

2025

| | |
|------------------------------------------------------|---------------------|
| MINUTES JANUARY 8, 2025 REORGANIZATION MEETING | 2 |
| MINUTES JANUARY 22, 2025 | 17 |
| MINUTES FEBRUARY 10, 2025 | 22 |
| MINUTES FEBRUARY 21, 2025 | 30 |
| MINUTES FEBRUARY 24, 2025 | 31 |
| MINUTES MARCH 10, 2025 | 39 |
| MINUTES MARCH 24, 2025 | 45 |
| MINUTES APRIL 9, 2025 | 49 |
| MINUTES APRIL 24, 2025 | 58 |
| MINUTES MAY 12, 2025 | 64 |
| MINUTES MAY 28, 2025 | 73 |
| MINUTES JUNE 9, 2025 | 79 |
| MINUTES JUNE 23, 2025 | 84 |
| MINUTES JULY 14, 2025 | 89 |
| MINUTES JULY 29, 2025 | 98 |
| MINUTES, AUGUST 11 , 2025 | 100 |
| MINUTES, SEPTEMBER 4, 2025 | 116 |
| MINUTES SEPTEMBER 24, 2025 | 125 |
| MINUTES, October 14, 2025 | 129 |
| MINUTES October 21, 2025 | 137 |
| MINUTES, October 27, 2025 | 145 |
| MINUTES November 10, 2025 | 158 |
| Minutes November 24, 2025 | 167 |
| Minutes December 8, 2025 | 173 |
| Minutes, December 22, 2025 | 182 |

MINUTES JANUARY 8, 2025 REORGANIZATION MEETING

Present: Richard Roseo, Commissioner
Giovanni Graceffa, Commissioner
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 3rd Asst. Chief

Call for election of Chairman *pro tem* -Temporary Chairman shall preside until such time as the Chairman of the Fire Commissioners is chosen.

Commissioner Graceffa nominates Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0. Commissioner Kaplan is elected temporary chairman.

The Chairman *pro tem* calls the meeting to order at 5:01 pm.

All rose for the Pledge. A moment of silence was offered for troops serving this country and departed department members.

Counsel administered the oath of office to newly elected commissioner, Giovanni Graceffa.

The Chair *pro tem* called for nominations for the position of Chairman. Commissioner Roseo was nominated by Commissioner Graceffa and accepted the nomination. There being no further nominations, Commissioner Roseo was elected Chairman of the Board of Fire Commissioners.

Chairman Roseo took the chair. The chair called for nominations for Vice Chairman. Commissioner Graceffa was nominated by Commissioner Dhawan and accepted the nomination. There being no further nominations, Commissioner Graceffa was elected Vice Chairman of the Board of Fire Commissioners.

The District Secretary handed the notice of the reorganization meeting to the Chairman.

Be It Resolved that Karen Borrelli is hereby appointed Secretary and Treasurer of the Syosset Fire District. Said Secretary is also the appointed Public Information Officer and Record Management Officer of the Syosset Fire District. Said Treasurer is given the approval to complete documentation as required for certificate of incumbency for TD Bank accounts. The salary for these positions is to be determined. This was moved by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

The Chairman administered the oath of office to the Secretary/Treasurer.

Be It Resolved that Robert E. Lee is hereby appointed Director of Purchasing of the Syosset Fire District. The salary for this position is to be determined. This was moved by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

The Chairman administered the oath of office to the Director of Purchasing.

A motion to appoint Sahn, Ward, Braff, Koblenz, PLLC as Counsel to The District for the year 2024 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to designate **NEWSDAY** as the official paper for legal advertising was made by Commissioner Graceffa. Other papers will include Syosset Advance, Syosset Jericho Tribune, and Oyster Bay Guardian for notification of meetings for the Syosset Fire District. These newspapers have general circulation within the Syosset Fire District. The motion was seconded by Commissioner Kaplan and adopted 5-0.

A motion to designate TD Bank as the official bank of the district was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to allow the treasurer to pay claims before they are audited by the Board as allowed by Town Law Sec 176(4a) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Be It Resolved that the Treasurer of the Syosset Fire District is authorized to pay in advance of an audit by this Board of Fire Commissioners of the Syosset Fire District the following claims. Such claims must be presented to the next meeting of the Board of Fire Commissioners for audit:

- Utility payments to PSEG for electric, National Grid for Gas; Jericho Water for Water service,
- Telephone/Cable payments to Verizon, Verizon Wireless, ATT Wireless, and Cablevision/Optimum for telephone and cable services.
- Payment to Postage by Phone for Postage expenses.
- Payment to USPS to refill meter BR24-001 for preplans
- Payment to UPS and FEDEX for freight or delivery charges
- Lease payments to Pitney Bowes, Canon, Quench USA/Pure H2O, Leaf
- Payroll

A motion to authorize the following was made by Commissioner Dhawan: Visa Credit Cards through Bank of America in the name of Robert E. Lee, Karen Borrelli, and Jack Randazzo, Wright Express Fleet Gas Cards, Account for Home Depot, Account for Staples, and Account for Lowe's. The motion was seconded by Commissioner Kaplan and adopted 5-0.

DE Ignagni arrived at 5:14 pm.

A motion to hold Monthly Board of Fire Commissioner Meetings at Headquarters on the Second and Fourth **MONDAY** of the Month at 6 pm at Headquarters located at 50 Cold Spring Road, Syosset unless otherwise indicated was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

The dates for meetings are as follows:

January 22 (WEDNESDAY)

February 10, 24

March 10, 24

April 9 (Wednesday), 28

May 12,28 (Wednesday)

June 9 @ 5pm, 23 @ 5pm

July 14

August 11

September 8, 24 (Wednesday)

October 14 (TUESDAY), 27

November 10, 24

December 8, 22

Annual Election December 9, 2pm-9pm

Annual Budget Hearing Tuesday, October 21, 6pm

Budget Workshop meetings have been scheduled for Thursday, September 4 and Monday, September 8 (before regular Board meeting) at 6:00pm at 50 Cold Spring Road, Syosset, NY.

A motion to allow the annual report to be submitted within 60 days after the end of the fiscal year to submit to this Board of Fire Commissioners a copy of the annual report required by General Municipal Law Section 30, was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0. Written statements showing receipts and disbursements for the preceding fiscal year were provided for informational purposes prior to this meeting. This authorization shall remain in effect until rescinded by this board of Fire Commissioners.

A motion to reaffirm reserve accounts as established in prior years was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to set the reimbursement rate for mileage for the District at the rate set by the IRS was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve and/or reaffirm the following contracts was made by Commissioner Kaplan:

Sahn Ward Braff, Coschignano PLLC

Appraisal Affiliates

Gentile Brengel & Lin Accountants

Mintz Levin et al

Cullen & Danowski

Island Tech Services

Laurel Hollow Fire Protection Service Contract

Hicksville Water District Hydrant Rental

Plainview Water District Hydrant Rental

Jericho Water District IMA

TOB Fueling Agreement

TOB Sand/Salt Agreement

North Shore LIJ Mutual Aid Agreement

Plainview Mutual Aid Agreement

Nassau County Stillwell Fields Agreement

Suffolk County Talk Agreement

Firefly Admin Actuarial Services

East End Financial

Communication Leasing

Suffolk County Purchasing Agreement

Body by Ralph

PBI Payroll

911 Webs

NDI

Safety and Environmental Consultants

Language Line

Metro Environmental Services

Zito Medical

Keller Consulting Corp.

ESO Solutions, Inc.

CXC Consultants

NYS DOT -live video feeds access

Quest Labs
Sierra Wireless
ProClaim

And all existing contracts with the district that may have inadvertently been missed
The motion was seconded by Commissioner Graceffa and adopted 5-0.

A motion to re-affirm the following Standing Purchase Orders was made by Commissioner Dhawan:

| | | |
|-----------------------------|------|----------------|
| 911Webs.com | 7262 | 12/31/2025 |
| All American Awards | 9343 | 5/31/2025 |
| All Weather Temp Controls | 8900 | 7/31/2025 |
| Bergo Janitorial | 9398 | 12/31/2025 |
| Bill's Towing | 7436 | 12/31/2025 |
| Boundtree Medical | 7515 | 12/31/2025 |
| Canon Solutions | 9205 | 4/1/2025 |
| Canon Solutions | 9569 | 1/2/2028 |
| Casey Fire Systems | 8230 | 10/31/2024 |
| Cass Maintenance | 9737 | 1/31/2025 |
| Chief Fire & Rescue | 9703 | 12/31/2024 |
| Concept Fire Consulting | 7452 | 12/31/2025 |
| Corporate Coffee | 7458 | 12/31/2025 |
| Cummins Inc | 9262 | 09/30/2025 |
| Diesel Direct | 9030 | 4/30/2025 |
| Ferrara Dairy | 7721 | 4/30/2025 |
| FEZ Landscaping | 8835 | 3/31/2025 |
| Finishing Touch by Dan | 8528 | 12/31/2025 |
| Fire Ground Technologies | 9563 | 10/31/2027 |
| Firefighters Equip | 7365 | 12/31/2025 |
| Fitness Showroom | 9652 | 8/31/2025 |
| Fourth Stage Inc | 9690 | 12/31/2025 |
| Global Montello Group | 7997 | 12/31/2024 |
| Harry Whaley | 9397 | 12/31/2025 |
| Horizon Group | 9795 | 11/29/2025 |
| Integrated Wireless (T&M) | 8529 | 12/31/2023 |
| Integrated Wireless | 7502 | 12/31/2025 |
| Island Elevator | 9145 | 12/31/2026 |
| Jamaica Ash | 9195 | 12/1/2025 |
| John Brown | 9434 | 12/31/2025 |
| Leaf/Pure H2O | 9640 | 5/31/2028 |
| Maccarone Plumbing | 8901 | 12/31/2025 |
| Masters Exterminating | 7233 | 12/31/2025 |
| PBI Payroll | 7760 | 12/31/2024 |
| Perillo Brothers | 7482 | 12/31/2025 |
| Leaf/Pure H2O | 9570 | 12/15/2027 |
| Pure H2O | 9640 | 5/31/2028 |
| Pure H2O | 9822 | 1/14/2030 |
| Pitney Bowes | 8653 | 9/29/2026 |
| South Shore Fire & Safety | 7573 | 12/31/2024 |
| Staples | 6564 | state contract |
| Starfire Protection | 9392 | 12/31/2025 |
| Stryker Med (Lucas Procure) | 9785 | 10/31/2028 |
| Suffolk Systems | 8559 | 3/8/2025 |
| Waterway LI | 9410 | 12/31/2025 |

| | | |
|-------------------|------|------------|
| Welsbach Electric | 9552 | 12/31/2025 |
| Y Cleaners | 9399 | 12/31/2024 |
| | | |

And any standing orders with the district that may have inadvertently been missed.

The motion was seconded by Commissioner Kaplan and adopted 5-0.

A note was made by Director of Purchasing that Global Montello no longer holds the state contract for diesel fuel. Paperwork is being processed to set up an account with the company that now holds the contract.

DE Lord arrived at 5:18 pm.

A motion to re-affirm the following leases was made by Commissioner Graceffa:

- 1) Gera Realty (Gordon Drive) \$9,095.95/month
- 2) US Bancorp \$483,518.03/year

The motion was seconded by Commissioner Kaplan and adopted 5-0.

New Board Policies - none

A motion to re-affirm the following District Policies and Procedures was made by Commissioner Graceffa:

- 1-Accident Review Board (2023)
- 1A Injury Review Form (2023)
- 2 - Procedure for Accidents (2023)
- 3 Procedures for Injured Fire Fighters (2018)
- 4 Computer Network and Internet Access Policy (2014)
- 4A Data Disposal Procedure (2015)
- 5 Electronic Messaging (2014)
- 5A Equipment for Cell Phones (2018)
- 5B Wireless Telecom Policy (2014)
- 6 Social Network Policy (2014)
- 7 Fire District Disaster Recovery Policy (2014)
- 8 Net Work Access Policy (2014)
- 9 Sign Board Policy (2014)
- 10 Photo Video Policy (2014)
- 11 Code of Ethics (2014)
- 11a Conflict of interest Policy Statement (2023)
- 12 Annual Dinner Policy (2014)
- 13 Inventory Policy (2024)
- 14 Personal Property Disposal Policy (2014)
- 15 FOIL Procedure and Certification (2012)
- 16 Important information for Injured Members
- 17 Light Duty Classification (2014)
- 18 Medical Classifications of Firefighters (2024)
- 19 Syosset FD Vehicle De-con Policy (2014)
- 20 Infection Control Policy (2018)
- 21 Policy on Medical Screening for Members (2014)
- 22 Drug Testing Policy (2014)
- 23 Refreshment Policy (2014)
- 24 Paramedic Reimbursement Policy/Agreement (2014)
- 25 Personal Property Damage Policy (2014)

26 Management Software Policy (2014)
27 Red Alert Software policy (2014)
28 Security Control Plan (2014)
29 Clear Channel Policy (2014)
30 Meal Policy (2024)
31 Travel Policy (2024)
32 Use of EZ Pass and Gas Credit Card policy (2014)
33 Audit Response Policy (2014)
34 Credit Card Use Policy (2014)
35 Electronic Funds Transfer (EFT) Policy and Procedures (2014)
36 Payroll and Audit Procedures (2015)
37 Financial Software Access Policy (2014)
38 Investment Policy (2024)
39 Petty Cash Fund Policy (2014)
40 Policy on Fund Balance Reporting (2014)
41 Internal Controls (2014)
42 Liquor Policy/Consumption and serving of alcohol on District property (2016)
43 Lockers Personal Property of Members (2014)
44 Use of Facilities Policy (2024)
45 Parking Policy (2014)
46 Physical Fitness Room Policy (2023)
47 Smoking and Marijuana Policy (2021)
48 Subscription Eligibility Policy (2014)
49 Suspended/Dismissed Member policy (2014)
50 Vehicle Use Policy (as amended to be consistent with NYS Law) (2018)
51 Fire Police Use of vehicle Policy (2014)
52 Whistleblower Policy (2014)
53 Anti Sexual Harassment and Anti-Discrimination Policy (2018)
54 Workplace Harassment Statement (2014)
55 Exposure Control Plan (2018)
56 Hazardous Material Response (2018)
57 HazCom Program (2018)
58 Workplace Violence Policy (2018)
59 LOSAP Procedure (2024)
60 PURCHASING POLICY, Contractor Policy, Internet Purchasing and Purchasing Summary
61 Authority to Sign Contracts (2014)
62 Paramedic and EMS Staff Rules & Regulations (2024)
63 Paramedic/EMS Response Policy (2024)
64 LOSAP Investment Policy Statement (2021)
65 Member Handbook as updated periodically
66 Complete Personnel Manual-as updated periodically
67 Rules and Regulations Governing Appointed Public Officers
68 All Dispatch policies, directives in effect
69 Password and Authentication Policy (2020)
70 Respiratory/SCBA Protection Program (2018)
71 PPE Policy (2019)
72 Public Employer Health Emergency Plan (2021)
73 MCU Guidelines (2024)
74 Bobcat Skid Loader Operator Safety Policy and Training Program (2022)
75 UAS Standard Operating Guidelines (2024)

- 76 Safety Manual (2023)
- 77 Emergency Action Plan (2023)
- 78 Enforcing Safe Work Practices (2023)
- 79 Monthly Station Safety Inspections Policy (2023)
- 80 Lease Accounting Policy (2024)
- 81 EMS Ride Along Policy

And any policies in effect that may have been unintentionally missed.
The motion was seconded by Commissioner Dhawan and adopted 5-0.

A motion to re-affirm the following Chief's Policies was made by Commissioner Kaplan:

- FSA Course Registration Policy
- Safety Vest Policy
- SCBA Qualification Policy
- Backing vehicles policy
- End of Year Point Review
- Fire Policy Vehicle Policy
- Front Piece Policy
- Interior Qualified Firefighter Policy
- Drill Team Policy
- Training Requirement EMS
- Ladder Chauffeur Policy
- New Member Helmet Designation Policy
- Stillwell Woods Storage Facility
- Occupational Safety and Health Policy
- OSHA Safety Officer
- PCR Policy
- Policy on Audible Sirens
- Revised Rehab Policy
- Safety Officer Policy
- Santa Visits Syosset Policy
- SCBA Training Policy
- SCBA Policy CO
- Seat Belt Policy
- Truck Response
- Syosset Fire District SCBA Maintenance Policy
- Training Policy
- Fire Police Vehicle Policy
- Bunkroom Policy
- Contamination Reduction – Gear Bag Use
- Requirements for Officers
- EMS Response
- EVOC
- Duty Officer Program
- Alarm Response
- Membership Requirements
- Probationary Response to Mutual Aids
- Guidelines for Riding the Officer's Seat on the Engines and Trucks
- EMS Ride Along Policy

EMS Cadet Program
Fire Cadet Program
Policy for Members Attending College
Guidelines for Department Disciplinary Hearing

And any policies/Chief's Orders in effect that may have been unintentionally missed.
The motion was seconded by Commissioner Graceffa and adopted 5-0.

A motion to authorize a Drill Team Non-Motorized was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0

WHEREAS, the Board of Fire Commissioners of the Syosset Fire District has determined that the maintenance of a competitive drill team by the Syosset Fire Department will enable the Chief of Department to improve the overall efficiency of fire department operations because the events that the team will practice for and compete in involve activities which normally would be undertaken by firefighters in the performance of their firematic responsibilities and are designed to improve firematic skills, and

WHEREAS, the Board of Fire Commissioners of the Syosset Fire District has determined that it is authorized to provide for public drills, parades, inspections, and reviews of the fire district fire department or any company or unit thereof in accordance with the provisions of Section 176 of the Town Law and that the very nature of competitive drills in which the district fire department drill team participates in makes them training events that should qualify as public drills, and

WHEREAS, THE Board of Fire Commissioners of the Syosset Fire District has determined that participation by the department drill team in these competitive tournaments and practicing for them will contribute to the efficiency of the fire department in the performance of its duties and responsibilities, and

WHEREAS, the Board of Fire Commissioners of the Syosset Fire District has determined that the development of teamwork, an *esprit de corps*, and morale are important factors in efficient fire department operations and that the maintenance of a drill team will contribute to those important objectives,

IT IS HEREBY RESOLVED that the Board of Fire Commissioners of the Syosset Fire District will continue to permit the Syosset Fire Department to operate a competitive drill team under the supervision of the Chief of the Department, and the Board will approve the purchase of vehicles, equipment, and supplies for such team out of district funds in accordance with normal procurement procedures. The Chief shall be responsible to submit requisitions for vehicles, equipment, and supplies, subject to Board discretion and approval

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

| | |
|-----------------------|-----|
| Commissioner Roseo | AYE |
| Commissioner Graceffa | AYE |
| Commissioner Dhawan | AYE |
| Commissioner Kaplan | AYE |
| Commissioner Predmore | AYE |

The resolution was adopted 5-0.

A motion to authorize the Syosset Volunteer Fire Department to hold an annual fund drive was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve the following resolution was made by Commissioner Graceffa and seconded by Commissioner Dhawan:

Be It Resolved by the Syosset Fire District that Records Retention and Disposition Schedule for NY Local Government Records LGS-01 issued pursuant to Article 57-A of the Arts & Cultural Affairs Law and containing legal minimum retention periods for local government records is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further Resolved that in accordance with Article 57A only those records will be disposed of that are described in Records Retention and Disposition Schedule LGS-01 after they have met the minimum retention periods described therein.

Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

The Records Management Officer shall describe what has been done to dispose of records during the year in an annual report to the governing body.

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

| | |
|-----------------------|-----|
| Commissioner Roseo | AYE |
| Commissioner Graceffa | AYE |
| Commissioner Dhawan | AYE |
| Commissioner Kaplan | AYE |
| Commissioner Predmore | AYE |

The resolution was adopted 5-0.

A motion to approve the Fire District to pay for membership in the following organizations was made by Commissioner Kaplan:

- National Association of Fire Chiefs
- NYS Association of Fire Chiefs
- International Association of Fire Chiefs (IAFC)
- Nassau County Volunteer Firemen's Association
- Association of Fire Districts of the State of New York (A.F.D.S.N.Y.)
- Fireman's Association of the State of New York (F.A.S.N.Y.)
- Nassau County Volunteer Firemen's Association
- Fire Department Safety Officers Association (FDSOA)
- NFPA
- Nassau County Firefighters Museum and Education Center
- Association of Public Safety Communications Officials (APCO)
- 9th Battalion Fire Districts

The motion was seconded by Commissioner Graceffa and adopted 5-0.

A motion to approve/ reaffirm the Following Conferences for Travel 2025 was made by Commissioner Graceffa:

- FDSOA – Health, Safety, & Apparatus Conference – St. Pete Beach, FL (January 13-16, 2025)
- VFPASNY Fire Police Seminar,
- FDIC, Indianapolis, IN (April 7-12, 2025)
- CFSI Washington DC (February 12-13, 2025)
- NYS AFC Fire Chiefs Conference Syracuse, NY (June 4-7, 2025)
- Fire Fusion Charleston, SC (October 14-16, 2025)
- EMS World, Indianapolis, IN (October 20-24, 2025)
- IAFC – VCOS, Clearwater, FL (November 13-16, 2025)

AFDSNY - Saratoga Springs, NY (October 2-4, 2025)
IWCE – Las Vegas, NV (March 17-20, 2025)
APCO International – Baltimore, MD (July 27-30, 2025)

APCO Eastern Regional Conference – TBD

NOTE: Authorization --Names must be submitted and approved prior to travel.

The motion was seconded by Commissioner Kaplan and adopted 5-0.

A motion to approve the Syosset Fire Department participating in the following parades was made by Commissioner Graceffa:

Memorial Day

5th Battalion

Nassau County Parade

Stewart Manor July 4th Parade

Huntington Christmas Parade

The motion was seconded by Commissioner Kaplan and adopted 5-0.

THE CHAIR ANNOUNCES THE FOLLOWING COMMITTEE APPOINTMENTS:

| | <i>Chair</i> | <i>Co-Chair</i> |
|------------------------------------|-----------------|-----------------|
| <i>Apparatus</i> | <i>Dhawan</i> | <i>Kaplan</i> |
| <i>Budget</i> | <i>Graceffa</i> | <i>Predmore</i> |
| <i>Buildings & Grounds</i> | <i>Graceffa</i> | <i>Roseo</i> |
| <i>Comm. Relations</i> | <i>Predmore</i> | <i>Dhawan</i> |
| <i>Dinner</i> | <i>Kaplan</i> | <i>Dhawan</i> |
| <i>Employees</i> | <i>Roseo</i> | <i>Graceffa</i> |
| <i>Insurance</i> | <i>Predmore</i> | <i>Graceffa</i> |
| <i>District EMS</i> | <i>Roseo</i> | <i>Kaplan</i> |
| <i>Technology</i> | <i>Dhawan</i> | <i>Roseo</i> |
| <i>Uniforms</i> | <i>Kaplan</i> | <i>Predmore</i> |
| <i>Recruitment & Retention</i> | <i>Roseo</i> | <i>Kaplan</i> |
| <i>Government Affairs</i> | <i>Graceffa</i> | <i>Roseo</i> |
| <i>Policy/Procedures</i> | <i>Kaplan</i> | <i>Predmore</i> |

A motion to adopt the committee appointments was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the 12/23/2024 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan and adopted 4-0. (Commissioner Roseo abstained from the vote).

A motion to approve the fiscal year 2025 engagement letter for Gentile, Brengel, & Lin for 2025 was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0. Annual fee is estimated to be \$28,380 paid in monthly installments of \$2365.00. (Same as 2024)

A motion to approve an agreement for personal training services with Ralph Sorrentino (Body by Ralph) for January 1, 2025 to December 31, 2025 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0. New rate of \$90/hour, all other terms remain the same.

A motion to approve a gym use request for Michael Iraggi (5010) was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve the use of Headquarters by Chris Eysser on January 25, 2025 was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Chiefs Agenda – 1/08/2025

Approval for R. Camarda to take NYS drone class in Utica, NY 2/18-2/19/2025. Class and lodging are paid for by NYS.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

An elevator class will be given at HQ on 2/16/2025.

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 5-0

Dept. operations will be held at the FSA on June 9, 16, 23, 30.

Approval for a purchase order for food for the in-house standby that will be covering for the officer's dinner on 1/15/2025.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

The Chiefs asked for an update on the 35' length of hose. The Superintendent replied they are working on it.

The Chiefs asked for an update on the department gift for the dinner and the coach bus transportation. The Superintendent is working on the gift. As per Comm. Dhawan the District will work on the coach buses.

Comm. Kaplan remarked that after a discussion with Chief Eysser they would like to form a disciplinary hearing committee. Four to five members that will report to the Chiefs, would replace the Board of Officers needing to be at the hearing. A draft of the policy is being worked on. Counsel is willing to "train" the committee members on proper procedures.

After discussion a recommendation was made to turn off the feature that prints two copies of every call sheet to a printer in each firehouse. A motion to terminate this feature was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

Treasurer/Secretary

| | |
|--------------------|--------------|
| Claims to be Paid: | \$144,899.78 |
| Prepaid Claims: | \$ 16,462.25 |
| LOSAP: | \$ 41,410.00 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

CORRESPONDENCE: a) None

NEW ITEMS: a) Bank reconciliations for November are completed
b) Hicksville Water District hydrant rental agreement - waiting on call back – agreement is for 13 hydrants not 12.

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
b) **Emergidata** – EPCR subscription ended. Need to obtain and secure data files before we no longer have access. Pieloch is working on downloading files. **Update? Website is no longer available**
c) Proclaim – Medicaid application sent in ...**8/1/2024 bill date.**

EXECUTIVE SESSION: YES

Director of Purchasing Report

A delivery order was received for the annual restocking of cleaning supplies from Bergo at a cost of \$7,998.00. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received for an M12 Force Logic package from Milwaukee Tools to help with plumbing repairs at an estimated cost of \$2,332.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for a forcible entry training prop from East Coast Rescue Solutions at a cost of \$4,600.00.

A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received to order 10 pairs of boots to replace for inventory at a cost of \$4,200.00. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received for a fire frame window simulator to be installed in the training building at Station 2, at a cost of \$2,840.00. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Superintendent's Report – 1/08/2025

Discussions/Signatures/Approvals:

Approval- Repair truck room floor at HQ rear bay and in front of 581 and 584 bays. \$45,813.45 total to replace the entire section of the floor. Discussion was held regarding need and budget. Second proposal in quote to repair the two sections of floor at a cost of \$6,200. A motion to approve the repair at \$6,200.00 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Approval- Bergo janitorial- annual restocking of maintenance items under existing standing order \$7998.00

Discussion- to go out to bid for 9/11 Monument- Estimated cost of \$30,000

Approval/Discussion- to include with above monument bid a departed members monument- Est \$50,000.

Discussion/Approval- to install new window prop inside station 2 on boiler room mezzanine area. Additional cost for installation/fabrication will be required.

Approval/Discussion/Dates- United Diagnostics- to include full time employees that respond to fire scenes as EMS and wash contaminated gear for us. Comm. Kaplan sent out a draft of guidelines, would like to include the full time employees that respond.

MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- Cold Spring Harbor request letter to store a 1959 fire truck at Gordon Drive for the winter.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Approval- Parking requests, Current and new – reaffirm existing permits and add one for a relative of Chief Eysser.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

New/Update:

- Memorial Park additional 9/11 – working on proposals

- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, may need a change order for line to radio room.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible June 2025 build completion (May be an additional one month delay)
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date (hopefully April)
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track
- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024
- Speaking with the County on the parking spot issue in front of HQ
- Elevators – phone lines were repaired. CAT5 inspection is not necessary. Still needs to be reprogrammed for fire alarm.
- MOU – District Channel
MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Chiefs:

District- Member Issued Equipment Pending/Returned:

RETURNED EQUIPMENT

RETURNED SINCE LAST REPORT

LOST ITEM

Executive session- Yes

Counsel's Report – all items are for Executive Session

Committee Reports:

- Commissioner Roseo would like the Superintendent and Supervisor Ignagni to pass along our appreciation to all the employees for all they have done this past year. Comm. Kaplan would also like to thank them for all the extra hours cleaning gear after the fires last month.
- Commissioner Graceffa- Legislator Drucker is looking to host a Blood Drive the last week of February
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan had nothing to report
- Commissioner Predmore had nothing to report

Supervisor Roberts stated that the interviews have been completed for the EMTs and Medics.

Old Items:

- a) Southwoods Road Bridge
- b) Aerial Way
- c) ISO Rating
- d) Architect plans
- e) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 6:12 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:17 p.m.

Discussion of recently approved applicant for membership.
Discussion of medicals/leave types
Discussion of travel issues
Chiefs departed at 6:45 pm.
Discussion LOD/WC and 9-11.
Discussion VFBL coverage
Discussion of age requirement to drive apparatus – members and employees.
Discussion of agility test.
Discussion EMT card policy
Discussion District employees to take DHSES class being held in Suffolk County in March, 2025.
Discussion of member disciplinary action
Discussion of Laurel Hollow contract/negotiations
Discussion of employee issue.

Executive Session was adjourned at 7:10 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Jack Randazzo, Superintendent
Karen Borrelli, Secretary/Treasurer
John Farrell, Esq. District Counsel
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

General session was reconvened at 7:11 p.m.

A motion to approve Joseph Fasano and Joseph M. Fasano to attend FDIC conference in April was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 7:12 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES JANUARY 22, 2025**

Present: Richard Roseo, Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
Edward Judge, Chief of Department
Christopher Eysser, 1st Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 1/08/2025 minutes was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve the Hicksville Water District hydrant rental agreement – same price of \$70/hydrant. (13 hydrants) was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

Commissioner Graceffa arrived at 6:02pm.

Chiefs Agenda – 1/22/2025

- 1) Accidents: One Collision, E585 on 01-12-2025. CRB completed. Module completed – discuss Executive Session
- 2) New Chauffeurs: 0
- 3) New Officers: 0
- 4) Resignations/leaves/transfers/change of address: N/A
- 5) Request/returns for LOA:
- 6) Change of Status:
- 7) Company Requests: N/A

Chief Sauberman arrived at 6:07pm.

8) Discussion regarding new website. Quote for design was received approx. \$4,800. Would like to get moving. OK to proceed.

Discussion on purchasing new Milwaukee tools for TL582 and L5855 to maintain uniformity with equipment on Engines. – Requisition sent to Bob Lee

Requesting approval of Vans and TL582 and E585 for ST. Patrick's day parade.
MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 5-0

Discussion regarding sleeping facilities at HQ during standby.
EMS lockers at Station 3. Perhaps 12 inch lockers vs. current 18 inch units, allowing for more lockers in the same space.

Junior FFs 1/27 monthly drill is CPR certification. A motion for the District to cover the cost of the Juniors cards (approx.. 20-25 juniors) was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

There will be a standby in Franklin Square on 3/1/2025.

