

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: October 24, 2022

Present: Vice Chairman George von Glahn
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.

Vice Chairman George von Glahn called the Regular meeting to order at 20:00.

Communications Received

- Chiefs report for September 2022. (Attached to the October 3rd Interim BOFC / Chiefs minutes.)
- Operation Report for October 2022.
- Treasurer Report for October 2022.
- Sapienza and Frank – Re: Joseph McLaughlin equipment return.
- Letter- Chief of Department – Member Sick Leave Notification.
- Richner Communications – Legal Notices: Budget Hearing.
- Seaford Fire Department Change in Status Form – John Findeisen
- Seaford Fire Department Change in Status Form – Peter Mangiolino
- Seaford Fire Department Change in Status Form – Patrick Bizzaro
- F.O.I.L Request – Complex Legal Services #NY0056001-001.
- Commissioner George von Glahn – Seaford Chamber of Commerce open house on Wednesday, October 26th. Vice Chairman George von Glahn to research joining the Seaford Chamber of Commerce.

Secretary Report

- Motion by Vice Chairman George von Glahn, second by Commissioner Michael Bellissimo to accept the minutes of the September 27, 2022 BOFC meeting and the October 3, 2022 BOFC / Chiefs meeting. Unanimously carried.
- District Budget Hearing held Tuesday, October 18, 2022 at 7:30 PM. See Treasurer Report for motions.
- District election to be held on Tuesday, December 13, 2022 from 6:00 P.M. to 9:00 P.M. See new business for motions.
- Phil Nicola unavailable for November 8th Election Day stand-by. Jeff Fannon to cover day.
- Discussion regarding meeting date for the December Board of Fire Commissioner meeting and the 2023 Reorganizational meeting. December BOFC meeting tentatively scheduled to be moved to Wednesday, December 28, 2022. 2023 Reorganizational meeting tentatively scheduled for Wednesday, January 4, 2023.
- Policy Update
 - Controlled Substances Protocol Policy approved / pending finalization.

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- Applicant Permission to Perform Background Check Policy / Form needs clarification / review.
- Medical & Military Policy, approved September 27th and in the policy book.
- Physical Examination Policy, approved September 27th and in the policy book.
- Salary and Benefit Rules for Employees, approved September 27th and in the policy book.
- Vehicle Use Policy, approved September 27th and in the policy book.
- Cash Management Policy, for review and approval, see new business.
- Investment Management Policy, for review and approval, see new business.
- Notice of Privacy Practices Policy, for review and approval, see new business.
- Travel Policy, for review and approval, see new business.

Operations Report (Provided by District Manager Paul Lochner)

- See report and new business.

Legal Report (Provided by Joseph Frank, Esq.)

- Reviewed policies submitted by Secretary Michael Foran. All in order.

Treasurer Report

- General Fund Warrant: \$96,114.98
- Apparatus Warrant: \$0.00
- Building Warrant: \$0.00
- Motions
 - At the request of the Treasurer motion by Vice Chairman George von Glahn, second by Commissioner Michael Bellissimo that the Seaford Fire District (51515) hereby established the following standard work days for these titles and will report to the officials of New York State and Local Retirement based on their record of activities or time reported as applicable. Unanimously carried.

Employee	Soc. Sec. #	NYSLRS ID	Title	Current Term	Standard Work Day	Record of Activities	Pay Frequency
Michael R. Foran	6254	R13082137	Secretary	01/01/22 – 12/31/22	6	6.15	Monthly
Michael J. Murphy	7605	R13055200	Treasurer	01/01/22 – 12/31/22	6	7.08	Semi Annual
Paul A. Lochner	0017	R10708883	Firehouse Maintainer	01/01/22 – 12/31/22	8	N/A	Monthly
Paul Colosono	5846	R11175178	PT Maintainer	01/01/22 – 12/31/22	6	N/A	Monthly
Joseph Bongiovi	0383	R10237634	PT Cleaner	01/01/22 – 12/31/22	6	N/A	Monthly
Thomas Cottone	5720	R11088567	PT Maintainer	01/01/22 – 12/31/22	6	N/A	Monthly
Scott Diehl	3153	R13167376	PT Maintainer	01/01/22 – 12/31/22	6	N/A	Monthly

