

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS

SEAFORD FIRE DISTRICT: September 27, 2022

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

Chairman Peter Mangiolino called the Regular meeting to order at 20:02.

Executive Session

- On a motion by Commissioner Michael Bellissimo, second by Commissioner Silvio Bellissimo and unanimously carried the Board of Fire Commissioners of the Seaford Fire District entered into Executive Session at 20:02 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 Michael Bellissimo and unanimously carried the Board of Fire Commissioners of the Seaford Fire District adjourned from Executive Session at 20:13 hours and enter back into regular session. District Manager Paul Lochner and Treasurer Michael Murphy returned to the meeting.

Communications Received

- Chiefs report for August 2022. (Attached to September 12th Interim BOFC / Chiefs minutes.)
- Operation Report for September 2022.
- Treasurer Report for September 2022.
- Nassau County Board of Elections – Payment for Use of Facility.
- Richner Communications – Legal Notices:
 - September Meeting Change Notice;
 - Permissive referendum for HVAC renovation.
- Seaford Volunteer Exempt Firemen’s Benevolent Association – Lease Payment of Exempt Property.
- Seaford Fire Department Change in Status Form – Joseph McLaughlin.
- Seaford Fire Department Change in Status Form – Mark Elliott.
- McNeil & Co. – Receipt of Claim – 12520131.

Secretary Report

- Motion by Commissioner Michael Bellissimo, second by Chairman Peter Mangiolino to accept the minutes of the August 22, 2022 BOFC meeting and the September 12, 2022 BOFC / Chiefs meeting. Unanimously carried.
- District Budget Hearing on Tuesday, October 18, 2022 at 7:30 PM.
- Policy Update

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- Controlled Substances Protocol Policy pending finalization.
- Applicant Permission to Perform Background Check Policy / Form needs clarification / review.
- Travel Policy – new policy provided by Counsel.
- Alcohol Guidelines & Drug Free Workplace Policy – updated and in the policy book.
- Capital Asset Inventory Policy – updated and in the policy book.
- Code of Ethics Policy – updated and in the policy book. Distributed to membership.
- Fund Balance Policy – updated and in the policy book.
- Internet Communication Policy – updated and in the policy book.
- Medical & Military Leave Policy – see new business.
- Physical Examination Policy – see new business.
- Salary and Benefit Rules for Employees – see new business.
- Vehicle Use Policy – see new business.

Operations Report (Provided by District Manager Paul Lochner)

- See report and new business.

Legal Report (Provided by Joseph Frank, Esq.)

- NYS Governor Hochul did not extend special rules put in place during the COVID-19 disaster allowing remote meetings.
- Discussed new concealed carry laws in regard to firearms in governmental buildings. Article to appear in next Association of Fire Districts of the State of New York newsletter. Recommends Commissioners review this information and address bylaw and policy documents as needed.

Treasurer Report

- General Fund Warrant: \$138,369.41
- Apparatus Warrant: \$0.00
- Building Warrant: \$0.00
- Motions
 - At the request of the Treasurer motion by Chairman Mangiolino, second by Commissioner Michael Bellissimo to increase 2022 Firematic Equipment \$4,040.00 with proceeds from April 19, 2022 equipment insurance claim. Unanimously carried.
 - Motion by Chairman 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.

Commissioner Reports

- **Chairman Peter Mangiolino**

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- Uniforms / PPE
 - No report.
- Medicals / Medical Director
 - Department meeting with Dr. Fahim Ahmed in December 2022.
 - Scheduling of Department physicals will begin in November 2022.
 - Flu vaccine will be distributed to membership on October 3, 2022.
- EMS
 - No report.
- District Employees
 - No report.
- **Vice Chairman George von Glahn, Jr. (Not Present)**
 - Grants
 - No report.
 - Legal
 - No report.
 - Physical Fitness
 - No report.
 - Building Maintenance
 - 9/11 Memorial needs repair. See Operation Report.
 - Public Relations / Member Retention
 - No report.
 - LOSAP
 - No report.
 - Other
 - Wells Fargo update.
- **Commissioner Silvio Bellissimo**
 - Insurance
 - No report.
 - Travel
 - 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.
 - See new business.
 - Inspection / Installation
 - April 2023
 - Cell Phones
 - No report.
 - 3 Towns Training Center
 - No report.
- **Commissioner Michael Bellissimo**
 - Communications, Radio, IT
 - No report.