Treasurer/Secretary

| | |
|--------------------|-------------|
| Claims to be Paid: | \$75,473.17 |
| Prepaid Claims: | \$12,612.09 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

CORRESPONDENCE: a) None

- NEW ITEMS:**
- a) East End Financial – Portfolio Summary received for 12/31/2024. YTD 2024 return of 9.97%
 - b) PILOT payments received for 2024 - \$651,500.83 (Budgeted amount for 2024 - \$527,045.00) (\$110K over budget)
 - c) Accountants (Kyle) in last week – working on transition to Cullen & Danowski, working on 1099s, and AFR.
 - d) W-2 received yesterday – should be mailed out tomorrow

OLD ITEMS:

- a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
- b) **Emergidata** – EPCR subscription ended. Need to obtain and secure data files before we no longer have access. Pieloch is working on downloading files. **Update? Website is no longer available (Have new request for PCR from 2021)**
- c) Proclaim – Medicaid application sent in ...Have started to receive checks into the account, \$23K to date

EXECUTIVE SESSION: YES

Director of Purchasing Report

A requisition was received to remove and replace two exterior doors on the east side of Station 2 at a cost of \$7,500. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received for tools as per the Chiefs' request. The total purchase of Milwaukee Tools is estimated at \$9,200.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for the renewal of the DTN weather service subscription at a cost of \$5,397.84. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to enter into a contract with Auctions International to list and sell surplus property was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

Superintendent's Report – 1/08/2025

Discussions/Signatures/Approvals:

Approval- to replace Dispatch couch with recliner couch- \$1,325.00

MOTION: Comm. Kaplan **SECOND:** Comm. Graceffa **ADOPTED:** 5-0

New/Update:

- Working on Auctions international to sell surplus items.
- Memorial Park additional 9/11 – working on proposals
- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, may need a change order for line to radio room.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible June 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the

agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track

- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024

Chiefs:

- United Diagnostics Dates/coordination

District- Member Issued Equipment Pending/Returned:

RETURNED EQUIPMENT

RETURNED SINCE LAST REPORT

LOST ITEM

Executive session- Yes

Request from Chief Gaccione to purchase cordless cutter for 5855 at a cost of \$2,000. This is a new style re-bar cutter. Milwaukee does not make one. Can use a Mikita to Milwaukee adapter for the battery.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Request received from Second Precinct for use of HQ meeting room on Thursday, March 13, 2025 in the evening.

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 5-0

Request from Paramedic Roberts for a CME Program. 80 hours of classes over 4 years – will allow for recertification by the State. Can be reimbursed by the state \$250/pp.

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

Comm. Kaplan asked about the status of the red light? Superintendent sent another email.

John Farrell arrived at 6:23pm.

Counsel's Report

Nothing for public session

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan asked the Chiefs if they had thought of dates for the cancer screening. Comm. Kaplan suggested to amend our gym policy to include fiancés as long as approved by the trainer and they can only work out with the member – no key to be issued.
MOTION: Comm. Graceffa SECOND: Comm. Dhawan ADOPTED: 5-0
The Commissioner asked Supervisor Roberts for an update on hiring – 3 applications have been returned and given to the District Secretary for background checks and filing with Civil Service.
- Commissioner Predmore had nothing to report

Old Items:

- f) Southwoods Road Bridge
- g) Aerial Way
- h) ISO Rating

- i) Architect plans
- j) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 6:35 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Edward Judge, Chief of Department
Christopher Eysser, 1st Asst. Chief
William Sauberman, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:40 p.m.

Discussion of new member application.
Discussion of setting up a Disciplinary Hearing Committee
Discussion of ARB, Department Secretary working on report on types of accidents.
Discussion of member disciplinary matter.
Discussion of members being brought up on charges
Discussion about ambulance recovery
Discussion of notice of claim received.
Chiefs depart at 6:57pm.
Discussion of back parking lot project.
Discussion of incident with a medic.
Discussion of employee matter.
Discussion of ordering issues.
John Farrell departs at 7:30pm
Comm. Roseo departs at 7:35pm.
Discussion of request for use of frequency.

Executive Session was adjourned at 8:25 p.m.

Present: Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Jack Randazzo, Superintendent
Karen Borrelli, Secretary/Treasurer
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

General session was reconvened at 8:25 p.m.

A motion to accept the ARB findings was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 4-0.

There being no further business before the Board, the meeting was adjourned at 8:26 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES FEBRUARY 10, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 1/22/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to approve the transfer of \$350,000 from the General Fund to the Payroll account was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve the gym use applications of Aiden Pieper (Cadet) and Julia McDermott was made by Commissioner Predmore, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to ratify the use of Headquarters for the Department Superbowl party on 2/9/2025 was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve the annual Maintenance Service agreement with Appraisal Affiliates was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0. Cost for FYE 12/31/2024 will be \$2,900. (2023 was \$2850)

A motion to approve the representation letter from Sahn Ward Braff Coschignano PLLC was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0. Retainer flat fee of \$3,250/month. (Same as 2024).

Chiefs Agenda – 2/10/2025

- 1) Accidents: N/A
- 2) New Chauffer's: Nick Andersen, qualified on Ambulances.
- 3) New Officers: N/A
- 4) Resignations/leaves/transfers/change of address: N/A
- 5) Request/returns for LOA:
- 6) Change of Status: Ex-Chief Share to inactive exempt
- 7) Chiefs/Company Requests:

Chief Sauberman arrived at 6:05pm, Chief Eysser arrived at 6:07pm.

5801:

Requesting modification of Halligan tools. One tool has been modified and tested. Would like to have all the tools modified. Discussion continued with question on product liability. Item to be put on hold for further discussion.

Forcible entry prop at Station #2 – Hold til next meeting.

5803:

Request update re: Website - Tom Cushing attended the meeting for the following discussion. New website idea would require greater use of Office 365, which we already pay for. We would be using SharePoint for files. Live submission requests can be done on the website or on SharePoint. Proposal reviewed to build the website. There will be additional costs to host the website. The purchasing officer brought up that the proposal calls for a deposit. We cannot pay the deposit. We can write a purchase order that allows for partial payment so it can be paid in increments as the work is completed. A motion to proceed with the proposal at a cost not to exceed \$5,000 was made by Commissioner Kaplan. The motion was seconded by Commissioner Graceffa and adopted 4-0. Discussion was held to work on getting our current domain released and to purchase additional similar domains.

Commissioner Kaplan asked for an update on the bus transportation for the installation dinner. The Superintendent had no information and asked Chief Gaccione to follow up with the District Clerk.

Recruitment Committee and Instructor Apparel - DOT is looking for apparel for the probationary members to wear during training and drills. T-shirts for the probationary members and instructors would cost approx. \$2,370. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Two new member applications were presented. Clarice Chigbo and Nicholas Zapantis. Applications were put on hold for review.

Update on Installation Dinner gifts – The Superintendent replied that he might have an update at the end of the month. The Chiefs would like to add a beach towel to go with the gift at an additional cost of \$16/pp. A motion to approve this addition was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Ex- Chief Fasano would like to attend an IAFC class, May 8-10 in Lake George, NY.
MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 4-0.

An elevator class is being held Sunday. Instructors would like permission to video parts of the class for instruction. Board approved this request.

SCBA update – The Superintendent replied the C5 is approved. We will have a supply of facepieces for the mask fit testing at the April physicals.

Treasurer/Secretary

A motion to approve the LOSAP points for 2024 and direction to have the list posted at each firehouse for 30 days was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

| | |
|--------------------|--------------|
| Claims to be Paid: | \$139,354.11 |
| Prepaid Claims: | \$ 15,393.46 |
| LOSAP: | \$ 41,560.00 |

The above claims were approved for payment on a motion by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

CORRESPONDENCE: a) NONE

NEW ITEMS:

- a) Extension filed for 2024 Annual Financial Report (AFR)
- b) Conflict of Interest statements sent out – please return ASAP
- c) Bank Reconciliations for December 2024 are completed
- d) LOSAP account review received from Firefly for 2024. 2024 rate of return = 10%. (2023 was 11.24%)
- e) 2025 physical dates – Tuesday April 1 (evening) and Saturday, April 5 (morning)
- f) NYS injury report is completed for 2024.
- g) Appraisal Affiliates scheduled to come in Wednesday 3/5
- h) WC/VFBL Renewal – Combined premium \$264,656 (15% reduction from 2024)
- i) NYSHIP premiums – Rates increased .05% - 2.3% (exception is Retiree – Family – 1 primary has a 10% increase (we don't have any of those currently)
- j) Additional Member Life Insurance quote received from Harbor Insurance.
Discussion of quote. A motion to approve Proposal 1 - \$50,000 life insurance and AD&D to reduce to \$25,000 Life and AD&D at age 75 was made by Commissioner Kaplan. Current policy reduced life insurance to \$25,000 at age 70 and eliminates AD&D at age 70. The motion was seconded by Commissioner Graceffa and adopted 4-0.
- k) Kyle Bregel is back tomorrow for work on AFR.

OLD ITEMS:

- a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
- b) **Emergidata** – EPCR subscription ended. Need to obtain and secure data files before we no longer have access. Pieloch is working on downloading files. **Update? Website is no longer available**

EXECUTIVE SESSION: YES

Director of Purchasing Report

The purchasing director had nothing to report.

A motion to approve the two new applications - Clarice Chigbo and Nicholas Zapantis – was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

Superintendent's Report – 2/10/2025

Discussions/Signatures/Approvals:

Approval- ratify Lightpath 2 dedicated lines to replace high-cost T-1 lines on OGS contract. \$399. Per line per month. About 30 days to transfer service.

MOTION : Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 4-0

Approval- to place out for bid the 9/11 memorial as per bid specifications e mailed – estimated cost with footing is \$30,000.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 4-0

Discussion- New member physical ability program – Chiefs will review

Approval – Jack Lord wishes to attend IWCE, March 17-20, 2025, Las Vegas, NV. Round trip airfare NTE: \$700, Hotel - \$379/night plus taxes and fees, Conference rate: \$949.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 4-0

New/Update:

- Working on Auctions international to sell surplus items. 12 items listed
- Memorial Park additional 9/11 – working on proposals
- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, may need a change order for line to radio room.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible June 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track
- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024

Chiefs:

- United Diagnostics Dates/coordination

District- Member Issued Equipment Pending/Returned:

Douglas Share 526

Inventory# Description Make and Model Serial# Size Quantity

01909638 IPAD PRO, APPLE IPAD PRO APPLE IPAD PRO 64GB DLXVC8QEJ262 GRAY 1—REQUESTING TO KEEP AS EMPLOYEE **
01909639 IPAD PENCIL, APPLE PENCIL APPLE MK0C2AM/A PENCIL C4MV55E6GWTJ 1 - REQUESTING TO KEEP AS EMPLOYEE**
01909640 IPAD CASE, LOGITECH SLIM LOGITECH SLIM COMBO 1737LZN0C7K8 1 - REQUESTING TO KEEP AS EMPLOYEE**
0419M39 GLOVES, LION PRIMUS LION LPG955 LION PRIMUS 623363-94 MEDIUM 1- COLLECTED 02/10/2025
045083 HARNESS, GEMTOR 541 NYC GEMTOR 541NYCL-2 045083 36"-50" 1 – COLLECTED 02/10/2025
045149 HARNESS, GEMTOR 541 NYC GEMTOR 541NYCL-2 045149 36"-50" 1 – COLLECTED 02/10/2025
0718M1 GLOVES, TEMPO MINI MAX TEMPO MINI MAX 0718M1 MEDIUM 1 RETURNED
1118HD03 HOOD, FIREFIGHTING HOOD HONEYWELL HD-PLPR-SQ HD18092357 1 COLLECTED 02/10/2025
115S21290 FACEPIECE, 3M SCOTT 3M SCOTT SAFETY AV3000 115S2129008949 1- COLLECTED 02/10/2025
115S21290 FACEPIECE, 3M SCOTT 3M SCOTT SAFETY AV3000 115S2129008990 1- RETURNED
170300594 BUNKER PANTS TURNOUT HONEYWELL/MORNING 1703005942 44 X 30 1- COLLECTED 02/10/2025
170300608 COAT TURNOUT GEAR, HONEYWELL/MORNING 1703006082 44 30/36 1 RETURNED
190900155 COAT TURNOUT GEAR, HONEYWELL/MORNING 1909001554 44 30/36 1 COLLECTED 02/10/2025
190900158 BUNKER PANTS TURNOUT HONEYWELL/MORNING 1909001581 44 X 30 1 COLLECTED 02/10/2025
19L022769 ESCAPE SYSTEM, EXO AP PETZL D30AB15 EXO AP 19L0227694061 1- COLLECTED 02/10/2025
2016HLMT HELMET, NEW YORKER N5A CAIRNS/MSA N5A NEW 400471411 10 12 LRG 7 5/8- 1- REQUESTING TO KEEP- SEE DETAILS BELOW**
2016HLMT HELMET, NEW YORKER N5A CAIRNS/MSA N5A NEW 400471411 10 9 LRG 7 5/8- 1- RETURNED 02/2025
526 BOOTS BOOTS FIREFIGHTING WARRINGTON PRO WORN OUT LABEL 10.5 1- COLLECTED 02/10/2025
WP310584926 BOOTS FIREFIGHTING WARRINGTON PRO WP310584926 10.5 1- COLLECTED 02/10/2025
526HOOD HOOD NOMEX QUEST FIRE HOOD 526 HOOD 1- RETURNED
GLOBE EMS RESCUE COAT AND PANTS NAVY BLUE- COLLECTED 02/10/2025

A motion was made by Commissioner Kaplan to donate Share's helmet at no cost. The motion was seconded by Commissioner Graceffa and adopted 4-0.

Update on red light? Currently talking to the County on how to allow remote access.

Comm. Kaplan asked why we can't purchase off Amazon.com. The purchasing director replied that the State does not want us to purchase off Amazon. There are a lot of grey market items and you don't know what you are actually getting.

Chief Gaccione asked for an update on 5892. Superintendent replied the part was picked up today. Hopefully will be back in service in 2 days.

Executive session- Yes

Counsel's Report

Counsel has a revised contract with the TOB for the land sale to be signed by the Chairman.

The "notifications" policy has been finalized.

Duty to Notify of Accusations of Wrongdoing

Purpose:

The purpose of this policy is to ensure that all employees of the Syosset Fire District ("Fire District"), Members of the Syosset Department ("Fire Department") and Members of the Auxiliary of the Syosset Fire Department, maintain transparency and accountability with regard to any accusations of wrongdoing or unethical conduct. This policy aims to protect the reputation and integrity of the District and Department, as well as ensure that the members and employees' conduct is in compliance with industry standards and regulatory requirements.

Scope:

This policy applies to all employees of the Fire District, members of the Fire Department and members of the Auxiliary of the Fire Department, including full-time, part-time, temporary, and contract employees (collectively referred to hereinafter as "Employees").

Policy Statement:

1. Duty to Notify:

- Any employee of the Fire District, the Fire Department, and/or members of the Auxiliary who is formally accused of any wrongdoing, criminal activity, or violation of ethical or professional standards (whether in a personal or professional context) must immediately notify their supervisor or designated point of contact within the organization. This notification must occur immediately being made aware of the accusation.
2. **Types of Accusations to Report:** The following types of accusations must be reported under this policy:
- Criminal charges or investigations
 - Allegations of misconduct or unethical behavior, whether in a personal or professional setting
 - Any regulatory violations, including those related to patient care or safety
 - Allegations of substance abuse or impairment affecting job performance
 - Any other accusations that may impact the Employee's ability to perform duties safely and professionally;
3. **Process for Notification:**
- Upon receiving an accusation, the Employee should report the situation to their direct supervisor in writing, including the nature of the accusation, relevant details, and any actions taken by external authorities (e.g., law enforcement, licensing boards).
 - In the case of criminal accusations, the Employee must provide relevant documentation such as arrest records or charge statements if applicable.
4. **Confidentiality:**
- All reports of accusations will be handled with confidentiality and in accordance with applicable privacy laws and organizational policies. Only those individuals with a legitimate need to know will be informed of the details.
5. **Employer Response:**
- Upon notification of an accusation, the Fire District or Fire Department, as appropriate, will review the circumstances surrounding the accusation in accordance with internal investigation procedures. The organization may place the employee on administrative leave during the investigation or take other necessary actions to ensure safety, compliance, and quality of care.
 - The Employee will be given the opportunity to respond to the accusation as part of the review process.
6. **Failure to Report:**
- Failure to promptly notify the Fire District and/ or Fire Department, as appropriate, of an accusation may result in disciplinary action, up to and including termination of employment, based on the severity of the situation and the potential impact on the Employee's ability to perform their duties effectively.
7. **Ongoing Employment Status:**
- The decision regarding continued employment or suspension during the investigation will be based on the nature and severity of the accusation, as well as the Employee's job performance and adherence to professional standards.
8. **Effective Date:**
- This policy is effective as of the 10th day of February 2025

A motion to approve the above policy was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan was unable to attend the meeting

- Commissioner Kaplan has items for executive session only
- Commissioner Predmore had nothing to report

Old Items:

- k) Southwoods Road Bridge
- l) Aerial Way
- m) ISO Rating
- n) Architect plans
- o) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 7:07 p.m.

Present: Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner (attended remotely)
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Christopher Eysser, 1st Asst. Chief
 William Sauberman, 2nd Asst. Chief
 Michael Gaccione, 3rd Asst. Chief
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 7:15p.m.

Discussion with Chiefs to draft written procedure for requesting Nassau County tax letters.

Discussion of member issue.

Chiefs depart at 7:30pm.

Update on 428 Harbor road meeting.

Update on SW Rd Bridge – counsel to set up meeting

Update on civil service item.

Commissioner Roseo arrived at 7:35pm.

Discussion of employee resignation, discussion of title for existing employee.

Discussion of outstanding issue with backup of Oyster Bay

Discussion 5819.

Discussion of member application and background check. Counsel to provide additional information.

Discussion of employee issue.

Discussion of employee reviews and employee salary increases.

Superintendent, DE Ignagni, DE Lord, and Secretary/Treasurer step out at 9:00 pm.

Superintendent returns to meeting at 9:45pm and departs at 10pm.

Secretary/Treasurer returns to meeting at 10pm.

Discussion of raises and employee issue.

Executive Session was adjourned at 10:13 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice- Chairman
 Rohit Dhawan, Commissioner (attended remotely)

Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
John Farrell, Esq. District Counsel

General session was reconvened at 10:14 p.m.

A motion to approve Karen Borrelli to attend AFDSNY Mini Summit, 3/28/2025, White Plains, NY was made by Commissioner Kaplan. Cost of conference - \$200, use of EZ Pass and gas card. The motion was seconded by Commissioner Graceffa and adopted 4-0.

A motion to open 2 full time Firehouse Maintainer positions was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to move DE McGinn to District Mechanic at a salary of \$42.31/hour was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Notification that a drill will being held March 1, 2025 with Mineola at Stillwell, 9am-12pm, use of drones, etc.

There being no further business before the Board, the meeting was adjourned at 10:18 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS SPECIAL MEETING
MINUTES FEBRUARY 21, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner (via telephone)
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Elisabetta Coschignano, Esq., District Counsel (via telephone)
John Farrell, Esq. District Counsel (via telephone)

The Chairman called the meeting to order at 4:00 p.m.

A motion to adjourn to executive session to discuss a human resources matter was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 3-0.

An employee matter was discussed. A motion to set up a two member sub-committee of the Board of Fire Commissioners was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 3-0. The Committee members will be Commissioner Kaplan and Commissioner Predmore.

There being no further business before the Board, the meeting was adjourned at 4:49 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES FEBRUARY 24, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Edward Judge, Chief of Department
Michael Gaccione, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 2/10/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to approve gym use applications for DE Rich Gentile, Cadet Danielle Kaplan, and Liam Pieper (285) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to approve the request from Hicksville Fire District for use of Aerial Way for Drill Team was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0. (Letter and insurance accord provided)

A motion to approve posting the Syosset High School Theatre Arts Program production of “School of Rock” March 20-23, 2025 on the electronic signs was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

Chiefs Agenda – 2/24/2025

New Member Applications – Kyle Zigman (Fire)- Rayan Dhawan (Fire)- Lawrence Scharff (Fire)- Elizabeth Beckerman (Fire)- Justin George (Fire Cadet)- Jake Manzour (EMS Cadet)- Katelyn Lee (EMS)
(Applications on hold for review).

Accidents – minor accident with 5893

Injuries – on minor injury – member was advised to fill out paperwork. (Nothing received to date by District)

Two updated Chiefs Orders – Policy on Gear Cleaning and policy on Stillwell Woods.

A motion to approve Chiefs Order #25-001 Bunker Gear Cleaning was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Chiefs Order #25-001: Bunker Gear Cleaning

Cleaning bunker gear after a fire is critical to remove chemicals, carcinogens, and bodily fluids known to cause serious or long-term health issues. It also prevents cross-contamination of these chemicals to firehouses and vehicles. Lastly, routine cleaning of bunker gear allows this important protective ensemble to perform as designed.

Immediately after an incident or fire when gear gets contaminated, it must be put out of service upon return to the firehouse. Abide by the following steps:

- 1) Writing up your gear to be cleaned:
 1. Open RedAlert and go to "Work Orders"
 2. In Primary Type, Select "General Inventory"
 3. Enter the Serial Number of the item to be cleaned (Jacket/Bunker Pants)
 4. Under Request Type, select "Gear Wash"
 5. In Description write "Wash Gear"
 6. There must be a separate Work Order for your Jacket and Bunker Pants

- 2) Preparing your gear to be washed:
 - Remove Personal Harness and PSS System.
 - Remove all other personal items from your gear. (Be sure to check the pockets.)
 - Gloves and Hood must be placed in the coat pocket.
 - Clip the pants to the coat and place them in the bin at your firehouse.

- 3) It is the member's responsibility to wash the following equipment:
 - Helmet
 - Boots
 - SCBA Facepiece

- 4) Replacement Gear
 - The member is responsible for obtaining their second set of bunker gear from storage and putting it into service. This includes their Personal Harness and PSS.

Failure to meet these requirements may result in disciplinary action.

Stillwell Woods Chiefs Order on hold for further discussion.

Chief Sauberman arrived at 6:13pm.

A motion to amend the Robotics Unit Standard Operating Guidelines as follows was made by Commissioner Kaplan, seconded by Commissioner Graceffa and adopted 4-0:

UAS Operator:

d. Member must be 21 years of age or older, in good standing, off probation, and completed their two year required classes. Approval from the Chiefs office is required to partake on the drone team.

General Operations

Emergent Requests for UAS Support

Operating as an interior firefighter in the Syosset Fire Department must always be the member's priority assignment. If the member is not needed in the fire suppression or extrication and the drone is deemed beneficial, the member may fly the drone at the scene by the request of the Chief or Incident Commander.

Treasurer/Secretary

| | |
|-------------------------------|--------------|
| Claims to be Paid: | \$461,662.42 |
| Prepaid Claims: | \$ 24,799.87 |
| Reserves: Buildings & Grounds | \$ 10,340.00 |

The above claims were approved for payment on a motion by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 4-0.

CORRESPONDENCE: NONE

NEW ITEMS:

- Bank Reconciliations for January 2025 are completed
- Received 1st half tax levy from TOB - \$4,306,338.95.
- Budget to Actual FY 2025 – simple version provided – will have updated FY 24 and FY 25 for next meeting

OLD ITEMS:

- Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
- Emergidata – EPCR subscription ended. Need to obtain and secure data files before we no longer have access. Pieloch is working on downloading files. Update? Website is no longer available
- Extension filed for 2024 Annual Financial Report (AFR) - Extension granted until 5/1/2025**
- Conflict of Interest statements sent out – still outstanding – Roseo, Graceffa, Predmore, Judge, Gaccione, Roberts, Tomao**

EXECUTIVE SESSION: YES

A motion to approve use of Headquarters application for May 17, 2025 for Dan Luden was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Director of Purchasing Report

Received a request for the FDSOA membership renewal at a cost of \$399.00 for the Department bundle. A motion to approve the renewal was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Received the renewal for the FireNews subscription at cost of \$525.00. A motion to approve the renewal was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 4-0.

We now have a standing order with a new fuel oil (diesel) provider, Sprague.

A requisition was received for new CAT 6 phone line for the smoke detectors through Palace Electrical. Was left off the original specifications for the fire alarm system. The cost is \$5,305.94. Commissioner Graceffa tabled this item for review of the quote.

Superintendent's Report – 2/24/2025 (given by Supervisor Ignagni)

Discussions/Signatures/Approvals:

- Ratify Auctions International sales approval- as listed 12 Items listed 11 sold on Auctions international M-2 \$20,500, M-3 \$16,700, 2011 Tahoe \$9,400, 1 Rhino shelter \$ 2,225.00, 2nd Rhino shelter \$2,125.00,

Tire machine \$950.00, Floor machine \$310.00, blower \$210.00, GE transfer switch \$310.00, pickup bed \$1,225, pickup cap \$970. Total = \$54,925.00

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 4-0

- Amended numbers for Jack Lord to attend IWCE: Registration (Gov Rate) \$1249-Hotel \$250/Night-Flights \$664.61.

MOTION: Comm. Predmore SECOND: Comm. Kaplan ADOPTED:4-0

- Approval - to surplus old sander to place on Auctions International.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 4-0

Approval: install Wi-Fi thermostats in four rooms at Station 2 and Station 3 (Meeting rooms, ready rooms, lounges) Estimate received of \$8,390.00. Commissioner Kaplan asked for a competitive quote and made a motion to proceed at a NTE of \$8,500. The motion was seconded by Commissioner Graceffa and adopted 4-0.

New/Update:

- Memorial Park additional 9/11 – working on Bid
- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, change order for line to radio room and additional smoke heads not on plans submitted to Bob Lee.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible June 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track
- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024

Chiefs:

- United Diagnostics Dates/coordination

District- Member Issued Equipment Pending/Returned:

Douglas Share 526 ALL EQUIPMENT RETURNED

RETURNED EQUIPMENT

RETURNED SINCE LAST REPORT

LOST ITEM

Executive session- Yes

Counsel's Report

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan was unable to attend the meeting
- Commissioner Kaplan asked if there was any update on the dinner vendors. Waiting on two quotes. He asked Supervisor Ignagni if there was an update on the traffic light. We are waiting

on the County. He asked for an update on the projector in the HQ meeting room. Have worked with M. Gilde and Sound Dimensions.

- Commissioner Predmore asked the status of the land contract with Town of Oyster Bay. Contract was signed at last meeting.

The new applications for membership were discussed. A motion to approve applications for Kyle Zigman (Fire Co. 1)- Rayan Dhawan (Fire Co 4)- Lawrence Scharff (Fire Co 5)- Elizabeth Beckerman (Fire Co 5)- Justin George (Fire Cadet)- Jake Manzour (EMS Cadet)- Katelyn Lee (EMS Co. 6) was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

Discussion was held regarding URLs for the updated Syosset Fire Department website. We will secure the domains suggested and determine which one the new website will be built on. Determined to host on syossetfd.com.

Old Items:

- p) Southwoods Road Bridge
- q) Aerial Way
- r) ISO Rating
- s) Architect plans
- t) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 6:35 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Edward Judge, Chief of Department
William Sauberman, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:44 p.m.

Discussion with Chiefs over member who moved out of District.

Chiefs depart at 6:48pm.

Supervisor Roberts updated the Board on new hire applications and the situation with Emergidata.

Supervisor Lord requested that he and DE Fotopoulos take a radio maintenance class being offered at no cost at the beginning of April. No overtime will be created by taking this class. He also followed up on the 5819 mutual aid plan.

Chief Eysser and Chief Sauberman return at 6:58 pm.

Discussion held on wording of Chiefs Order 25-002 Stillwell Woods.

Chiefs and Supervisors depart at 7:07 pm.

Discussion of employee matter.

Discussion of open position in the District office.

John Farrell called in at 7:32pm.

Discussion of employee application/background check.
Discussion of employee matter.
Discussion of Laurel Hollow contract.
John Farrell ended the call at 7:42pm
Discussion of employee salary increases for 2025.

Executive Session was adjourned at 7:46 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer

General session was reconvened at 7:47 p.m.

A motion to approve the revised draft of Chiefs Order #2025-002 Stillwell Woods was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

Centralized Incident Management:

All Search, Rescue, EMS, and Fire Operations within Stillwell Woods will be directed and managed from the Stillwell Facility. This remains the designated command post, regardless of the location reported by the caller or dispatch information from Firecom.

UTV/ATV Deployment Protocol:

All personnel assigned to UTV or ATV operations must first be transported to the Stillwell Facility via fire department apparatus. No direct personnel deployments will occur from other locations.

Drone and Unit 5819 Deployment:

In accordance with 5819 SOG.

Command Post Establishment:

The first arriving Chief Officer, Line Officer, or designated acting Officer is responsible for setting up the Command Post at the Stillwell Facility. This officer will oversee initial incident coordination until command is formally transferred.

Adherence to Operational Guidelines:

All responding units and personnel must strictly adhere to the established Stillwell Woods Operational Guidelines to ensure safety, efficiency, and coordinated emergency response efforts.

A motion to amend the MCU Response Guidelines as follows was made by Commissioner Kaplan:

Requests for the MCU at Fires or other incidents

5819 will respond to all incidents at Stillwell if staffing permits. When responding to incidents at Stillwell 5819 will respond to the SFD Stillwell Facility to receive orders from the IC.

The motion was seconded by Commissioner Graceffa and adopted 4-0.

A motion to approve opening a Deputy Fire District Treasurer position with Civil Service was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve the following changes/additions to the Civil Service Salary Plan was made by Commissioner Kaplan:

| | | | |
|--------------------------------|-----|------------|--------------|
| Deputy Fire District Treasurer | CPQ | \$40,000 | \$60,000 |
| Ambulance Medical Tech (PT) | WEG | \$22.00 to | \$65.00/hr. |
| Firehouse Maintainer | 4JP | \$18.50 to | \$48.08/ hr. |
| | | \$38,480 | \$100,000 |

The motion was seconded by Commissioner Graceffa and adopted 4-0.

The following employee compensation was approved, by unanimous consent of the members present, commencing 1/1/2025, full timers to be paid in hourly rates (annual salary divided by 2080 for hourly rate) except for the Director of Purchasing, Secretary, Treasurer, Superintendent being salaried (annual salary divided by 26 pay periods).

