

Minutes of the Organizational Meeting, Monday, January 3, 2022

The Secretary, Secretary Nicholas Paolucci, called the Organizational Meeting to order at 8:00 P.M with a salute to the flag led by Secretary Paolucci.

PRESENT WERE: Commissioner Sean Abrams, Commissioner Frank Nocerino, Commissioner Ralph Raymond, Commissioner Robert Schmidgall, Commissioner James Maroldo Secretary Nicholas Paolucci, Treasurer Kevin Frank, Deputy Treasurer Joseph Canova, Fire District Attorney Joseph Frank, Chief Frascella, Chief Licata and Chief Ferrante.

Secretary Nicholas Paolucci presided as the meeting was being conducted under old business, which had originated in 2021.

Secretary Nicholas Paolucci acted as temporary chairman until the board elected a new chairman.

Secretary Paolucci then announced the results of the recent fire district election held on Tuesday, December 14, 2021, He announced that James Maroldo was elected to the 5-year term commencing on January 1, 2022, and ending on December 31, 2027,

Attorney Joseph Frank administered the Oath of Office to the newly elected Commissioner James Maroldo, who then took his seat on the board.

Upon motion made by Commissioner Raymond and seconded by Commissioner Maroldo it was:

RESOLVED that Commissioner Abrams be nominated for the position of Chairman of the Board of Fire Commissioners.

The motion was voted upon and carried. (Commissioner Abrams abstained from the vote).

Commissioner Abrams then assumed the duties of Chairman of the Board of Fire Commissioners.

Chairman Abrams then congratulated Commissioner Maroldo upon his election.

Chairman Abrams thanked all the board members for electing him to the position of Chairman of the Board of Fire Commissioners. He then thanked the Board for their work in 2021 and then thanked everyone for their continued support.

Upon motion made by Commissioner Raymond and seconded by Commissioner Schmidgall it was:

RESOLVED that Commissioner Nocerino be nominated for the position of Vice-Chairman of the Board of Fire Commissioners.

The motion was voted upon and carried. (Commissioner Nocerino abstained from the vote).

Commissioner Nocerino then assumed the duties of Vice-Chairman of the Board of Fire Commissioners.

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Upon motion made by Commissioner Raymond and seconded by Commissioner Maroldo it was:

RESOLVED that Nicholas T. Paolucci be appointed to the position of Secretary at an annual salary of \$ 26,750.00.

The motion was voted upon and carried

Upon motion made by Commissioner Nocerino and seconded by Commissioner Schmidgall it was:

RESOLVED that Kevin Frank be appointed to the position of Treasurer at an annual salary of \$26,000.00.

The motion was voted upon and carried.

Upon motion made by Commissioner Raymond and seconded by Commissioner Nocerino it was: **RESOLVED** that Joseph Canova be appointed to the position of Deputy Treasurer.

The motion was voted upon and carried.

Attorney Joseph Frank administered the Oath of Office to all the administrative officers of the district: Secretary, Nicholas T. Paolucci, Treasurer Kevin P. Frank, and Deputy Treasurer Joseph Canova.

Upon motion made by Commissioner Abrams and seconded by Commissioner Schmidgall it was:

RESOLVED that **John Schneider** be appointed to the position of Cleaner at the rate of \$23.16 per hour and the workweek shall be 40 hours. **Douglas Missack** shall be appointed to the position of Senior Firehouse Maintainer at the rate of \$38.80 per hour and the workweek shall be 40 hours. **Anilkumar Vora** shall be appointed to the position of Firehouse Maintainer at the rate of \$23.62 per hour and the workweek shall be 40 hours. **Nicholas Cerullo** shall be appointed to the position of Firehouse Maintainer at the rate of \$34.06 per hour, **Bryan Donadio** shall be appointed to the position of Firehouse Maintainer at the rate of \$28.01 per hour, **Heather McNeill** appointed to Firehouse Maintainer at a rate of \$32.11 per hour, **Joseph Bodnar** Fulltime Dispatch at a rate of \$31.36 per hour and **James Allen** at a rate of \$34.02 per hour and the workweek shall be 40 hours and approved as Lead Dispatcher. The rate for overtime shall be time and one-half (1 1/2) and such overtime shall commence at the end of the eight (8) hour day. The program adopted by the Board of Fire Commissioners will allot the Vacation Period and Personal Days.

