

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: August 22, 2022

Present: Vice Chairman Peter Mangiolino
Fire Commissioner George von Glahn
Fire Commissioner Silvio Bellissimo
District Manager Paul Lochner
District Treasurer Michael Murphy
District Secretary Michael R. Foran
Joseph Frank, Esq.

Vice Chairman Peter Mangiolino called the Regular meeting to order at 20:00.

Communications Received

- Chiefs report for July 2022. (Attached to August 1st Interim BOFC / Chiefs minutes.)
- Operation Report for August 2022.
- Treasurer Report for August 2022.
- F.O.I.L. Request: Duffy & Duffy – Request for ambulance report 07/06/22.
- Helwig, Henderson & Gray, LLP: Michael Venditto, Esq. – Professional Services.
- Letter – Chief of Department – Member Relieved of Duty.
- Letter – Seaford Inmates – B-Truck Comparisons.
- Letters – Nassau County Department of Assessment 2022/2023 School Tax Year Assessment Roll Section 57 Block 156 Lot 51.
- Nassau County Board of Elections – Primary election, August 23rd.
- Craig, Fitzsimmons & Meyer, LLP – Sealed Technical / Cost Proposal for Seaford Fire District for Professional Auditing Services.
- Cullen & Danowski, LLP - Sealed Technical / Cost Proposal for Seaford Fire District for Professional Auditing Services.
- Letter – Chairman Robert Powell – Resignation from Office.

Secretary Report

- Motion by Commissioner George von Glahn, second by Commissioner Silvio Bellissimo to accept the minutes of the July 25, 2022 BOFC meeting and the August 1, 2022 BOFC / Chiefs meeting. Unanimously carried.
- Primary election on August 23rd. Phil Nicola and Jeff Fannon scheduled attendants for Election duty.
- BOFC / Chiefs, Monday, September 12th. (First Monday is Labor Day.)
- BOFC on Monday, September 26th date to change to Tuesday, September 27th at 8 PM. See new business.
- Policy Update
 - Controlled Substances Protocol Policy pending finalization.
 - Physical Examination Policy – In final draft. Will provide to BOFC in next two (2) weeks.
 - Salary and Benefit Rules for Employee Policy – In final draft. Will provide to BOFC in next two (2) weeks.

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- Applicant Permission to Perform Background Check Policy / Form needs clarification / review.
- Accounting Policy approved at July 25th meeting and in policy book.
- Suspension Orders Issued by Chiefs approved at July 25th meeting and in policy book.
- Alcohol Guidelines & Drug Free Workplace Policy – see new business.
- Capital Asset Inventory Policy – see new business.
- Code of Ethics Policy – see new business.
- Fund Balance Policy – see new business.
- Internet Communication Policy – see new business.

Operations Report (Provided by District Manager Paul Lochner)

- See report.

Legal Report (Provided by Joseph Frank, Esq.)

- NYS Governor Hochul extended special rules for the conduct of remote meeting during the COVID-19 disaster emergency until September 12, 2022.
- Reviewed policies submitted by Secretary Michael Foran. All in order.

Treasurer Report

- General Fund Warrant: \$102,642.44
- Apparatus Warrant: \$0.00
- Building Warrant: \$0.00
- Motions
 - At the request of the Treasurer motion by Commissioner Mangiolino, second by Commissioner George von Glahn to Adopt the Proposed 2023 Annual Budget in the amount of \$2,421,075.00 (attached) and hold the mandatory Proposed Budget Hearing on Tuesday, October 18, 2022 @ 7:30 P.M. Carried unanimously.
 - At the request of the Treasurer motion by Commissioner George von Glahn, second by Commission Silvio Bellissimo that the company, R.S. Abrams & Co., LLP [RSA], of 3033 Express Drive North, Suite 100, Islandia, N.Y. 11749, (631) 234-4444 - be retained for all financial records [per contractual agreement-commencing for the year ending 12/31/2022 with the option to renew for the subsequent four (4) fiscal years ending 2023, 2024, 2025 & 2026]. Unanimously carried.
 - At the request of the Treasurer motion by Commissioner Peter Mangiolino, second by Commission Silvio Bellissimo to increase 2022 PILOT budget \$1,660.00 from \$74,000.00 to \$75,600.00. Unanimously carried.
 - Motion by Commissioner Peter Mangiolino, second by Commissioner Silvio Bellissimo to accept Treasurer Report. Unanimously carried.