Full Time Employees

| | |
|--------------------------|--------------|
| Treasurer | \$32,500.00 |
| Secretary | \$97,500.00 |
| Director of Purchasing | \$57,000.00 |
| Superintendent | \$184,000.00 |
| F/H Maint. Fotopoulos | \$85,000.00 |
| F/H Maint./AMT Pons | \$65,000.00 |
| F/H Maint. /AMT Gentile | \$93,000.00 |
| Sr. F/H Maint. Ignagni | \$142,500.00 |
| F/H Maint./AMT Scanlon | \$65,000.00 |
| F/H Maint. Jaronczyk | \$69,000.00 |
| Sr. F/H Maint. Lord | \$95,000.00 |
| Fire Prev. Off. Magliaro | \$93,000.00 |
| F/H Maint. Margulis | \$91,000.00 |
| F/H Maint. Motz | \$92,000.00 |
| F/H Maint. Kenary | \$72,000.00 |
| F/H Maint. Spillane | \$79,000.00 |
| Medic Supervisor Roberts | \$83,000.00 |
| Firehouse Maint. Johnson | \$36.05/hr. |
| Account Clerk Tomao | \$27.81/hr. |

P/T Paramedic/EMT Hourly Rates for 2024

| | |
|---------------|---------|
| Hoffman | \$39.14 |
| Coletti | \$41.48 |
| Crespo | \$52.24 |
| Dasaro | \$51.98 |
| Ford | \$42.00 |
| Galizia | \$38.76 |
| Kahl | \$43.58 |
| Schumann | \$43.84 |
| McDaniels | \$39.91 |
| Jeacoma | \$45.06 |
| Lynch | \$42.79 |
| Grabowski | \$38.76 |
| Hagen | \$39.66 |
| Pieloch | \$61.69 |
| Rocillo | \$52.24 |
| Rodriguez (M) | \$50.14 |
| Trupiano | \$51.19 |
| Campbell | \$28.84 |
| Cini | \$30.19 |
| Monk | \$30.19 |
| Natoli | \$29.29 |
| Rodriguez (E) | \$32.29 |

| | |
|----------|---------|
| Ramsingh | \$28.56 |
| Bonura | \$28.84 |
| Bermudez | \$29.40 |
| Siemann | \$29.40 |

P/T Dispatchers or F/H Maintainers hourly rate for 2024

| | |
|-----------|-----------------------|
| Baudille | \$35.18 |
| Batterson | \$31.42 (also PT AMT) |
| Cinque | \$32.29 |
| Gjonlekaj | \$29.36 |
| Piteris | \$45.68 |
| Oliver | \$28.84 |
| Riegler | \$41.48 |
| Stewart | \$36.23 (also PT AMT) |
| Share | \$32.90 |

There being no further business before the Board, the meeting was adjourned at 7:52 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES MARCH 10, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer

Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
Elisabetta Coschignano, Esq., District Counsel
Edward Judge, Chief of Department
Michael Gaccione, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 2/21/2025 and 2/24/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 3-0. (Comm. Dhawan abstained from the vote).

A motion to approve the use of Headquarters on 5/3/2025 by Stephen Kahl was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

A request for use of Headquarters on 9/6/2025 by Joe Kennedy was put on hold.

Chiefs Agenda – 3/10/2025

1) Accidents: One collision. Review Board completed regarding a minor collision involving A5892.

2) New Chauffer's: Jonathan Baron-L5855, Logan Fischer-L5855, T.M. Lee-L5855, Vikram Anand-Ambulances, Nick Andersen-Ambulances.

3) New Officers N/A

4) Resignations/leaves/transfers/change of address:
Two resignations: Co.#1 member Peter Kahl. Co.#6 member Manaka Abe.

5)Request/returns for LOA: N/A

6)Change of Status: N/A

7)Company Requests:

Co#1 requests FF. Peter Kahl's helmet.

A motion to give the helmet to Co.#1 at no cost was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

Chief Sauberman arrived at 6:05pm.

Member John Garcia is requesting written permission to have Engines photographed in order to create 1/50th scale replicas. No cost to the Department or District. A motion to approve the request was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 4-0.

5803: Update regarding when the call in for appointments for Department physicals will begin. District Secretary stated that the email should go out at the end of the week. Kathie Keller will be taking the appointments.

Request attendance at Fire/EMS conference at Mohegan Sun resort September 24-27, 2025. OK to proceed, get conference information and list of names that wish to attend.

8) New Applications

Faris Ibrar (Co.3) and Gregory Guzzo (Co.3) - background not completed)

A motion to approve pending the background check results was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

Treasurer/Secretary

| | |
|--------------------|--------------|
| Claims to be Paid: | \$422,493.63 |
| Prepaid Claims: | \$ 17,887.69 |
| LOSAP: | \$ 41,560.00 |

The above claims were approved for payment on a motion by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

CORRESPONDENCE: a) Thank you – Nassau County Junior Firefighters Association
b) Invitation – Jericho Fire Department Installation Dinner – Saturday, April 5, 6pm, Crescent Beach Club – RSVP by 3/26/2025

NEW ITEMS: a) Renewal received for Liability and Accident & Sickness policies - \$326,801.83 (10% increase - \$296,199.91 in 2024)
b) Approval costs for IAFC Eastern Division Conference – May 8 – May 10, 2025, Lake George, NY (Ex-Chief Fasano attending) Registration \$75, Hotel – 2 nights at \$145/night plus taxes and fees, 1 night at \$246/night plus taxes and fees (*ask about extra \$50 registration for Joe M.*)

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 4-0

c) NDI contract renewal – same price A, B, Junior physicals, no class C, new rates for some tests, effective one year from today.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 4-0

OLD ITEMS:

a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

b) Conflict of Interest statements sent out – still outstanding – Roseo, Predmore, Judge, Roberts, Tomao

Notes on forms received: Chief Gaccione’s company holds a standing purchase order with the District for landscaping services under a sealed bid.

EXECUTIVE SESSION: YES

Director of Purchasing Report

Quotes for transportation for dinner was received. Requesting approval for lowest quote – M&V Corp in Commack, NY. Cost will be \$4,076.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

A requisition was received for Motorola to purchase 20 pagers, batteries, chargers, plus warranties at a cost of \$8,492.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

A requisition was received to replace the blinds in the HQ small meeting room, HQ ready room, and the front District office at an estimated cost of \$6,540.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

Superintendent's Report – 3/10/2025

Discussions/Signatures/Approvals:

Discussion- Dinner gift – chairs can be purchased at Costco. Only way to buy is online. Sales tax will be charged that we can request and have refunded back. Discussion was held. A motion to approve the purchase not to exceed \$8,000 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

New/Update:

- Memorial Park additional 9/11 – working on Bid
- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, change order for line to radio room and additional smoke heads not on plans submitted to Bob Lee.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible July 2025 build completion
Meeting tomorrow night with ambulance committee, on track for June build, things have changed in 3 years, some items are no longer available.
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents-- waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track
- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024

Chiefs:

- United Diagnostics Dates/coordination – as per the chiefs dates were given for July, 2025. Want to push to Fall 2025

District- Member Issued Equipment Pending/Returned:

Manaka Abe 696 E Mail sent 3/6/2025

ALL EQUIPMENT RETURNED

Peter Kahl141 E Mail sent 3/6/2025

Inventory# Description Make and Model Serial# Size Quantity

02902343 HELMET NEW YORKER, CAIRNES NEW YORKER 02902343 ADJ 1 waiver signed 07/06/2016- kept
0419XXL3 GLOVES, LION PRIMUS LION LPG955 LION PRIMUS 617231-2 XXLARGE 1
0419XXL8 GLOVES, LION PRIMUS LION LPG955 LION PRIMUS 617231-7 XXLARGE 1
05972284B BOOTS FIREFIGHTING, GLOBE GLOBE MSA SUPREME 14" 05972284 12 W 1
0619HD09 HOOD, FIREFIGHTING HOOD HONEYWELL HD-PLPR-SQ HD190637414 UNIVERSA 1
141IDCAR ID CARD, DEPARTMENT SYOSSET FD DEPARTMENT 141 DEPARTMENT ID CARD 1
141PPLCR PARKING PLACARD, SYOSSET FIRE DISTRICT 141 PARKING PLACARD 1
19L022769 ESCAPE SYSTEM. EXO AP PETZL D30AB15 EXO AP 19L0227693048- Kahl 1
20120087 COAT TURNOUT GEAR, HONEYWELL/MORNING 2012008075 52 29/35 1
201200810 BUNKER PANTS TURNOUT HONEYWELL/MORNING 2012008103 42 X 34 1
2016HLMT HELMET, NEW YORKER N5A CAIRNS/MSA N5A NEW 400471411 20 7 MED6 3/8- 1 requesting to keep- see details

below

045094 HARNESS, GEMTOR 541 NYC GEMTOR 541NYCL-2 045094- Kahl Collected 36"-50" 1
115S21290 FACEPIECE, 3M SCOTT 3M SCOTT SAFETY AV3000 115S2129008928 1
D30026672 COAT TURNOUT GEAR, HONEYWELL/MORNING 2204D30026672 KAHL 52 31/37 1
D30026691 BUNKER PANTS TURNOUT HONEYWELL/MORNING 2204D30026691 -KAHL 48 X 34 1
HP310944 BOOTS FIREFIGHTING- 14" HONEYWELL/ HP310944890 12.5 E 1
P2017 PAGER, MOTOROLA MINITOR 6 MOTOROLA MINITOR 6 1365UY3166 1

REQUESTING TO KEEP HELMET-

2016HLMTMED6- Black leather firefighting helmet large assigned to P. Kahl #141 and only used by P.

Kahl ONLY 1 year of service remaining

S/N: 400471411 20 7

COST: \$555.46, VALUE: \$694.62

COST TO DISTRICT OF MOST RECENT HELMET: \$1381.25

LIFE EXPECTANCY 10 YEARS

MANUFACTURERS DATE: 04/28/2016, IN SERVICE 07/06/2016

10 YEAR RETIREMENT DATE 04/28/2026, YEARS IN SERVICE RETIREMENT DATE 07/06/2026

ANNUAL DEPRECIATION AT PURCHASE PRICE IS \$55.46

TOTAL VALUE OF HELMET BASED ON IN SERVICE DATE 07/06/2016= \$\$73.62

TOTAL VALUE OF HELMET BASED ON MFR DATE 04/28/2016 = \$55.46

*** (NOT INCLUDING ANY REPAIRS REQUIRED FOR HELMET TO BE REISSUED) ***

M. MARGULIS # 68 03/03/2025

Executive session- Yes

Counsel's Report

Nothing for public session

Old Items:

- u) Southwoods Road Bridge
- v) Aerial Way
- w) ISO Rating
- x) Architect plans
- y) TOB – parking lot

Committee Reports:

- o Commissioner Roseo had nothing to report
- o Commissioner Graceffa reviewed the drawings for the back parking lot. Need to address the width of the gate going out to Arizona Ave. (too narrow). One item for Executive Session.
- o Commissioner Dhawan had nothing to report
- o Commissioner Kaplan has one item for Executive Session
- o Commissioner Predmore was unable to attend the meeting

An audience to the public was called for. No one rose to speak.

General session recessed at 6:25 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
Elisabetta Coschignano, Esq., District Counsel
Edward Judge, Chief of Department
William Sauberman, 2nd Asst. Chief
Michael Gaccione, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer

Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:32 p.m.

Discussion with Chiefs of FOIL requests.

Discussion of officer qualifications.

Discussion of Department budget

Chiefs depart at 6:45pm.

Discussion of prior approved salary increases, night differential, holiday pay

Request from employee to hold vacation time over from June 30 to December 31. Request was unanimously approved.

DE Lord and DE Roberts depart at 6:58pm.

Discussion of mechanic's shop.

Discussion with counsel regarding Laurel Hollow fire protection agreement renewal.

Discussion of land sale – TOB

Discussion LOD injury leave.

Superintendent and DE Ignagni depart at 7:25pm.

Discussion of employee matter.

Executive Session was adjourned at 7:48 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer

General session was reconvened at 7:49 p.m.

A motion to change D. Jeacoma salary increase to \$45.94/hour – not retroactive- was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to move forward hiring a per diem clerk at \$20-\$25/hour to address office back log was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

A motion to hire a per diem worker at \$17/hour for pre-plan mailings was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

There being no further business before the Board, the meeting was adjourned at 8:14 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING MINUTES MARCH 24, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman Rohit Dhawan,
Commissioner Robert Kaplan, Commissioner Dale
Predmore, Commissioner Karen Borrelli,
Secretary/Treasurer
Robert E. Lee, Director of Purchasing Jack Randazzo,
Superintendent
Elisabetta Coschignano, Esq., District Counsel Edward Judge, Chief
of Department
Michael Gaccione, 3rd Asst. Chief Louis Ignagni, Sr.
Firehouse Maintainer Jack Lord, Sr. Firehouse
Maintainer Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 3/10/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the use of Headquarters on 6/1/2025 by Roland Feibert (daughter's engagement party) was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve the use of Headquarters on 9/6/2025 by Joe Kennedy (daughter's bridal shower) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the 2024 LOSAP Points and authorization for Firefly Admin to determine the funding requirements based on the approved data was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the transfer of \$400,000 from the General Fund to the Payroll account was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve gym use requests by Christian Pieper (#220) and Matthew Rodriguez (son of DEP Steven Rodriguez) was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve a three-year agreement with Island Tech Services beginning September 1, 2024, at a monthly cost of \$7,583.00 was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0. (Amount may be modified due to number of software licenses or associated subscription costs)

A motion to approve a request from Syosset Council of PTA's Election and Budget Committee to post the Annual Syosset School District Election & Budget Vote, Tuesday, May 20, 6:00am – 9:00 pm from 5/13/2025-5/20/2025 was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Chiefs Agenda – 3/24/2025

C. Pieper is qualified on the ambulances.

Chief Gaccione has 13 members who are in need of Class A uniforms. Item will be tabled to Executive Session for discussion of names.

Chief Gaccione reported the website is moving along. Asking for 2 additional licenses at a cost of \$50/month each to allow work with SharePoint files. Licenses are through Office 365.

Chief Eysser arrived at 6:08pm.

A motion to proceed with the additional licenses was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

List of incoming officers provided. To be discussed in Executive Session.

Chief Judge noted this was his last meeting as Chief and thanked the Board for all their support, guidance, and help. Chairman Roseo congratulated Chief Judge and wished him well.

Treasurer/Secretary

Claims to be Paid: \$135,894.41

Prepaid Claims: \$ 29,637.91

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

CORRESPONDENCE: a) Westbury Fire District letter to renew Memorandum of Understanding for additional ten-year period. Discussion followed.

NEW ITEMS: a) Reserves CDs mature on 3/26/25 – renewal rates emailed – approve renewal amounts and terms. A motion to renew the CDs in full for a three-month term at 4.04% was made by Commissioner Predmore, seconded by Commissioner Graceffa, and adopted 5-0.

Commissioner Predmore suggested that the Treasurer and the Board look into CDs at Morgan Stanley.

b) Cullen & Danowski will be in for audit work – 3/31/25- 4/2/25

c) 2025 Budget to Actual provided

OLD ITEMS:

a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

b) Conflict of Interest statements sent out – still outstanding –Predmore

EXECUTIVE SESSION: YES

Director of Purchasing Report

Robert Lee had nothing to report.

Superintendent's Report – 3/24/2025

Discussions/Signatures/Approvals:

Approval- sale of Western tornado sander \$1,075.00 to highest bidder

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Approval- Westbury extension request for 453.100

Discussion- Chiefs Halligan request – new forcible entry tool – Chiefs were able to get a loaner.

Discussion- Website requests from Tom Cushing and Chief Gaccione

New/Update:

- Memorial Park additional 9/11 – working on Bid
- Restoration of existing LOD memorial- to take place April 12th and 19th scheduled for completion prior to Memorial Day.
- HQ fire alarm system – Insall completed, finalizing how system notifies Dispatcher, change order for line to radio room and additional smoke heads not on plans submitted to Bob Lee.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible July 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece and UL Approval- 1st quarter OF 2025 new projected date
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track
- Retaining wall- board approved to use Nelson and Pope once property boundaries are surveyed. Survey Requisition submitted 11/6/2024

Chiefs:

- United Diagnostics Dates/coordination

Executive session- Yes

Counsel's Report

All items are for Executive Session

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa received a letter from J. Caputo regarding the Memorial Day Parade on May 26.

He also reported that he reached out to the LIRR regarding the Southwoods Road bridge and found out that the bridge is jointly owned with the Town of Oyster Bay. The next step is to go back to the Town.

The Commissioner would like to send a letter to the Syosset School Board regarding the property tax exemption for volunteer firefighters. He will send a sample to the District Secretary.

- Commissioner Dhawan had nothing to report
- Commissioner Kaplan asked the Superintendent the status of the traffic light. The Superintendent talked to the county and also to Welsbach. Waiting on a quote from Welsbach. He also reported that a meeting was held with the Watermill to finalize the plans for the installation dinner.
- Commissioner Predmore had nothing to report

Old Items:

- a) Southwoods Road Bridge

- b) Aerial Way
- c) ISO Rating
- d) Architect plans
- e) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 6:24 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman Rohit Dhawan,
Commissioner Robert Kaplan, Commissioner Dale
Predmore, Commissioner Karen Borrelli,
Secretary/Treasurer Jack Randazzo,
Superintendent
Elisabetta Coschignano, Esq., District Counsel Edward Judge,
Chief of Department Christopher Eysser, 1st Asst. Chief
Michael Gaccione, 3rd Asst. Chief Louis Ignagni, Sr.
Firehouse Maintainer Jack Lord, Sr. Firehouse
Maintainer Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:31 p.m.

Discussion with Chiefs regarding the list of members who need uniforms and the list of proposed officers.
Discussion of Cadets.

Discussion of setting up a 582 committee.

Discussion current situation regarding Tesla.

Discussion of accident in Medford – reminder to be sent to the Department reinforcing due diligence.

Discussion MOU county command channel.

Chiefs depart at 6:58pm.

Discussion of accident and sickness insurance policy quote for employees. Discussion
new deposit policy TD bank.

Discussion of employee matter.

Discussion of EMS staffing.

Discussion of Laurel Hollow contract renewal. Discussion
of ready room renovation.

Discussion of District office staffing.

Elisabetta Coschignano and DE Roberts depart at 7:25pm. Discussion
of officer list.

DE Lord departs at 7:35pm. Discussion
of ambulance meeting.

Discussion of ambulance recovery funds. Executive

Session was adjourned at 7:52 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman

Rohit Dhawan, Commissioner Robert Kaplan,
Commissioner Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer Jack
Randazzo, Superintendent
Louis Ignagni, Sr. Firehouse Maintainer

General session was reconvened at 7:54 p.m.

A motion to approve the Memorandum of Understanding between the Nassau County Fire Commission and the Syosset Fire District as discussed in executive session was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the general Memorandum of Understanding for the Syosset Fire District in reference to the PSAC Interop as discussed in executive session was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Decision was made to place the quote for the accident and sickness policy for the full-time employees on hold for review. To be decided at the next Board meeting.

There being no further business before the Board, the meeting was adjourned at 8:00 p.m.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES APRIL 9, 2025**

Present: Richard Roseo, Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 3/24/2025 minutes was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

A motion to approve Richard Roseo to attend IAFC Eastern Division conference, May 8-10, 2025, Lake George, NY was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

A motion to approve use of Station 2, Wednesday, July 30, 2025, for the Nassau County 5th Battalion Fire District Meeting, 5pm to 10pm was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

A motion to approve the ESIP Accident and Health Insurance Proposal for full-time paid employees, Premium quote - \$15,123.00 annually, was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0

A motion to approve the Ambulance Billing Policy was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Ambulance Services Billing Policy and Procedure
Effective date: 1/1/2025

1. Purpose

This policy establishes clear guidelines and procedures for the billing process for ambulance services provided by Syosset Fire District. It is designed to ensure efficient, accurate billing that complies with applicable New York State laws (including the New York State Public Health Law) and supports financial accountability and transparency.

2. Scope

This policy applies to all staff involved in:

- Service delivery
- Documentation
- Billing of ambulance services

It covers:

- Service documentation
- Claim preparation
- Claim submission
- Payment reconciliation
- Dispute resolution

Note: This policy applies to all ambulance calls billed through the outsourcing agreement with Pro Claim EMS Billing and Solutions.

3. Definitions

- **Ambulance Services:** Emergency and non-emergency medical transport provided by the District.
- **Billing Cycle:** The period during which services are documented, verified, and billed.
- **Claim:** A formal request for payment submitted to a payer (patient, insurance, or other designated entity).
- **Payer:** The individual, insurance provider, or entity responsible for payment.
- **Service Documentation:** Records detailing the time, nature, and outcome of ambulance services.
- **Outsourced Billing Partner:** Pro Claim EMS Billing and Solutions, the third-party company managing the billing process.

4. Policy Statement

Syosset Fire District is committed to maintaining a standardized, transparent, and compliant billing process for ambulance services. In accordance with New York State laws—including the New York State Public Health Law—the District has outsourced its billing functions to Pro Claim EMS Billing and Solutions. All billing activities will adhere to established guidelines to ensure timely and accurate reimbursement while safeguarding the integrity of District operations.

5. Roles and Responsibilities

- **District Treasurer:**
 - Coordinate with Pro Claim EMS Billing and Solutions.
 - Ensure claims are prepared and submitted within designated timelines.
 - Serve as the primary contact for billing-related inquiries.
- **Service Providers (EMTs/Paramedics):**
 - Complete accurate and timely service documentation after each call.
 - Notify the Billing Manager of any discrepancies or issues.
- **District Office Staff:**
 - Assist with data entry, record maintenance, and follow-up with Pro Claim EMS Billing and Solutions.
 - Maintain secure storage of all billing records per District policies.
 - Reconcile received payments against submitted claims processed by Pro Claim EMS Billing and Solutions.
 - Address any billing disputes or follow-up queries in collaboration with the Billing Manager and the outsourced partner.

6. Procedure

6.1 Service Documentation

- **Step 1:** Complete a standardized service report immediately after an ambulance call. Include:
 - Date, time, and location
 - Patient details (complying with privacy regulations)

- Description of the call and services rendered
- Any additional billing-relevant notes
- **Step 2:** Submit the service report electronically (or via the designated paper process) to Pro Claim EMS Billing and Solutions.

6.2 Claim Preparation

- **Step 1:** Pro Claim EMS Billing and Solutions reviews each service report for completeness and accuracy.
- **Step 2:** Claims are prepared using the District's billing software and the outsourced partner's systems. All required fields must be populated according to payer requirements.
- **Step 3:** Verify that the appropriate billing codes and modifiers are used. Consult the District Treasurer or clinical supervisors for clarification if needed.

6.3 Claim Submission

- **Step 1:** Pro Claim EMS Billing and Solutions electronically submits prepared claims to the designated payers within the District's billing cycle.
- **Step 2:** A log of all submitted claims (including dates, payer information, and claim reference numbers) is maintained and reviewed by the District Treasurer Staff for tracking and follow-up.

6.4 Payment Reconciliation

- **Step 1:** Upon payment receipt, the District Office Staff reconciles payments with the claim log provided by Pro Claim EMS Billing and Solutions.
- **Step 2:** Update the District's financial records with payment details, noting any deductions or adjustments.
- **Step 3:** Immediately address any discrepancies by coordinating with the outsourced partner and, if necessary, the payer.

6.5 Dispute Resolution and Appeals

- **Step 1:** If a claim is disputed or denied, the District Treasurer collaborates with Pro Claim EMS Billing and Solutions to review documentation and billing entries for errors or omissions.
- **Step 2:** Prepare and submit supplemental documentation or corrections as required.
- **Step 3:** Follow up with the payer until resolution is achieved. All communications and outcomes should be documented.

6.6 Record Retention and Audit

- **Step 1:** Retain all billing records, service reports, and correspondence for a minimum of six years as required by District policy, the New York State Public Health Law, and applicable legal standards.
- **Step 2:** Conduct periodic audits of the billing process (in collaboration with Pro Claim EMS Billing and Solutions) to ensure compliance. Audit results will be reviewed by District leadership and used for process improvements.

7. Training and Communication

- **Orientation and Training:**
 - New staff involved in ambulance service delivery and billing will receive training on this policy, including procedures for working with the outsourced billing partner.
 - Annual or as-needed training sessions will update staff on changes in billing regulations, District procedures, or updates from Pro Claim EMS Billing and Solutions.
- **Policy Distribution:**
 - This policy will be distributed to all relevant personnel and available on the District's internal network.
 - Updates will be communicated promptly to ensure continuous compliance and operational efficiency.

8. Compliance and Enforcement

- Compliance with this policy is mandatory for all staff involved in the ambulance billing process.

- All billing activities must comply with applicable New York State laws, including the New York State Public Health Law.
- Non-compliance may result in disciplinary action, up to and including termination.
- Regular audits and reviews will ensure adherence to this policy, with any issues addressed immediately.

9. Policy Review

This policy will be reviewed annually, or as regulatory/operational requirements change. All changes will be tracked as approved.

10. Legal and Regulatory References

- **New York State Public Health Law:**
This policy adheres to relevant sections of the New York State Public Health Law governing ambulance services billing.
- **Additional Applicable Regulations:**
All other state or local regulations related to ambulance services and billing practices will be followed to maintain full compliance.

Conclusion

This policy is designed to streamline the ambulance billing process for Syosset Fire District through an outsourcing agreement with Pro Claim EMS Billing and Solutions. The revised procedures ensure billing accuracy, compliance with New York State law, and operational efficiency. All staff must adhere to these guidelines to support the District's financial health and regulatory compliance.

For questions or further clarification regarding this policy, please contact the District Treasurer @ 516-677-4506.

A motion to approve advertising the Syosset High School Theatre Arts Program production of Shakespeare's As You Like It on the electronic sign, show is May 15-17,2025 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0. The show will be posted one week prior to show.

Chiefs Agenda – 4/9/2025

The Chairman welcomed and congratulated newly elected 3rd Assistant Chief John Garcia.

5) Accidents: None

6) New Chauffers: Robert Dowd is now qualified to operate TL582.

7) Chiefs Slate:

5800- C. Eysser
5801-W. Sauberman
5802-M. Gaccione
5803-John Garcia

Officers Slate:

Captain:
Kevin Edell Co 2
Josh Kerr Co 3
William Bowie Co 4
Robert Hyde Co 5
John Krut Co 6

1st Lieutenant:

Tommy Lee Co 1
Daniel Luden Co 2
Roland Fiebert Co 4
Thomas Cushing Co 5
Kerri Kozey- Edell Co 6

2nd Lieutenant:

Roshan Mathai Co 2
Jeffery Sumcizk Co 5

Treasurer:

John Kologi Co 1
Asst Dan Percell Co 1
Ralph Sorrentino Co 2
Asst Roshan Mathai Co 2
Pete Kulkiewicz Co 3
Gio Graceffa Co 4
Asst Ed Averbuch Co 4
Chris McDermott Co 5
Asst Tom Cushing Co 5

Secretary:

Leslie Cernilli Co 1
Pete Dowd Co 2
Bob Fitch Co 3
Dale Predmore Co 4
Andrew Kaplan Co 5

Department officers

Joe Kennedy Dept Secretary
Dan Luden Dept Treasurer
Dale Predmore Dept Assistant treasurer

A motion to approve the Chiefs and Officers slate for 2025-2026 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

Resignations/leaves/transfers/change of address: Cadet Ryan Luzzi removed from Juniors and Cadet programs. All equipment returned.

Application received from John Shaughnessy for EMS Cadet program, pending background check. On hold for review.

8) Company requests:

9) Chiefs:

5800-By-Law change vote moved to July meeting.
Approval to attend NY State Chiefs convention. June, 2025, Names attending to be submitted

5801-Requests approval of new Class "A" uniform list. – As per Comm. Kaplan table until next Board meeting.

Captain Kerr is requesting to leave a personal vehicle at Station 2 for a few months – after discussion this item is on hold for additional information.

5802- Leslie Cernilli is resigning in May. She requests to keep expired helmet.

A motion to approve pending resignation and after helmet is turned into DE Margulis to be stamped/plated was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

REQUESTS TEXTBOOKS FOR VARIOUS MEMBERS FOR FSA CLASSES AND REIMBURSEMENT PROCESS.

Instructor and Fire Officer I, reimbursement will be allowed upon completion with certificate and approval of the Chiefs office.

EX-CHIEF FASANO REQUESTS DEPT VEHICLE FOR FDIC 4-8 TO 4-13-25. GAS CARD AND EZPASS

A motion to ratify the above request was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

The Division of Training is requesting a new tv and computer for their office. A motion to approve the requests was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 130,583.24 |
| Prepaid Claims: | \$ 11,892.99 |
| LOSAP: | \$ 41,770.00 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

CORRESPONDENCE: a) Invitation Plainview Fire Department Installation Dinner – Saturday, May 10, 6pm at The Barn, RSVP by 4/26.

b) Invitation Hicksville Fire Department Installation Dinner – Saturday, June 7, 2025, 6pm at Crest Hollow, RSVP by 5/2.

NEW ITEMS: a) TD bank deposits for Ambulance Recovery – update – approval for change to cash management master agreement to allow Lockbox deposits for ambulance billing to be remotely deposited by Lighthouse.

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 3-0

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: YES

Director of Purchasing Report

The bid for the monument will be going out next week.

A requisition was received for the removal of the y strainers on the water lines at Station 3. They have started to fail and need to be removed. This does not fall under the standing order with Maccarone. Total cost is \$6,159.77. A motion to approve the requisition was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Superintendent's Report – 4/9/2025

Approval- Ratify HQ traffic signal repair \$8,000.00 to Welsbach under NC Contract

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 3-0

Approval- replace 2015 Ford Explorer PPV 5810 with existing 5830 2018 Ford Explorer and purchase one 2025 Chevrolet Tahoe for new 5830- cost to be offset from sale proceeds of current 5810, 5805 and Auctions International transactions. This should cover all plus. Total \$70,321.40

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 3-0

Approval- to surplus, once replacement vehicles are in service, current 5805 2017 Tahoe Vin 1GNSKAKC5HR151186 mileage 72,000- and current 5810 2015 PPV Ford Explorer Vin# 1FM5K8ARXFG51404 mileage 33,000

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 3-0

Approval- to purchase 2 of each company patches and department patch to match what is on the trucks from same printer as Pierce uses. This is for wall artwork in chiefs office and possibly ready rooms/lounges. \$2,400.00 for 14 decals

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 3-0

Approval- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design. Estimated at \$17,600 plus fire suppression plans \$1,900.00 and as per the agreement. -Fueling and electrical work- Lou Gileno is working on documents— waiting on boring sample estimate-. Met with Lou and went over scope of work again, back on track- all proposals held quoted price from 2023

Counsel asked if additional quotes were received. A motion was made by Commissioner Kaplan to approve the engineering agreement not to exceed \$19,500 and provided the Superintendent gets additional quotes. The motion was seconded by Commissioner Dhawan and adopted 3-0.

Approval- to hire Engineering services for Fueling/wall/Generator project to include from N+P proposal Task C – Geotechnical Investigative Services \$2,500 Task D – Conceptual Phase \$3,500 Task E – Construction Document Phase \$16,500 Total of Lump Sum Fee: \$25,000

Includes Miscellaneous Services – Time Rates \$2,500

A motion was made by Commissioner Kaplan to approve the engineering agreement not to exceed \$25,000 and provided the Superintendent gets additional quotes. The motion was seconded by Commissioner Dhawan and adopted 3-0.