The motion was voted upon and carried.

Upon motion by Commissioner Raymond and seconded by Commissioner Nocerino it was:

RESOLVED to appoint the following Ambulance Medical Technicians, part time: **David Salembier, Thomas Smyth, , Alex Trupiano Christopher Taylor, James McKee, Luke Salomon** at a rate of \$35.00 per hour per diem. **Samuel Jaroslawicz, Eric Laulaitis, Daniel Thater, Carlos Illanes, Latoya Darden, Juan Ramirez, Robert Miller, and Brian**

Ferrucci at a rate of \$30.00 per hour per diem. **Andrew Vuolo** at a rate of \$30.00 per hour per diem. (**Thomas Ford** and **Bolivar Graffeo** at a rate of \$35.00 per hour per diem, **Gabriella Graffeo** at a rate of \$30.00 per hour per diem, **Jamie Singer** at a rate of \$30.00 per hour per diem, **Martin Evans**, and **Raymond Smith**, at a rate of \$30.00 per hour per diem. **Domenico Parisi** at a rate of \$35.00 per hour per diem.)

The motion was voted upon and carried.

Upon motion by Commissioner Raymond and seconded by Commissioner Schmidgall it was:

RESOLVED to appoint the following Firehouse Maintainers, part time: **Steven Battafarano, Richard Gentile, Leroy McKeever, Michael Multari, Thomas Stoerger, Eric Devine, Brian Ferrucci, Brian Tomeo, James Kane, and Shawn Moran** at a rate of \$25.00 per hour per diem. **John Smalley** for position of Part Time Firehouse Maintainer at a rate of \$25.00 per hour not to exceed a yearly gross income of the allowable income as per New York State Pension guidelines.

The motion was voted upon and carried.

Upon motion made by Commissioner Raymond and seconded by Commissioner Nocerino it was:

RESOLVED to make Paramedic **Jonathan Billian** and **Colleen McKenna** Co-lead Paramedics in charge at a pay rate of \$50.00 per hour

The motion was voted upon and carried.

Upon motion made by Commissioner Maroldo and seconded by Commissioner Schmidgall it was:

RESOLVED that the district participates in the New York State Retirement System for the following named district employees: **Kevin Frank, John Schneider, Douglas Missack, Nicholas Cerullo, Anilkumar Vora, Alex Trupiano, Gabriella Graffeo, Domenico J. Parisi, Bolivar Graffeo, Thomas Smyth, Thomas Ford, Christopher Taylor, David Salembier, Heather McNeill, Joseph Bodnar, Steven Battafarano, Brian Ferrucci, Bryan Donadio, Jonathan Billian, Latoya Darden, Carlos Illanes, Samuel Jaroslawicz, Eric Laukaitis, James McGee, Colleen McKenna, Robert Miller Jr., Juan Ramirez, Jamie Singer, Daniel Thater, Andrew Vuolo, James Allen, Eric Devine, Richard Gentile, and Brian Tomeo.**

The motion was voted upon and carried.

Upon motion made by Commissioner Schmidgall and seconded by Commissioner Abrams it was:

RESOLVED to adopt the Resolution to set the workday for paid Elected and Officials for retirement system reporting as per the New York State Comptroller's Office.

The motion was voted upon and carried. (A full copy of the resolution is attached to these minutes).

