

**Minutes of the Regular Meeting of the
Board of Fire Commissioners
Lido and Point Lookout Fire District
Held on May 16, 2024**

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

Meeting was called to order at 7:30 PM by Comm. Pogue- Steiner

Present: Comm. Pogue- Steiner, Comm. Thompson, Comm. Guerin, Comm. Richter via TEAMS, Terri Ryan Secretary, A. M. Richter Asst. Secretary and Treasurer, Treasurer Dunham, Holly Thompson

Not Present: Comm. Naham, Chief Meyer and Chief Manning

Speakers without appointments: None
Speakers with appointments: Ben DiVenti, Diventi & Lee, CPAs
 Brian Powers, EMT Administer
 Ed Haran, LOSAP
 Daniel Wiener, LOSAP

Minutes of meeting held on May 2, 2024, were approved on motion by Comm. Thompson and seconded by Comm. Guerin. Approved 3-0.

Minutes of executive session on May 2, 2024, were approved on motion by Comm. Guerin and seconded by Comm. Thompson. Approved 3-0.

District Treasurer's Report:

1. Abstract#20 dated May 16 for 25 checks totaling \$20,845.13. Motion by Comm. Thompson seconded by Comm. Guerin 3-0. Approved.
2. 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. A signed and notarized Warrant of Claims is also on file in the District Office.
3. Balances after tonight's bills:
 - a. Payroll: \$31,939.81
 - b. General: \$861,834.84
 - c. Capital: \$1,997,092.34

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

None

Speakers with appointments:

Ben DiVenti, Diventi & Lee, CPAs

1. AFR for 2023 was submitted to NY State on time. Report was prepared by Ben and signed by Treasurer, per the requirements by NY State.
2. At the next meeting will have recommendations for lines we should reallocate for the budget and how much should be moved into the reserve account.

3. Went over the financial reports comparing 2023 to 2024 as of tonight's meeting. Emailed report to Comm. Richter. The expenses for 2024 are up from last year at the same time. Recommendations that the Board watches the budget very closely, only purchase what is needed to run a safe department.
4. Budget meeting for the 2025 budget will be August 1 at 10am. All Board members should attend. Board requested Chief office to submit wish list by end of June.
5. Comm. Richter asked what line items from the budget is not part of the 2% cap increase? Will put together list and email to the Board.
6. Comm. Richter asked if insurance policy is excluded from the 2% cap? Only health insurance.
7. Comm. Peggy asked what happens if we need to go over the 2% cap next year? Downsize to going over the cap is the public relation issue. The EMS billing will help but it will take a while to see reimbursements since we are still setting up program.
8. Thank you to the Board for the invitation to the dinner, it was very nice.

Brian Powers, EMT Administrator

1. We had a tech that didn't show up to a shift and showed up 2 hours late for another shift, sent letter to employee regarding issue and will put copy in employee folder.
2. Would like to set up every 4 months done by Dr. Neubert. If the tech doesn't compete, they can't be added to the schedule or disciplinary action taken.
3. Sent email to Board regarding EMTs job duties and will add disciplinary actions.
4. The schedule for June looks good.
5. What is the max hours an employee can work in a month? Can't go over 80 hours per month.
6. Comm. Richter would like Brian to check with Civil Service before we make any changes.

Ed Haran, LOSAP

1. Received request from auditors sent information to District Secretary.

Daniel Wiener, LOSAP

1. Server was upgraded at Lido.
2. Received request from auditors and sent all information to them.
3. Migration to image trend was done and Dr. Neubert is testing.
4. Asked for copies of minutes, all minutes are now on website.
5. Comm. Richter would like to meet once back to discuss Red Alert.

Chief's Report:

1. Department treasurer would like to have a PLLFD email it will help in getting a grant to get Quick Books at a discounted price for the department. Comm. Richter will handle.
2. Asked if Board will reimburse Department the cost of Quick Books? Per Comm. PSS hold until we get information regarding grant.
3. Handed Board changes that they would like to make to the By Laws for the Junior program. Motion by Comm. Guerin seconded by Comm. Pogue- Steiner to accept the changes. District Secretary will type up and send them out to Board and Chief office.
4. Discussion followed regarding changes to the Junior program. Would like to have summer camps where children of the community can attend and see what each

- Company does. District Secretary reached out to insurance company to see what coverage we need?
5. The six (6) flashlights on 254 need to be replaced, would like to purchase the current flashlights that 255 currently has. Comm. Richter asked and we reuse current 254 lights on another truck? What will be needed to install new lights on 254? Will reach out to District mechanic for scope of work and cost.
 6. Chief Manning's car had work done at Arties last week.
 7. Will be having meeting with Chief's from Valley Stream regarding training center.
 8. Comm. PSS asked if Chief office has list of PPE that will be expiring? Chief Meyer is currently working on list.
 9. Comm. Guerin asked if Chief could call Town of Hempstead and ask for a dumpster to be delivered to HQ.
 10. Received 3 quotes for accountability tags, Motion by Comm. Pogue- Steiner seconded by Comm. Thompson to purchase 30 tags from On Scene at a cost of \$7.50 per tag. Approved 3-0.
 11. Comm. Richter asked for recommendation regarding making 2571 as a fly car, per the email Dr. Neubert sent out for the next meeting.
 12. Comm. Richter asked Chief if they have a draft copy of the 1970 NFPA standard. Chief Guerin will check.
 13. Per Comm. Thompson Department Physicals are Sunday, May 19 8-11am at Sands at Lido. Any member that can't attend should email AMRichter@pllfld.org for voucher.
 14. Comm. Thompson asked about jet Ski status. The jet ski was picked up from vendor and now at rescue.
 15. District Secretary informed Chief that Ex-Chief Wade key fob has been removed from Chief's office.