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- Building Security
 - No report.
- Fire Alarms
 - No report.
- Financial Statements / Audit
 - No report.
- Bylaws / Policies
 - See new business.
- Drill Team
 - See new business.
- **Commissioner Robert Podesta**
 - Vehicle Maintenance / Portable Equipment
 - Discussed purchase of a new drill team trailer for transport of the B pumper and the sale of the current drill team trailer. See new business.

New Business

- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to rescind absentee ballots for the annual Seaford Fire District elections. Unanimously carried. Resolution attached.
- Motion by Commissioner Robert Podesta, second by Commissioner Michael Bellissimo to purchase an enclosed trailer for transport of the B Pumper at a cost not to exceed \$15,000.00. Unanimously carried.
- Motion by Commissioner Silvio Bellissimo, second by Commissioner Robert Podesta to install film protector on front bumper and rear cab corners of Engine 682 to prevent paint damage at a cost of approximately \$2,009.56. Unanimously carried.
- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo for Commissioner Silvio Bellissimo, Commissioner Michael Bellissimo and District Manager Paul Lochner to attend VCOS Symposium in the Sun, Clearwater Beach, FL on November 10th – November 13th. Unanimously carried.
- Secretary Michael Foran presented the following policies;
 - Medical & Military Leave Policy
 - Physical Examination Policy
 - Salary and Benefit Rules For Employees Policy
 - Vehicle Use PolicyPolicy reviewed by Board of Fire Commissioners. Motion by Chairman Pete Mangiolino, second by Commissioner Silvio Bellissimo to adopt the policy as modified / presented. Unanimously carried.

Chiefs' Report (August 2022)

- Open equipment requests – none.
- BOFC reviewed open items on Chiefs' Report.

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- 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.
- Chief's Office working with the District to hold dedication ceremony for Engine 682 on Sunday, October 2nd.

With no further business to discuss, a motion was made by Chairman Peter Mangiolino, second by Commissioner Robert Podesta to close the meeting at 21:10 hours, September 27, 2022. Unanimously carried.

Respectfully submitted,

A handwritten signature in dark ink that reads "Michael R. Foran". The signature is written in a cursive, flowing style.

Michael R. Foran
Secretary
Seaford Fire District

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RESOLUTION

SEAFORD FIRE DISTRICT

**RESCIND AND DISCONTINUE THE USE OF ABSENTEE BALLOTS
FOR FIRE DISTRICT ELECTIONS**

WHEREAS, the Board of Fire Commissioners of the Seaford Fire District is required to provide for the conduct of the annual and special fire district elections, and

WHEREAS, the Board is permitted, but not required, under Town Law §176-b to provide for registered voters residing in the fire district to be able to vote in fire district elections by absentee ballot, and

WHEREAS, Town Law §176-b provides that; “The board of fire commissioners of any fire district in which officers are elected, may, by resolution, provide for absentee ballots for fire district elections, in accordance with the provisions of this section. Such resolution shall take effect at the first such election held more than sixty days after its adoption and shall continue in effect for all such elections until a subsequent resolution providing otherwise shall, in like manner, have taken effect.”

WHEREAS, the Board has previously adopted a resolution to permit absentee ballots in annual and special fire district elections, and

WHEREAS, the Board has determined that it is in the best interest of the fire district to rescind the prior resolution authorizing absentee ballots, and discontinue the practice;

IT IS RESOLVED, that the Board of Fire Commissioners of the Seaford Fire District shall hereby rescind the prior resolution and discontinue the practice of providing for absentee ballots in our fire district elections; and

IT IS FURTHER RESOLVED, that this resolution shall become effective and apply to all annual and special elections of the fire district held more than sixty days from the date of this resolution.

The foregoing resolution was thereupon duly put to a vote, and on roll call the vote was as follows:

Chairman Peter Mangiolino) Aye
Vice Chairman George von Glahn) Not Present
Commissioner Silvio Bellissimo) Aye
Commissioner Michael Bellissimo) Aye
Commissioner Robert Podesta) Aye

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
September 27, 2022