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Upon motion made by Commissioner Nocerino and seconded by Commissioner Raymond it was:

RESOLVED That Sean K. Abrams and Nicholas Paolucci are appointed Driver Safety Instructor of the North Massapequa Fire District, January 1, 2022, thru December 31, 2022.

The motion was voted upon and carried. (Commissioner Abrams abstained from the vote).

Upon motion made by Commissioner Nocerino and seconded by Commissioner Raymond it was:

RESOLVED that the district continue a \$50,000.00 Term Life Insurance policy for the following Fire District employees, John Schneider, Douglas Missack, Kevin Frank, Nicholas Paolucci, Anilkumar Vora, Nicholas Cerullo, Heather McNeill, Joseph Bodnar, James Allen, and Bryan Donadio.

The motion was voted upon and carried.

Upon motion made by Commissioner Maroldo and seconded by Commissioner Abrams it was:

RESOLVED that the district subscribe the New York State Health Insurance Plan (NYSHIP).

The motion was voted upon and carried.

Upon motion made by Commissioner Schmidgall and seconded by Commissioner Maroldo it was:

RESOLVED that Commissioners Nocerino and Raymond be appointed the Financial Officer of the North Massapequa Fire District.

The motion was voted upon and carried. (Commissioners Nocerino and Raymond abstained from voting).

Upon motion made by Commissioner Schmidgall and seconded by Commissioner Maroldo it was:

RESOLVED that Kevin Herbst be appointed to the position of Pre-Plan Coordinator of the North Massapequa Fire District at the rate of \$25.00 per hour. This position is subject to review by the Board of Fire Commissioners on an annual basis.

The motion was voted upon and carried.

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Upon a motion made by Commissioner Nocerino and seconded by Commissioner Abrams it was:

RESOLVED that the Dime Bank, Flushing Bank, and any other bank deemed necessary, are, hereby designated in which the Treasurer shall deposit monies

coming into his hands by virtue of his office. Be it further resolved that this resolution be entered into the minutes of the Board of Fire Commissioners of the North Massapequa Fire District.

The motion was voted upon and carried.

Upon a motion made by Commissioner Schmidgall and seconded by Commissioner Abrams it was:

RESOLVED that the following appointments are made:

LEGAL: The law firms of Sapienza & Frank were appointed legal counsel at the annual rate of 1% of the district budget.

NEWSPAPERS: Massapequa Post, Massapequa Observer, Farmingdale Observer, and any other agency deemed necessary.

INSURANCE: Harbor Agency, ESIP, Fire Districts Mutual Insurance Co., and any other agency deemed necessary.

TRUCKS, MAINTENANCE & REPAIRS: Pierce Truck, Firematic Service Co., Chief Fire & Safety, Air Weld, Sagamore Lights, Precision Art, John Pratt, Extreme Auto Body, Hendrickson Fleet Service, N & A, Gabrielli Truck Service, Nassau Fire Apparatus, and any other agency deemed necessary.

ELECTRICAL WORK: Roland Electricians, Dialto Electric, Hollborn Electric and any another agency deemed necessary.

RADIO ALERTING SYSTEM: Mayday Communications, Multimedia Communications, Hello Alert, and any other agency deemed necessary.

HEATING, VENTILATING, & AIR CONDITIONING (HVAC): Connolly & Sons, All Weather Temperature Controls, Maccarone Plumbing and Heating, Vulcan Plumbing and Heating, and any other agency deemed necessary.

PLUMBING: Seaford Avenue, Hollborn, and any other agency deemed necessary.

ALARM SYSTEM & NETWORK: New Era, Hollborn, and any other agency deemed necessary.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Abrams was:

RESOLVED that all committee appointments listed in these minutes be approved.