COMMISSIONERS' REPORTS:

Comm. Richter: via TEAMS

1. Regarding email from Nicole on District's insurance we should set up a meeting with her. Comm. PSS will reach to get availability.

Comm. Thompson:

1. Had a meeting with Mike Romer, Chief of Lifeguards for TOH regarding 911 calls at beaches since TOH no longer has EMS. TOH will be hiring 1st aid attendants. Last year beaches had 1000 calls between May- September out of the 1000 calls 51 were transmitted to us.
2. Would like a quarterly list of all District inventory to be kept at office or email to Board.
3. Still working on getting second set of keys for both ambulances.
4. Nassau County will be hosting a Cricket event at Eisenhower Park in June, would we like to send any equipment and or members? No.
5. Dr. Neubert sent email regarding EMS Billing asking us to send letter to Governor. Board agrees we should send.
6. Regarding list of EMS supplies Dr. Neubert would like to purchase, the amount is over \$5700. Are they items we need for Part 800? Comm. Pogue- Steiner will reach out for more information.
7. Received check from Company 1 in the amount of \$224 for installation Dinner.

Comm. Naham: Not Present

Comm. Guerin:

1. Open House will be Sunday, June 9 from 10-3pm at HQ. Since we are requesting to have street closure for event we need signatures for homeowners, will be working on this week.
2. Can I ask the vendor that is installing the LED sign if they can drill holes in cement wall for gear rack? Yes, will get pricing for next meeting.
3. LED Sign work should start next week, we need to ground to dry before they can pour cement.
4. Key fob system at HQ worked fine when the building went on generator power.

Comm. Pogue- Steiner:

1. Letter to TOH Supervisor Donald X. Calvin and Councilman Chistopher Carini regarding EMS at Beaches was sent out.
2. Will make changes to letter regarding Jones Beach Coast Guard Station and will send out to Board for final review before sending.

District Employees:

District Secretary's Report:

1. GoDaddy had an issue; new password was set up. Island Tech called and they were working on our system with upgrade/changes regarding emails on gmail and yahoo. Said that all emails should be better now.
2. Water can extinguisher (destroyed- General is out of business) should it be replaced? Was told we do not need to replace it.
3. BOFC previously reviewed Joseph Staudt's paperwork including references; a clear arson check was received on April 27,2024. Requesting a voucher for Department physical, mask fir and chest x-ray be permitted after Company and Council approval. Motion by Comm. Thompson seconded by Comm. Pogue-Steiner. Approved 3-0.
4. 258 will be picked up from Gabrielli tomorrow morning and will be put back in service.
5. Received invoice for 1st half TOH hydrant today for \$7,462.50, it will be included in the next abstract.

Asst. Secretary and Treasurer:

1. Payroll dated May 8 cover April 14-April 27 totaling \$27,608.00
2. Iron MT will be at Lido next week. I have 84 boxes to move to offsite storage.

District Clerk:

1. Auditors asked if we have a social media and internet policy. Asked District Attorney for sample of policy and emailed to Board for review. Comm. Richter stated all members and employees must be aware that any emails or files done on district email/ server is subject to FOIL.
2. The recliners in the EMS trailer are falling apart, will be looking into new ones to purchase.

Next Meeting will be May 16, 2024, at 7:30 PM.

Meeting adjourned at 9:38 PM on motion by Comm. Thomspen seconded by Comm. Pogue-Steiner. Accepted 3-0.