Old Business

- Secretary Michael Foran advises he has not researched into becoming a Notary and will do so as soon as possible.

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Commissioner Reports

- **Chairman Robert Powell** (Not present.)
 - Vehicle Maintenance / Portable Equipment
 - No report.
- **Vice Chairman Peter Mangiolino**
 - Uniforms / PPE
 - No report.
 - Medicals / Medical Director
 - No report.
 - EMS
 - No report.
 - District Employees
 - Commissioner Robert Podesta to be Vice-Chairman. (See new business.)
- **Commissioner George von Glahn, Jr.**
 - Grants
 - No report.
 - Legal
 - No report.
 - Physical Fitness
 - No report.
 - Building Maintenance
 - 9/11 Memorial needs repair. See Operation Report.
 - HVAC renovation project. See new business.
 - Public Relations / Member Retention
 - No report.
 - LOSAP
 - Requests mid-year LOSAP report be posted for membership to view.
 - Other
 - Wells Fargo update.
 - Radio reception. (See Operation Report.)
- **Commissioner Silvio Bellissimo**
 - Insurance
 - No report.
 - Travel
 - I.A.F.C – August 24th – August 26th, San Antonio, TX
 - Commissioner Mangiolino to attend.
 - Firehouse Expo, September 27th – October 1st, Columbus, OH
 - Commissioner Peter Mangiolino, Commissioner Silvio Bellissimo and Chief Thomas deHaan to attend.
 - EMS World Expo, Orlando, FL on October 10th – October 14th.
 - Commissioner Silvio Bellissimo at attend.
 - VCOS Symposium in the Sun, Clearwater Beach, FL on November 10th – November 13th.
 - No interest at this time.
 - Inspection / Installation

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- April 2023
- Cell Phones
 - No report.
- 3 Towns Training Center
 - No report.
- **Commissioner Michael Bellissimo** (Not Present)
 - Communications, Radio, IT
 - No report.
 - Building Security
 - No report.
 - Fire Alarms
 - No report.
 - Financial Statements / Audit
 - No report.
 - Bylaws / Policies
 - See new business.
 - Drill Team
 - See new business.

New Business

- Motion by Commissioner Peter Mangiolino, second by Commissioner Silvio Bellissimo to accept the resignation of Chairman Robert Powell from the Board of Fire Commissioners effective August 19, 2022. Unanimously carried, forlornly.
- Motion by Commissioner Peter Mangiolino, second by Commissioner George von Glahn to appoint Robert Podesta to fulfill the remainder of the vacated term, which expires on December 31, 2022. Unanimously carried. The Oath of Office was administered to newly appointed Commissioner Robert Podesta by Vice-Chairman Peter Mangiolino. Secretary Michael Foran to file appropriate paperwork with the Town of Hempstead.
- F.O.I.L. Request: Duffy & Duffy – Request for ambulance report 07/06/22. Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to process the FOIL request as received.
- Motion by Commissioner Silvio Bellissimo, second by Commissioner George von Glahn to move the September 26, 2022 Board of Fire Commissioner meeting to Tuesday, September 27, 2022 at 8:00 P.M. Unanimously carried. Secretary Michael Foran to make appropriate notifications.
- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to purchase one (1) 1968 Chevy Class B Pumper, from Mike Welton, at a cost of \$19,000.00. Unanimously carried.
- Secretary Michael Foran presented the following policies;
 - Alcohol Guidelines & Drug Free Workplace Policy.
 - Capital Asset Inventory Policy.
 - Code of Ethics Policy.
 - Fund Balance Policy.
 - Internet Communication Policy.

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Policy reviewed by Board of Fire Commissioners. Motion by Commissioner Pete Mangiolino, second by Commissioner Silvio Bellissimo to adopt the policy as modified / presented. Unanimously carried.

