
			Inv. # 732867 - 2022 Audit - Final Billing	5,500.00
			Inv. # 729446 - Audit Fees '22	10,000.00
07/10/2023	Check	VERIZON	Acct. # 751-449-189-0001-69	-341.36
			Acct. # 751-449-189-0001-69	341.36
07/10/2023	Check	VERIZON	Acct. # 650-087-363-0001-83	-18.60
			Acct. # 650-087-363-0001-83	18.60
07/10/2023	Check	VERIZON WIRELESS	Acct # 682237326-00001	-732.85
			Acct # 682237326-00001	732.85
07/10/2023	Check	Fleury Risk Management LLC	Inv.# 4279	-5,478.20
			Inv. # 4279- VFBL - Policy Year 7/1/23-7/1/24	4,778.10
			Inv. # 4279 - Group Managers Fee 2023-2024	599.60
			Audit Adjustment 2021-2022	100.50
07/10/2023	Check	Schumacher Electric Inc	Inv. # 2606	-525.00
			Inv. # 2606 - Replace Covers 106 Lido Blvd	525.00
07/10/2023	Check	Urban Cartographics	Inv. # 23-0392	-1,800.00
			Inv. # 23-0392 - Radius Map, Area Map Site Photos Lido FH	1,800.00
07/10/2023	Check	NY State Unemployment Insurance		-128.56
			Underpayment	128.56
07/10/2023	Check	South Shore Fire & Safety Equipment Distributors Inc.	Inv. # 0155401IN - Tic. #'s 663138,663477 #015540-IN - Tic # 653058	-425.90
			Inv. # 0155401IN - Equipment Service - Tic. #'s 663138,663477	377.90
			Inv. # 0155402-IN - New Equipment -Tic #653058	48.00
07/10/2023	Check	Skudin Swim		-630.00
			Red Cross Lifeguard Training for 6 members	630.00
07/10/2023	Check	Costellos Ace Hardware	Inv. # 88454	-71.96

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 28– July 13, 2023

			Inv. # 88454 - Supplies	71.96
07/10/2023	Check	CHASE	4246 3152 4567 4401	-996.40
			06/17 - Go to My PC - T.Ryan	420.00
			06/16 - Stop & Shop - Dept Physicals - C.Thompson	56.67
			05/21 - Fairfield Inn - Verona NY - S.Guerin	-61.47
			05/18 - Sports Grill - S.Guerin	20.23
			05/19 - Upstate Tavern - S.Guerin	52.50
			05/17 - Fairfield Inn - Verona NY - S.Guerin	508.47
07/10/2023	Check	SHANA ROSENTHAL	Reimbursement	-421.76
			AFDSNY Annual Meeting - Mileage - EZPass	
			Reimbursement	421.76
07/10/2023	Check	GREG Naham	Reimbursement	-234.00
			Reimbursement - Posters for Lido FH Project	234.00
<p>22 Checks to be Printed for A Total of \$38,879.59 NO ENTRIES APPEAR BELOW THIS SECTION</p>				

**LIDO AND POINT LOOKOUT FIRE DISTRICT
WARRANT OF CLAIMS**

Week Number: 28– July 13, 2023

NOW, THEREFORE, BE IT RESOLVED that the Lido and Point Lookout Board of Fire Commissioners, having received all claim vouchers listed on the Warrant of Claims together with supporting documentation and is approving them for payment and orders the payment thereof by the Fire District Treasurer in the amounts approved. The Warrant of Claims shall be annexed to the Minutes of the Public Meeting approved by the Board of Fire Commissioners.

Commissioner _____ made the motion; the motion was seconded by Commissioner _____.
Approved: ___: ___ at a duly constituted meeting of the Board of Fire Commissioners on July 13, 2023.

_____ Greg Naham, Chairman

_____ Peggy Pogue Steiner, Vice-Chairman

_____ Charles Thompson, Commissioner

_____ Andrew Richter, Commissioner

_____ Shana Guerin, Commissioner

**STATE OF NEW YORK
COUNTY OF NASSAU**

On the _____ day of _____ in the year _____ before me, the undersigned, personally appeared personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity (ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public's Signature: _____ Printed Name: _____ My Commission Expires: _____