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

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 20 – May 16, 2024

Date	Type	Name	Memo/Description	Amount
05/14/2024	Check	VINNIE'S TRUCK & AUTO, INC.	Inv. # - 12271, 12272	-1,169.89
			Inv. # 12271 - '17 Ford Ambulance - AM1701 - PM	172.59
			Inv. #12272 - '22 - Ford Ambulance - AM2201 - EM	997.30
05/14/2024	Check	VERIZON	Acct. # 751-870-165-0001-49 - Fios	-455.82
			Acct. # 751-870-165-0001-49 - Fios	455.82
05/14/2024	Check	JAMAICA ASH & RUBBISH	Inv. # 45111936	-300.00
			Inv. # 45111936 - Trash Removal - May '24	300.00
05/14/2024	Check	LIDO-POINT LOOKOUT WATER DEPT	Acct. # 410616,420084,421004	-38.94
			A/C#410616 - Lido Blvd	12.48
			A/C#420084 - Baydise Drive	8.00
			A/C#421004 - Hewlett Avenue	18.46
05/14/2024	Check	Tierney & Courtney overhead doors	Inv. # 005129,005059	-4,175.00
			Inv. # 005129- Repair - HQ	500.00
			Inv. # 005059 - Remainder Repairs - Lido	3,675.00
05/14/2024	Check	PSEG	Acct # 0715-0017-32-0	-1,288.31
			Acct # 0715-0017-32-0	1,288.31
05/14/2024	Check	PSEG	Acct. # 0750518021	-271.10
			Acct. # 0750518021 - 106 Lido	271.10
05/14/2024	Check	VERIZON	Acct. # - 650-087-363-0001-83	-18.68
			Acct. # - 650-087-363-0001-83	18.68
05/14/2024	Check	South Shore Fire & Safety Equipment Distributors Inc.	Inv. # 0161210-IN,0161277-IN,0161345-IN,0161399-IN,0161480-IN	-608.80
			Inv. # 0161210-IN- Service	49.90
			Inv. # 0161277-IN- Service	262.00
			Inv. # 0161345-IN- Service	125.00
			Inv. # 0161399-IN- Service	44.00
			Inv. # 0161480-IN- Service	127.90
05/14/2024	Check	Ready Refresh by Nestle	Inv. # 24D0427435953	-73.13
			Inv. # 24D0427435953	73.13

LIDO AND POINT LOOKOUT FIRE DISTRICT WARRANT OF CLAIMS

Week Number: 20 – May 16, 2024

05/14/2024	Check	SCHLOSS EXTERMINATING	Inv. # 8954	-105.00
			Inv. # 8954 -Exterminating - April '24	105.00
05/14/2024	Check	Schumacher Electric Inc	Inv. # 2795N	-2,416.32
			Inv. # 2795N - Install New Exit Signs (3) 3Remote Heads	2,416.32
05/14/2024	Check	Hello Alert	Inv.#4954	-669.00
			Inv. # 4954 Key Fobs	669.00
05/14/2024	Check	Cassone Trailer & Container	Inv. # 1226159	-657.00
			Inv. # - 1226159 - 5/1/24-5/31/24 - Trailer Leases	657.00
05/14/2024	Check	Costellos Ace Hardware	Inv. # - 92027,92037,92061,92221,92309	-185.99
			Inv. # - 92027,92037,92061,92221,92309- Supplies	185.99
05/14/2024	Check	Bel-Mar Oil Company Inc	Inv. # 214743	-1,137.00
			Inv. # 214743- Diesel	1,137.00
05/14/2024	Check	Emergency Responder Products	Inv. # 4092493 -Chief Brian Manning	-1,259.47
			Inv. # 4092493 -Chief Brian Manning upgrade uniform	1,259.47
05/14/2024	Check	Point Sunko Corp	Inv. # 111	-363.02
			Inv. #111 - Fuel - 04/21/24 -05/11/24	363.02
05/14/2024	Check	Emergency Responder Products	Inv. # 1122496 - EMT - Nigro	-434.98
			Uniform for new EMT	434.98
05/14/2024	Check	PIP Printing and Marketing Services	Inv. # 63403	-956.00
			Inv. # 63403 - Programs Installation Dinner	956.00
05/14/2024	Check	TD Card Services	Account # xxxx xxxx xxxx 7314 -	-2,201.23
			03-30 - Apple.com - C. Thompson	0.99
			04-02 - Printing Emporium - C. Thompson	394.00
			04-03 - Postage - C. Thompson	68.00
			04-06 - Staples - C. Thompson	14.99
			04-12 - Postage - P. Dunham	204.00
			04-27 - Staples - P. Dunham	29.19
			04-21 - UPS Pick-up - H. Thompson	44.86
			04-24 - Amazon - Eye Wash - H. Thompson	75.20

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

Week Number: 20 – May 16, 2024

			04-22 - Master Medical Equipment - D. Neubert	1,370.00
05/14/2024	Check	Joseph Lattanzi		-100.00
			Transportation to Inspection Dinner	100.00
05/14/2024	Check	DiVenti & Lee CPA's P.C.	Inv. # 0254482bb	-500.00
			Inv. # 0254482bb - Quarterly Tax Service	500.00
05/14/2024	Check	VINNIE'S TRUCK & AUTO, INC.	Inv. # - 12277 & 12278	-1,147.30
			Inv. # 12277 - '17 Ford Ambulance - AM1701 - RR	150.00
			Inv. #12278 - '21 - Chevy -UT2101 - EM	997.30
05/14/2024	Check	H 2 M Architects	Inv. # 255860	-313.15
			Inv. # 255860 - Professional Services through 11/24/23	313.15
<p>25 Checks to be Printed for A Total of \$20,845.13 NO ENTRIES APPEAR BELOW THIS SECTION</p>				

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

Week Number: 20 – May 16, 2024

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, which was seconded by Commissioner _____. It was approved: _____ : _____ at a duly constituted meeting of the Board of Fire Commissioners on May 16, 2024.

_____ Peggy Pogue Steiner, Chairwoman

_____ Andrew Richter, Vice-Chairman

_____ Charles Thompson, Commissioner

_____ Shana Guerin, Commissioner

_____ Greg Naham, 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: _____