

## **REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: November 28, 2022**

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

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

### Communications Received

- Chiefs report for October 2022.
- Operations Report for November 2022.
- Treasurer Report for November 2022.
- Seaford Fire Department Change in Status Form – Brian Winter (x2).
- Nassau County Board of Elections – Polling Place Rental
- Contract between Copiague Fire District and Seaford Fire District – Fire Apparatus Repair.
- McNeil & Co.: Claim No. 13140131 Loss Date 11/02/22
- McNeil & Co.: Claim No. 13141131 Loss Date 11/05/22

### Secretary Report

- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to accept minutes from the November 7, 2022 BOFC / Chiefs meeting. Unanimously approved.
- District election to be held on December 13th.
  - Polling staff is Jeff Fannon, Phil Nicola and Ed Hahnefeld. Motion by Commissioner Silvio Bellissimo, second by Commissioner George von Glahn to pay \$100.00 per worker for preparation of voter rolls, election and set-up / clean-up. Unanimously carried.
  - Secretary Foran advised that meeting with Professional Innovative Programs is tentatively set for December 1, 2022 to prep laptops. Movers are confirmed for delivery and pick up of voting machines. Working with Board of Election on ballot.
- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to move the December BOFC meeting to Wednesday, December 28, 2022 at 8:00 P.M. Unanimously carried. Secretary Foran to prepare legal notice.
- Motion by Commissioner Silvio Bellissimo, second by Commissioner Robert Podesta to hold the 2023 District Reorganizational Meeting on Wednesday, January 4, 2023 at 7:00 P.M. Unanimously carried. Secretary Foran to prepare legal notice.
- Policy Update
  - Controlled Substances Protocol Policy approved / pending finalization.
  - Applicant Permission to Perform Background Check Policy: Form needs clarification / review. Will work with Counsel on the policy.
  - New Membership Policy, needs clarification / review.

## **REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: November 28, 2022**

- New policy – School Leave, review. Will make Chief’s Order into District policy.
- Cash Management Policy, approved at October 24th meeting in policy book.
- Investment Management Policy, approved at October 24th meeting in policy book.
- Notice of Privacy Practices Policy, approved at October 24th meeting in policy book.
- Travel Policy, approved at October 24th meeting in policy book.
- Alerting Procedures for Dispatching, seeking approval. See new business.
  - Confirmed Commissioner’s radio designation.
- Use of Dunlap Hall, seeking 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 agreement between the Seaford Fire District and the Copiague Fire District – Fire Apparatus Repair. All is in order. (Counsel disclosed that his firm also represents the Copiague Fire District.)
- Provided an update on lot sub division of 3844 Waverly Ave. Delays caused by seller’s expediting company.
- Advised that letter sent to dismissed PFM for return of District equipment was received via return receipt acknowledgement.
- Reviewed policies submitted by Secretary Michael Foran. All in order.

### Treasurer Report (Provided by Deputy Treasurer Michael R. Foran)

- General Fund Warrant: \$220,693.48
- Apparatus Warrant: \$68,348.82
- Building Warrant: \$0.00
- Motions
  - At the request of the Deputy Treasurer motion by Chairman Peter Mangiolino, second by Commissioner Robert Podesta to increase 2022 Other Equipment Repairs to Apparatus \$7,300.00, increase Firematic equipment \$2,700.00 and decrease Radio equipment \$10,000.00. Unanimously carried.
  - Motion by Commissioner Robert Podesta, 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 George von Glahn advised he is waiting for application from the Seaford Chamber of Commerce.
- Discussion regarding dismissed PFM non return of District property. Counsel advised next step would be to file a police report. District Manager Paul Lochner to work with NCPD.

## REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: November 28, 2022

### Commissioner Reports

- **Chairman Peter Mangiolino**
  - Uniforms / PPE
    - Uniforms sent to have service star(s) added.
  - Medicals / Medical Director
    - Department physicals have begun. Approximately 50% of the membership has made appointments. Discussion then ensued. Chairman Mangiolino to request a monthly update from Dr. Fogel's office. This information will be passed to the Chiefs Office for necessary action. Membership to be provided a copy of the Physical Examination Policy via Target Solutions.
  - 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
    - No report.
  - Public Relations / Member Retention
    - No report.
  - LOSAP
    - No report.
- **Commissioner Silvio Bellissimo**
  - Insurance
    - Met with Hometown Insurance regarding renewal, Jr. Post and "B" rig.
  - Travel
    - FDSOA Health & Safety Forum, St. Pete Beach, FL. January 15, 2023 – January 18, 2023.
      - No interest at this time.
    - Fire – Rescue East, Daytona Beach, FL. January 17, 2023 – January 20, 2023.
      - No interest at this time.
  - Inspection / Installation
    - April 2023
  - Cell Phones
    - No report.
  - 3 Towns Training Center
    - No report.
- **Commissioner Michael Bellissimo (Not Present)**
  - Communications, Radio, IT
    - No report.

## REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS SEAFORD FIRE DISTRICT: November 28, 2022

- Building Security
  - No report.
- Fire Alarms
  - No report.
- Financial Statements / Audit
  - No report.
- Bylaws / Policies
  - See new business.
- Drill Team
  - No report.
- **Commissioner Robert Podesta**
  - Vehicle Maintenance / Portable Equipment
    - Rear tailgate of “B” rig trailer will require modification. Working on ascertaining quotes.
    - Discussed remount of ambulance 684. Process from inception to completion will take approximately two (2) years.

### New Business

- Motion by Chairman Peter Mangiolino, second by Commissioner Silvio Bellissimo to accept the contract between the Seaford Fire District and the Copiague Fire District – Fire Apparatus Repair. Unanimously carried.
- Motion by Chairman Peter Mangiolino, second by Commissioner George von Glahn to convert the burner in the shed from diesel to natural gas, includes a new boiler and gas line at a cost of \$9,300.00. Unanimously carried.
- Secretary Michael Foran presented the following policies;
  - Alerting Procedure for Dispatching Policy, and
  - Use of Dunlap Hall PolicyPolicies reviewed by Board of Fire Commissioners. Motion by Chairman Peter Mangiolino, second by Commissioner Robert Podesta to adopt the policy as modified / presented. Unanimously carried.

### Chiefs’ Report (October 2022)

- Open equipment requests
  - Motion by Commissioner Silvio Bellissimo, second by Chairman Peter Mangiolino to purchase a 3 foot New York Hook & Halligan Claw a cost of approximately \$150.00. Unanimously carried.
  - Request for four (4) new Tait mobile radios for 681 and 687 was tabled. District Manager Paul Lochner to get new quotation for two (2) new Tait radios with necessary installation costs as requirements have changed based on rearrangement of mobile radios on rigs.
- BOFC reviewed open items on Chiefs’ Report.

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS  
SEAFORD FIRE DISTRICT: November 28, 2022**

- Request for second Lucas device for second due ambulance. Request to be added to November Chief's report.
- Correct October 2022 Department Percentage Report. Repost and provide revised report to District Secretary.
- Provide BOFC with list of TRT members on November Chief's report.

With no further business to discuss, a motion was made by Chairman Peter Mangiolino, second by Commissioner George von Glahn, to close the meeting at 21:15 hours, November 28, 2022. Unanimously carried.

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".

Michael R. Foran  
Secretary  
Seaford Fire District