The Following Committees Were Appointed

Cell Phones	Commissioners Raymond, and Nocerino
Computer IT, Telephones, Security Systems	Commissioners Raymond, and Nocerino,
Dispatch Office	Commissioners Raymond and Schmidgall
District Rentals	Commissioners Abrams and Schmidgall
Driver Training	Commissioners Abrams and Maroldo
EMS	Commissioners Nocerino and Raymond
Employee ?? ?? Safety Compliance	Commissioners Nocerino and Raymond
Fire Apparatus & Equipment	Commissioners Raymond and Nocerino
Fire Inspections and Preplan	Commissioners Abrams and Maroldo
Fire Prevention	Commissioners Maroldo and Schmidgall
Human Resources	All Commissioners
House & Grounds	Commissioners Abrams and Schmidgall
Inspection Dinner	All Commissioners
Insurance	Commissioners Nocerino and Raymond
Inter-municipality Liaisons and Grants	Commissioners Raymond and Nocerino
Office Supplies & Equipment	Commissioners Nocerino and Maroldo
Parades	Commissioners Nocerino
Public Relations	Commissioners Raymond and Nocerino
Radio & Alert	Commissioners Raymond and Nocerino
Safety	Commissioners Nocerino and Maroldo

**Training, Seminars,
Travel, and Dues**

Commissioners Abrams, Schmidgall and Maroldo

Uniforms

Commissioners Nocerino and Schmidgall

The motion was voted upon and carried.

Upon motion made by Commissioner Schmidgall and seconded by Commissioner Maroldo it was:

RESOLVED that the Board of Fire Commissioners continue their membership in the various Firematic organizations as listed: **International Association of Fire Chiefs, New York State Association of Fire Chiefs, National Fire Protection Association, Firemen's Association State of New York, International Society of Fire Service Instructors, Association of Fire Districts of Nassau County, Association of Fire Districts State of New York, Fire Department Safety Officers Association, National Volunteer Fire Council** and any other Firematic organization deemed necessary.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Abrams it was:

RESOLVED that the firm known as, Professional Innovative Programs Services, Ltd, Fire Rescue Systems and S.C.M. be appointed as computer consultants on all software for the district's computer system, Visual Information Services Corp and any other agency deemed necessary.

The motion was voted upon and carried.

Upon motion made by Commissioner Raymond and seconded by Commissioner Abrams it was:

RESOLVED to appoint SJ Computers, as computer consultants on all software for the district's computer system.

The motion was voted upon and carried. (Commissioner Nocerino abstained from the vote).

Upon motion made by Commissioner Abrams and seconded by Commissioner Maroldo it was:

RESOLVED that the following named members of the North Massapequa Fire Department be allowed to continue their membership since they reside outside the limits of the fire district. They are as follows: **Michael Calamia**, Bethpage, **Alex Abrams** Bethpage, **Tyler Lawson**, Bethpage, **Danny Roberts**, Farmingdale, **Alex Assenmacher**, Farmingdale, **Erum Ajmal**, Farmingdale, **Scot Abrams**, Massapequa, **Walter Kowalczyk**, Massapequa, **John Laibach**, Massapequa, **Daniel Ragusa**, Massapequa, **Stephen Ramos**, Massapequa Park, **Robert Goohs**, Seaford, **Christopher Martin**, Seaford, and **Gabriella Marchese**, Seaford.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Raymond it was:

RESOLVED that the District Treasurer be bonded in the amount of one million dollars.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Abrams it was:

RESOLVED that Dr. Robert Fogel and Dr. Jorge Gardyn the district's medical authority will recertify all active firefighters, Classes A, B and C and Fire Medic of the North Massapequa Fire Department.