New/Update:

- Memorial Park additional 9/11 –Bid paperwork submitted to Bob Lee
- Restoration of existing LOD memorial- to take place April 12th and 19th scheduled for completion prior to Memorial Day.
- HQ fire alarm system – Insall completed, finalizing how system notifies.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible July 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece Completed Phase 1 and 2 with Mask fit testing and harness programming to eliminate light curtain. Waiting on final outstanding members, next phase will be to use at all 4 fire schools in June then make final decision. Two members so far have not passed the mask fit test. Additional members still need their mask fit test.
- Jack Lord and Robert Camarda are requesting to attend the FDNY& NIST Fly-In Train the Trainer, April 29-May 1, 2025 at Ft. Totten. Class is free to attend. Requesting EZ Pass, van, drones, and DE Lord to attend as employee – 3 day class.

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

Chiefs:

Executive session- Yes

Counsel's Report

Nothing to report

Committee Reports:

- Commissioner Roseo reminded the Chiefs that their agenda is due to the District by the Friday before a Monday meeting. The District will send a copy of the agenda to the Chiefs office prior to the meeting.
- Commissioner Graceffa was unable to attend the meeting
- Commissioner Dhawan asked the Chiefs to update the officer list with the Department officers – Secretary and Treasurer. He also reported that there may be issues with the Town fueling pump at the golf course. 5801 and 5819 had issues.
- Commissioner Kaplan asked how many ambulance medical technician spots are open with Civil Service? The District Secretary will have to check and report back.
- Commissioner Predmore was unable to attend

Old Items:

- z) Southwoods Road Bridge
- aa) Aerial Way
- bb) ISO Rating
- cc) Architect plans
- dd) TOB – parking lot

An audience to the public was called for. No one rose to speak.

General session recessed at 6:45 p.m.

Present: Richard Roseo, Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 6:49 p.m.

Discussion on member training.

Discussion on issue with member.

Discussion of installation dinner.

Chiefs depart at 7:11pm.

The Superintendent will be out on 4/24-4/28/25 and 8/4-8/8/25.

Discussion of SCBA litigation.

Discussion of Laurel Hollow contract.

Executive Session was adjourned at 7:18 p.m.

Present: Richard Roseo, Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer

General session was reconvened at 7:20 p.m.

A motion to approve member application for John Shaughnessy pending a background check was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

A motion to approve an additional add-on to the installation dinner at a cost NTE \$4,700.00 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

A motion to approve the use of District vehicles (vans, bus, Chiefs car) by the Department on May 4, 2025 for the Nassau County Memorial in Uniondale, NY was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

There being no further business before the Board, the meeting was adjourned at 7:25 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES APRIL 24, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 4/9/2025 minutes was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

A motion to approve the use of Headquarters by Glen Cohen on October 18, 2025 was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 3-0.

A motion to approve removing the following items from inventory was made by Commissioner Kaplan: 8 Orange Morning Pride Ben 2 plastic helmets MFR dates 01/09/2009- s/n: 0901002062, 0901002068, 0901002058, 0901002071, 0901002080, 0901002064, 0901002074. MFR date: 07/14/2011- s/n: 11074003810- all helmets are worn/broken and unable to be issued out All usable parts removed from helmets to make repairs.

The motion was seconded by Commissioner Graceffa and adopted 3-0.

Chiefs Agenda – 4/24/2025

- 10) Accidents: None
- 11) New Chauffeurs: N/A
- 12) New Officers
- 13) Resignations/leaves/transfers/change of address: N/A
- 5) Request/returns for LOA: N/A
- 6) Change of Status: N/A
- 7) Company/Chiefs Requests:

5800

Update on Laurel Hollow Contract – still working with the Village on an agreement.

C5 face-piece progress – masks will be tested at Fire School in June

Parking lot update – no new information

New EMT training Chiefs Order 25-003 – Ride Along for volunteer EMTs with paid Medic staff.

A motion to approve the new Chiefs Order was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

Chiefs Order 25-003: New EMT Ride-Along Duty Crew

Policy

New EMTs are required to sign up for a weekly 4-hour ride-along with a Paramedic until they are cleared to provide solo patient care. The Ride-Along program is designed for volunteer EMTs to get hands-on experience at calls with initial patient contact.

Goals

- Assist newly certified EMTs to complete the Syosset Fire Department EMT Qualification Requirements & Evaluation process in order to provide solo patient care.
- To streamline the process and provide a clear and available source to promote better skills.

Procedure

- The EMT will contact District Paramedic Supervisor Roberts via email at **EMSridealong@syossetfd.org** to schedule a ride-along.
- Each ride-along will be scheduled for no less than a consecutive 4-hour period and only between the hours of 6am-10pm.
- Each ride-along will count as a 4-hour duty crew.
- The EMT Trainee will:
 - Complete an ambulance check and training with the District Paramedic.
 - Respond to any calls in 5896 with the District Paramedic.
 - During a call, the EMT trainee will observe or assist as directed with treating the patient and in handling the objectives to learn:
 - Initial patient contact and assessment
 - Scene size up
 - Interventions
 - Patient movement
 - Ambulance transport
 - Transfer of care
- Failure to fulfill the required weekly 4-hour ride-along will result in a meeting to assess the EMT's future with the department.

5801

Company 2 would like to request use of the bus (5840) on August 3rd and August 10th for our company trip - Ex Captain Kennedy has agreed to chauffeur. In addition, Co. 3 is requesting use of a van for the same dates, as well as use of EZ Pass for both vehicles.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 3-0

Chief Eysser arrived at 6:11pm.

Status on approval of class A sizing – provide an updated list at next meeting

Approval for EMS gear sizing – 20 sets and approval for bunker gear sizing – 20 sets. Work with Marshall on list of personnel and pricing.

5802

Vehicles for Grave Details-2 Vans & 5816

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 3-0

Van use for Fire Officer 1 class in Sea Cliff on Saturdays (every Saturday until June except Memorial Day weekend)

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 3-0

Treasurer/Secretary

| | |
|-----------------------------|---------------|
| Claims to be Paid: | \$ 232,172.58 |
| Prepaid Claims: | \$ 7,788.09 |
| Reserves: Apparatus & Equip | \$ 195,924.00 |

The above claims were approved for payment on a motion by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

- CORRESPONDENCE:**
- a) Invitation Plainview Fire Department Installation Dinner – Saturday, May 10, 6pm at The Barn, RSVP by 4/26.
 - b) Invitation Hicksville Fire Department Installation Dinner – Saturday, June 7, 2025, 6pm at Crest Hollow, RSVP by 5/2.
 - c) Thank you from Syosset Public Library for kindness and generosity during the evenings of March 11 and March 19.

- NEW ITEMS:**
- a) Request sent to all department members for beneficiary forms for new life insurance policy.
 - b) LOSAP Annual Report – January 1, 2025 – report completed. Annual rate of return was 10% (expected rate of return is 5%) Due to investment gains the fund is currently 97.9% funded up from 91.5% last year. 2025 Contribution is \$402,203.00 and will be presented at the next Board meeting. 2026 Contribution is \$342,570.00. This is less than originally estimated due to investment gains.
 - c) East End portfolio statement received as of 4/14/2025. Reports run later than 3/31 due to market volatility. YTD the portfolio had less than 1% loss (.97%). Allocation is 51% stock/49% bonds/cash.
 - d) Budget to Actual 2025 and Open Purchase Order reports provided. Working on spreadsheet to merge the two together.
 - e) Bank reconciliations for February and March are delayed due to reconciling ambulance recovery accounts.
 - f) Permissive referendum for car sale will be ready for next meeting
 - g) Draft policy for ambulance recovery reimbursement should be ready for next meeting.

OLD ITEMS:

- a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

- 1) Requisition – CDW-G - \$2,498.20 – Computer tower, LCD Monitor, 43” tv, tv mount for DOT office

- 2) Requisition – CDW-G - \$6,130.91 – 5 HP Mini Desktop computers, brackets, cables, display port, 1 HP Workstation, port cables, Glass LCD monitor, 5 HP 24” monitors – replacements for Station 2 and HQ workorder PCs, Station 3 library PCs, new DOT PC setup.

A motion to approve both requisitions NTE \$8,630.00 as long as confirmation is received that DOT office computer is not a duplicate was made by Commissioner Kaplan. The motion was seconded by Commissioner Graceffa and adopted 3-0.

- 3) Requisition – CDW-G - \$6,380.54 – Reserves – A& E purchase – 3 Microsoft Surface Go, docking stations, cases, car holder for tablets, 4 Galaxy cover, suction cup mounts, grip holders for cell phone, 5 USB c adapters, airlink antennas, USB c charging cables (MDTs and tablets for 3 new ambulances)

A motion to approve the purchase out of the Reserves account under the permissive referendum for the Ambulance purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

Chief Garcia arrived at 6:23pm.

- 4) Requisition (to be converted to Delivery Order) – Integrated Wireless – interface modules to convert Lightpath fiber T1 for Plainview Tower Site - \$9,555.84. (Under time and material agreement with IWT) Comm. Kaplan asked Supervisor Ignagni to follow up with the Superintendent for an accounting of the additional costs of this project. A motion to approve the requisition was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

Supervisor Lord brought a requisition for online drone training classes for up to 7 members and 7 employees, at a cost not to exceed \$1,860. Cost is approx. \$124/student for Part 107 class. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 3-0.

Superintendent’s Report – 4/24/2025

Supervisor Ignagni had nothing to report.

Chief Eysser brought 3 membership applications to the Board. Aiden Park (College EMS), Sydney Ferrante (Cadet), and Eldin Saljanin.

The applications were put on hold for review.

Chief Gaccione had an application for use of Station 2 on June 1, 2025 by Josh Kerr. A motion to approve the request was made pending receipt of TIPS certification and fees by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 3-0.

Counsel’s Report

Counsel was unable to attend.

Old Items:

- ee) Southwoods Road Bridge
- ff) Aerial Way
- gg) ISO Rating
- hh) Architect plans
- ii) TOB – parking lot
- jj) Laurel Hollow agreement
- kk) SCBAs

Committee Reports:

- Commissioner Roseo asked the Chief about the gate at the GEICO property and about the gate at the Jewish center on Southwoods Rd. It activates with the fire alarm.
- Commissioner Graceffa received the name of an architect to take care of the leak above the Company 6 office window. I already have one quote. Cost will exceed \$20,000, will need to go out for bid.

PSEG has reached out as they are looking to have a community meeting regarding the new substation next to the strip mall. They would like to utilize Station 2 for meeting on the truck room floor. They will make a formal request in writing.

I received a letter from a resident on Arizona Ave looking to fix a portion of our fence. We will look in to this.

Comm. Graceffa is requesting use of Station 3 on 5/4/2025, no alcohol to be served.

MOTION :Comm. Kaplan SECOND: Comm. Roseo ADOPTED: 3-0

- Commissioner Dhawan was unable to attend.
- Commissioner Kaplan and the District Treasurer met with ProClaim regarding reconciliation of the billing. To date we have collected approx. \$183,000. We have not received any complaints or inquiries since billing began on 8/1/2024. By the summer Proclaim should be able to estimate our monthly collection amounts.
- The Chiefs were asked to notify Comm. Kaplan or Comm. Graceffa if a member or their family is transported by ambulance. The Chiefs will ask for a notification to be made if that happens. Comm. Kaplan has one item for Executive Session.
- Commissioner Predmore was unable to attend.

An audience to the public was called for. No one rose to speak.

General session recessed at 6:38 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Robert Kaplan, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Christopher Eysser, Chief of Department
 Michael Gaccione, 2nd Asst. Chief
 John Garcia, 3rd Asst. Chief
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 6:42 p.m.

Discussion of Laurel Hollow fire protection
 Update on member physicals.
 Discussion of new member applications
 Chiefs and DE Lord depart at 7:04pm.
 Continued discussion of Laurel Hollow agreement

Executive Session was adjourned at 7:20 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer

General session was reconvened at 7:22 p.m.

A motion to approve the following member applications pending their background checks was made by Commissioner Kaplan: Aiden Park (College EMS), Sydney Ferrante (Cadet), and Eldin Saljanin. The motion was seconded by Commissioner Graceffa and adopted 3-0.

The Secretary reported that the Account Clerk list was released today. EL-17 will be filed, and list will be canvassed.

There being no further business before the Board, the meeting was adjourned at 7:24 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES MAY 12, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 4/24/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve selling 5805 (2017 Chevrolet Tahoe VIN ending in 151186) subject to permissive referendum was made by Commissioner Dhawan and seconded by Commissioner Kaplan.

**RESOLUTION TO SELL SURPLUS VEHICLE
NO LONGER REQUIRED FOR DISTRICT PURPOSES
SUBJECT TO PERMISSIVE REFERENDUM**

WHEREAS, pursuant to New York State Town Law §176(23), the Board of Commissioners of the Syosset Fire District (“Commissioners”), is authorized to sell or otherwise dispose of real and personal property of the Syosset Fire District (“District”) no longer necessary for any of its uses or purposes;

WHEREAS, the District is the owner of a 2017 Chevrolet Tahoe VIN # 1GNSKAKC5HR151186 (the “2017 Vehicle”)

WHEREAS, the Commissioners, in consultation with various District employees including the Superintendent and Fleet maintenance personnel, have determined that the 2017 Vehicle is no longer necessary for any District purposes;

WHEREAS, since the 2017 Vehicle is no longer needed by the District, the Commissioners wish to sell the 2017 Vehicle for fair market value to the general public;

WHEREAS, the Commissioners have estimated the value of the 2017 Vehicle to be in excess of \$20,000.00 but not greater than \$100,000.00;

NOW, THEREFORE, BE IT

RESOLVED, that the Commissioners shall be authorized to sell the above described vehicle for fair market value in any manner they see fit and pursuant to Town Law §176(23);

RESOLVED, that the Commissioners, employees and volunteer members of the District and their families shall be excluded from the sale;

RESOLVED, that pursuant to New York State Town Law §176(23), the sale of the Vehicle shall be subject to a permissive referendum.

DATED: May 12, 2025

Vote of the Commissioners:

| | |
|------------------------|------------|
| Chairman Roseo | <u>AYE</u> |
| Vice Chairman Graceffa | <u>AYE</u> |
| Commissioner Dhawan | <u>AYE</u> |
| Commissioner Kaplan | <u>AYE</u> |
| Commissioner Predmore | <u>AYE</u> |

The resolution passed by a vote of 5-0.

A motion to approve the transfer of \$350,000 from the General Fund to the Payroll account was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve the use of Headquarters by Michael Gaccione on 8/23/2025 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve Gym use requests for DEP Thomas Ford and Kyle Zigman (176) was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve removing the following items from inventory was made by Commissioner Dhawan: SAMSUNG TELEVISION, 40" LED 1080P FULL HD SMART TV – INVENTORY # 01909630 (HQ TRUCK ROOM FLOOR)

The motion was seconded by Commissioner Kaplan and adopted 5-0.

Elisabetta Coschignano arrived at 6:05pm.

Chiefs Agenda – 5/12/2025

14) Accidents: None

15) New Chauffeurs: N/A

16) New Officers: N/A

17) Resignations/leaves/transfers/change of address:

Co.#1 member Leslie Cernilli resigned effective Monday May 05 2025.

Co.#5 former member Lawrence Scharff re-joined.

5) Request/returns for LOA:

Co. 4 member requesting medical leave

6)Change of Status: FF. M. Eysser changed to full time member from college program

7)Company /Chiefs requests:

5800

Discussion regarding new Tower Ladder – item for Executive Session.

Progress report on 911 Memorial – Bid is to be awarded tonight. Discussion held on ceremony date – will be weekend before or after 9-11.

Request hydrant for pump training in southeast corner of HQ parking lot – discussion held. To be added to parking lot project.

East Norwich requests use of the training building station 2 on Sunday Sept 28th in the morning, hose stretches, ground ladders and setting up roof teams and OV in preparation for FSA.

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

Co,#4 member requests the use of 6 rectangular tables and 40 chairs for a function at his home on May 31.

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

5801:

Status of uniform sizing – discussion held on list of names and requirements. Only to order jackets and pants unless a problem arises.

A motion to approve ordering up to 35 uniforms was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

Co.#3 requests two vans for transport to NYC Cruise terminal on Aug.03 with a return on Aug.10 – was previously approved.

5802: Updated duty crew list posted and distributed.

Status of EMS coverage for the Department dinner May 31st

Chiefs will look into an overnight standby - Overnight double EMS

Approval to provide food for the standby company on May 31st.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0.

Discussion – Memorial Day Parade/BBQ

5803: Fire prevention day with Syosset Street fair. Sunday, September 14th 10 am to 4 pm Significantly scaled back due to potential construction at HQ. Note: Date change.

Request from the company 5 officers to replace the patio chairs/cushions as the old chairs springs are no longer intact. Replace the 3 heaters as well. They do not work. The District will look into this request.

Chiefs Office requests the use of Station #2 on August 02 for Department picnic – TIPS provided

Two companies are away beginning 8/3/2025 – put on hold to re-check date.

Request the use of Station #2 – 5/26 for Memorial Day BBQ – TIPS provided

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 560,849.07 |
| Prepaid Claims: | \$ 21,381.20 |
| LOSAP: | \$ 51,130.00 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

CORRESPONDENCE: a) Invitation Bethpage Fire Department Installation Dinner – Saturday, June 21, 2025, 6pm – Crest Hollow Country Club, RSVP 5/25/2025 (Same date as 5th Battalion Parade and Drill)

NEW ITEMS: a) Bank Reconciliations February, March, and April are complete with the exception of Ambulance Recovery for February-April
b) Draft of Ambulance Recovery Fund Usage Policy
MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0
Note: Ambulance Recovery was renewed by NYS for another 5 years.

Ambulance Recovery Fund Usage Policy

Effective Date: January 1, 2025

Approved By: Board of Fire Commissioners

1. Purpose

To establish a transparent, consistent process for tracking, approving and transferring ambulance recovery revenues (“Recovery Monies”) into the District’s General Fund to offset EMS-related expenses.

2. Scope

This policy applies to all financial staff, the District Treasurer, the District Office staff, and the Board of Fire Commissioners when handling ambulance recovery revenues and associated expense reconciliations.

3. Definitions

- **Recovery Monies**

All revenues collected by Pro Claim EMS Billing and Solutions on behalf of the District for ambulance services.

- **Reconciliation Period**

The accounting period chosen for review - Quarterly

- **EMS-Related Expenses**

Costs directly attributable to ambulance operations, including but not limited to:

- Salaries and benefits for EMS personnel
- Medical supplies and pharmaceuticals
- Vehicle maintenance and fuel
- Training, certifications and continuing education
- Equipment purchase, rental or lease fees

4. Policy Statement

All Recovery Monies shall be received into a dedicated Ambulance Recovery Account. At the end of each Reconciliation Period, the District will:

1. Compile EMS-Related Expenses (with supporting documentation)
 2. Present a reconciliation report to the Board for review and approval
 3. Transfer the approved net amount from the Ambulance Recovery Account to the General Fund
-

5. Roles & Responsibilities

| Role | Responsibility |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| District Treasurer | • Obtain monthly revenue reports from Pro Claim EMS Billing and Solutions. |
| District office staff | • Compile EMS-Related Expenses with invoices, payroll reports, and receipts. • Prepare the Reconciliation Report. |
| District Treasurer | • Review the Reconciliation Report and validate that expenses qualify under this policy. • Recommend approval or adjustments to the Board. |
| Board of Commissioners | • Approve the Reconciliation Report. • Authorize transfer of funds to the General Fund. |

6. Procedure

6.1. Revenue Collection

1. **Pro Claim EMS Billing and Solutions** submits monthly statements showing gross recoveries.
2. **District Treasurer** verifies deposit into the Ambulance Recovery Account.

6.2. Expense Compilation

1. After the Reconciliation Period ends, before the next meeting of the Board of Fire Commissioners the District Treasurer and the District Office staff will:
 - Pull the EMS payroll summary for the period.
 - Assembles all invoices / receipts for medical supplies, maintenance, training, etc.
2. Classify each expense against one of the EMS-Related Expense categories.

6.3. Reconciliation Report

1. Using a standard template list:
 - Total Recovery Monies received
 - Line-item EMS expenses paid by the General Fund
 - **Net Reimbursement** = Expenses paid by the General Fund (to the extent monies have been collected by ProClaim).
2. Attach supporting schedules and copies of key invoices/payroll reports.

6.4. Board Review & Approval

1. Present the Reconciliation Report and supporting documents at the next Board meeting.
2. Board votes to:
 - Approve the transfer amount
 - Or request adjustments (e.g., defer an expense, revise categorization).

6.5. Fund Transfer

1. Upon Board approval, the District Treasurer issues a request for a transfer from the Ambulance Recovery account to the General fund and records the appropriate inter-fund journal entry.
 - **Debit:** Ambulance Recovery Account
 - **Credit:** General Fund
 2. Record the transaction in the District's financial system and note the Board resolution number for audit trail.
-

7. Documentation & Record Retention

- Retain all reports, Board minutes/resolutions, invoices, payroll summaries, and bank statements for a minimum of seven years, per New York State record-keeping requirements.
-

8. Compliance & Audit

- Internal audit of this process will be conducted annually by an external auditor or the District's audit committee.
 - Any discrepancies must be reported immediately to the Board and corrected in the subsequent Reconciliation Period.
-

9. Policy Review & Revision

- This policy shall be reviewed by the Finance Committee at least once every two years or sooner if operational needs change.

Revisions require Board approval.

c) Budget to Actual 2025 with purchase order detail – need adjustment for Fire Vehicle Purchase line item

Recommend: Increase: Fire Vehicle Purchase +\$65,000 /Decrease: Contingency - \$65,000

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0.

OLD ITEMS:

a) Request sent to all department members for beneficiary forms for new life insurance policy – more than half still outstanding. (Received 45 of 122)

b) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: YES

Director of Purchasing Report

Bid Award – LINE OF DUTY MONUMENT – to Sprung Monuments – lowest bidder - \$29,600.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

A requisition was received for 12 – 55” TVs to replace Dispatch monitors and HQ monitors at a cost of \$5,500. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received to purchase 20 escape system harnesses (Petzl) in various sizes at a cost of \$6,000.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A requisition was received for 200 SFD silver lapel pins – 1.25” at a cost of \$3,300.00.

A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

A requisition was received for 7 pairs of Globe fire pull on boots at a cost of \$4,100.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received for radio and pager parts for the new 2025 Tahoe at a cost of \$4,800.00.

A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent’s Report – 4/24/2025

Discussions/Signatures/Approvals:

Approval- Replacement of 3 HVAC units at station 2 under T&M All Weather Est 63,000. This was budgeted

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Approval- Maccarone Plumbing- replace all 8 slop sink faucets at HQ under T&M \$4,020.13

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Approval- to submit for hire Christopher Gagliardo for Paid P/T EMT-

MOTION: Comm. Graceffa SECOND: Comm Dhawan ADOPTED: 5-0

Comm. Kaplan discussed how many open EMT shifts there were in May.

Approval- going forward to process new EMS hires including submission to civil service so Board just approves hire and salary to save time.

Approval- Engineering contract for HQ rear lot improvements- originally approved Nelson & Pope. Would like to change engineers to Northcoast at a cost of \$21,000.

MOTION :Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

New/Update:

- HQ Traffic light repairs underway
- New 2025 Tahoe 5830 on order
- 2017 Tahoe Vin 1GNSKAKC5HR151186 and current 5810 2015 PPV Ford Explorer Vin# 1FM5K8ARXFGB51404 surplus auction pending replacements
- Memorial Park additional 9/11 –Award Bid
- Restoration of existing LOD memorial- to take place April 12th and 19th scheduled for completion prior to Memorial Day.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project
- HQ fire alarm system – Insall completed, finalizing how system notifies.
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible July 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece Completed Phase 1 and 2 with Mask fit testing and harness programming to eliminate light curtain. Waiting on final outstanding members, next phase will be to use at all 4 fire schools in June then make final decision. Will need employees for mask fit testing at fire school at all four weeks.

Chiefs:

District- Member Issued Equipment Pending/Returned:

Leslie Cernilli 163 E MAIL 5/6/2025 ALL EQUIPMENT RETURNED

Executive Session- Yes

Counsel's Report

Items are for Executive Session.

Old Items:

Southwoods Road Bridge

Aerial Way

ISO Rating

Architect plans

TOB – parking lot

Laurel Hollow agreement

SCBAs

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa met with the architect and went over the water leak at HQ. There is a crack in the efface. The architect will develop a set of plans as original estimate for repair is \$45,000 and this project will need to go out for bid. Also went to Station 2 and went over items needed for prop building. The architect will give a separate proposal for that work. Will have proposal for next meeting.
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan – discussed the installation and the list of items still needed for the program.
- Commissioner Predmore has items for executive session only.

An audience to the public was called for. No one rose to speak.

General session recessed at 7:03 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
Elisabetta Coschignano, Esq., District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer

Executive Session convened at 7:10 p.m.

Discussion with Chiefs on EMS Ride Alongs
Discussion of damage on apparatus floor
Discussion Laurel Hollow
Discussion replacement 582
Discussion of member changing companies.
Discussion of statement of charges letters from earlier this year
Discussion District office staffing
Discussion of FOIL request received.
Discussion of life insurance both member and employee.
Discussion of EMS policy – maximum length of shift that can be worked.
Discussion of SCBA litigation
DE Ignagni, Secretary/Treasurer and Counsel depart at 8:05pm.

Executive Session was adjourned at 8:22 p.m.

Present: Richard Roseo, Chairman

Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent

General session was reconvened at 8:23 p.m.

A motion to approve moving forward with hiring process for Barbara Jaronczyk as an Account Clerk at \$25.00/hour was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve Ethan Goltzman to change from Company 6 to Company 2 pending Company 2 approval was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 8:25 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES MAY 28, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 5/12/2025 minutes was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve Richard Roseo and Joseph Fasano to attend NYSAFC conference, Syracuse, NY, June 4-7, 2025, conference fee - \$100, hotel - \$275/night, R/T airfare NTE- \$210 if needed, District vehicle, EZ Pass and gas card if needed was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the following bunk room requests was made by Commissioner Graceffa: Lawrence Scharff, Faris Ibrar, & Nicholas Zapantis. The motion was seconded by Commissioner Kaplan and adopted 5-0.

Chiefs Agenda – 5/28/2025

18) Accidents: 2 Collision Review Board hearings held. TL 582 and A5893.

(For executive session)

19) New Chauffeurs: N/A

20) New Officers: N/A

21) Resignations/leaves/transfers/change of address: N/A

5) Request/returns for LOA:

6) Change of Status:

7) Chiefs Requests:

5800:

Approval for Ex Chief Fasano to attend the state chiefs – already handled

Approval for my vehicle (5800) to go to the state chiefs – use of EZ Pass and gas card

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Getting members trained on cascade system – ok to add a few additional members at Chief's recommendation

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Getting members trained on bobcat – a discussion was held. The District will call an employee in when there is need for the bobcat.

5801:

Request for Board approval to cover dry cleaning expenses for members of service who marched in the Memorial Day Parade.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

ARB reports – exec session

Approval requested for Probationary Firefighter Nicholas Zapantis to use the bunkroom. – already handled

Recruitment and Retention is working with the high school business department to set up an internship with the committee for high school students. OK to proceed.

5802:

Would like the hose washed on the engine at the conclusion of fire school. District will work with the department members, Chiefs to get a date for this to be done.

Request for 582 and a van for the Stewart Manor parade.

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Request use of a van, pick-up, and grill for the 9 scheduled softball team games in Glen Cove and Oyster Bay

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 201,845.01 |
| Prepaid Claims: | \$ 27,579.10 |
| Reserves – A & E | \$ 1,474.44 |
| LOSAP: | \$ 43,830.00 |

The above claims were approved for payment on a motion by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

CORRESPONDENCE: a) Email request – Eagle Scout Court of Honor – Charlie Clague, Saturday June 14, 11am, St. Edwards Church - TBD
b) Insurance proposal received from William J. Chabina Company

NEW ITEMS: a) Requesting to attend 2025 AFDSNY Annual conference, October 2-4, 2025, Saratoga Springs, NY. Registration - \$365, Hotel - \$239/night, EZ Pass, and gas card

A motion for Karen Borrelli, Commissioner, and the Superintendent to attend the AFDSNY conference with the above rates and use of EZ Pass, gas card, was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

- OLD ITEMS:**
- a) Request sent to all department members for beneficiary forms for new life insurance policy – more than half still outstanding.
 - b) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
 - c) Ambulance Recovery bank reconciliations

EXECUTIVE SESSION: YES

Director of Purchasing Report

Requisition received for Leland cypress tree care at Station 2 and Station 3 through Bartlett Tree care at a cost of \$2750.00. A motion to approve the request was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for a service agreement for the CAT system at a cost of \$5,292 for all the machines. A motion to approve the agreement was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for a suncase inverter, a battery bank for the drone, at a cost of \$3,205.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for a drone parachute system at a cost of \$4,400 for 2. This is a FAA requirement to fly beyond line of sight. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received for a land survey for the property behind Headquarters by Island Wide at a cost of \$4,000.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was previously approved for boot at a cost of \$6,0000. After proceeding with the requisition, the new price under state contract will be \$8,635. A motion to approve the increase in cost was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Superintendent's Report – 5/28/2025

Discussions/Signatures/Approvals:

Approval- to amend the employee handbook to reflect a 24hr shift and restriction update as per email dated 5/15/25.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Page 12:

RECALL: Due to emergencies or unforeseen circumstances, off-duty employees may be requested or directed to report to work or perform functions at any time. A minimum of two (2) hour(s) at time and one half shall be paid to full-time employees who are recalled. A minimum of two (2) hour(s) at straight time shall be paid to part time employees who are recalled. Two (2) hour (s) shall be paid regardless of the time actually worked is less than two 2 hour(s). If the actual time worked is more than one (2) two

hour(s), the employee shall be paid in half (1/2) hour increments up to ~~48~~ **24** hours. In no case should employees work ~~more than 48- 24 hours or more~~ on a shift. **Immediately following a 24-hour shift a minimum rest day of 24hrs will be required.** The rate of pay shall be commensurate with the employee's rate of pay at the time of recall. A telephone call will count as one half (1/2) hour in recall time as defined above. Employees shall not be paid for their time in complying with mandatory annual physical exams.

Page 19:

A number shall be assigned to each employee for convenient identification of records and work schedules. Such numbers have no relevance to seniority. Each employee shall have at least eight (8) hours off from work between **any shift up to 18hrs and 24hrs off for any shift over 18hours.** No employee will be required to work a shift, which differs from his or her assigned shift without notice forty-eight (48) hours prior to the change, except in case of emergency. Except, regular day shift firehouse maintainers may be required to transfer to a night shift temporarily, in place of a firehouse maintainer who is ill or on vacation.

Page 20:

A SHIFT for the purposes of time changes (Day Light Savings and Eastern Standard) shall be figured as the regular 8, or 12 **OR 24** hour shift a scheduled employee would work regardless of the number of hours actually worked due to the change in time.

