

REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS
HICKSVILLE FIRE DISTRICT: Tuesday, June 10, 2025

Chairman Chiz called the meeting to order at 6:00 pm with the following present: Commissioner Mulligan, Commissioner Dwyer, Commissioner Mulholland, Commissioner Coutieri, Robert Cabano, Superintendent and Ana Stephens, District Secretary.

Chairman Chiz led the attendees in the Pledge of Allegiance and a moment of silence for all military members serving home and abroad and prayers for the passing of past Commissioner William Blazo's father, a quick recovery for past Commissioner John Menig, Honorary Chief Thomas Sullivan, firefighter Richard Schmidt, Kathie Keller and Dominick Coppola.

Robert Cabano Report

Buildings and Grounds:

- **District Building Projects:**
 - Admin Building Progress: other possibilities were also discussed
 - Discuss 520 OCR
 - Maintenance Storage Building
 - Progress, feasibility study emailed to BOFC
- **HQ Renovations:**
 - Completed
- **HQ SCBA Compressor Replacement:**
 - Awaiting Equipment, estimated delivery mid-July
- **Parking Lot Crack Repairs**
 - Monday 6/15 & Tuesday 6/16 Weather Permitting
- **Pavillion Bench Replacement – old benches sell on Auction International**
 - Playground Outfitters: \$5,505.35 – board approved
 - Willy Goat Toys & Playgrounds \$6,010.00
 - The Park & Facilities: \$9,968.00
- **Station 3 Engine Room:**
 - Milburn Flooring: awaiting evaluation on floor crack, Blendex is no longer in business and was bought out by Milburn. Meeting tomorrow 6/11
- **Basement HQ Chair Replacement: old chairs sell on Auction International**
 - Staples NYS Contract PC70429 \$2,814.40 – board approved
- **Ice Machine Replacement Sta. 3 Pavillon – old ice maker sell on Auction International**
 - Bar Boy : \$6,564.67 – board approved
 - HMS Mechanical: \$7,389.00
 - Grainger : \$8,248.67

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Info Tech:

- **Red Alert:**
 - Progress, defer to Comm. Mullholland – making progress

Equipment:

- **Gear Cleaning:**
 - RedLine (dates to be in November)- hold third week in November
 - \$23,760.00 – board approved
- **Hose testing:**
 - Completed - (1) spare nozzle lost and was replaced next day

Vehicles:

- **Chiefs Vehicle Outfitting:**
 - 9302 Vehicle near completion. 9303 Next
- **Spare Vehicles**
 - Which vehicles does the district plan on surplus or keeping?
- **NFPA Vehicle Weight Testing:**
 - Scheduled June 23, 2025
- **936 MVA 5/27/2025:**
 - Bob & Fred's Estimate \$3,054.02 – board approved

EMS:

- **ePCR's:**
 - Satill have an open ePCR from 4/19/25. All others have been closed out.
- **N95 Fit Testing:**
 - PortaCount Model 8048
 - \$22,150 w/5yr warranty
- **Demo Product:**
 - Going to demo a scale for the stretcher that myself and the EMS Supervisor seen at FDIC. Will be placed onto 9319's stretcher. This device will greatly assist with the accuracy of patient's exact weights for medication administration and PCR documentation. EMS Supervisor will handle the training with the crews. Demo to be installed 6/12/2025.

Personnel:

- **HR on the Move:**
 - Assessment completed

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- **Add EMS F/T & P/T Uniform Allowance:**
 - Currently not in our formulary. Total \$500/yearly full time and \$200/yearly part time
- **Suffolk County District Mgr. Vendor Show:**
 - Friday 6/13/2025 North Patchogue FD 1100-1600 – board approved for Rob Cabano and Gina Allegretta to attend the free vendor show
- **Morning work duties sheet Rob to do going forward**
- **Inventory of sheets and blankets on all ambulances**

A motion was made by Commissioner Mulholland and was seconded by Commissioner Dwyer to approve the quote from Playground Outfitters for 7 Ultracoat Park Benches for Sta. 3 in the amount of \$5,505.35 and sell the old ones on Auction International. All were in favor and the motion carried.