AND FURTHER RESOLVED that Dr. Oreste J. Bruni is the District EMS Medical Advisor.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Raymond it was:

RESOLVED that the North Massapequa Fire District adopt the following Policies:

1. Alcohol
2. Annual Dinner
3. Background Checks
4. Code of Ethics
5. Covid 19
6. Credit Card
7. Cell Phone
8. Cancelled Checks
9. Commercial Gym Use and Wellness Policy (amended 2019)
10. Dispatch Office Procedures
11. Driver Training
12. Drug Test
13. Employee Benefits (revised 1/3/2022)
14. Fire District elections policy
15. Fixed Asset
16. Harassment
17. Internet Communications
18. Investment
19. Longevity Awards
20. Member Residence Notification
21. New Membership
22. Procurement and Purchasing Policy in accordance with section 104-b of the General Municipal Law
23. Preferred Vendor List
24. Physical and Classification
25. Pregnant Firefighter policy
26. Paid (Non-Emergency Response) Employees responding to Fire Department Emergency Calls as Volunteer Firefighters

- 27. Public Employer Health Emergency Plan
- 28. Resolution to set workday for paid and elected officials
- 29. Records Retention
- 30. Travel
- 31. Vehicle Use
- 32. Whistleblower

The motion was voted upon and carried. (Copies of these Documents are on a USB stick on the secretary's desk).

Upon motion made by Commissioner Abrams and seconded by Commissioner Schmidgall it was:

RESOLVED that the travel rate for all district officers and all district personnel is as per the IRS Miles Rate currently 58.5 cents per mile.

The motion was voted on and carried.

Upon motion made by Commissioner Nocerino and second by Commissioner Raymond it was:

RESOLVED that the following named vendors be approved as consultants, in their respective fields, to the North Massapequa Fire District.

District Architect	Frank Relf, Architect, Martin F. Sendlewski A.I.A. and H2M
Insurance broker	Harbor Insurance Agency
Medical Authority	Dr. Robert Fogel
Independent Auditor	Craig, Fitzsimmons & Michaels, LLP
Travel consultant	Sucarba Travel,
International Accounting	Gentile, Brengel, Lim, LLP

And any other agency deemed necessary.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Abrams it was:

RESOLVED that the Board of Fire Commissioners of the North Massapequa Fire District continues a Capital Reserve Account for Buildings and Grounds under section 6-G of the general municipal law to fund the acquisition, refurbishment, construction, and reconstruction of the building and grounds previously memorialized & re-established December 4, 2006.

The motion was voted upon and carried.

Upon motion made by Commissioner Raymond and second by Commissioner Schmidgall it was:

RESOLVED that the Board of Fire Commissioners of the North Massapequa Fire District continues a Capital Reserve Account for Firematic Equipment under section 6-G of the general municipal law to fund the acquisition, refurbishment, of the Firematic Equipment previously memorialized & re-established December 4, 2006.

The motion was voted upon and carried.

Upon motion made by Commissioner Schmidgall and second by Commissioner Nocerino it was:

RESOLVED that the Board of Fire Commissioners of the North Massapequa Fire District continues a Capital Reserve Account for Emergency Repair Reserve Funds under section 6-D of the general municipal law to fund the acquisition, Emergency repairs to apparatus, established May 2, 2016.

The motion was voted upon and carried.

Upon motion made by Commissioner Abrams and second by Commissioner Schmidgall it was:

RESOLVED that the Board of Fire Commissioners of the North Massapequa Fire District continues a Capital Reserve Account for Employee Benefit Accrued Liability Reserve Fund under section 6-P of the general municipal law to fund the acquisition, Employee Benefits, established May 2, 2016.

The motion was voted upon and carried.

The Board of Fire Commissioners discussed the district's policy regarding parades that the department will be attending in the year, 2022.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Schmidgall it was:

RESOLVED that the fire district will only pay the department for bands when the department attends out of town parades pending the approval of the Board and with a membership participating in marching with no less than thirty (30) members attending and Department Parade Officials Officiating.

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Schmidgall it was:

RESOLVED that a physical exam will be given to all department members on the month of their birthday

The motion was voted upon and carried.

Upon motion made by Commissioner Abrams and seconded by Commissioner Schmidgall it was:

RESOLVED that all district officers and (1) Chief of the North Massapequa Fire Department be authorized to attend the Annual Meeting of the Association of Fire Districts State of New York on 5/4/2022 to 5/7/2022 in Syracuse, New York with all actual and necessary expenses paid for by the district.