New/Update:

- HQ Traffic light – waiting on vendor
- New 2025 Tahoe 5830 on order- expected June delivery
- 2017 Tahoe Vin 1GNSKAKC5HR151186 and current 5810 2015 PPV Ford Explorer Vin# 1FM5K8ARXFG51404 surplus auction pending replacements
- Memorial Park additional 9/11 monument- awaiting schedule
- Restoration of existing LOD memorial- Completed
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis and possible July 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece Completed Phase 1 and 2 with Mask fit testing and harness programming to eliminate light curtain. Waiting on final outstanding members, next phase will be to use at all 4 fire schools in June then make final decision.

Risk report received from McNeil. Signs have been ordered.

5896 has stress cracks in the body. Firematic is going to fix it.

583 has rust starting under the window. Firematic will look at it. (under warranty).

585 is going out for a front seal, 581 needs to go after that.

Commissioner Dhawan reported that we will not be surplusing the 5810 car. The car will be used for drones. Will need a light bar and inverter.

Commissioner Kaplan asked about the status of the red light. The Superintendent will follow up again tomorrow.

Chiefs:

District- Member Issued Equipment Pending/Returned:

RETURNED EQUIPMENT

RETURNED SINCE LAST REPORT

LOST ITEM

Executive Session- Yes

Counsel's Report

Has nothing for general session.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa – the NY Blood Center would like to host a blood drive at Headquarters on July 16.
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan – The District received \$37,000 from ambulance recovery for April, 2025. Have received approximately \$221,000 to date.
Dinner update – 293 attending, 5pm ceremony. All items will be dropped off on Friday.
Comm. Kaplan asked Counsel for the status on the Laurel Hollow fire protection agreement.
When will the village sign the contract? Counsel will follow up and provide an update.
- Commissioner Predmore had nothing to report.

Old Items:

- ll) Southwoods Road Bridge
- mm) Aerial Way
- nn) ISO Rating
- oo) Architect plans
- pp) TOB – parking lot
- qq) Laurel Hollow agreement
- rr) SCBAs

An audience to the public was called for. No one rose to speak.

General session recessed at 6:42 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 6:45 p.m.

Discussion of 2 Accident Review Board findings.

Discussion to discontinue Signal 15

Discussion of damage done at fire call

Chiefs depart at 7:15 pm.

Discussion of employee injury.
Discussion of damage to chief's car
Discussion of EMS conference in Connecticut
Discussion of dental insurance quotes

Executive Session was adjourned at 7:28 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Louis Ignagni, Sr. Firehouse Maintainer

General session was reconvened at 7:30 p.m.

A motion to accept the ARB findings from 582 and 5893 accidents was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve DE Roberts, DE Pons, and DE Scanlon to attend EMS and Fire Pro Expo and Conference, September 24-27, 2025 at Mohegan Sun in Connecticut (in lieu of EMS World in Indianapolis, IN) was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 7:35 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES JUNE 9, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 5:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 5/28/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to ratify use of Headquarters by Howard Riegler on June 7, 2025 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve gym use requests for Katelyn Lee (6006), Faris Ibrar (6007), Nicholas Zapantis (5012), Jake Manzour (EMS Cadet), Lawrence Scharff (587), John Shaughnessy (EMS Cadet), and Shayna Sakhai (6003) was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

Chiefs Agenda – 6/9/2025

22)Accidents: N/A

23)New Chauffeurs: N/A

24)New Officers: N/A

25)Resignations/ transfers/change of address: N/A

5)Request/returns for LOA:

Co.5 member Captain Robbie Hyde requests leave effective June 01.

Co.6 member Shayna Sakhai

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

6)Change of Status:

7)Company Requests:

5800: Committee for replacement of TL582 – specs received. Comments received from Counsel. Waiting on comments from Chief Chauffeur. Height was misquoted in specs. Once drawings are received another meeting will be set up. The purchasing director commented he was working on HGAC paperwork with the sales rep.

The Department was recognized by Northwell Syosset Hospital Staff who selected the Syosset Fire Department for a Certificate of Appreciation that stated: *"In recognition of your outstanding professionalism and exemplary service during patient transitions. Your commitment to effective communication and collaboration enhances the care experience at Syosset Hospital."* We were the only ones recognized from Syosset Hospital.

5802: Company 5 is requesting to change the decals and lettering on 5855 to match the rest of the department's apparatus, since 5855 isn't due to be replaced for several years. Comm. Dhawan commented that the vendor looked at the engine and that the striping is permanent, better off leaving it "as is", vendor is coming up for a proposal.

5803: Company 5 request for vans July 23rd 5pm for company outing
MOTION: Comm. Graceffa SECOND: Com. Dhawan ADOPTED: 5-0

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 203,769.05 |
| Prepaid Claims: | \$ 15,850.29 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

CORRESPONDENCE: a) Request from Levittown Fire District for permission to use Aerial Way for drill team – Will provide insurance coverage if approved.

NEW ITEMS: a) EZ Pass - EZ Pass has reserved the right to bill at non discounted prices plus fees to vehicles going through tolls where the license plate is not registered to the account. We have received bills from NJ and PA where we are able to remove the surcharge and fees. Created a schedule of all license plates to our vehicles and will get them uploaded to our account. Not sure if the vanity plates will be flagged or not – so far we haven't received anything for NYS.
b) Budget to Actual – will need to adjust Installation Dinner – waiting on one more invoice – but currently over budget by \$8,100. Will also need to adjust Per Diem labor, travel only has \$6K left and new EMS conference was just approved.
c) Audit FYE 12/31/2024 – draft is complete, working out some items with Kyle, Kyle and Cullen Danowski to attend meeting 6/23/2025 to present.

OLD ITEMS: a) Request sent to all department members for beneficiary forms for new life insurance policy – more than half still outstanding.
b) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
c) Ambulance Recovery bank reconciliations

EXECUTIVE SESSION: YES

Director of Purchasing Report

A requisition was received for 12 batteries for 581 and 587 replacement at a cost of \$6,000.

A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A requisition was received for the interface for the Station 2 T-1 lines, the first system is up and running, this is to set up Station 2 at a cost of \$9,600. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received to replace the PC setup in the Chiefs office at a cost of \$8,400.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for lighting for the new 5810 car at a cost of \$9,600 under the Nassau County contract. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for the annual restock of cleaning supplies at a cost of \$10,350.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent's Report – 6/9/2025

Discussions/Signatures/Approvals:

Approval- APCO Atlantic annual conference November 16-19, 2025, in Mystic CT Jack Lord, Tom Kenary and myself- Registration early bird \$269.99 Hotel conference rate \$139.per night, vehicles with EZ Pass Gas card

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Approval- for Jack Randazzo to attend 2025 NYS public safety UAS Summit July 23 & 24th Syracuse fairgrounds- hotel and admission is free, Vehicle, gas cards and Ez pass-looking to take Supervisor Lord and 2 drone operators.

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Discussion- Elevator Witness and repairs. Cost to witness is \$400/elevator up to two hours. Over 2 hours is additional \$225/hour for CAT 5 testing. CAT 5 and telephone repairs need to be done. Waiting on other recommended repairs. Trying to get additional quotes. Elevator is out of service until repairs are made. Comm. Graceffa recommends cancelling contract. They are reluctant to give a breakdown of the quote to repair. Comm. Graceffa made a motion to cancel the contract effective immediately, the motion was seconded by Commissioner Kaplan and adopted 5-0. After further discussion it was recommended to move forward with another proposal. The second proposal will be reviewed and we will hold off cancelling until we have a replacement.

Chief Garcia arrives at 5:30pm.

Discussion- ESIP Risk review – thank you to DE Ignagni for taking the day to go around with inspector. Response to report is ready to go just waiting on pictures of recommended signage.

New/Update:

- 5800 accident repairs- working with Geico direct and 9th street auto repair.
- HQ Traffic light – waiting on vendor- spoke to Welsbach they are still waiting on parts – should have by the end of the week.
- New 2025 Tahoe 5830 on order- delivered
- 2017 Tahoe Vin 1GNSKAKC5HR151186 surplus auction pending
- Memorial Park additional 9/11 monument- awaiting schedule and signed contract/artwork
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis - new delayed timeframe is August 2025 build completion
- SCOTT SCBA update – C5 facepiece pending engineering re design on facepiece Completed Phase 1 and 2 with Mask fit testing and harness programming to eliminate light curtain. Waiting on final outstanding members, next phase will be to use at all 4 fire schools in June then make final decision.

Executive Session- Yes

Elisabetta Coschignano arrives at 5:40pm

Counsel's Report

Counsel has nothing to report in general session.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan reported that the dinner went well. We expected to have 281 guests, only 256 showed up and were paid for.
Comm. Kaplan made a motion for Robert Kaplan and William Sauberman to attend the EMS Fire Pro Expo in Connecticut. The motion was seconded by Commissioner Graceffa and adopted 5-0.
- Commissioner Predmore had nothing to report.

Old Items:

- ss) Southwoods Road Bridge
- tt) Aerial Way
- uu) ISO Rating
- vv) Architect plans
- ww) TOB – parking lot
- xx) Laurel Hollow agreement
- yy) SCBAs

An audience to the public was called for. No one rose to speak.

General session recessed at 5:41p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
Elisabetta Coschignano, Esq., District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 5:47 p.m.

Discussion with Chiefs regarding East Norwich.

Discussion 2026 installation dinner.

Chiefs depart at 5:52 pm.

Update on member insurance claim.

Update on employee injury.

Discussion land sale with Counsel.

Discussion Laurel Hollow agreement with Counsel.

Discussion SCBA litigation.

Secretary/Treasurer requested that 60 hours of vacation be extended until September 30, 2025 due to lack of staffing. The Board approved the request.

Executive Session was adjourned at 6:15 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
Elisabetta Coschignano, Esq., District Counsel

General session was reconvened at 6:16 p.m.

There being no further business before the Board, the meeting was adjourned at 6:16 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES JUNE 23, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor
Michael Leone, Cullen & Danowski
Kyle Brengel, Gentile, Pismeny, & Brengel

The Chairman called the meeting to order at 5:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

Michael Leone from Cullen & Danowski reviewed the FY 2024 Audit report with the Board. The District was issued a clean opinion.

Michael Leone departed at 5:14 pm.

A motion to approve the 6/9/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to approve the transfer of \$350,000 from the General Fund to the Payroll account was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve the Gym use request for DPE Christian Hehn was made by Commissioner Kaplan, seconded by Commissioner Graceffa and adopted 4-0.

Chiefs Agenda – 6/23/2025

26) Accidents: N/A

27) New Chauffeurs: Ex-Chief Peiper qualified on Engines and R588

28) New Officers

29) Resignations/leaves/transfers/change of address: N/A

5) Request/returns for LOA:

30) LOD injury reported - #285

6)Change of Status:

7)Company Requests:

Co.#1 Ex-Captain Caraturo requests the use of one section of stage/dais on June 28th.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 4-0

5800:

Request for Juniors from Germany to stay at Station 2

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 4-0

The Chiefs would like to poll the membership to see if there is any interest surface water rescue training.

Request for 5841 to respond to water flow alarms, make them silent, not general alarm.

Treasurer/Secretary

Claims to be Paid: \$148,360.90

Prepaid Claims: \$ 15,300.29

Reserves – Equipment \$ 6,380.54

The above claims were approved for payment on a motion by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

CORRESPONDENCE: a) Invitation Eagle Scout Court of Honor – Samuel Liu, Evan Liang, Jayden Preston Shum. Saturday August 2, 2025, 12pm at St. Edwards. RSVP is due by July 1.
Date of Department picnic, unable to attend

NEW ITEMS: a) Ambulance recovery account bank reconciliations completed through April, 2025. (Need ProClaim reports to complete May). May bank reconciliations are complete for all other accounts.
b) CD accounts for Reserves – mature 6/24/2025. Discussion was held on existing balances, open permissive referendums, overage for 2024, budget for transfer to reserves, etc. A motion to renew the CDs in full for a term of 2 months at 4.06% was made by Commissioner Predmore, seconded by Commissioner Graceffa, and adopted 4-0.
c) First half of Laurel Hollow fire protection fees were received today.

OLD ITEMS: a) Request sent to all department members for beneficiary forms for new life insurance policy – more than half still outstanding.
b) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

A requisition was received to purchase 8 firefighting helmets at a cost of \$9,400.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

A requisition was received to renew the QuickBooks subscription for one year for the District at an estimated cost of \$5,260.00. A motion to approve the renewal was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A requisition was received for the Alpine Software renewal (Red Alert) at a cost of \$36,019.00 for one year. A motion to renew the software was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 4-0.

A requisition was received for the annual flow testing for the Scott harnesses at a cost of \$6,494.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 4-0.

The Adobe software renewal through CDW was originally \$5,100.00. Under a Westchester contract the cost is now \$2,800.00. Motion to approve the renewal was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

Superintendent's Report – 6/23/2025

A discussion was held regarding the elevator repairs.

Would like to add a gear washer and two dryers to help with the workload of washing gear (especially during fire school) The approximate cost will be \$50,000.00 for this laundry equipment. Will work with purchasing on this, was budgeted for in the Building and Grounds equipment line item.

Received a packet from ISO. They are going to do an inspection to verify our class 3 rating. Will need information from the Chiefs, DOT, and the District. Looking to change the rating to a 2 or a 1.

Update given on 55 repairs.

Commissioner Kaplan asked about the traffic light. They are still waiting on parts.

We are booked for the mid inspection for the ambulances July 30-31, 2025.

Counsel's Report – Counsel had nothing to report.

Committee Reports:

- Commissioner Roseo had nothing to report.
- Commissioner Graceffa had nothing to report.
- Commissioner Dhawan was unable to attend the meeting.
- Commissioner Kaplan had nothing to report.
- Commissioner Predmore thanked the District employees for all their work cleaning up after fire school. The Chiefs also expressed their thanks to the employees.

Old Items:

- zz) Southwoods Road Bridge
- aaa) Aerial Way
- bbb) ISO Rating
- ccc) Architect plans
- ddd) TOB – parking lot

eee) Laurel Hollow agreement
fff) SCBAs

An audience to the public was called for. No one rose to speak.

General session recessed at 5:43 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 5:47 p.m.

Discussion with Chiefs regarding ladder truck contract.
Discussion with Chiefs regarding SCBA survey/fire school testing
Discussion Laurel Hollow contract
Discussion regarding HQ parking lot project and timeline
Discussion about dental insurance change
Chiefs depart at 6:05pm.

Discussion Red Alert software.
DE Lord departs at 6:10pm.
DE Roberts gave personnel updates, resignations, interviews, etc.
DE Roberts departs at 6:13pm.
Discussion to extend vacation balances deadline from June 30 to September 30 for DE McGinn, DE Motz, and DE Roberts due to staffing and workload. The Board approved the request.
Discussion with Counsel regarding SCBA litigation
Discussion of open insurance claims.
Discussion of subpoenas received
Discussion EMS/Fire Conference in Connecticut.

Executive Session was adjourned at 6:30 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel

General session was reconvened at 6:31 p.m.

A motion to approve the following to attend the Fire/EMS conference in CT in September was made by Commissioner Kaplan: Rich Roseo, Michael Gaccione, Maria Tejera, and Jack Randazzo. The motion was seconded by Commissioner Graceffa and adopted 4-0.

There being no further business before the Board, the meeting was adjourned at 6:33 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES JULY 14, 2025**

Present: Giovanni Graceffa, Chairman, pro tem
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 6/23/2025 minutes was made by Commissioner Predmore, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to re-affirm gym use applications for Alison Predmore and Michael Campanelli was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

A motion to approve bunk room requests for Greg Cohen and Lawrence Scharff was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

A motion to approve the gym use request for Nicolas Rodriguez was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 4-0.

Chiefs Agenda – 7/14/2025

31) Accidents: None

32) New Chauffeurs: N/A

K. O'Brien requalified on engines and 588

M Tejera qualified on engines and 588

33) New Officers: N/A

34) Resignations/transfers/change of address:

a) Cadet Michela Daniels resigned.

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 4-0

5)Request/returns for LOA:

a) Co.#6 member #6003 requests personal leave July 09 to August 07, 2025

b) Co.#2 member #281 requests personal leave effective July 10, 2025.

c) Co. #3 member #363 requests military leave – 7/13/2025-7/26/2025

A motion to approve all three leaves (#6003, #281, and #363) was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

6)Change of Status: Co.#5 member #556 returned to service as a Class “B” firefighter

7)Company Requests:

Company 1 would like to request a bus and van for Thursday 8/21 drop off and Sunday 8/24 for pickup for company trip. HQ to JFK and return from JFK to HQ.

MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 4-0

8) Chiefs Requests:

5802- Would like to make a standpipe/ Sprinkler prop using the training building. Kevin Lee spoke to Rich Magliaro, and this could be done in-house. OK to proceed, need to get estimate for materials.

Looking for district EMS coverage From 8/3 - 8/10.looking for 2 EMT’s on each evening and extending hours of 5841 from 6am-6pm Monday -Friday that week as well.

DE Roberts arrived at 6:10pm.

Requesting email from DE Roberts as to what EMS tours are open for 5899 coverage.

2 spare co detectors

2 spare multi gas.

Update on new website – on hold til end of general session

5803:

Request a new Sparky costume for Fire Prevention Day – requisition sent – cost is approx. \$6,000.

Estimate for Chief’s apparel - \$850

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 4-0

Requesting an engine and a van for Greenlawn fireman's fair parade on Thursday, August 28th

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 4-0

5801 reported that the EMS DOT cleared 4 EMTs to ride solo, working on clearing an additional 4 EMTs. Discussion was held on lowering driving age from 21 for EMS members to drive 5899 and ambulances. Would need an EVOC policy to train on 5899.

Treasurer/Secretary

Claims to be Paid: \$293,721.83

Prepaid Claims: \$ 37,879.56

LOSAP: \$ 43,920.00

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

CORRESPONDENCE: a) NONE

NEW ITEMS: a) Bank reconciliation May ambulance recovery account completed

- b) Budget to Actual report – (need to adjust Fire Vehicle Purchase over \$10K, installation dinner over \$8500, per diem labor over \$200, travel over \$7500 – need to review accounts and get better estimates, should have adjustments for you at next meeting.)
- c) Medical Director contract expired 7/1/2025 – renewal for one year beginning July 1, 2025, same terms and conditions as previous agreement
MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 4-0
- d) Approval to use CXC Solutions (now called Limelight) for 2025 ACA reporting (1095/1096 forms) No rate increase from 2024 - \$550.00 – counsel
MOTION (pending counsel’s review of agreement): Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 4-0
- e) Approval Transfer to Reserves: \$788,783 (overage from 2024) :
After discussion it was decided to transfer \$500,000 to Reserves: Apparatus and Equipment and \$288,783 to Reserves: Buildings and Grounds.
MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 4-0

OLD ITEMS: a) Request sent to all department members for beneficiary forms for new life insurance policy – 5 members outstanding
b) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

Received renewal for Syosset Advance - \$40 for one year subscription.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 4-0

The estimated cost for the previously approved gear washer and dryer is approximately \$40,000.00. Will need to be put out for bid. Comm. Kaplan asked if that estimate included installation/electrical work? Those items were not included in the estimate. The bid will ask for cost of installation.

A motion to approve going out for bid for the gear washer/dryer was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 4-0.

Discussion was held regarding the elevator repairs that are needed. It was decided to have current vendor repair the elevator, finish out this contract, and go out for a sealed bid when contract expires.

A motion to proceed with the elevator repairs at an estimated cost of \$8,000. was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

Superintendent’s Report – 7/14/2025

Discussions/Signatures/Approvals:

Approval- to go out for bid add laundry equipment to station 2 basement- estimated at \$50,000 from B&G Equipment

Approval- to replace 2 20+ year old A/C split units in basement of 3 Az under T&M contract with All Weather \$15,865

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 4-0

Approval- to use William J Hennessy, A.I.A. Architect for bid documents on the repair of HQ east side 3rd floor roof line water leak \$7500 plus project expenses and the new training building annex at station 2 to house the forcible entry props and any other training equipment \$9500 plus project expenses

Comm. Graceffa asked for clarification of the project expenses.

A motion to approve both agreements pending the above question is answered, was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

Discussion- Elevator repair status- recommending using Island Elevator for repairs then switch companies January 2026

Approval – to switch to Delta Dental from Lincoln. January 1, 2026, as per proposal sent out via email and discussed with Commissioner Predmore.

Commissioner Predmore asked about the current life insurance policy that is currently tied to the existing dental. This item will need to be looked into to see if life can be split away from the dental policy.

Approval- to purchase 2 blow hard fans for 5855 to replace exiting blow hard fan. \$8,636.00.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 4-0

New/Update:

- HQ Traffic light – REPAIRED- additional remotes ordered and connecting to dispatch console
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- awaiting schedule and signed contract/artwork
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis - Mid inspection July 30-31st
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.

Received notice from Propel Energy NY regarding upcoming hearing for expansion of power substation off Woodbury Road. July 22, 2025

Working on collecting information for ISO – they want to do 15 hydrant flow tests – will speak to the water district.

Commissioner Kaplan asked about the data that is disappearing from Red Alert. DEP Share will follow up with Red Alert.

The Superintendent filed a complaint with the District Attorneys office regarding the website scam using our address and phone number. (lifefinanceconsultation.com)

Executive Session- Yes

Counsel's Report – nothing for General session

Comm. Kaplan asked for an update on hiring new EMTs and discussed the need to hire an additional paramedic. DE Roberts will work on an update/status of current EMTs/Medics for the Board to decide whether additional hires are necessary.

Committee Reports:

- Commissioner Roseo was unable to attend.
- Commissioner Graceffa – received an email from Leg. Drucker’s office regarding National Night Out on August 5 from 6pm to 8pm at Syosset Woodbury Park for the community to meet first responders. The Department will be short staffed due to trips and unable to attend. Drucker is also reaching out to Plainview FD.
- Commissioner Dhawan requested the use of Station 2 on September 6, 2025.
MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 3-0 (Comm. Dhawan abstained from the vote)
- Commissioner Kaplan had nothing to report
- Commissioner Predmore had nothing to report

The meeting changed location to the Board room for a presentation about the new website from Tom Cushing

Old Items:

- ggg) Southwoods Road Bridge
- hhh) Aerial Way
- iii) ISO Rating
- jjj) Architect plans
- kkk) TOB – parking lot
- lll) Laurel Hollow agreement
- mmm) SCBAs

An audience to the public was called for. No one rose to speak.

General session recessed at 7:18 p.m.

Present: Giovanni Graceffa, Chairman pro-tem
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 7:18 p.m.

Discussion with Chiefs regarding drill for Juniors at Station 2

Discussion contract for new tower ladder with Counsel
Discussion Seagraves tower ladder purchase
Discussion of recent by-law change that passed.
Discussion SCBA litigation
Chiefs depart at 7:58pm.
Discussion letter of commendation DE G. Jaronczyk during fire call on 7/5/2025. Letter to be placed in file.
Discussion of new payroll company – will need RFP/3 quotes to proceed
Discussion of open district office position and how to proceed. Comm. Graceffa to look into.
Discussion of new account clerk obtaining notary. OK to proceed.
Superintendent, DE Ignagni, DE Lord, DE Roberts depart at 8:10pm.
Discussion of Class C members.
Discussion military leave parameters.

Executive Session was adjourned at 8:27 p.m.

Present: Giovanni Graceffa, Chairman pro-tem
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
John Farrell, Esq. District Counsel

General session was reconvened at 8:28 p.m.

A motion to approve the use of a van for the juniors for a BBQ in Plainview was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve a training drill for the Juniors at Station 2 on 9/6/25 with completed parental permission slips, was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 4-0.

A motion to approve the new by-law change regarding a Disciplinary Committee was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 4-0.

PROPOSED BY-LAW CHANGE

Current By-Law

ARTICLE VI - RIGHTS AND DUTIES OF MEMBERS

Section 9 - Any member summoned before the Board of Officers on charges shall have the right of bringing any witness or witnesses to support his/her defense, along with representation by counsel, if they so choose.

ARTICLE VII - MEMBERSHIP REQUIREMENTS

Section 1 – Minimum Requirement

b) A member obtaining less than their requirements annually shall be notified by the Department Secretary to appear before the Board of Officers for a hearing as described in Article XIII

Section 3 - Attendance at Company Meetings

After three unexcused consecutive absences at Company meetings, it shall be the duty of Company Secretary to notify the Chief's office. The Chief will instruct the Department Secretary to notify the member to appear before the Board of Officers. The member shall be liable to expulsion.

ARTICLE VIII TERMINATION OF MEMBERSHIP

Section 2 – Expulsion

A member, who was removed from the rolls after a hearing of the Board of Officers and determination by the Board of Fire Commissioners, shall wait a period of 12 months before being eligible to reapply.

ARTICLE XIII – BOARD OF OFFICERS

Section 3 – It shall be the duty of the Board of Officers to:

- a. See that the Constitution and Bylaws of the Department are strictly upheld and enforced.
- b. Hear complaints and investigate them.
- c. Summon before them any and all members charged with insubordination, neglect of duty, or other offences, together with any witnesses they may find necessary.
- d. Hear cases and refer the record of the hearing with recommendations to the Board of Fire Commissioner pursuant to General Municipal Law section 209-I.

ARTICLE XVI - DISCIPLINE

Section 1 It shall be the duty of the Presiding Officer and/or Officers to report to the Board of Officers any and all of the following offenses on the part of any member. The Board of Officers shall then take action in accordance with ARTICLE XIII Section 3.

- a. Leaving the scene of duty without permission of the Officer in Command.
- b. Interfering with an Officer's order by giving counter orders.
- c. Failure to come to order when called upon to do so by the Chairperson of the meeting.
- d. Altering, defacing or damaging the roll.
- e. Taking, retaining or willfully abusing any Department Company or Fire District property without permission from the Commanding Officer or property of any member without such permission.
- f. Being intoxicated while on duty.
- g. Any specific neglect of duty
- h. Wearing the firefighter's uniform, or any part thereof, except when authorized by the Chief
- i. Failure or refusal to obey a Superior Line Officer's command.

Section 2 The Board of Officers shall conduct a hearing for any member:

- a. Obtaining less than their required points annually. The member shall be notified by the Department Secretary to appear for a hearing before the Board of Officers. Following such a hearing, the Board of Officers shall submit its decision, in writing to the Secretary of the Company.
- b. With three unexcused consecutive absences Company meetings. The member shall be liable for expulsion.

Section 3 The Board of Officers shall make necessary recommendations to the Chief. The Chief shall make a recommendation to the Board of Fire Commissioners, who shall have the final determination of punishment on disciplinary matters.

Section 4 Any member that is arrested for the alleged commission of any crime shall immediately be suspended from active duty for a period of thirty (30) days, pending a final determination from the Board of Fire Commissioners regarding any additional disciplinary measures that may be appropriate under the circumstances. Any member that is arrested for the alleged commission of any crime shall have a duty to immediately report such arrest to the Chief of the Department after such occurrence.

Section 5 Notwithstanding the above, any member that is convicted of, or has entered a plea of guilty, to the commission of any felony and/or misdemeanor crime (excluding vehicle and traffic violations) while a member of the Department is hereby deemed to be in violation of these by-laws and the public's trust. Such

violation shall constitute grounds for removal of the member upon the final determination of the Board of Fire Commissioners pursuant to New York General Municipal Law § 209-1.

Section 6 A members' conviction for any vehicular crime shall automatically result in removal from Chauffeur detail.

Suggested Change to By-Law

ARTICLE VI - RIGHTS AND DUTIES OF MEMBERS

Section 9 - Any member summoned before the **Disciplinary Hearing Committee** on charges shall have the right of bringing any witness or witnesses to support his/her defense, along with representation by counsel, if they so choose.

ARTICLE VII - MEMBERSHIP REQUIREMENTS

Section 1 – Minimum Requirement

b. A member obtaining less than their requirements annually shall be notified by the Department Secretary to appear before the **Disciplinary Hearing Committee** for a hearing as described in Article **XVI**

Section 3 - Attendance at Company Meetings

After three unexcused consecutive absences at Company meetings, it shall be the duty of Company Secretary to notify the Chief's office. The Chief will instruct the Department Secretary to notify the member to appear before the **Disciplinary Hearing Committee**. The member shall be liable to expulsion.

ARTICLE VIII TERMINATION OF MEMBERSHIP

Section 2 – Expulsion

A member, who was removed from the rolls after a hearing of the **Disciplinary Hearing Committee** and determination by the **Chief and** Board of Fire Commissioners, shall wait a period of 12 months before being eligible to reapply.

ARTICLE XIII – BOARD OF OFFICERS

Section 3 – It shall be the duty of the Board of Officers to:

- a. See that the Constitution and Bylaws of the Department are strictly upheld and enforced.
- ~~b. Hear complaints and investigate them.~~
- ~~c. Summon before them any and all members charged with insubordination, neglect of duty, or other offences, together with any witnesses they may find necessary.~~
- ~~d. Hear cases and refer the record of the hearing with recommendations to the Board of Fire Commissioner pursuant to General Municipal Law section 209-1.~~

ARTICLE XVI - DISCIPLINE

Section 1 The Disciplinary Hearing Committee shall be appointed as follows:

- a. The Chiefs Office shall appoint up to seven department members to be part of the Disciplinary Hearing Committee.
- b. The Chief's Office has the ability to replace a disciplinary hearing committee member at any time.

Section 2 It shall be the duty of the Disciplinary Hearing Committee to:

- a. Conduct formal hearings to investigate alleged violations of department rules or policies by firefighters.
- b. Summon before them any and all members charged with insubordination, neglect of duty, or other offences, together with any witnesses they may find necessary.

- c. Hear cases and refer the record of the hearing with recommendations to the Chiefs Office of appropriate disciplinary actions if a violation is found.

Section 3 It shall be the duty of the Presiding Officer and/or Officers to report to the Disciplinary Hearing Committee any and all of the following offenses on the part of any member. The Disciplinary Hearing Committee shall then act.

- a. Leaving the scene of duty without permission of the Officer in Command.
- b. Interfering with an Officer's order by giving counter orders.
- c. Failure to come to order when called upon to do so by the Chairperson of the meeting.
- d. Altering, defacing or damaging the roll.
- e. Taking, retaining or willfully abusing any Department Company or Fire District property without permission from the Commanding Officer or property of any member without such permission.
- f. Being intoxicated while on duty.
- g. Any specific neglect of duty
- h. Wearing the firefighter's uniform, or any part thereof, except when authorized by the Chief
- i. Failure or refusal to obey a Superior Line Officer's command.

Section 4 The Disciplinary Hearing Committee shall conduct a hearing for any member:

- a. Obtaining less than their required points annually. The member shall be notified by the Department Secretary to appear for a hearing before the Disciplinary Hearing Committee. Following such a hearing, the Disciplinary Hearing Committee shall submit its decision, in writing to the Chiefs Office.
- b. With three unexcused consecutive absences Company meetings. The member shall be liable for expulsion.