A motion was made by Commissioner Mulholland and was seconded by Commissioner Coutieri to approve the quote from Staples Business for (10) Office guest chairs in the amount of \$1,325.30 and (10) Computer and Desk Chairs in the amount of \$1,489.10 and sell the old ones on Auction International. All were in favor and the motion carried.

A motion was made by Commissioner Mulholland and was seconded by Commissioner Mulligan to approve the quote from Bar-Boy for a new Ice Maker Cube-Style and Ice Bin in the amount of \$6,564.67 and sell the old one in on Auction International. All were in favor and the motion carried.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to approve the quote from Emergency Decon Services Corp. for gear cleaning in the amount of \$23,760. All were in favor and the motion carried.

A motion was made by Commissioner Mulholland and was seconded by Commissioner Coutieri to approve the estimate from Bob & Fred Bethpage Auto Body in the amount of \$3,054.02 to fix the damages on the 2021 CHEV Suburban caused by 936 on May 27, 2025 responding to a call. All were in favor and the motion carried.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to approve an EMS uniform allowance for full time of \$500 per year and for part time \$200 per year. All were in favor and the motion carried.

At 7:00 pm Erin Bernaudo entered the board room

At 7:01 pm Joe Frank entered the board room

Treasurer Report: A motion was made by Commissioner Dwyer and was seconded by Commissioner Coutieri to approve the treasurer report. All were in favor and the motion carried.

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A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to approve the following checks. All were in favor and the motion carried.

FUND	ABSTRACT #	CHECK DATE	CHECK #'S	AMOUNT PAID	BANK
GENERAL	06-05-25A	06/06/25	14371-14372*	\$3,852.69	FNBLI
GENERAL	06-06-25A	06/07/25	14373-14378**	\$101,571.08	FNBLI
GENERAL	06-10-25A	06/11/25	14379-14454	\$283,121.46	FNBLI
B&G	06-10-25B	06/11/25	299	\$9,973.55	FNBLI

* Check #'s 14371-14372 were remittances for employees' payroll deductions.

** At the 5/27/25 board meeting, several payments were approved in advance for the 6/7/25 installation dinner. Below are the check payment details:

VENDOR	EVENT SERVICES	CHECK #	PAYMENT AMOUNT
Centerview / Mineola Florist	Flower arrangements w/ delivery	14373	3,425.00
Crest Hollow Country Club	Venue and refreshments	14374	87,308.48
Ideal Entertainment Group	DJ entertainment	14375	5,595.00
KJD Cigars	Cigar tables	14376	1,650.00
Sky High Balloon Co.	Balloons w/ delivery and set-up	14377	2,292.60
Joseph Sperber	Photography	14378	1,300.00
			\$101,571.08

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulholland to approve a \$5 per person gratuity in the amount of \$2,080 to Crest Hollow County Club for the Department Installation Dinner on June 7, 2025. All were in favor and the motion carried.

The grant for digitalization of documents was discussed and the board would like to move forward with the project while waiting for the grant. Rob will get the information for the next board meeting.

At 7:23 pm Erin Bernaudo exited the board room

At 7:25 pm Chief DiFronzo, Chief Wright and Chief Murphy entered the board room. Chief Murphy was out of town and unable to attend

Chief DiFronzo Report

Chief DiFronzo handed in the Department correspondence and thanked the board for a great night at the Installation Dinner.

Chief Wright Report

The chiefs are requesting 2nd monitors for their desk and submitted a requisition for jackets from Fire Police. Facial hair was discussed and Joe Frank to write a letter.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulholland to purchase 4 LCD monitors for the chief's office. All were in favor and the motion carried.

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A motion was made by Commissioner Mulligan and was seconded by Commissioner Mulholland to approve the requisition from the Fire Police for (3) safety yellow jackets in the amount of \$452.50. All were in favor and the motion carried.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Coutieri to have Joe Frank write a letter regarding facial hair and the Hicksville Fire Department policies. All were in favor and the motion carried.

Chief Keyer Report

Chief Keyer submitted the March and April SCBA sheets, the fire blankets on the trucks were discussed and Chief Keyer to do another training on them. The RedAlert report status was discussed and Commissioner Mulholland working on checking the reports getting close to completing but still needs minor corrections. The Kiosks are off and will be the next thing to be looked at. A 932 truck inventory list was submitted, the Chiefs submitted a list by company of the location where they would like the Dewalt saw mounted. The Station 2 walk through report was submitted to the board.