The motion was voted upon and carried.

Upon motion made by Commissioner Maroldo and seconded by Commissioner Nocerino it was:

RESOLVED to purchase 1 table at a cost not to exceed \$1,250.00 to attend the Installation Dinner of the Association of Fire Districts Nassau County being held on TBD.

The motion was voted upon and carried.

Upon motion made by Commissioner Abrams and seconded by Commissioner Maroldo it was:

RESOLVED to purchase 1 Gold Page in the 2022 journal of the Association of Fire Districts Nassau County at a cost not to exceed \$350.00.

The motion was voted upon and carried.

Upon motion made by Commissioner Maroldo and seconded by Commissioner Abrams it was:

RESOLVED to pay the 2022 dues and directory page of the Association of Fire Districts Nassau County not to exceed \$425.00.

The motion was voted upon and carried.

Upon motion made by Commissioner Raymond and seconded by Commissioner Schmidgall it was:

RESOLVED to pay the 2022 dues of the Association of Fire District State of New York not to exceed \$500.00.

The motion was voted upon and carried. (Paperwork for the above 4 motions are attached).

Upon motion made by Commissioner Raymond and seconded by Commissioner Abrams it was:

RESOLVED that any member over the age of 65 years of age may drive if requested by the Chief of Department to become a driver of District apparatus. The Chief must submit a letter to the Board requesting approval of the member and must specify the District Vehicle. The member must be qualified and approved.

The motion was voted upon and carried.

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Upon motion made by Commissioner Abrams and seconded by Commissioner Schmidgall it was:

RESOLVED that all district officers, and three chiefs pending the approval of the Board be authorized to attend the following listed seminars and meetings with all necessary and actual expenses paid for the by the district. The Deputy Treasurer and District Mechanic will be allowed to attend AFDNYS Workshops and shall request to attend any additional conventions pending the approval of the Board of Fire Commissioners.

1. FDSOA Apparatus Symposium 2022 Scottsdale, AZ 1/9/2022 to 1/12/2022
2. FDIC 2022 at Indianapolis, IN on 4/25/2022 to 4/30/2022
3. AFDSNY Annual Meeting 2022 at Turning Stone on 5/4/2022 to 5/7/2022
4. New York Fire Chiefs 2022 at Syracuse, 6/15/2022 to 6/18/2022
5. Firehouse Expo 2022 at Columbus, OH, 9/26/2022 to 9/30/2022
6. I.A.F.C. 2022 at San Antonio, TX, on 8/24/2022 to 7/26/2022
7. I.A.F.C. 2022 at Clearwater, Fl. On 11/10/2022 to 11/13/2022
8. F.A.S.N.Y. 2022 at Tarrytown, NY, on 8/10/2022 to 8/13/2022
9. National Hurricane Conference 2022 at Orlando, FL On 4/11/2022 to 4/14/2022
10. NFPA 2022 at Boston, MA on 6/6/2022 to 6/9/2022
11. NYS OGS Purchasing & Vending Expo. 2022 Albany, NY 5/3/2022 to 5/6/2022

The motion was voted upon and carried.

Upon motion made by Commissioner Nocerino and seconded by Commissioner Abrams it was:

RESOLVED to use 2021 surplus funds for beginning operating expenses for 2022. Funds will be reimbursed with interest and placed in a Capital Reserve account to be specified in the future once we receive funds from the town.

The motion was voted upon and carried.

There being no further organizational business to come before the Board a motion was made by Commissioner Abrams and seconded by Commissioner Schmidgall, it was:

RESOLVED that the Organizational meeting be adjourned at 8:35 pm.

The motion was voted upon and carried.

Chairman Abrams

Vice-Chairman Nocerino

Commissioner Raymond

Commissioner Schmidgall

Commissioner Maroldo