A motion to approve an ambulance standby for Camp Fahrenheit 7/21/25-7/25/25 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 4-0.

There being no further business before the Board, the meeting was adjourned at 8:32 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS SPECIAL MEETING
MINUTES JULY 29, 2025**

Present: Richard Roseo, Chairman
Rohit Dhawan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent

The Chairman called the meeting to order at 2:22 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

Discussion was held regarding the pending new tower ladder purchase.

A motion to approve a resolution subject to permissive referendum to expend funds from reserves – apparatus and equipment to purchase a new tower ladder was made by Commissioner Dhawan and seconded by Commissioner Predmore.

**RESOLUTION TO EXPEND FUNDS FOR THE PURCHASE
OF EQUIPMENT FROM THE CAPITAL RESERVE FUND
SUBJECT TO PERMISSIVE REFERENDUM**

WHEREAS, pursuant to New York State General Municipal Law §6-g, the Board of Commissioners of the Syosset Fire District (“Commissioners”), is authorized to establish capital reserve funds for certain capital improvements;

WHEREAS, the Commissioners have established an Equipment Reserve Account for the acquisition of certain equipment necessary for the operation of the Fire District;

WHEREAS, the Commissioners, in consultation with the Chief’s Office and the District Superintendent, have determined that one (1) new aerial tower ladder fire truck including radios, IT equipment, fire equipment, tool mounting and other associated items are necessary to effectively carry out the District’s emergency response operations and;

WHEREAS, the Commissioners have been advised that the estimated cost for such aerial tower ladder fire truck and associated equipment will be approximately Three Million Two-Hundred Thousand Dollars (\$3,200,000.00);

WHEREAS, the Commissioners have determined that the expenditure should be made from the Equipment Reserve Account established for such purpose;

NOW, THEREFORE, BE IT

RESOLVED, that the purchase of the aforementioned aerial tower ladder fire truck and associated equipment is necessary to replace an obsolete aerial tower ladder fire truck and equipment and to effectively carry out the District’s emergency response operations;

RESOLVED, that the purchase of the aerial tower ladder fire truck shall be paid from the Equipment Reserve Account in an amount not to exceed Three Million Two Hundred Thousand Dollars (\$3,200,000.00) is hereby approved subject to a permissive referendum;

RESOLVED, that the Secretary of the Syosset Fire District is hereby directed to publish notice of the adoption of this Resolution in accordance with requirements of New York State General Municipal Law.

DATED: July 29, 2025

Vote of the Commissioners:

| | |
|------------------------|---------------|
| Chairman Roseo | <u>YES</u> |
| Vice Chairman Graceffa | <u>ABSENT</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>ABSENT</u> |
| Commissioner Predmore | <u>YES</u> |

The resolution passed with a vote of 3-0.

**NOTICE OF ADOPTION OF RESOLUTION
SUBJECT TO PERMISSIVE REFERENDUM**

NOTICE IS HEREBY GIVEN that on the 29th day of July 2025, the Syosset Fire District, Town of Oyster Bay, Nassau County, State of New York, at a special meeting thereof, duly adopted a Resolution, subject to a permissive referendum, an abstract of which Resolution is as follows:

The Resolution authorized the Board of Commissioners of the Syosset Fire District to purchase one (1) new aerial tower ladder fire truck and associated equipment necessary for emergency response operations from the Equipment Reserve Account at a cost not to exceed Three Million Two-Hundred Thousand Dollars (\$3,200,000.00);

This Resolution shall not take effect until thirty (30) days after its adoption, or until approved by an affirmative vote of the majority of the duly qualified voting electors of this Fire District, if a petition, as prescribed by the General Municipal Law §6-g, is duly filed with the Secretary of this District protesting the adoption of such Resolution and requesting a referendum as is prescribed in said law.

Dated: July 29, 2025

By Order of the Board of Commissioners of the Syosset Fire District
Karen Borrelli, District Secretary/Treasurer
516-921-0728

There being no further business before the Board, the meeting was adjourned at 2:45 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES AUGUST 11, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:01 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 7/14/2025 and 7/29/2025 minutes was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 4-0.

Commissioner Kaplan arrived at 6:03 pm.

A motion to approve a resolution requiring a petition for the election, which will be available immediately after Labor Day was made by Commissioner Dhawan and seconded by Commissioner Graceffa.

RESOLUTION 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 Syosset Fire District under New York State Town Law § 176(7), 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 50 Cold Spring Road, Syosset, 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, on which form the Fire District Secretary shall insert the name and address of the candidate, available to the candidates for District Office, 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 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 as follows:

| | |
|-----------------------|------------|
| Chairman Roseo | <u>AYE</u> |
| Commissioner Graceffa | <u>AYE</u> |
| Commissioner Dhawan | <u>AYE</u> |
| Commissioner Kaplan | <u>AYE</u> |
| Commissioner Predmore | <u>AYE</u> |

The resolution was thereupon duly adopted 5-0.

Dated: Syosset, New York
August 11, 2025

A motion to approve the transfer \$350,000.00 from General Fund to the Payroll account was made by Commissioner Predmore, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to re-affirm the use of Station 2 on 8/10/2025 by the Nassau County Fire Marshall Benevolent was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve the use Station 2 on 9/23/2025 by the Nassau County Second Squad was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to re-affirm a gym use application for Lauren McDermott was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 5-0.

Chiefs Agenda – 8/11/2025

35)Accidents:

36)New Chauffer: Andrew Kaplan qualified on Ambulances and 5899

37)New Officers

38)Resignations/leaves/transfers/change of address: N/A

5)Request/returns for LOA:

6)Change of Status:

7)Chiefs Requests:

5800:

Request 2 mini command boards as a backup to 5896 to be put on 581/584.

From Ex-Chief Share:

We are looking at allowing members to attend the Joey D Foundation seminar November 7th-9th. As you know, our funds are limited but training is important. Would it be possible to allow 4 members of the Johnson Fire Dept to utilize the bunk rooms at Woodbury or Station 3 during this seminar? I would be present and the person responsible for the group.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

582 requested for a demo in Farmingdale on 8/25 1800 – they are looking to buy a new aerial.

5802: Bail Out Refresher on Nov 1st & Nov 9th.

Syosset Soccer CPR class on Sunday Aug 24th at HQ.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Asking to host at HQ NIMS 300

November 01, Nov. 08, and Nov. 15 from 8:00 A.M- 4:00 P.M. Saturdays.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Cold Spring Harbor requested 582 for a water drill

Five new member applications given to the District for background checks.

Would like 5805 to get updated graphics – ok to go ahead and get quote

The Chief asked the status of the 9-11 memorial. The Superintendent replied there was a delay in getting the stone. Will not be completed until October/November.

Treasurer/Secretary

Claims to be Paid: \$ 194,906.08

Prepaid Claims: \$ 34,952.30

LOSAP: \$ 43,920.00

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

CORRESPONDENCE: a) Statement received from East End for LOSAP funds as of 6/30/2025- 6.82% return over S&P return of 6.2. Current allocation is 52% stock/48% bond

NEW ITEMS: a) Bank reconciliations June are complete
b) Reminder Budget Workshop – Thursday, September 4 at 6pm
c) Request for use of Station 2 on 9/14/2025- DE Ryan Roberts

MOTION: Comm. Graceffa SECOND: Comm. Predmore ADOPTED: 5-0

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

Received a delivery order for gear repairs after the gear inspection, estimated at a cost of \$19,590.01.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

The bid opening for a gear washer and dryer has been extended to 8/19/2025.

A requisition was received for 2 portable command posts at a cost of \$11,336.00. The budget line for Fire Equipment will need to be increased. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for drone equipment – 3 inflatable rescue life preservers at an estimated cost of \$2,845. This was budgeted under communications for the drone program. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for a remote ID receiver for the drones. Will give the ability to see where other drones/operators are located. Estimated cost is \$1,418. The company is located in the Czech Republic. Looking for a US distributor. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0. Comm. Predmore asked if DE Lord could draft a plan for the drone program for the budget cycle.

A requisition was received for computer replacement for the District Secretary/Treasurer and Firehouse Maintainers. Estimated cost for 2 computers \$4,832. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received for the inspection of turnout gear at a cost of \$3,530.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for 7 battery packs for the Milwaukee batteries for 5855 at a cost of \$2,439.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent's Report – 8/11/2025

Discussions/Signatures/Approvals:

Approval – to switch to Delta Dental from Lincoln. January 1, 2026, as per proposal sent out via email and discussed with Commissioner Predmore. The Lincoln Dental is not tied to life.

Motion: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 5-0

Approval- for a letter from the BOFC addressed to NC Fire Marshall to request last 3 years of inspections in our district, this is for ISO

New/Update:

- HQ elevator repaired
- HQ east side 3rd floor roof line water leak \$7500 plus project expenses and the new training building annex at station 2 to house the forcible entry props
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- awaiting schedule and signed contract/artwork- delayed
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design
- HQ fire alarm system – Install completed, Waiting on change approval

- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis - Mid inspection July 30-31st – presented graphics. One change was discussed and agreed upon. MOTION: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 5-0
- Replacement of existing Tower Ladder- with 3-4 year wait times committee formed- waiting on counsel and Seagrave.
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.
- ISO – 3 of 6 modules completed. Waiting for Jericho Water to inspect 15 hydrants.
- Updated site plan for HQ project was received from Northcoast. Discussion of project was held.

Executive Session- Yes

Counsel's Report

Counsel had nothing to report.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan - ambulances are scheduled to come off production line 9/16/25. Requesting to use the 5830 care for September 24-27, conference in Connecticut. Also use of 5801 and 5802 for Chiefs for same conference. MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0
Comm. Kaplan asked if we can use Amazon Business. He will give purchasing the contact information from a District that is using it so it can be looked into.
Regarding 428 Harbor Road – some trimming has been done, some potholes have been filled. There are still trees leaning over the roadway. Not enough has been done to provide response. Comm. Predmore agrees. The road is too narrow, it should be wider and some large trees cut down. The upper section/crash gate has not been addressed.
- Commissioner Predmore had nothing to report

Old Items:

nnn) Southwoods Road Bridge
 ooo) Aerial Way
 ppp) ISO Rating
 qqq) Architect plans
 rrr) TOB – parking lot
 sss) Laurel Hollow agreement
 ttt) SCBAs

DE Roberts requested to hire Bryan Cullen and Christopher Gagliardo as EMTs at starting pay. Motion to approve was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

An audience to the public was called for. No one rose to speak.

General session recessed at 6:48 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner

Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:55 p.m.

Discussion with Chiefs regarding aerial ladder purchase/contract.

Commissioner Kaplan discussed ambulance recovery.

Discussion about parking on front ramp.

Commendation read for DE Lord.

Chiefs depart at 7:35pm.

Discussion of old notice of claim

Discussion of Class C membership

Discussion of EMS staffing

Discussion of damage to 5899

Budget discussions

Discussion of upcoming maturity of CDs – no need for funds, should be able to roll entire amount.

Discussion of employee LOA

Discussion of mandatory referendum for ambulance sale (5891,5892,5893)

Discussion SW Rd bridge

Discussion of SCOTT litigation

Discussion of payroll company proposals/procurement policy

Discussion of Deputy Treasurer position.

Executive Session was adjourned at 8:20 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel

General session was reconvened at 8:22p.m.

A motion to approve opening 6 – Ambulance Medical Technician (PT) spots with Civil Service was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve a four week vacation for DE G. Jaronczyk was made by Comm. Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 8:25pm.
Karen Borrelli

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members, especially for ex-captain Steve Rusnak.

BUDGET DEVELOPMENT

The 2026 budget was discussed. Tax Cap for 2026 is 2.81 percent. (1.02 Allowable Levy Growth Factor + 1.0081 Tax Base Growth Factor) Tax Levy limit is \$8,802,060. PILOTS estimated at \$606,030.

The tax increase for the District for 2026 will be 1.95% (under the tax cap).

Tax levy of \$8,722,060 plus PILOTs estimated at \$606,300 brings the total assessment for 2026 to \$9,328,090. With the addition of Ambulance Charges, Fire Protection fees, and interest earnings that will bring the total appropriation to \$9,994,882.91.

Salary projections and equipment projections were discussed.

Chief Eysser arrived at 6:20pm.

Total proposed budget is \$9,994,882.91.

The budget preparation was concluded at 6:39pm.

A motion to approve the 8/11/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the use of Station 2 on Tuesday, September 16 for the Second Precinct meeting/BBQ was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0. All paperwork and fees received.

A motion to approve the 2026-2027 engagement letter with Firefly Admin at a 2.38% increase (\$178) from 2024-2025 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Estimated fees to Firefly for 2026 are \$10,950.00.

A motion to approve a gym use request for Sydney Goltzman (#6005) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the proposed 2026 budget in the amount of \$9,994,882.91 with assessment (tax levy + PILOTs) at \$9,328,090.00 was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to adopt the resolution to set budget hearing date and time for October 21,2025, at 6:00PM was made by Commissioner Dhawan and seconded by Commissioner Graceffa.

NOTICE OF PUBLIC HEARING SYOSSET FIRE DISTRICT ANNUAL BUDGET FOR 2026

WHEREAS, on the 4th day of September 2025, pursuant to Section 105 of the Town Law and Section 181 of the Town Law, the Board of Fire Commissioners of the Syosset Fire District confirmed that the Annual Fire District Budget Hearing will be conducted with reference to the Annual Fire District Budget for fiscal year 2026 on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791, and

WHEREAS the Board of Fire Commissioners is required to adopt a proposed budget at least 21 days before October 21, 2025, so that it is available for public inspection prior to the budget hearing.

NOW, therefore, BE IT RESOLVED that the Board of Fire Commissioners of the Syosset Fire District has adopted a proposed Annual Fire District Budget for 2026 as of this date for purposes of discussion and review at the Budget Hearing to be held on October 21, 2025, and a copy of the proposed budget is available at the office of the Town Clerk of the Town of Oyster Bay and at the office of the Syosset Fire District Secretary at 50 Cold Spring Road, Syosset, New York 11791 where it may be inspected by any interested person during office hours. In addition, a copy of the proposed budget is posted on the fire district's website, and copies of the proposed budget will be available on the night of the said hearing.

NOW, therefore, BE IT FURTHER RESOLVED that the Board of Fire Commissioners of the Syosset Fire District will hold the Annual Fire District Budget Hearing to be conducted with reference to the Annual Fire District Budget for fiscal year 2026 on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791.

NOTICE IS HEREBY GIVEN that the aforesaid budget will be presented to the residents and taxpayers of the Syosset Fire District and to the Board of Fire Commissioners of the Syosset Fire District, for their respective consideration at this public hearing and for the purpose of considering the said resolution and hearing all persons interested in the subject concerning same on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791.

| | |
|-----------------------|------------|
| Commissioner Roseo | <u>YES</u> |
| Commissioner Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>YES</u> |
| Commissioner Predmore | <u>YES</u> |

Dated: September 4, 2025
Syosset, New York
Board of Fire Commissioners
Syosset Fire District
Town of Oyster Bay

The resolution was passed unanimously.

Chiefs Agenda – 9/4/2025

39) Accidents: One collision involving A5893. Collision Review was completed on 08/30/2025 – to be discussed in Executive Session

40) New Chauffeurs: N/A

41) New Officers: N/A

42) Resignations/leaves/transfers/change of address: N/A

5) Request/returns for LOA:

Co.2 member returned to service effective 08/27 from LOD injury.

Co.2 member returned to service effective 09/02 from LOD injury.

Co.4-member request NLOD medical leave effective 08/15/2025

Co.5-member request personal leave effective 08/21/2025.

6) Change of Status:

A. Mathai – transfer from Company 1 to Company 2

A. Pieper, D. Kaplan, K. Kozey, W. Cohen, J. Yuen, S. Sakhai, E. Bowie, J. Shaugnessy – College program

MOTION: Comm. Kaplan SECOND Comm. Dhawan ADOPTED: 5-0

7) New Applications: David Isham, William Wong, Owen Bondar

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

8) Company/Chiefs Requests:

5800:

Estimate received regarding Lapel Pins - \$6,100.

We have received a request for an ambulance /EMS coverage for the below listed dates.

Friday night varsity games 9/26, 10/10, 10/17 and 10/31. At Syosset High 630pm.

Saturday JV games 9/6, 9/27, 10/25 and 11/1 at Syosset High 9:15am.

5801: 582 will be standing by in Rockville Centre for the 4th Battalion Parade on Saturday, September 13, from 1700–2300.

EMS Co. 6 will be standing by at Oyster fest on Sunday, October 19, at Oyster Bay Company 1.

5802: Co.1 requests the Department Bus, EZ-Pass, and gas card for Long Island Day at the Firemen's Home on the Hudson for Sunday, September 21, 2025.

MOTION: Comm. Predmore SECOND: Comm. Graceffa ADOPTED: 5-0

5800: Met with Bethpage regarding modification to collar closure on bunker gear and modification to knee pads.

9/28/2025 – Request for 2 vans – EZ Pass – Tunnel to Towers

MOTION: Comm. Predmore SECOND: Comm. Graceffa ADOPTED: 5-0

Request – 582/585 Columbus Day Parade- 10/12/2025 – Farmingdale

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 189,503.68 |
| Prepaid Claims: | \$ 29,405.94 |
| LOSAP: | \$ 43,920.00 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

CORRESPONDENCE: a) Second half of tax levy received \$4,306,338.94. (\$156 over budgeted amount)

NEW ITEMS: a) Firefly Admin – Document disposition election form – have documents returned to store on-site or shred. After discussion the decision was to notify Firefly to shred and destroy the documents.

b) Re-affirm Reserves CDs – rollover full amount for both CDs for 2 months at 4%.

MOTION: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 5-0

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

The Director will be on vacation the week of 9/21/2025.

Recommending a “No Award” to the bid for a gear washer and dryer. No bids received. Re-bid will go out on Monday.

MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 5-0

A requisition was received for 5 portable District radios at a cost of \$2,500.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for a custom pyramid canopy with chairs for the drone unit vehicle at a cost of \$2,258.00. After discussion a motion was made to approve the purchase of the tent only, no chairs, by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received to replace the gutters on 1 Arizona. This item was put on hold.

A requisition was received to purchase plaques for the Ex-chief Caines and Ex-chief English awards at a cost of \$1,494.00. A motion was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

The Amazon purchasing issue was looked into. For access to the platform we could use there is a \$499 fee to join. Comm. Kaplan will get contact information for another District to talk to.

A requisition was received for 26 blue visor vented helmets at a cost of \$8,300.00. These are replacement helmets for EMS. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for the Wilmac silver plan maintenance contract and software assurance plan for the recorder software at a cost of \$23,475.00 for one year. A motion to approve the renewal was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Superintendent's Report – 9/4/2025

Discussions/Signatures/Approvals:

Approval – Seagrave Contract and signature – hold for discussion with Counsel.

Approval- Confirm appointment of Karl McGinn to mechanic- 6-month probation ends 9/7/25
MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- amended Drone policy to allow release of images/video recorded at Mutual Aids to the host agency in line with what the NCFM, Mineola and ABR are currently doing
MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Documentation and Data Storage

1. All images, video, and flight data recorded by the UAS are property of the Syosset Fire District
2. No Robotics Unit Member will transmit, post, or otherwise disseminate any confidential or sensitive data obtained by a UAS
3. After each flight the UAS Operator will document the following information in the flight record section of dronesense
 - a. Run Number if applicable
 - b. Reason for flight
4. The Robotics Unit Director will secure all data obtained on a secure folder in the district network in accordance with SFD data retention policies
 - a. Data relating to an incident will be retained for 3 years
 - b. Data relating to training flights will be retained for 90 days
 - c. Data relating to any incident that the Syosset Fire Department or District requests an investigation of by the Nassau County Fire Marshalls Office will be turned over to NCFM Investigations Division as soon as practical
 - d. All images, video, and flight data recorded at Mutual Aid incidents will be shared with the Host Agency if requested
 - i. Exception – Any images/video taken inside private property must be approved for release by the BOFC

Approval- to purchase new EPCR tablets- installed in new ambulances- \$12,000 from CDWG under OGS Contracts
MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- 1 Az gutter proposals – on hold as discussed.

Approval- Lapel pins - \$6100.00 as brought up under the Chiefs agenda.
MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 5-0

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- awaiting schedule and artwork- according to monument company possibly October Install.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis - final expected mid to late September – Final inspection Sept 28-29,2025

- Replacement of existing Tower Ladder- Approval and contract to be signed by Board Seagrave.
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.

Architects will be in Tuesday to discuss parking lot.

Approval – 4 CO2 detectors at \$1,100 each. A motion to approve the purchase not to exceed \$5,000.00 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Executive Session- Yes

A motion to adjourn to executive session to discuss the Seagraves contract was made by Commissioner Dhawan, seconded by Commissioner Predmore and adopted 5-0.

General session recessed at 7:28 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel

Executive Session convened at 7:29 p.m.

Discussion was held with Counsel regarding the Seagraves contract changes.

Executive session recessed at 7:37pm.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Christopher Eysser, Chief of Department
 Michael Gaccione, 2nd Asst. Chief
 John Garcia, 3rd Asst. Chief
 Jack Lord, Sr. Firehouse Maintainer
 Ryan Roberts, Paramedic Supervisor

General session reconvened at 7:38pm.

A motion to approve entering the Seagraves contract to purchase one aerial 95 foot ladder truck at a cost of \$2,899,388.00 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

Chief Eysser thanked the Board and everyone who assisted in getting this done. The Company appreciates going forward with this transaction. Commissioner Predmore remarked that a big factor was the professionalism that they give to the department. We know the apparatus is in good hands.

Counsel's Report

Counsel had nothing for general session.

Committee Reports:

- Commissioner Roseo – remarked on the Seagraves contract just signed. It will be interesting to see how the company develops in the 3 years to build this piece of apparatus, where are current members are and who are new members who come in will be.
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan stated that Ambulance Recovery has brought in \$343,654 to date. He has spoken with ProClaim on how to improve our recovery rates and will speak with DE Roberts. Proposal for the 2026 installation dinner – Crest Hollow Country Club – 5/30/2026, \$170/pp, minimum 150 guests. Chiefs have approved the date. Comm. Kaplan made a motion to go forward with this proposal, sign the contract, and send a deposit. The motion was seconded by Commissioner Dhawan and adopted 5-0.
He also asked when the dates will be for flu shots. The District Secretary will speak to Kathie.
- Commissioner Predmore had nothing to report.

Old Items:

uuu) Southwoods Road Bridge
vvv) Aerial Way
www) ISO Rating
xxx) Architect plans
yyy) TOB – parking lot
zzz) Laurel Hollow agreement
aaaa) SCBA

An audience to the public was called for. Kevin Edell on behalf of Company 2, thanked the Board, the Chiefs, and the Superintendent for approving the purchase of the new apparatus.

DE Roberts reported that 2 new EMTs were approved to start this month.

A motion was made by Commissioner Kaplan to use funds from the Reserves- Apparatus & Equipment to purchase the new Seagraves aerial ladder truck. (The permissive referendum was approved prior and the 30 days have passed.) Commissioner Dhawan seconded the motion and it was approved 5-0.

General session recessed at 7:33 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner

Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 7:37p.m.

Discussion Accident Review Board findings.

Discussion holding additional EVOC classes and other ways to requalify chauffeurs going forward.

Discussion newly formed disciplinary committee.

Discussion damage to resident's property.

Discussion new issue for safety committee

Discussion 428 Harbor Rd.

Chiefs depart at 8:13pm.

Discussion District staffing and open positions.

Discussion of employee matter.

Discussion of employee resignation.

Discussion new payroll company.

DE Lord and DE Roberts depart at 8:44pm.

Discussion regarding purchasing.

Executive Session was adjourned at 9:07 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel

General session was reconvened at 9:09 p.m.

A motion to approve hiring Ryan Sullivan and James Kleisler as EMTs at starting salary was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve the Accident Review Board findings was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to open three (3) Firehouse Maintainer (Part time) positions was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to hire Howard Riegler as a Firehouse Maintainer (part-time) at his former salary was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 9:30 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BUDGET DEVELOPMENT MEETING AND
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES SEPTEMBER 4, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members, especially for ex-captain Steve Rusnak.

BUDGET DEVELOPMENT

The 2026 budget was discussed. Tax Cap for 2026 is 2.81 percent. (1.02 Allowable Levy Growth Factor + 1.0081 Tax Base Growth Factor) Tax Levy limit is \$8,802,060. PILOTS estimated at \$606,030.

The tax increase for the District for 2026 will be 1.95% (under the tax cap).

Tax levy of \$8,722,060 plus PILOTS estimated at \$606,300 brings the total assessment for 2026 to \$9,328,090.

With the addition of Ambulance Charges, Fire Protection fees, and interest earnings that will bring the total appropriation to \$9,994,882.91.

Salary projections and equipment projections were discussed.

Chief Eysser arrived at 6:20pm.

Total proposed budget is \$9,994,882.91.

The budget preparation was concluded at 6:39pm.

A motion to approve the 8/11/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the use of Station 2 on Tuesday, September 16 for the Second Precinct meeting/BBQ was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0. All paperwork and fees received.

A motion to approve the 2026-2027 engagement letter with Firefly Admin at a 2.38% increase (\$178) from 2024-2025 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0. Estimated fees to Firefly for 2026 are \$10,950.00.

A motion to approve a gym use request for Sydney Goltzman (#6005) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the proposed 2026 budget in the amount of \$9,994,882.91 with assessment (tax levy + PILOTs) at \$9,328,090.00 was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to adopt the resolution to set budget hearing date and time for October 21,2025, at 6:00PM was made by Commissioner Dhawan and seconded by Commissioner Graceffa.

NOTICE OF PUBLIC HEARING SYOSSET FIRE DISTRICT ANNUAL BUDGET FOR 2026

WHEREAS, on the 4th day of September 2025, pursuant to Section 105 of the Town Law and Section 181 of the Town Law, the Board of Fire Commissioners of the Syosset Fire District confirmed that the Annual Fire District Budget Hearing will be conducted with reference to the Annual Fire District Budget for fiscal year 2026 on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791, and

WHEREAS the Board of Fire Commissioners is required to adopt a proposed budget at least 21 days before October 21, 2025, so that it is available for public inspection prior to the budget hearing.

NOW, therefore, BE IT RESOLVED that the Board of Fire Commissioners of the Syosset Fire District has adopted a proposed Annual Fire District Budget for 2026 as of this date for purposes of discussion and review at the Budget Hearing to be held on October 21, 2025, and a copy of the proposed budget is available at the office of the Town Clerk of the Town of Oyster Bay and at the office of the Syosset Fire District Secretary at 50 Cold Spring Road, Syosset, New York 11791 where it may be inspected by any interested person during office hours. In addition, a copy of the proposed budget is posted on the fire district's website, and copies of the proposed budget will be available on the night of the said hearing.

NOW, therefore, BE IT FURTHER RESOLVED that the Board of Fire Commissioners of the Syosset Fire District will hold the Annual Fire District Budget Hearing to be conducted with reference to the Annual Fire District Budget for fiscal year 2026 on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791.

NOTICE IS HEREBY GIVEN that the aforesaid budget will be presented to the residents and taxpayers of the Syosset Fire District and to the Board of Fire Commissioners of the Syosset Fire District, for their respective consideration at this public hearing and for the purpose of considering the said resolution and hearing all persons interested in the subject concerning same on Tuesday, October 21, 2025, commencing at 6:00 p.m. at the Fire Department Headquarters Building located at 50 Cold Spring Road, Syosset, New York 11791.

| | |
|-----------------------|------------|
| Commissioner Roseo | <u>YES</u> |
| Commissioner Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>YES</u> |
| Commissioner Predmore | <u>YES</u> |

Dated: September 4, 2025
Syosset, New York
Board of Fire Commissioners

The resolution was passed unanimously.

Chiefs Agenda – 9/4/2025

43) Accidents: One collision involving A5893. Collision Review was completed on 08/30/2025 – to be discussed in Executive Session

44) New Chauffeurs: N/A

45) New Officers: N/A

46) Resignations/leaves/transfers/change of address: N/A

5) Request/returns for LOA:

Co.2 member returned to service effective 08/27 from LOD injury.

Co.2 member returned to service effective 09/02 from LOD injury.

Co.4-member request NLOD medical leave effective 08/15/2025

Co.5-member request personal leave effective 08/21/2025.

6) Change of Status:

A. Mathai – transfer from Company 1 to Company 2

A. Pieper, D. Kaplan, K. Kozey, W. Cohen, J. Yuen, S. Sakhai, E. Bowie, J. Shaugnessy – College program

MOTION: Comm. Kaplan SECOND Comm. Dhawan ADOPTED: 5-0

7) New Applications: David Isham, William Wong, Owen Bondar

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

8) Company/Chiefs Requests:

5800:

Estimate received regarding Lapel Pins - \$6,100.

We have received a request for an ambulance /EMS coverage for the below listed dates.

Friday night varsity games 9/26, 10/10, 10/17 and 10/31. At Syosset High 630pm.

Saturday JV games 9/6, 9/27, 10/25 and 11/1 at Syosset High 9:15am.

5801: 582 will be standing by in Rockville Centre for the 4th Battalion Parade on Saturday, September 13, from 1700–2300.

EMS Co. 6 will be standing by at Oyster fest on Sunday, October 19, at Oyster Bay Company 1.

5802: Co.1 requests the Department Bus, EZ-Pass, and gas card for Long Island Day at the Firemen's Home on the Hudson for Sunday, September 21, 2025.

MOTION: Comm. Predmore SECOND: Comm. Graceffa ADOPTED: 5-0

5800: Met with Bethpage regarding modification to collar closure on bunker gear and modification to knee pads.

9/28/2025 – Request for 2 vans – EZ Pass – Tunnel to Towers

MOTION: Comm. Predmore SECOND: Comm. Graceffa ADOPTED: 5-0

Request – 582/585 Columbus Day Parade- 10/12/2025 – Farmingdale

MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Treasurer/Secretary

Claims to be Paid: \$ 189,503.68

Prepaid Claims: \$ 29,405.94

LOSAP: \$ 43,920.00

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

CORRESPONDENCE: a) Second half of tax levy received \$4,306,338.94. (\$156 over budgeted amount)

NEW ITEMS: a) Firefly Admin – Document disposition election form – have documents returned to store on-site or shred. After discussion the decision was to notify Firefly to shred and destroy the documents.

b) Re-affirm Reserves CDs – rollover full amount for both CDs for 2 months at 4%.

MOTION: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 5-0

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

The Director will be on vacation the week of 9/21/2025.

Recommending a “No Award” to the bid for a gear washer and dryer. No bids received. Re-bid will go out on Monday.

MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 5-0

A requisition was received for 5 portable District radios at a cost of \$2,500.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for a custom pyramid canopy with chairs for the drone unit vehicle at a cost of \$2,258.00. After discussion a motion was made to approve the purchase of the tent only, no chairs, by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A requisition was received to replace the gutters on 1 Arizona. This item was put on hold.