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- At the request of the Treasurer motion by Commissioner Silvio Bellissimo, second by Commissioner Michael Bellissimo to approve the 2023 District appropriations budget of \$2,421,075.00 presented at the public hearing on October 18, 2022 and override the tax levy limit. This appropriation is expected to produce a tax levy of \$2,324,455.00 which is above the District's tax levy limit for 2023. Unanimously carried. See Resolution #1, attached.
- At the request of the Treasurer motion by Commissioner Michael Bellissimo, second by Commissioner Silvio Bellissimo to adopt the 2023 proposed District budget of \$2,421,075.00 for 2023 and estimate fund balances. Unanimously carried. See Resolution #2, attached.
- Motion by Commissioner Silvio Bellissimo, second by Commissioner Michael 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.
- Secretary Michael Foran to modify Application for Use of Dunlap Hall to include notice regarding no firearms are permitted.
- Counsel to verify if dismissed PFM received the letter sent by Counsel with return receipt.
- Secretary Michael Foran to check with Chief's Office if letter to member regarding medical leave status was sent and, if so, was a return receipt requested and received.
- Secretary Michael Foran to send email to Chief's Office requesting they send dismissed FF a letter, certified with return receipt, requesting return of equipment.

Commissioner Reports

- **Chairman Peter Mangiolino (Not Present)**
 - Uniforms / PPE
 - No report.
 - Medicals / Medical Director
 - No report.
 - EMS
 - No report.
 - District Employees
 - No report.
- **Vice Chairman George von Glahn, Jr.**
 - Grants
 - No report.
 - Legal
 - No report.
 - Physical Fitness
 - No report.
 - Building Maintenance

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- 9/11 Memorial needs repair. See Operation Report.
 - Public Relations / Member Retention
 - No report.
 - LOSAP
 - Preparing for closing of 2022 LOSAP.
- **Commissioner Silvio Bellissimo**
 - Insurance
 - No report.
 - Travel
 - VCOS Symposium in the Sun, Clearwater Beach, FL on November 10th – November 13th.
 - Commissioner Michael Bellissimo not able to attend.
 - Inspection / Installation
 - April 2023
 - Cell Phones
 - No report.
 - 3 Towns Training Center
 - No report.
- **Commissioner Michael Bellissimo**
 - 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 below.
- **Commissioner Robert Podesta**
 - Vehicle Maintenance / Portable Equipment
 - Joseph Bongiovi, Kristopher Luciano and Richard Friedel to pick up drill team trailer in Georgia on October 27 – 28th.

New Business

- Motion by Commissioner Silvio Bellissimo, second by Commissioner Robert Podesta appointing Board of Elections for the Seaford Fire District election (Resolution #3 attached). Unanimously carried.
- Motion by Vice Chairman George von Glahn, second by Commissioner Michael Bellissimo for preparation of registration rolls for the Seaford Fire District elections (Resolution attached #4). Unanimously carried.

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- Motion by Commissioner Silvio Bellissimo, second by Commissioner Michael Bellissimo requiring candidates for District Office to file their names in the form of a petition (Resolution #5 attached). Unanimously carried.
 - Motion by Commissioner Silvio Bellissimo, second by Commissioner Robert Podesta to purchase new laptop with HDMI for use with new projector in meeting room. Includes Microsoft Office and set-up on SFD servers at a cost of \$1,406.03. Unanimously carried.
 - Motion by Commissioner Robert Podesta, second by Commissioner Michael Bellissimo to perform sub-surface soil investigation of the 3844 Waverly Ave. property at a cost of \$6,725.00. Unanimously carried.
 - Motion by Vice Chairman George von Glahn, second by Commissioner Silvio Bellissimo to dispose of five (5) Microsoft Surface Pro laptops deemed to be obsolete. Unanimously carried.
 - Secretary Michael Foran presented the following policies;
 - Cash Management Policy
 - Investment Management Policy
 - Notice of Privacy Practices Policy
 - Travel Policy
- Policies reviewed by Board of Fire Commissioners. Motion by Commissioner Robert Podesta, second by Commissioner Michael Bellissimo to adopt the policy as modified / presented. Unanimously carried.