Chiefs' Report (June 2022)

- Open equipment requests.
 - Request from Lt. Scott Diehl for technical rescue training equipment. Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to purchase technical rescue training equipment at a cost of approximately \$1,825.00. Unanimously carried.
- BOFC reviewed open items on Chiefs' Report.
 - Firefighters Medical Leave – Members currently on sick / medical leave must sign and return Department sick / medical leave letter. Chiefs Office to note the date of last letter received from a member's medical doctor on monthly Chief's report.
- New item(s)
 - Chief's Office start working with the District on plans for a formal dedication ceremony for Engine 682.

Executive Session

- On a motion by Commissioner Silvio Bellissimo, second by Chairman Peter Mangiolino and unanimously carried the Board of Fire Commissioners of the Seaford Fire District entered into Executive Session at 21:07 hours to discuss disciplinary matters of a volunteer firefighter. District Manager Paul Lochner and Treasurer Michael Murphy left the meeting.
- On a motion by Chairman Peter Mangiolino, second by Commissioner George von Glahn and unanimously carried the Board of Fire Commissioners of the Seaford Fire District adjourned from Executive Session at 21:16 hours and enter back into regular session with no action taken.

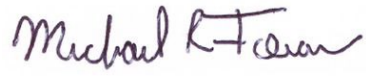
New Business (continued)

- Motion by Commissioner George von Glahn, second by Chairman Peter Mangiolino to expend an estimated \$125,000.00 for renovation the Heating, Ventilation and Air Conditioning System [HVAC] at the Headquarters Building and associated work, advertising, incidental expenses, architectural, engineering, and attorney fees from the Building and Grounds Capital Reserve Fund. Unanimously carried. See attached Resolution.

With no further business to discuss, a motion was made by Commissioner Silvio Bellissimo, second by Commissioner George von Glahn to close the meeting at 21:29 hours, August 22, 2022. Unanimously carried.

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Respectfully submitted,

A handwritten signature in dark ink that reads "Michael R. Foran". The signature is written in a cursive style with a large, stylized initial 'M'.

Michael R. Foran
Secretary
Seaford Fire District

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
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**RESOLUTION
SEAFORD FIRE DISTRICT
HVAC RENOVATION AT HEADQUARTERS BUILDING**

WHEREAS, the SEAFORD FIRE DISTRICT has, by appropriate resolution, established a certain capital reserve fund designated as the Capital Reserve Fund, established pursuant to Section 6(g) of the General Municipal Law, in an account for deposit of said Capital Reserve Fund entitled, "The Seaford Fire District, Section 6(g) General Municipal Law BUILDING AND GROUNDS CAPITAL RESERVE FUND" in local banks, and

WHEREAS, a project to purchase a Renovation of the Heating, Ventilation and Air Conditioning System [HVAC] at the Headquarters Building and associated work and expenses is deemed necessary to meet the emergency services needs of the residents of the SEAFORD FIRE DISTRICT, and

WHEREAS, the maximum cost of such project and for incidental work and expenses, advertising, architectural, engineering, and attorney fees is estimated to be one hundred twenty five thousand (\$125,000.00) dollars.

IT IS RESOLVED that pursuant to the laws and regulations applicable and in particular to Section 6(g) of the General Municipal Law, that such purchase of a Renovation of the Heating, Ventilation and Air Conditioning System [HVAC] at the Headquarters Building and associated work, advertising, incidental expenses, architectural, engineering, and attorney fees shall be expended from the Building and Grounds Capital Reserve Fund upon authorization of the Board of Fire Commissioners, at the maximum estimated cost of one hundred twenty five thousand (\$125,000.00) dollars, and

BE IT FURTHER RESOLVED that this resolution is subject to a permissive referendum as provided for in Section 6(g) of the General Municipal Law.

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

Chairman	Peter Mangiolino) AYE
Commissioner	George Von Glahn) AYE
Commissioner	Silvio Bellissimo) AYE
Commissioner	Michael Bellissimo) Not present
Commissioner	Robert Podesta) Not voting

The resolution was thereupon duly adopted.

Dated: August 22, 2022
Seaford, New York