A requisition was received to purchase plaques for the Ex-chief Caines and Ex-chief English awards at a cost of \$1,494.00. A motion was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

The Amazon purchasing issue was looked into. For access to the platform we could use there is a \$499 fee to join. Comm. Kaplan will get contact information for another District to talk to.

A requisition was received for 26 blue visor vented helmets at a cost of \$8,300.00. These are replacement helmets for EMS. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for the Wilmac silver plan maintenance contract and software assurance plan for the recorder software at a cost of \$23,475.00 for one year. A motion to approve the renewal was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Superintendent's Report – 9/4/2025

Discussions/Signatures/Approvals:

Approval – Seagrave Contract and signature – hold for discussion with Counsel.

Approval- Confirm appointment of Karl McGinn to mechanic- 6-month probation ends 9/7/25

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- amended Drone policy to allow release of images/video recorded at Mutual Aids to the host agency in line with what the NCFM, Mineola and ABR are currently doing

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Documentation and Data Storage

5. All images, video, and flight data recorded by the UAS are property of the Syosset Fire District
6. No Robotics Unit Member will transmit, post, or otherwise disseminate any confidential or sensitive data obtained by a UAS
7. After each flight the UAS Operator will document the following information in the flight record section of dronesense
 - a. Run Number if applicable
 - b. Reason for flight
8. The Robotics Unit Director will secure all data obtained on a secure folder in the district network in accordance with SFD data retention policies
 - a. Data relating to an incident will be retained for 3 years
 - b. Data relating to training flights will be retained for 90 days
 - c. Data relating to any incident that the Syosset Fire Department or District requests an investigation of by the Nassau County Fire Marshalls Office will be turned over to NCFM Investigations Division as soon as practical
 - d. All images, video, and flight data recorded at Mutual Aid incidents will be shared with the Host Agency if requested
 - i. Exception – Any images/video taken inside private property must be approved for release by the BOFC

Approval- to purchase new EPCR tablets- installed in new ambulances- \$12,000 from CDWG under OGS Contracts

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- 1 Az gutter proposals – on hold as discussed.

Approval- Lapel pins - \$6100.00 as brought up under the Chiefs agenda.

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 5-0

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- awaiting schedule and artwork- according to monument company possibly October Install.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design

- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances in line for production-after speaking with Specialty looking like 2025 chassis - final expected mid to late September – Final inspection Sept 28-29,2025
- Replacement of existing Tower Ladder- Approval and contract to be signed by Board Seagrave.
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.

Architects will be in Tuesday to discuss parking lot.

Approval – 4 CO2 detectors at \$1,100 each. A motion to approve the purchase not to exceed \$5,000.00 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Executive Session- Yes

A motion to adjourn to executive session to discuss the Seagraves contract was made by Commissioner Dhawan, seconded by Commissioner Predmore and adopted 5-0.

General session recessed at 7:28 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel

Executive Session convened at 7:29 p.m.

Discussion was held with Counsel regarding the Seagraves contract changes.

Executive session recessed at 7:37pm.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Christopher Eysser, Chief of Department
 Michael Gaccione, 2nd Asst. Chief
 John Garcia, 3rd Asst. Chief
 Jack Lord, Sr. Firehouse Maintainer
 Ryan Roberts, Paramedic Supervisor

General session reconvened at 7:38pm.

A motion to approve entering the Seagraves contract to purchase one aerial 95 foot ladder truck at a cost of \$2,899,388.00 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

Chief Eysser thanked the Board and everyone who assisted in getting this done. The Company appreciates going forward with this transaction. Commissioner Predmore remarked that a big factor was the professionalism that they give to the department. We know the apparatus is in good hands.

Counsel's Report

Counsel had nothing for general session.

Committee Reports:

- Commissioner Roseo – remarked on the Seagraves contract just signed. It will be interesting to see how the company develops in the 3 years to build this piece of apparatus, where are current members are and who are new members who come in will be.
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan stated that Ambulance Recovery has brought in \$343,654 to date. He has spoken with ProClaim on how to improve our recovery rates and will speak with DE Roberts. Proposal for the 2026 installation dinner – Crest Hollow Country Club – 5/30/2026, \$170/pp, minimum 150 guests. Chiefs have approved the date. Comm. Kaplan made a motion to go forward with this proposal, sign the contract, and send a deposit. The motion was seconded by Commissioner Dhawan and adopted 5-0.
He also asked when the dates will be for flu shots. The District Secretary will speak to Kathie.
- Commissioner Predmore had nothing to report.

Old Items:

Southwoods Road Bridge

Aerial Way

ISO Rating

Architect plans

TOB – parking lot

Laurel Hollow agreement

SCBA

An audience to the public was called for. Kevin Edell on behalf of Company 2, thanked the Board, the Chiefs, and the Superintendent for approving the purchase of the new apparatus.

DE Roberts reported that 2 new EMTs were approved to start this month.

A motion was made by Commissioner Kaplan to use funds from the Reserves- Apparatus & Equipment to purchase the new Seagraves aerial ladder truck. (The permissive referendum was approved prior and the 30 days have passed.) Commissioner Dhawan seconded the motion, and it was approved 5-0.

General session recessed at 7:33 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 7:37p.m.

Discussion Accident Review Board findings.
Discussion holding additional EVOC classes and other ways to requalify chauffeurs going forward.
Discussion newly formed disciplinary committee.
Discussion damage to resident's property.
Discussion new issue for safety committee
Discussion 428 Harbor Rd.
Chiefs depart at 8:13pm.
Discussion District staffing and open positions.
Discussion of employee matter.
Discussion of employee resignation.
Discussion new payroll company.
DE Lord and DE Roberts depart at 8:44pm.
Discussion regarding purchasing.

Executive Session was adjourned at 9:07 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel

General session was reconvened at 9:09 p.m.

A motion to approve hiring Ryan Sullivan and James Kleisler as EMTs at starting salary was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve the Accident Review Board findings was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to open three (3) Firehouse Maintainer (Part time) positions was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to hire Howard Riegler as a Firehouse Maintainer (part-time) at his former salary was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 9:30 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES SEPTEMBER 24, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Elisabetta Coschignano, Esq., District Counsel
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:02 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 9/4/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 4-0.

A motion to approve gym use requests for Eldin Saljanin (#6012), Gregory Guzzo (#364), and Amanda Johnson was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 4-0.

A motion to approve the transfer of \$400,000 from General Fund to the Payroll account was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 4-0.

Chiefs Agenda – 9/24/2025

47) Accidents: N/A

48) New Chauffeurs: Co.2 member Ashwin Mathai is now qualified on Department Ambulances.

49) New Officers: N/A

50) Resignations/leaves/transfers/change of address: Co.#4 member Bo Tian resigned.

5) Request/returns for LOA:

6) Change of Status: N/A

7) Company Requests: Company #4 requests to purchase Bo Tian's FF helmet – item is on hold

Chiefs Requests:

5800: Requests names for early registration for the 2026 FDIC

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 176,246.58 |
| Prepaid Claims: | \$ 19,835.57 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 4-0.

CORRESPONDENCE: a) Second half of Laurel Hollow contract funds received.
b) Petition for Commissioner received from Rohit Dhawan

NEW ITEMS: a) Ambulance Recovery Reconciliation – 1st and 2nd quarter 2025 (\$161,807.19 plus \$141,098.13)

Approval to transfer \$302,905.32 from Ambulance Recovery to General Fund

MOTION: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 4-0

b) Bank reconciliations for July and August completed (except Ambulance Recovery for August- waiting on Proclaim reports – received today)

c) Budget to Actual report

PROPOSED CHANGES TO THE 2025 BUDGET:

INCREASE:

| | |
|-----------------------|-------------|
| FIRE EQUIPMENT | \$13,000.00 |
| FIRE VEHICLES | \$10,000.00 |
| GOOD AND WELFARE | \$500.00 |
| INSTALLATION DINNER | \$7,850.00 |
| HYDRANT RENTAL | \$10.00 |
| PER DIEM LABOR | \$1,000.00 |
| TRAVEL | \$10,000.00 |
| MAINT- B&G | \$10,000.00 |
| REFRESHMENTS AND FOOD | \$5,000.00 |
| REPAIRS - RADIOS | \$10,000.00 |

DECREASE:

| | |
|-----------------------------|-------------|
| CONTINGENCY CAPITAL OUTLAY | \$23,000.00 |
| PARADES | \$1,300.00 |
| CONTINGENCY FIRE PROTECTION | \$23,060.00 |
| MAINT - COMMUNICATIONS | \$5,000.00 |
| MAINT - FIRE EQUIPMENT | \$5,000.00 |
| REPAIRS - B & G | \$10,000.00 |

A motion to approve the above proposed changes to the 2025 budget was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 4-0.

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report – the Director was unable to attend.

Superintendent's Report – 9/24/2025 – unable to attend

Requisition for 27 sets of firefighting gear at a cost NTE \$124,000

MOTION: Comm. Graceffa SECOND: Comm. Dhawan ADOPTED: 4-0

Executive Session: Yes

Counsel's Report – items are for executive session

Committee Reports:

- Commissioner Roseo – looking for approval to attend IAFC-VCOS conference in Clearwater, FL November 13-16, 2025. Estimated costs: Round trip airfare NTE \$500. Rental car NTE \$250, Conference fee - \$520. Hotel NTE \$236/night plus taxes and fees
MOTION: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 3-0 (Comm. Roseo abstained from the vote)
The Chairman also commented on the recent Fire Prevention Day held at the Syosset Street Fair. All had positive comments about the experience.
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan was unable to attend the meeting
- Commissioner Predmore had nothing to report

Old Items:

bbbb) Southwoods Road Bridge
cccc) Aerial Way
dddd) ISO Rating
eeee) Architect plans
ffff) TOB – parking lot
gggg) Laurel Hollow agreement
hhhh) SCBA

An audience to the public was called for. No one rose to speak.

General session recessed at 6:22 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Elisabetta Coschignano, Esq., District Counsel
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 6:23 p.m.

Discussion Gordon Drive lease renewal – if we move forward will need to adjust 2026 budget line item.

Discussion to hire Deputy Treasurer.

Discussion lost gas card.

Discussion new payroll company/implementation.

Discussion of LOSAP payment

Discussion with Counsel – TOB Land deal

Discussion SCOTT litigation

Discussion of member suspension.

Counsel departed at 7:03pm.

Discussion with Supervisor Ignagni to hire 2 part-time Firehouse Maintainers. Item put on hold.

Discussion of full-time Firehouse Maintainer starting salaries and proposals to increase them.

Discussion of drone team.

Executive Session was adjourned at 7:27 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice- Chairman
 Rohit Dhawan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer

General session was reconvened at 7:30 p.m.

A motion to amend the proposed 2026 budget by increasing Operating Leases by \$35,050 and decreasing Transfer to Reserves – Buildings & Grounds by \$35,050 was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 4-0.

A motion to hire Mary Spanos as the Deputy Fire District Treasurer at a starting salary of \$55,000/year was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 4-0.

There being no further business before the Board, the meeting was adjourned at 7:33 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES OCTOBER 14, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
Sam Bifulco, District Counsel's Office
William Sauberman, 1st Asst. Chief
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 9/24/2025 minutes was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the use of Headquarters on January 3, 2026 by Peter Dowd was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

Treasurer/Secretary

| | |
|--------------------|---------------|
| Claims to be Paid: | \$ 228,829.51 |
| Prepaid Claims: | \$ 21,483.35 |
| LOSAP: | \$ 43,920.00 |

The above claims were approved for payment on a motion by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

CORRESPONDENCE: a) NONE

.

NEW ITEMS: a) Ambulance Recovery bank reconciliation for August is complete

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

A requisition was received for 2 Sierra Wireless modems at a cost of approximately \$4,845.00.

A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Regarding the purchase of the three new ambulances, The final bill has been received at \$1,016,038 which is less than expected due to a lower cost of the chassis. However, there were four change orders included in the final bill. A motion was made by Commissioner Dhawan to accept the four change orders and reduce the purchase order amount to \$1,016,038. The motion was seconded by Commissioner Kaplan and adopted 5-0.

A requisition was received for a bronze plaque for the memorial park at a cost of \$1,900. Waiting for the final draft of the artwork. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received for 2 PowerEdge servers at a cost of \$7,100. These are for the NICE voice recorder. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received to re-glaze the 7 bay doors at Headquarters at a cost of \$4,200.00. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received to purchase firefighting gloves for replacement as well as for stock at an estimated cost of \$15,100.00. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent's Report – 10/14/2025

Discussions/Signatures/Approvals:

Approval- to surplus 1997 Ford E450 ambulance and return it to Hicksville FD 5890

MOTION: Comm. Dhawan **SECOND:** Comm. Graceffa **ADOPTED:** 5-0

Approval- to attend 2026 FDIC

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- awaiting schedule and artwork- according to monument company possibly October Install.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design- waiting on counsel for land approval
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design- waiting on counsel for land approval
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances Delivered and in the process of being upfitted with radios.

- Replacement of existing Tower Ladder- build number assigned
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.
- TNT equipment on 588- over 20 years old – looking to see if it can be refurbished.

Chiefs:

District- Member Issued Equipment Pending/Returned:

Bo Tian 465 – E Mail – 9/7/2025 ALL EQUIPMENT RETURNED

Yerlan Makhanbetov- 5001- ALL EQUIPMENT RETURNED

Chiefs Agenda – 10/14/2025

51) Accidents: One minor collision involving E584. ARB completed. – Hold for executive session

52) New Chauffeurs: N/A

53) New Officers : Company #1 FF Tommy Lee was nominated to the position of Captain at the September Company meeting. Meets training and time requirements.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 4-0 (Comm. Predmore abstained from the vote).

54) Resignations/leaves/transfers/change of address:

Co.5 Lt. Cushing is stepping down as Lieutenant.

Co. 5 member Earl Makhanbetov submitted his resignation.

Comm. Kaplan asked about the status of member #6007 who returned equipment with no resignation letter. After discussion, Comm. Kaplan made a motion to drop him from the rolls. The motion was seconded by Comm. Graceffa and adopted 5-0.

55) Request/returns for LOA:

R. Hyde – return from LOA

6) Change of Status:

7) Company Requests:

5800:

Approval of Following chiefs orders - discussion held for Chief Eysser

- Blocking the scene
- Disciplinary Committee
- Chauffeur Training

4 fire cadet applications – hold for review

Bunker gear donation for Juniors

5801:

5802:

- Co#4 requests to purchase former FF Tian’s helmet – discussed at a prior meeting. Request denied.
- Use of 2 vans, 582 and 583 to attend the Huntington Holiday parade Nov 29th
MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 5-0
Approval to order lunch for members taking confined space awareness at Station 3 Oct 18

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

- Approval of the following members to attend FDIC 2026 - hold for Executive Session

Chief Chris Eysser
Chief John Garcia
Ex Chief Fasano
Ex Chief Ditata
Ex Capt. Connolly
Ex Capt. Leonard
Ex Capt. McDermott
LT. R Mathai
LT Dan Luden
FF. M Eysser
FF. A Mathai
FF. E Goltzman
FF. C Thomas
FF. Sandiford
FF. Sorrentino
FF. Katz
FF. JM Fasano
FF. Brophy
Jack Randazzo
(19 total)

5803:

Counsel's Report - nothing to report

Old Items:

iiii) Southwoods Road Bridge
jjjj) Aerial Way
kkkk) ISO Rating
llll) Architect plans
mmmm) TOB – parking lot
nnnn) Laurel Hollow agreement
oooo) SCBA

DE Roberts reported that a new EMT was approved to start. A motion to hire Thaqif Kamaruszaman at the starting salary for an EMT was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan reported that the three ambulances were delivered and will be outfitted soon
- Commissioner Kaplan reported that ambulance recovery collected \$47,823 for the month of August. Total collection for 2025 is \$391,477.
- Commissioner Predmore had nothing to report.

DE Lord discussed a MOU between the District and Nassau County that gives us permission to transmit on their frequencies. A motion to approve the MOU was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Chief Eysser arrived at 6:25pm. Discussion was held on the new Chiefs orders. Disciplinary Committee was read. Chauffeur training was discussed. Commissioner Kaplan made a motion that members can start driver training at the age of 20.5 years of age. The motion was seconded by Commissioner Predmore and adopted 5-0. Blocking the scene was read and discussed.

A motion to approve all three Chief's orders was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

Chiefs Order 25-004: Disciplinary Hearing Committee

The Fire Department Disciplinary Hearing Committee is responsible for conducting formal hearings to investigate alleged violations of department rules, regulations, or policies by any member. This includes firefighters, EMTs, paramedics, and EMS personnel. If a violation is confirmed, the committee will recommend appropriate disciplinary action to the Chiefs Office.

Committee Purpose and Function

- To ensure a fair and impartial process for reviewing allegations of misconduct.
- Responsibilities include:
 - Reviewing investigative findings
 - Hearing witness testimony
 - Allowing the accused member to present a defense
 - Recommending disciplinary action if warranted (e.g., verbal warning, suspension, or termination)

Due Process Rights

- All accused members are entitled to:
 - Written notice of specific charges
 - Access to their personnel file and relevant documents
 - The opportunity to present evidence and call witnesses
 - The right to have their officers present or legal representation, if necessary, during the hearing

Key Elements of the Disciplinary Hearing Process

- Formal Charges:
 - Allegations must be clearly outlined in writing and provided to the member in advance of the hearing.
- Investigative Report:
 - A prior internal investigation must be completed, including collection of evidence and witness statements.
- Hearing Procedures:
 - The committee will follow formal procedures, including witness testimony, presentation of evidence, defense presentation by the accused, and legal representation if requested.
- Deliberation & Decision:
 - After hearing all the evidence, the committee will determine if a violation occurred and recommend disciplinary action to the Chief's Office.
- Appeals Process:
 - Members may have the right to appeal the committee's decision in accordance with department or district policy.

This process ensures accountability while upholding the rights and integrity of all department members

Chiefs Order 25-005: Chauffeur Training

Requirements to Begin Chauffeur Training

- Must be a Department member for a minimum of one (1) year.
- Must be off probation.

- Must be at least 20 ½ years of age or older.
- Must have the approval of the Company Captain.
- Must have approval of the Chief of the Department.
- Must complete the appropriate Online Emergency Vehicle Operator Course (EVOC), which includes the following components:
 - For Ambulance/5899 Chauffeurs:
 - EVOC for Ambulance Chauffeurs
 - Emergency Vehicle Following Distances
 - EMS Emergency Vehicle Backing
 - Winter Driving – Fire Apparatus
 - For Fire Apparatus Chauffeurs:
 - EVOC for Fire Apparatus Chauffeurs
 - Emergency Vehicle Following Distances
 - Fire Service Emergency Vehicle Backing
 - Winter Driving – Fire Apparatus

Timing

- Members may begin training on an Ambulance/5899 at 20 ½ years of age but cannot become qualified until they turn at least 21 years of age.
- A member can begin training on an Engine immediately after being qualified on an Ambulance. However, a member must be qualified on an Ambulance for a minimum of six months before they can become qualified on an Engine.
- A member can begin training on a Tower Ladder 582 or Ladder 5855 immediately after being qualified on an Engine.
- Qualification on the 582 & 5855 will be at the discretion of Chief Chauffeur in consultation with the Chiefs office. Factors that will be considered are frequency of driving, competency, & driving record.

Chiefs Order 25-006 – Blocking Traffic at Scenes

Blocking traffic at emergency scenes is critical to the safety of our members. We need to protect operating personnel, victims and the public. Below is a guideline of best practices for blocking traffic at emergency scenes:

1. Purpose

To effectively block or redirect vehicular traffic at emergency scenes to ensure responder safety, protect the public and maintain scene safety.

2. General Guidelines

a. Scene Safety First

- Position emergency vehicles to create a physical barrier between oncoming traffic and the emergency scene.
- Use "blocking" positions when parking fire apparatus.

b. Use of Emergency Lighting

- Activate all warning lights on all vehicles.
- All warning lights are activated when approaching the scene on a non-emergency mode response.

c. Traffic Control Devices

- Use cones or flares to alert and guide traffic.
- Devices should be placed between the scene and oncoming traffic at appropriate distances.

d. Lane Closures

- Close the necessary number of lanes to protect operating personnel.
- Completely close roads when the safety of personnel or the public is at risk.
- Completely close the street/block during operations. This includes fire & EMS operations.

e. Establish a Safe Working Zone

- Create a zone for responders to work safely, separated from moving traffic.

- Use secondary blocking vehicles (e.g., fire police and/or fire apparatus) to prevent vehicle intrusion.

3. Coordination and Communication

- **Responding units shall continue in to ensure the safety of the scene. We protect our members and do not rely on other agencies to do so, it is our responsibility.**
- Coordinate with police department for traffic control assistance.
- Communicate clearly with all responding units regarding approach & egress.

4. Duration of Blocking

- **The scene shall remain blocked/closed while all department members & apparatus are operating**
- Notify the police when we are taking up and opening the roadway.

5. Special Considerations

- **Incidents on high-speed roadways (LIE, NS, Rt 135) require enhanced blocking procedures. Single units should not operate on these roadways. These are extremely hazardous locations. We need to block the scene with fire apparatus (Engines, Rescue Engine, Ladders)**
- Nighttime operations must include reflective clothing, adequate lighting, and illuminated traffic devices.
- Inclement weather may require extended blocking or increased visibility measures.

An audience to the public was called for. No one rose to speak.

General session recessed at 6:36 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 Sam Bifulco, District Counsel's office
 Christopher Eysser, Chief of Department
 William Sauberman, 1st Asst. Chief
 Michael Gaccione, 2nd Asst. Chief
 John Garcia, 3rd Asst. Chief
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer
 Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:43 p.m.

Discussion of Accident Review Board hearing and decision.

Discussion of new member applications.

Discussion of FDIC 2026 and members attending

Discussion of disciplinary issue with member.

Chiefs depart at 7:05pm.

Discussion of Deputy Treasurer position.

Discussion of member/LOSAP issue

Discussion upcoming CD renewal.

Discussion of new payroll company, Paycom contract

Discussion of dispatching – other organizations

Discussion EMS staffing

Chief Eysser returned at 7:17 pm. Discussion of donation of bunker gear for Juniors program, some may need slight repairs which will have a small cost. Only to be used for Junior drills at SFD.

Chief Eysser, DE Roberts, and DE Lord depart at 7:22pm.

Discussion of EMS conference attendance by Medic Supervisor.

Discussion of potential hire – PT Firehouse Maintainer.

Discussion of legal invoices and items they pertain to.

Executive Session was adjourned at 7:45 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent

General session was reconvened at 7:48 p.m.

A motion to approve CADET applications for David Bobby, Joseph DiBacco, Reilly Pieper, and Sarah Katz was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to accept the ARB findings was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the following to travel to FDIC in Indianapolis April 20-25, 2026 was made by Commissioner Graceffa: Chief Chris Eysser, Chief John Garcia, Joseph Fasano, Ken Ditata, Joseph Connolly, Jr., Robert Leonard, Chris McDermott, Roshan Mathai, Dan Luden, Matthew Eysser, Ashwin Mathai, Ethan Goltzman, Christopher Thomas, John Sandiford, Ralph Sorrentino, David Katz, Joseph M. Fasano, Kevin Brophy, DE Jack Randazzo. The motion was seconded by Commissioner Kaplan and adopted 5-0.

A motion to approve the agreement with Paycom for implementation and payroll services pending Counsel's review was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

Approve training hours for DE Roberts to attend NYS Vital Signs, November 11-15, 2025 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0. There will be no additional expenses except training time.

A motion to approve moving forward with the hiring process for Angelo Fasano was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 7:58 pm.

Karen Borrelli

SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES OCTOBER 21, 2025

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent

BUDGET HEARING:

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

This is the public hearing regarding the 2026 proposed budget. In accordance with NYS Town Law all Fire Districts must, prior to adoption of their budget, hold a public hearing on their budget. This budget hearing must be held in such a manner to maximize participation in the budget process. The purpose of this hearing is to discuss the contents of the budget. The Board of Fire Commissioners, in accordance with legal requirements has adopted their proposed budget on September 4, 2025, which is at least 21 days prior to this budget hearing.

Since the Syosset Fire District maintains a website, the proposed budget was posted on that website pursuant to the requirements of the Town Law.

The Secretary of the fire district has caused the notice of this public hearing to be published or posted at least once, at least 5 days before the date specified for the hearing in Newsday, the official newspaper of the fire district and posted on the official signboard of the fire district as well as the fire district's website, and that the notice was sent to the Town for publication on the Town's website and Town's signboard.

The notice of public hearing specified the time, date, and place of the hearing.

Upon its adoption, the fire district secretary also made available for inspection and copying the proposed budget to any interested person during district office hours.

The purpose of this public hearing is to allow members of the public to make comments on the budget. Any person may be heard in favor of, or against, the preliminary budget or any item in it. Please note that this is only a proposed budget until the Board of Fire Commissioners adopts the final budget.

Prior to the public comment portion of this budget hearing, we will hear from the Fire District Treasurer who will make a brief presentation about the preliminary budget to the Board of Fire Commissioners and members of the public who are present. The Fire District Treasurer will be asked to submit the proposed budget to the Board of Fire Commissioners and members of the public who are here this evening.

The budget must be adopted no later than November 4 and submitted to the Town budget officer by November 7.

The Treasurer Presented the Proposed Budget.

The 2026 Budget is within the guidelines of the State Comptroller's tax levy cap. This cap is a cap on the total assessment raised and not the total budget amount. There are several adjustments that determine the calculation of the total cap. The Board of Fire Commissioners is not seeking to exceed the tax cap.

The total tax levy for Fiscal Year Ending 2025 was \$ 8,612,522.

PILOTs Receivable for 2025 were \$541,335.

Total 2025 budget was \$9,499,882,07.

Tax Base Growth factor for 2026 is 1.0081

Allowable Levy Growth Factor 1.02 (inflation)

There is no increase for pension, or other transfers from other local governments

Tax Cap Reserve Amount from 2025 (Excess PILOT payments) is \$0.

The total levy limit for 2026 is \$8,802,060.00. (2.81% tax cap)

Estimated PILOT Receivable for 2026 is \$606,030.

The proposed levy (total levy limit less tax cap reserve amount) for 2026 is \$8,722,060.00 (1.95% increase – under the tax cap)

Total appropriation for 2026 is \$9,328,090.

Other revenue (interest, fire protection, ambulance recovery) \$666,792.91

The proposed budget for 2025 is \$9,994,882.91

Expenses:

Personal Services (Salaries) \$2,899,203.85

Equipment & Capital Outlay \$1,275,000.00

Fire Protection \$2,732,575.52

Retirement System \$350,000.00

LOSAP \$342,570.00

Employers Obligation of Payroll Taxes \$235,064.54.

Insurances \$1,362,000. (including VFBL, Workers Comp, Life Insurance – Employee/Members, Employee Medical, and Disability, insurances)

Transfer \$798,469.00 to Reserves (Includes \$483,519. transfer to Apparatus reserves to fund lease purchase of 6 new engines).

The Chairman Stated the public comment period begins. No one rose to speak.

The public comments period of this annual budget hearing has now concluded.

The members of the Board of Fire Commissioners are now allowed to ask questions. There were no questions from the Board of Fire Commissioners.

The public hearing regarding the proposed 2026 budget is declared closed.

A motion to approve the 2026 budget totaling \$9,994,882.91 was made by Commissioner Graceffa and seconded by Commissioner Dhawan.

**RESOLUTION TO ADOPT BUDGET FOR
SYOSSET FIRE DISTRICT FOR 2026 FISCAL YEAR**

WHEREAS, pursuant to New York State Town Law §181, the Board of Commissioners of the Syosset Fire District (“Commissioners”), is required to prepare an annual budget,

WHEREAS the Commissioners are further required to conduct a public hearing on the third Tuesday in October to allow for public comment and revisions to the proposed budget;

WHEREAS the Commissioners conducted a public hearing on October 21, 2025 for the consideration of the proposed budget for the 2026 fiscal year;

WHEREAS, the Commissioners have determined that the budget preparation and review process for the 2026 fiscal year has been completed;

NOW, THEREFORE, BE IT

RESOLVED, that the Commissioners adopt the budget for 2026 fiscal year as proposed; and be it further

RESOLVED, that the Fire District Secretary shall deliver two certified copies of the budget for 2026 fiscal year to the Town Clerk of the Town of Oyster Bay

DATED: October 21, 2025

Vote of the Commissioners:

| | |
|------------------------|---------------|
| Chairman Roseo | <u>YES</u> |
| Vice Chairman Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>ABSENT</u> |
| Commissioner Predmore | <u>YES</u> |

Resolution passed by a vote of 4-0. This concludes the 2026 Budget hearing. The meeting was adjourned at 6:15pm.

| | | | |
|---------------------------------------------|------------------------------|---------------------|---------------------|
| | | | 2026 BUDGET |
| Ordinary Income/Expense | | | |
| <u>Income</u> | | | |
| 1001 · Real Property Taxes | | | 8,722,060.00 |
| 1081-Payment in Lieu of Taxes | | | 606,030.00 |
| 1640-Ambulance Charges | | | 325,000.00 |
| 2262 · Charges for Fire Protection | | | 275,292.91 |
| 2401 · Interest and Earnings | | | 65,000.00 |
| 2410 · Rentals | | | 1,500.00 |
| 2660 · Sale of Assets | | | |
| Misc. Revenues: FY 2019 Levy on Hand | | | |
| 2680 · Insurance Reimbursements | | | |
| 2700. Refund of Medicare D | | | |
| | | | |
| | | Total Income | 9,994,882.91 |
| | | | |
| <u>Expense</u> | | | |
| 3410.1 · PERSONAL SERVICES | | | |
| | Firehouse Maintenance | | 1,858,324.85 |
| | Paramedics | | 695,194.00 |

| | | | |
|--------------------------------------------|--------------------------------------------------|--|---------------------|
| | District Office | | 307,950.00 |
| | Payout Personal Services | | 37,735.00 |
| | Total 3410.1 · PERSONAL SERVICES | | 2,899,203.85 |
| | | | |
| 3410.2 · EQUIPMENT & CAP OUTLAY | | | |
| | Software | | 15,000.00 |
| | B&G Equipment | | 50,000.00 |
| | Computer Equipment | | 60,000.00 |
| | Contingency | | 150,000.00 |
| | Fire Equipment | | 50,000.00 |
| | Fire Vehicles | | 55,000.00 |
| | Office Furniture | | 20,000.00 |
| | Protective Equipment | | 300,000.00 |
| | Radio Communications | | 450,000.00 |
| | Renovations | | 100,000.00 |
| | Rescue Equipment | | 25,000.00 |
| | Total 3410.2 · EQUIPMENT & CAP OUTLAY | | 1,275,000.00 |
| | | | |
| 3410.4 · FIRE PROTECTION | | | |
| | Association Dues | | 3,000.00 |

| | | | |
|--|--------------------------------------------|--|-------------------|
| | Contingency | | 100,000.00 |
| | Department Payments | | 96,352.52 |
| | Election Expense | | 3,500.00 |
| | Fire Prevention | | 15,000.00 |
| | Fire Training | | 102,000.00 |
| | Fuel - Vehicles | | 60,000.00 |
| | Good & Welfare | | 1,500.00 |
| | Hydrant Rentals | | 3,210.00 |
| | Installation Dinner | | 60,000.00 |
| | Insurance | | 300,000.00 |
| | Legal Notices | | 4,500.00 |
| | Licenses/Fees | | 47,500.00 |
| | Maintenance - Equipment | | 123,000.00 |
| | Maintenance - Buildings and Grounds | | 125,000.00 |
| | Operating Leases | | 167,013.00 |
| | Parades | | 3,000.00 |
| | Per Diem Labor | | 3,000.00 |
| | Accounting | | 55,000.00 |
| | Consultants/Professional Services | | 255,000.00 |

| | | | |
|--|-----------------------------------------|--|---------------------|
| | Legal | | 75,000.00 |
| | Refreshments and Food | | 60,000.00 |
| | Repairs - Building & Grounds | | 140,000.00 |
| | Repairs - Equipment | | 180,000.00 |
| | Subscriptions | | 80,000.00 |
| | Supplies - Maintenance | | 70,000.00 |
| | Supplies - Office & Postage | | 30,000.00 |
| | Supplies - Rescue/Medical | | 45,000.00 |
| | Telephone | | 90,000.00 |
| | Travel | | 55,000.00 |
| | Uniforms | | 50,000.00 |
| | Utilities | | 330,000.00 |
| | Total 3410.4 · FIRE PROTECTION | | 2,732,575.52 |
| | | | |
| | 9010 · STATE RETIREMENT SYSTEM | | 350,000.00 |
| | | | |
| | 9025 · LENGTH OF SERVICE AWARDS | | 342,570.00 |
| | | | |
| | 9030 · SOCIAL SECURITY | | 220,064.54 |
| | | | |
| | 9040 · WORKERS COMPENSATION | | 355,000.00 |
| | | | |

| | | |
|--------------------------------------|----------------------------------|---------------------|
| 9045 · LIFE INSURANCE | | 85,000.00 |
| | | |
| 9050 · UNEMPLOYMENT INSURANCE | | 15,000.00 |
| | | |
| 9055 · DISABILITY INSURANCE | | 22,000.00 |
| | | |
| 9060 · HOSPITAL AND MEDICAL | | 900,000.00 |
| | | |
| 9901 · TRANSFERS DISBURSED | | |
| | TRX to A&E Reserve | 483,519.00 |
| | TRX to B&G Reserve | 314,950.00 |
| | Total 9901 TRX to Reserve | 798,469.00 |
| TOTAL EXPENSE | | 9,994,882.91 |
| | | |
| | TOTAL APPROPRIATION | 9,994,882.91 |
| | LESS: | |
| | CONTRACT PAYMENTS | 275,292.91 |
| | AMBULANCE RECOVERY FEES | 325,000.00 |
| | FEES AND INTEREST | 66,500.00 |
| | PAYMENT IN LIEU OF TAXES | 606,030.00 |
| | TOTAL ASSESSMENT | 8,722,060.00 |

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES OCTOBER 27, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 10/14/2025 and 10/21/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve the resolution appointing the board of electors for the December annual election December 9, 2025 was made by Commissioner Kaplan and seconded by Commissioner Graceffa.