Commissioner Dwyer addressed the chiefs on the having an EMT class at the Hicksville High School and bring them in as firefighters at 17 years old if they do class. Also discussed was the Narcan class at Sta. 3.

Commissioner Mulholland addressed the chiefs and discussed EMTs

Chairman Chiz addressed the chiefs on damage to vehicles and not being reported to the board such as the 937 lens cover damage and 931 driveway damage. Chairman Chiz spoke on the email VFIS sent out today on the True Cost of Vehicle Accidents. RedLine to come in November to clean the gear, 2nd sets of gear and helmets. Chiefs to coordinate with members to have all gear in the racks. PCR still have one that is open, Chiefs confirmed they spoke to Jen Sheehan about her request for access to do QA QI. Michael Scanlon presented the software for the truck inventory to Co. 1 and Co. 7. The board approved Co. 1 & Co. 7 to start using the software. The Annual Report of Fire Department Demographics form was discussed and the Chiefs working on classifications

Department Correspondence

- Chiefs submitted a letter regarding the Safety Officers course
- Chiefs submitted a reimbursement voucher for refreshment Memorial Day – board approved
- Chiefs submitted a letter regarding the RedAlert system and incorrect information – the board has been working with RedAlert on fixing the problems and a couple of issues have been identified and working on the corrections
- Chiefs submitted a requisition for (4) Dell LCD Monitors – board approved

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- Co. 8 submitted a letter regarding Update/confirmation on Sta 1 project – board sent a letter to all companies
- Co. 8 submitted a letter regarding 9/11 Outreach Meetings – board sent a letter to all companies
- Fire Police submitted a requisition for (3) fire police safety jackets – board approved

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulholland to approve reimbursement to the Department for refreshments bought for Memorial Day Parade in the amount of \$336.50. All were in favor and the motion carried.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulligan to approve the Safety Officers course for up to 10 members to attend and take the exam. All were in favor and the motion carried.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Mulholland to approve the requisition from Fire Police for (3) Fire Police safety jackets for John Doughty, Peter Keller and Scott Drayer in the amount of \$459. All were in favor and the motion carried.

At 8:47 pm Chief DiFronzo, Chief Wright and Chief Murphy exited the board room

Legal Report

Joe Frank discussed the Section 75 of the Civil Service Law hearing process, working with the lawyer of the Hicksville Public School District on the Intermunicipal Agreement for the EMS after school program at the high school. Updated the board on different Legislation laws - New York State has extended the Ambulance Cost Recovery Legislation to 2031, a bill in the early stages to would allow Juniors to attend emergency scenes but at a distance, a bill for volunteer firefighter tax exempt if line of duty death spouse is still eligible for 2 years and the First Responder Peer Support Act establishing a peer support and mental health program. Also discussed tax exempt for firefighters living in another town.

For the 2026 installation dinner we received quotes from Crest Hollow Country Club at \$156 per person, The Heritage Club at \$215 per person and Lombardi Catering at \$ per person. Crest Hollow will also honor the \$156 per person for 2027. The board approved Crest Hollow Country Club being the lower price and having dates available.

A motion was made by Commissioner Mulholland and was seconded by Commissioner Coutieri to approve the Crest Hollow Country Club for the 2026 and 2027 installation dinner at \$156 per person. All were in favor and the motion carried.

At 9:17 pm Joe Frank exited the board room.

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A motion was made by Commissioner Dwyer and was seconded by Commissioner Coutieri to send a letter of no objections to the Town of Oyster Bay for the project at 350S. Boardway, Hicksville, NY. All were in favor and the motion carried.

Minutes: A motion was made by Commissioner Coutieri and was seconded by Commissioner Mulholland to approve the May 2025 minutes. All were in favor and the motion carried.

Patrick McGeough submitted the May 2025 Pre-Plan Update.