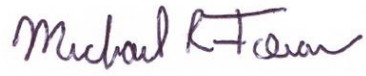
Chiefs' Report (September 2022)

- Open equipment requests – Motion by Commissioner Silvio Bellissimo, second by Commissioner Robert Podesta to purchase new ID tag holders for all fire apparatus at a cost of approximately \$400.00. 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. See old business.
 - Driver / MPO Training – Have candidates approved by external driver training company. MPO Certification. Chief Thomas Cottone to provide training documentation to District Manager Paul Lochner for entry into member's files.

With no further business to discuss, a motion was made by Vice Chairman George von Glahn, second by Commissioner Silvio Bellissimo to close the meeting at 20:57 hours, October 24, 2022. Unanimously carried.

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
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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 initial 'M' and 'F'.

Michael R. Foran
Secretary
Seaford Fire District

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
SEAFORD FIRE DISTRICT: October 24, 2022**

**SEAFORD FIRE DISTRICT
RESOLUTION NO. 1: OVERRIDE REAL PROPERTY TAX CAP FOR THE 2023 BUDGET**

WHEREAS, the Board of Fire Commissioners of the Seaford Fire District must adopt a proposed budget for 2023 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Seaford Fire District held the annual fire district budget hearing on notice to the public on October 18, 2022, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 18, 2022 at said budget hearing, and

WHEREAS, the Board has determined that the financial needs of the fire district and fire department for fiscal year 2023 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2023 calls for a real property tax levy that will exceed the real property tax cap permitting only a 2.00% increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal law provides as follows:

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only, or in the case of a district or fire district; a resolution, approved by a vote of sixty percent of the total voting power of such body, to override such limit for such coming fiscal year only.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves a determination to override the real property tax cap for the 2023 budget only in order to permit an annual real property tax levy that will exceed the real property tax cap permitting only a 2.00% increase in said tax levy and result in a final annual fire district budget in the amount of \$2,421,075.00, and

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

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

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
October 24, 2022

ATTEST: MICHAEL R. FORAN
 Secretary

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
SEAFORD FIRE DISTRICT: October 24, 2022**

**SEAFORD FIRE DISTRICT
RESOLUTION NO. 2: APPROVE FINAL BUDGET FOR 2023**

WHEREAS, the Board of Fire Commissioners of the Seaford Fire District must adopt a proposed budget for 2023 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Seaford Fire District held the annual fire district budget hearing on notice to the public on October 18, 2022, and

WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 18, 2022 at said budget hearing, and

WHEREAS, the Board has determined that that financial needs of the fire district and fire department for fiscal year 2023 cannot be supported by a budget that would comply with the real property tax cap established pursuant to Section 3-c of the General Municipal Law as the proposed budget for 2023 calls for a real property tax levy that will exceed the real property tax cap permitting only a 2.00 % increase in said tax levy; and

WHEREAS, Section 3-c of the General Municipal Law provides as follows;

A local government may adopt a budget that requires a tax levy that is greater than the tax levy limit for the coming fiscal year, not including any levy necessary to support the expenditures pursuant to subparagraphs (i) through (iv) of paragraph g of subdivision two of this section, only if the governing body of such local government first enacts, by a vote of sixty percent of the total voting power of such body, a local law to override such limit for such coming fiscal year only.

WHEREAS, previously at the meeting this Board of Fire Commissioners passed a resolution to override the real property tax cap for the 2023 budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the Final Budget for the Seaford Fire District for 2023 attached hereto and made a part hereof in the amount of \$2,421,075.00

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

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

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
October 24, 2022

ATTEST: MICHAEL R. FORAN
 Secretary

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
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**SEAFORD FIRE DISTRICT
RESOLUTION NO. 3: APPOINTING BOARD OF ELECTIONS**

WHEREAS, Section 175-a of the Town Law provides for a system of registration for Fire District elections;
and

WHEREAS, a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS, such register shall be prepared from names of persons who have registered with the County Board of Elections.