Secretary Report

Ed Hope put up the updated phone extension list at all stations, letter for the Section 75 of the Civil Service Law hearing set for June 24th, letter sent certified/return receipt nothing received back at this time. Chairman discussed having a quick board meeting to approved checks after the hearing. For the NFPA conference will arrange car service to take Chairman Chiz, Commissioner Dwyer and Commissioner Mulligan to JFK airport. Michael Gelbien accident lawsuit was settled by the insurance company. Working on gathering the ISO insurance rate survey documents with Paddy McGeough.

Commissioner Mulholland Report

Commissioner Mulholland discussed the EMT policy and the travel policy for conferences

Commissioner Coutieri Report

No report

Commissioner Mulligan Report

Commissioner Mulligan discussed the location of the plaques for the 9/11 trees and waiting to hear back from Karl Schweitzer

Robert Dwyer Report

Commissioner Dwyer discussed the truck inventory software and ordering 3 more iPads for Sta. 1, Sta. 2 and Sta. 3. Also hiring Neal Rubin as a full time Paramedic and more EMTs.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulholland to order 3 iPads for the truck inventory at Sta. 1, Sta. 2 and Sta. 3. All were in favor and the motion carried.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulholland to hire Neal Rubin as a full time paramedic at an annual salary of \$79,560. All were in favor and the motion carried.

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Robert Chiz Report

Chairman Chiz discussed needing to review the Ambulance Response Policy, Sunday, June 8 was the Nassau County Juniors meeting held at Sta. 3 with 175 Juniors and Vicky Walsh and Rose Walker were in attendance. Chairman Chiz's iPad not working would like a replacement. Commissioner Mulholland's iPad is also not working.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to order a new iPad for Chairman Chiz and for Commissioner Mulholland. All were in favor and the motion carried.

Being no other business, at 9:45 pm a motion was made by Commissioner Mulholland and seconded by Commissioner Dwyer to adjourn the meeting. All were in favor and the motion carried.

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General Correspondence:

06.05.25 The State Insurance Fund forwarded NYS Disability for Jack Kelly. Check #6281719 in the amount of \$340 was deposited into the general fund

06.05.25 The State Insurance Fund forwarded NYS Disability for Timothy Alt. Check 6281694 in the amount of \$136 was deposited into the general fund

06.05.25 SmartProcure submitted a FOIL request for purchasing records from December 31, 2024 to present

06.05.25 Engle Martin submitted a FOIL request for fire report for 9 West Marie Street, Hicksville on February 5, 2025

06.10.25 Quality Review Services submitted a FOIL request for a PCR for an incident on September 8, 2023

06.14.25 Hicksville Water District forwarded May Fuel usage and Fuel Storage Spill Contain. Check #28035 in the amount of \$22,030.23 was deposited into the general fund

06.14.25 CHUBB forwarded premium refund. Check #361388 in the amount of \$8.84 was deposited into the general fund

06.19.25 John Public submitted a FOIL request for a list of motor vehicle accidents for the department/district

06.20.25 Timothy Fogarty submitted a FOIL request for various text messages and terminated members for missing meetings

06.23.25 Brandee Lynch submitted a FOIL request for a PCR for an incident on June 4, 2025

06.25.25 Rubenstein Law submitted a FOIL request for a PCR for an incident on August 17, 2024

Dept. Correspondence

06.10.25 Chiefs forwarded correspondence regarding Department refreshment reimbursement

06.10.25 Chiefs forwarded correspondence regarding Safety Officer course

06.10.25 Chiefs forwarded correspondence regarding RedAlert update

06.10.25 Chiefs forwarded a requisition for (4) LCD Monitors

06.10.25 Co. 2 forwarded the Station 2 Walk Through Report

06.10.25 Co. 8 forwarded correspondence requesting update/confirmation on Sta 1 Project

06.10.25 Co. 8 forwarded correspondence requesting 9/11 outreach meetings

06.10.25 Fire Police Squad forwarded a requisition for (3) Safety Jackets

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Special Meeting of the Board of Fire Commissioners: Tuesday, June 24, 2025

Chairman Chiz called the meeting to order at 10:00 a.m. with the following present: Commissioner Dwyer, Commissioner Mulligan, Commissioner Coutieri and Ana Stephens, District Secretary. Commissioner Mulholland was unable to attend.

Chairman Chiz led the attendees in the Pledge of Allegiance and a moment of silence for all military members serving home. Prayers for a continued recovery for Past Commissioner John Menig, Honorary Chief Thomas Sullivan and Firefighter Richard Schmidt.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to approve the following checks. All were in favor and the motion carried.

FUND	ABSTRACT #	CHECK DATE	CHECK #S	AMOUNT PAID	BANK
GENERAL	06-17-25A	06/20/25	14455-14456*	\$3,018.73	FNBLI
GENERAL	06-24-25A	06/25/25	14457-14500	\$120,264.33	FNBLI

* Check #'s 14455-14456 were remittances for employees' payroll deductions.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Dwyer to approve the Alpine Software quote for (2) Kiosk Gen 5 spares in the amount of \$7,000. All were in favor and the motion carried.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Coutieri to approve the SecureScan quote for scanning services of approximately 128 boxes of district documents in the amount of \$39,244 and a \$512 monthly charge for a Cloud-based document management system. All were in favor and the motion carried.

A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulligan to approve sending truck specs to Tom Shand. All were in favor and the motion carried.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Dwyer to approve the resignation letter from Jack Kelly effective June 24, 2025. All were in favor and the motion carried.

A motion was made by Commissioner Coutieri and was seconded by Commissioner Mulligan to approve the resignation letter from Francisco Castro effective July 1, 2025. All were in favor and the motion carried.

A motion was made by Commissioner Mulligan and was seconded by Commissioner Dwyer to approve the resignation letter from Tim Alt effective May 1, 2025. All were in favor and the motion carried.

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A motion was made by Commissioner Dwyer and was seconded by Commissioner Mulligan to approve the intermunicipal agreement between Hicksville Union Free School District and the Hicksville Fire District for an after school Emergency Medical Technician (EMT) program funded by the Hicksville Fire District in the amount of \$33,140. All were in favor and the motion carried.

Secretary Report

A couple of lengths of 5 in hose failed inspection and Rob is requesting the board zero value the hose and Chairman Chiz will speak to Rob. Rob would like to send a letter to Tim Alt requesting he pick up his tools. Board approves sending the letter.

Board Committees

- **Buildings & Grounds**
 - Sta. 1 – Offices in basement are done and the committees still need to sort thru their boxes. Order (8) metal 3 drawer cabinets – for the following offices - (4) Fire Police, Juniors and Exempt, (1) EMS, (1) Hazmat and (2) House to House
 - Sta. 2 – Walk thru done and write up handed in. Commissioner Coutieri to review with Commissioner Mulholland
 - Sta. 3 – Replaced a couple of plants because of the sprinkler issue and bocce ball courts were cleaned up and ready for the season
 - Sta. 4 – No report
 - Maintenance Building – No report
- **Community/Public Relations – District and Department Events**
 - 9th Battalion BBQ email invitation sent out today
 - Open House scheduled for October 18th
 - 9/11 Memorial Service – stands ordered for September 7th
- **Emergency Medical Service**
 - No report
- **Information Technology**
 - Computer setup for board room meetings all setup
 - Alpine is getting closer to a fix - the data is correct the problem is how the reports are capturing the data
 - TV/Boards Rob to talk to Sal Canova
- **Personnel**
 - 1 open cleaner position posted and sorting through resumes
 - Employee Manual review meeting on July 8th @ 10:00 am
- **Safety**
 - Cascade truck working on specs

A motion was made by Commissioner Mulligan and was seconded by Commissioner Coutieri to order (8) 3 drawer metal file cabinets to replace damaged wooden built ins damaged from the flood. All were in favor and the motion carried.

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Commissioner Coutieri Report

No Report

Commissioner Mulligan Report

Commissioner Mulligan updated the board that the replacement chairs for Sta. 1 basement offices were delivered, discussed facial hair letter and swear in June 29th

Commissioner Dwyer Report

No Report

Chairman Chiz Report

Chairman Chiz discussed reviewing the HR on the Move Risk assessment and the Employee Manual

Being no other business at 11:11 a.m. a motion was made by Commissioner Coutieri and seconded by Commissioner Mulligan to adjourn the meeting. All were in favor and the motion carried.