NOW, THEREFORE, BE IT RESOLVED, that the following resident electors of the Seaford Fire District are hereby appointed to constitute the Seaford Board of Elections for the 2022 Annual Fire District Election:

Michael R. Foran	Chairman
Jeff Fannon	Election Inspector
Phil Nicola	Election Inspector
Ed Hahnefeld	Ballot Clerk

AND BE IT FURTHER RESOLVED, that the Chairman, Election Inspectors and Ballot Clerks be compensated in the amount of \$70.00 for their services in preparing the registration records and \$70.00 for attendance at the annual election;

AND BE IT FURTHER RESOLVED, that in case any of the members appointed herein are unable to refuse to assume or perform the duties required of them, this Board of Fire Commissioners will appoint alternates who are resident electors;

AND BE IT FURTHER RESOLVED, that if clerical help is deemed necessary, this Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Elections.

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

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

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
October 24, 2022

ATTEST: MICHAEL R. FORAN
 Secretary

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
SEAFORD FIRE DISTRICT: October 24, 2022**

**SEAFORD FIRE DISTRICT
RESOLUTION NO. 4: FOR PREPARATION OF REGISTRATION ROLLS**

BE IT RESOLVED, that the Board of Fire Commissioners of the Seaford Fire District, having heretofore appointed a Board of Elections to comply with the registration and voting procedures set forth in Section 175-a of the Town Law, does hereby designate the 13th day of December, 2022, as the date of meeting for the Board of Elections to prepare registration rolls for the annual election of the Seaford Fire District; and

BE IT FURTHER RESOLVED, that such meeting take place at the Fire District Office located at 2170 Southard Avenue, Seaford, New York, between the hours of 4:00 p.m. and 6:00 p.m. on that date; and

BE IT FURTHER RESOLVED, that a legal notice informing the resident electors of the Seaford Fire District of this meeting be published by the Fire District Secretary in the official newspaper of the Seaford Fire District.

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

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

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
 October 24, 2022

ATTEST: MICHAEL R. FORAN
 Secretary

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
SEAFORD FIRE DISTRICT: October 24, 2022**

**SEAFORD FIRE DISTRICT
RESOLUTION NO. 5: REQUIRING CANDIDATES FOR DISTRICT OFFICE TO FILE THEIR NAMES IN THE FORM OF A
PETITION**

BE IT RESOLVED, that pursuant to the authority in the Board of Fire Commissioners of the Seaford Fire District under Section 176 subd. 7 of the Town Law, the following procedure is hereby adopted for the submission by a candidate of his or her name for District Office:

1. Candidates for District Office shall file their names with the Secretary of the Fire District at the Fire District Office located at No. 2170 Southard Avenue, Seaford, New York at least twenty (20) days prior to the date of such Fire District election.

2. Such candidates shall submit their names in petition form nominating them for the office sought and subscribed by twenty-five (25) qualified voters of the District.

3. The petition shall state the candidate's name and residence address, and shall describe the office sought in sufficient detail to clearly indicate same.

4. The petition shall contain a space for each qualified voter of the fire district wishing to nominate the candidate for the office sought to subscribe his or her name, print his or her full name, and print his or her residence address.

5. The Fire District Secretary shall make petition forms available to the candidates for District Office or their representative together with a copy of this resolution; the form for such petition is attached hereto and made a part hereof.

BE IT FURTHER RESOLVED, that the Fire District Secretary shall prepare the ballot for the election (printed form for election machine) specifying the names of the candidates duly filed for each office in accordance with the above procedure, and in addition providing for a blank space for each office which may be filled in at the time of the election.

The aforementioned resolution was thereupon duly submitted for approval, and upon roll call the vote was a follows:

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

The resolution was thereupon declared duly adopted.

Dated: Seaford, New York
October 24, 2022

ATTEST: MICHAEL R. FORAN
Secretary