**SYOSSET FIRE DISTRICT
RESOLUTION 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 the names of persons who have registered with the County Board of Elections.

NOW, THEREFORE, BE IT RESOLVED, that the following resident electors of the Syosset Fire District are hereby appointed to constitute the Syosset Fire District Board of Elections for the December 9, 2025, Annual Election:

| | |
|----------------|--------------------|
| Amanda Johnson | Chairman |
| Mary Lee | Election Inspector |
| Robert E. Lee | Election Inspector |
| Beth Haft | 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 \$100.00 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 the appointment of up to 15 administrative clerical personnel. Clerical work shall be paid at the rate of \$22.00 per hour and is hereby approved; the following are appointed as alternates to the board of electors and/or for clerical duty as needed:

James Johnson
Philip Seiter
Susan Contino
Christopher Borrelli
Maria Ciminello
Michael Haft
Karen Conroy
Colleen Rossiter
Nicholas Borrelli
Barbara Jaronczyk
Stephanie Jaronczyk
Mary Spanos

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 Roseo | <u>YES</u> |
| Vice Chairman Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>YES</u> |
| Commissioner Predmore | <u>YES</u> |

The resolution was adopted unanimously.

A motion to approve the preparation of the rolls on December 2, 2025 was made by Commissioner Graceffa and seconded by Commissioner Kaplan,

**RESOLUTION FOR PREPARATION OF
REGISTRATION ROLLS**

BE IT RESOLVED that the Board of Fire Commissioners of the Syosset 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 New York Town Law, does hereby designate the 2nd day of December 2025, as the

date of meeting for the Board of Elections to prepare registration rolls for the annual election of the Syosset Fire District; and

BE IT FURTHER RESOLVED that such meeting take place at the Fire District Office located at 50 Cold Spring Road, Syosset, New York, 11791 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 Syosset Fire District of this meeting be published by the Fire District Secretary in the official newspaper of the Syosset Fire District.

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

| | |
|------------------------|------------|
| Chairman Roseo | <u>YES</u> |
| Vice Chairman Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>YES</u> |
| Commissioner Predmore | <u>YES</u> |

The resolution was adopted unanimously.

**NOTICE OF PREPARATION OF
REGISTRATION ROLLS FOR
ANNUAL ELECTION OF THE FIRE DISTRICT**

PLEASE BE ADVISED that the Board of Elections of the Syosset Fire District shall meet on the 2nd day of December 2025, between the hours of 4:00 p.m. and 6:00 p.m. at the Syosset Fire District Office located at 50 Cold Spring Road, Syosset, New York for the purpose of preparing the rolls of registered voters of the Syosset Fire District. The annual election of the Syosset Fire District will be held on the 9th day of December 2025 between the hours of 2:00 p.m. and 9:00 p.m. at the Syosset Fire District Headquarters located at 50 Cold Spring Road, Syosset, New York.

PLEASE BE ADVISED that only those persons who have registered with the County Board of Elections twenty-three (23) days before December 9, 2025, shall be eligible to vote.

PLEASE BE ADVISED that candidates for District Office shall file their names in petition form with the Secretary of the Syosset Fire District at the offices of the District located at 50 Cold Spring Road, Syosset, New York, Syosset, New York, no later than twenty (20) days before the date of such election.

KAREN BORRELLI
Secretary, Syosset Fire District

**NOTICE OF ANNUAL ELECTION OF THE SYOSSET FIRE DISTRICT
DECEMBER 9, 2025**

PLEASE TAKE NOTICE that the Annual Election of the Syosset Fire District will take place on Tuesday, December 9, 2025, between the hours of 2:00 p.m. and 9:00 p.m. at the Syosset Fire District Headquarters Building located at 50 Cold Spring Road, Syosset, New York, for the purpose of electing one (1) Commissioner for a five (5) year term, commencing January 1, 2026, and ending December 31, 2030. All duly registered voters residing in the Syosset Fire District shall be eligible to vote. Residents must be registered to vote with the Nassau County Board of Elections twenty-three (23) days before December 9, 2025, in order to be eligible to vote.

Candidates for District office shall file their names in petition form with the Secretary of the Syosset Fire District at the Fire District Office located at 50 Cold Spring Road, Syosset, New York, no later than twenty (20) days before the date of such election.

KAREN BORRELLI
Secretary, Syosset Fire District

A motion to approve the resolution to approve a mandatory referendum for surplus apparatus (5891, 5892, and 5893) each with a value of greater than \$100,000 to be held on 12/9/2025, and to appoint Board of Electors and set date for preparation of rolls on 12/2/2025 was made by Commissioner Dhawan and seconded by Commissioner Kaplan.

**RESOLUTION TO SELL SURPLUS VEHICLES
NO LONGER REQUIRED FOR DISTRICT PURPOSES**

WHEREAS, pursuant to New York State Town Law §176(23), the Board of Commissioners of the Syosset Fire District (“Commissioners”), is authorized to sell or otherwise dispose of real and personal property of the Syosset Fire District (“District”) no longer necessary for any of its uses or purposes;

WHEREAS, the District is the owner of two (2) 2015 Ford F Series Ambulances and one (1) 2017 Ford F Series Ambulance with the following Vehicle Identification Numbers: 1FDUF4HT4FEC04409 (Unit 5891), 1FDUF4HT8HEC91234 (Unit 5892), and 1FDUF4HT7FEB90165 (Unit 5893)

WHEREAS, the Commissioners, in consultation with various District employees including the Superintendent, the Fire Chiefs and Fleet maintenance personnel, have determined that the three ambulances are no longer needed for District purposes;

WHEREAS, the engines are no longer needed by the District, the Commissioners wish to offer them for sale at fair market value;

WHEREAS, the Commissioners have estimated the individual values of the ambulances to be in excess of \$100,000.00.

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to New York State Town Law §176(23), the sale of the Vehicle shall be subject to a mandatory referendum;

RESOLVED, that the Commissioners, employees and volunteer members of the District and their families shall be excluded from the sale;

RESOLVED, that the District shall conduct a mandatory referendum on December 9, 2025 between the hours of 2:00 p.m. and 9:00 p.m. in order to determine whether the Board of Fire Commissioners may sell three (3) Ford ambulances; and

RESOLVED, that such mandatory referendum of the registered voters of the District, in the Town of Oyster Bay, County of Nassau, State of New York, shall be held at the Syosset Fire District Headquarters Building located at 50 Cold Spring Road, Syosset, New York, commencing at 2:00 p.m., prevailing time, on

December 9, 2025, and the polls shall remain open until 9:00 p.m., prevailing time, that evening or as much longer as may be necessary to enable the voters then present to cast their votes; and

RESOLVED, that the Propositions to be submitted to the registered voters shall be paper ballots and the Fire District Secretary is hereby authorized and directed to have the necessary machines and ballot strips prepared for said use; and

RESOLVED, that the Chairman, Election Inspectors, and Ballot Clerks for said mandatory referendum (hereinafter referred to as the Election Board) shall be those individuals named in the resolution of this same date to serve in those capacities, and that they shall receive as compensation that amount specified in said resolution described above; and

RESOLVED, that the Election Board shall meet at the Syosset Fire District Headquarters Building located at 50 Cold Spring Road, Syosset, New York on December 2, 2025, between the hours of 4:00 p.m. and 6:00 p.m., to commence preparation of the rolls of registered voters for said mandatory referendum; and

RESOLVED, that in preparing such register, the Inspectors of Election shall comply with the following procedure:

(a) They shall adopt, use, or copy from, the registration list certified and supplied by the County Board of Elections the names appearing thereon of all persons residing in the Fire District and qualified to vote in such forthcoming Fire District election;

(b) The register for the Fire District shall include as a minimum the space for the name of the voter, his address within the Fire District and a space for his signature to be signed by the voter on election day; and

(c) The Fire District Secretary shall furnish the Inspectors of Election, at Fire District expense, with all necessary registration books, papers, equipment and supplies.

RESOLVED, The Secretary of the Fire District is hereby authorized and directed to give notice of said referendum by publication of a notice as part of the special election notice once in a newspaper having a general circulation in the Fire District, said publication to be made at least twenty-seven (27) days prior to the date of said referendum but not more than thirty-four (34) days prior to such referendum. Such notice shall be in substantially the following form, to-wit:

LEGAL NOTICE

SPECIAL ELECTION ON REFERENDUM TO BE HELD BY THE SYOSSET FIRE DISTRICT TO AUTHORIZE THE SALE OF RESCUE APPARATUS

PLEASE TAKE NOTICE, that a Special Election/ Mandatory Referendum of the SYOSSET FIRE DISTRICT, will take place on December 9, 2025 between the hours of 2:00pm and 9:00 pm at the Syosset Fire District Headquarters located at 50 Cold Spring Road, Syosset New York.

PLEASE TAKE FURTHER NOTICE that pursuant to Town Law of the State of New York, a mandatory referendum will be held for the purpose of voting upon the following Proposition. All persons eligible to vote in Syosset Fire District Elections shall be eligible to vote upon this Proposition. Thus, all voters duly registered to vote with the Nassau County Board of Elections for Syosset Fire District at least twenty-three (23) days prior to December 9, 2025 shall be eligible to vote upon this Proposition.

The Proposition shall read as follows:

PROPOSITION

Shall the Resolution of Syosset Fire District in the Town of Oyster Bay, County of Nassau, State of New York, adopted by the Board of Commissioners on October 26, 2020 authorizing and empowering the sale of three unnecessary, surplus vehicles identified as two (2) 2015 Ford F Series Ambulances and one (1) 2017 Ford F Series Ambulance with the following Vehicle Identification Numbers: 1FDUF4HT4FEC04409 (Unit 5891), 1FDUF4HT8HEC91234 (Unit 5892), and 1FDUF4HT7FEB90165 (Unit 5893) for fair market value, by negotiated sale with proceeds thereof to be deposited in the District's General Fund be approved?

Dated: Syosset, New York
October 27, 2025

RESOLUTION 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 Syosset Fire District are hereby appointed to constitute the Syosset Board of Elections for a Special Fire District Election to be held December 9, 2025:

| | |
|----------------|--------------------|
| Amanda Johnson | Chairman |
| Mary Lee | Election Inspector |
| Robert Lee | Election Inspector |
| Beth Haft | 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 \$100.00 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 the appointment of up to 15 administrative clerical personnel at the rate of \$22.00 per hour is hereby approved; the following are appointed as alternates or for clerical duty as needed:

James Johnson
Philip Seiter

Susan Contino
Christopher Borrelli
Maria Ciminello
Michael Haft
Karen Conroy
Colleen Rossiter
Nicholas Borrelli
Barbara Jaronczyk
Stephanie Jaronczyk
Mary Spanos

AND BE IT FURTHER RESOLVED that if additional 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 resolutions were thereupon duly put to a vote and upon roll call the vote was as follows:

| | |
|------------------------|------------|
| Chairman Roseo | <u>YES</u> |
| Vice Chairman Graceffa | <u>YES</u> |
| Commissioner Dhawan | <u>YES</u> |
| Commissioner Kaplan | <u>YES</u> |
| Commissioner Predmore | <u>YES</u> |

Dated: Syosset, New York
October 27, 2025

The resolution was adopted unanimously.

LEGAL NOTICE
NOTICE OF PREPARATION
OF REGISTRATION ROLLS FOR MANDATORY REFERENDUM
OF THE SYOSSET FIRE DISTRICT

PLEASED BE ADVISED that the Board of Elections of the SYOSSET FIRE DISTRICT shall meet on December 2, 2025, between the hours of 4:00 p.m. and 6:00 p.m. at the Syosset Fire District Headquarters Building, located at 50 Cold Spring Road, Syosset, New York, for the purpose of preparing the rolls of registered voters of the SYOSSET FIRE DISTRICT. The mandatory referendum to be held by the SYOSSET FIRE DISTRICT for the purpose of authorizing and empowering the Board of Fire Commissioners to sell personal property owned by the District and valued at over one hundred thousand (\$100,000.00) dollars be held on December 9, 2025, between the hours of 2:00 p.m. and 9:00 p.m., at the Syosset Fire District Headquarters Building, located at 50 Cold Spring Road, Syosset, New York.

Please note that only those persons who have registered with the County Board of Elections on or before the 23rd day before the day of the mandatory referendum shall be eligible to vote.

Karen Borrelli
Fire District Secretary, SYOSSET FIRE DISTRICT

A motion to approve the use of the electronic sign for the Syosset High School Theatre Arts Program fall production of *Radium Girls* November 20-22, 2025 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0

A motion to approve gym use applications for Sydney Ferrante (Cadet) and DE Mary Spanos was made by Commissioner Predmore, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve bunk room requests for E.Saljanin, M. Iraggi, T. M. Lee, Greg Cohen, M. Coleman, D. Katz, J. Sandiford, P. Daniels, and D. Kanzenberg was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Chiefs Agenda – 10/27/2025

Discussion to amend 5804 policy to add 5841 exceptions. A motion to accept the changes was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Syosset Fire Department 5804 Policy

5804 Duty Officer was created to assist in the handling of alarms where minimal manpower is required, further reducing the number of alarms requiring a full department response.

Responses to the scene:

- Commercial Automatic Fire Alarms (AFAs).
- Outside Electrical Emergencies.
- CO detector activation no aided (non-emergency response).
- When directed by a Chief officer.
- If directly passing the scene, you may stop, with the exception of alarms on major highways (LIE, Northern State Parkway, Northern Blvd, etc.).

** If there is a need for additional help do not hesitate to upgrade to a general alarm.*

*** When non-members are in the vehicle, all responses are non-emergency.*

Responses to the firehouse:

- All alarms General alarms.
- All district EMS alarms.
- All Duty Crew alarms.
- All alarms not previously listed for response to the scene.
- 5841 Alarms – Unless staffed by an Ex-Chief who will respond to the scene to assist.

** When staffing 5804 you shall only drive the ambulance when necessary.*

Signing out 5804 Car:

- Notify the dispatcher you will be signing out 5804.
- Retrieve the keys from the key box located outside the ready room at HQs.
- All personal protective equipment will be stored in the 5804 car while signed out.
- Check all detectors, radios, and SCBA for proper operation.

Pre planning the use of 5804:

- When the Fire inspector (5841) is not staffed. A notification to staff 5804 will be made via GroupMe and if staffed it will respond to all alarms normally handled by 5841.
- When there is a temporary staffing shortage within the Chief's office due to work, vacation or other reasons the Chief of the Department will inquire if any qualified Ex-Chief is available to staff 5804. If the car is staffed, the Ex-Chief will respond to the scene of all alarms and fulfill the role of a Chief officer.
- **A text group has been established on the application GroupMe. Members who meet the requirements to use 5804 are asked to use the application.**

Requirements to Sign Out 5804

- Ex Chief (interior qualified).

- Ex Captain (interior qualified).
- Captain (Fire Officer).
- Lieutenant (Fire Officer with 1 year or more in title).
- The Chief can authorize other members as needed.

Timing:

- 5804 should be signed out in 4-hour blocks.
- Ideally, 5804 should be signed out from 15:00 to 23:00.
- If 5804 is signed out overnight, alarms that are classified 5804, only the 5804 operators will be alerted, the Duty Crew that night will not be assigned.

Credit:

- While signed out, the member will receive a point value of .25 per hour.
- Dispatcher will assign 5804 to an incident once the member gives a “responding” on the air. This provides auto credit for the alarm, including ridership.
- When signed out, the member will not be permitted to sign in for an in-house Duty Crew.

** Car must remain in district unless otherwise directed by the Chiefs Office.*

Request to reimburse Paramedic Andrew Kaplan the first 25% of the course fees as per our policy.

MOTION: Comm. Graceffa SECOND: Comm. Dhawan ADOPTED: 5-0

Notifications – 1st Lt. T. Cushing stepped down from his position. 2nd Lt. J. Sumcizk will move up to 1st Lt. K. O’Brien was elected to 2nd Lieutenant.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Santa on the Trucks will be Saturday, December 20/ Rain date: Sunday, December 21.

Requesting use of District vehicles: Vans, red pick up truck, white pickup truck with DE Ignagni to drive.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

Co. 4 and Co. 6 would like the new 5891 to be dedicated in memory of Court Cousins. Discussion was held on whether to hold 5891 separate or do all three ambulances at the same time. Suggestions were discussed on who to dedicate the other ambulances to. This item will be re-visited at the next meeting.

Comm. Kaplan asked about the monument at the memorial park. The Superintendent stated it is scheduled to be completed in mid-November. Discussion on holding ceremony in December. This will also be re-visited at the next meeting.

Treasurer/Secretary

| | |
|---------------------------------|----------------|
| Claims to be Paid: | \$ 131,411.93 |
| Prepaid Claims: | \$ 16,475.65 |
| Reserves: Apparatus & Equipment | \$1,018,649.40 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

CORRESPONDENCE: a) East End Financial report – Quarter ended 9/30/2025, YTD gain of 12.18%, 52% equities/48% fixed income.

NEW ITEMS: a) Approval of destruction of the following records as per the LGS-1 schedule:

- 1) Accounts Payable 2015, 2018
- 2) Purchase Orders 2018
- 3) Installation dinner response cards 2010,2012-2015
- 4) PCR forms 1992-2004

5) Expired Standing Orders

MOTION: Commissioner Kaplan SECOND: Commissioner Graceffa ADOPTED: 5-0

b) Approval – M. Spanos and B. Jaronczyk – OSC online class Introduction to Governmental Accounting – November 19-20, cost = \$85

MOTION: Comm. Predmore SECOND: Comm. Kaplan ADOPTED: 5-0

c) Ratify – Renewal of CDs for Reserves – Buildings and Grounds and Reserves – Apparatus and Equipment. Renew entire CD for 4 months at 3.55%.

MOTION: Comm. Graceffa SECOND: Comm. Kaplan ADOPTED: 5-0

d) FDIC – registrations completed, housing block reserved, will have pricing & flight allowance at next meeting.

e) Budget to Actual report provided.

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

The HGAC contract has finally been received so the aerial ladder purchase order can be written.

A requisition was received for a Proline Edge Scan tool at a cost of \$9,000.

A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

The Board previously approved purchasing 1 gear washer and 2 gear dryers, would like to amend the purchase to 2 gear washers and 3 gear dryers, increasing the cost to \$73,023.00.

Comm. Kaplan asked where the washer/dryers were going to go. The Superintendent met with Maccarone Plumbing to discuss putting them in the basement at Station 2. The current washer/dryer is over 20 years old and Maccarone suggests replacing them. There will be an additional cost for installation. Comm. Kaplan asked if there is availability in the budget. The Treasurer stated that there was money available for the purchase. A motion to approve the amended order was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A recommendation was made to award items #1 and #2 only from the bid for Unimac Washer and Dryer to Alliance Laundry Systems. A motion to approve the bid award was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent's Report – 10/27/2025

Discussions/Signatures/Approvals:

Approval- To hire Signal 5 apparatus to sell the old 5891 and 5893 7% fee

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Approval- Parking request Chief Eysser – discussion was held

Approval- to amend District ride along Policy to include selected EMT trainers to expand the program.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Duties & Responsibilities of the District **approved** Training Paramedic **or EMT:**

- Conduct Ambulance/Equipment Checks with the EMT or EMT in training

- Paramedics or EMT conducting a ride along session will complete the appropriate evaluation paperwork at conclusion of each call and session.
- The district paramedic or EMT can end the Ride-Along at any time if a safety or patient care issue arises. Paramedic Supervisor or Superintendent should immediately be notified.
- If the Department EMT is a firefighter and responds on the fire apparatus, then the member must inform the District Paramedic or EMT. If there is an EMS call while the Department EMT is on the fire call, then the Ride-Along session is over.

Discussion- Dance floor at HQ is no longer usable. We will need to dispose of it. A new one will cost \$21,000. Discussion was held on whether to replace the dance floor. A motion was made by Commissioner Dhawan to dispose of the old dance floor and not replace it. The motion was seconded by Commissioner Kaplan and adopted 5-0. The application will be updated to remove the dance floor option.

Discussion- Murray and Sena Witness- elevator overseeing- do we still need this? Discussion was held. We will keep this service for now.

New/Update:

- HQ Floor repairs completed
- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- Foundation installed Mid November completion expected.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design- waiting on counsel for land approval
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design- waiting on counsel for land approval
- HQ fire alarm system – Install completed, Waiting on change approval
- 3 new AEV ambulances Delivered and in the process of being upfitted with radios.
- Replacement of existing Tower Ladder- build number assigned
- SCOTT SCBA update –Waiting on counsel and possible settlement discussions.

Chiefs:

- Need 9/11 Name confirmation- will be name and just Year

District- Member Issued Equipment Pending/Returned:

Request from the Chiefs to add notification to MDT when a truck goes en-route it will make a noise. Through Alpine Software it will cost \$2,400 to make the change. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

In regard to the previous approval to hire a PT Firehouse Maintainer – would like to change that to a PT Cleaner. A motion to approve opening a PT Cleaner position was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

Received roof replacement proposals for 1 & 3 Arizona. \$14,700 for 1 Arizona roof with gutters, \$12,190 for 3 Arizona roof no gutters. Includes removing existing roof. Will need additional quotes. Comm. Graceffa suggested to focus on one building at a time. Which house is more in need of replacement. 1 Arizona is the priority. A motion was made by Commissioner Graceffa to replace the roof of 1 Arizona at a cost NTE \$16,000 including leaf guards. The motion was seconded by Commissioner Dhawan and adopted 5-0.

Discussion was held on chauffeur training for the new ambulances.

Executive Session- Yes

Counsel's Report

Counsel reported that the new survey for the land subdivision was received and should be on the November calendar. Subdivision should be complete by early December then we can file with the Town to approve the new site plan. Further discussion was held on the process.

Laurel Hollow agreement is still unsigned. Some improvements were made. Village Attorney had no new information on the crash gate.

The motion to dismiss filed by the successor on the SCBA litigation is still pending.

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan reported that ambulance recovery collected \$44,562 for September and has collected \$436,039 year to date.
- Commissioner Predmore asked the Secretary if the change to Paycom is good to move forward. The implementation fee is in the checks being paid tonight and the agreement is signed.

Old Items:

pppp) Southwoods Road Bridge
qqqq) Aerial Way
rrrr) ISO Rating
ssss) Architect plans
tttt) TOB – parking lot
uuuu) Laurel Hollow agreement
vvvv) SCBA

An audience to the public was called for. No one rose to speak.

General session recessed at 7:17 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 7:19 p.m.

Discussion of new dental insurance, 3 tier offering, full time employees only at this time.
Discussion of eyeglass reimbursement policy.

DE Ignagni and DE Lord depart at 7:38pm.

Discussion with Counsel – communication, Laurel Hollow issues

Executive Session was adjourned at 8:00 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice- Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel

General session was reconvened at 8:01 p.m.

There being no further business before the Board, the meeting was adjourned at 8:01 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES NOVEMBER 10, 2025**

Present: Richard Roseo, Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Mary Spanos, Deputy Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 10/27/2025 minutes was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

A motion to approve a gym use application for Sharon Stangel was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

A motion to approve the renewal of the Gordon Drive storage facility lease was made by Commissioner Dhawan. This will be a 5 year lease @ \$12,250/month for the first year, 3% increases annually plus District pays the natural gas utility with a separate meter. The motion was seconded by Commissioner Kaplan and adopted 3-0.

A motion to approve a bunk room request for Michael Campanelli was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

Chiefs Agenda – 11/10/2025

Review/Approve – revised policies/guidelines/forms – a motion was made by Commissioner Kaplan to accept all updates to the policies, guidelines, and forms. The motion was seconded by Commissioner Dhawan and adopted 3-0.

The medical leave policy was tabled until Executive Session.

The ambulance requalification's are almost complete.

Treasurer/Secretary

| | |
|---------------------------------|---------------|
| Claims to be Paid: | \$ 177,427.35 |
| Prepaid Claims: | \$ 11,838.94 |
| Reserves: Apparatus & Equipment | \$ 373.25 |
| LOSAP: | \$ 43,620.00 |

The above claims were approved for payment on a motion by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

CORRESPONDENCE: a) Notice of Public Hearing – Subdivision of land – 11/13/2025 (as previously emailed)
b) Thank you – Cold Spring Harbor FD (for generosity in helping store their antique truck)

NEW ITEMS: a) FDIC – registrations completed, housing block reserved
Costs: Registration: \$1230 (registration and HOT classes), \$653 (conference only)
Hotel - \$239/night plus taxes and fees
R/T Airfare – NTE \$425.00

MOTION to approve costs: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 3-0
The Secretary/Treasurer asked the Chiefs to please follow up that members signed up for HOT and Preconference classes have registered for their classes.

b) Bank Reconciliations for September are complete

c) Amazon purchasing policy – discussion

A motion to approve the new policy was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Use of Amazon Business for District Procurement

1. Purpose

To provide guidelines for the authorized use of Amazon Business (or Amazon’s government-procurement channel) by the Fire District to ensure:

- compliance with public procurement laws and regulations,
- prudent and economical use of taxpayer funds,
- transparency and accountability,
- appropriate internal controls.

2. Scope

This policy applies to all purchases of goods, supplies, equipment, or services made via the Amazon Business (Government) platform by any employee, officer, or agent of the Fire District.

3. Authorization & Setup

- The Fire District will maintain a single Amazon Business Government account., administered by the Purchasing officer and District Treasurer, to allow monitoring, reporting, and compliance.
- Only the Purchasing Officer or District Treasurer may configure or change payment methods, shipping addresses, user permissions, etc.
- Orders may only be placed by the Purchasing Officer, District Treasurer, Deputy Treasurer, or District Clerk

4. Permissible Use

- The platform may be used for eligible purchases of supplies, equipment, or services where the item is available via the Amazon Business Government catalog and meets the District’s needs.
- Purchases must comply with the District’s broader procurement policy (e.g., threshold for competitive bidding, emergency purchases, state contract availability).
- The user must ensure that the purchase is appropriate for the District’s operations and is not duplicative, unnecessary, or wasteful.

5. Purchase Thresholds & Approvals

- Purchasing thresholds and approvals will follow the District procurement policy.

6. Competitive Procurement & Contracting Rules

- The District’s standard procurement policy governs: e.g., bids or quotes must be solicited for goods/services when required by law or internal policy.

- Use of the Amazon Business Government platform **does not** waive competitive procurement requirements. If law or policy requires solicitation, bids, or use of state contract, that must be followed.
- The District will maintain documentation (quotations, rationale for vendor selection, contract terms) for all Amazon Business purchases.

7. Reporting, Monitoring & Audit

- The Amazon Business Government account must provide order history, invoice reports, vendor details, etc.
- The District Treasurer or Deputy Treasurer shall review monthly reports for compliance, unusual spending patterns, and ensure restricted/prohibited items are not purchased.
- Internal controls must exist - separation of duties (ordering, receiving, payment), approvals, documentation retention.

8. Restricted / Prohibited Purchases

- Purchases must comply with state/local laws regarding prohibited vendors, debarments, and restricted items (for example, certain surveillance tools or IT hardware under law).
- The District shall not use the platform to circumvent state contracts or mandatory vendor lists unless legally permitted.
- Any purchase of an item outside the catalog, or requiring special contract terms (e.g., big equipment, specialty services), must follow full procurement process and not be done as a typical Amazon Business purchase.

9. Emergency Purchases

- In the event of an emergency (as defined by district policy or statute), the Board of Fire Commissioners or the Purchasing Officer may use Amazon Business to expedite needed goods/services.
- The emergency purchase must be documented, approved as soon as practicable, and subject to subsequent review.

10. Vendor Diversity / Small Business Considerations

- Where applicable, the District will consider local businesses in procurement. Use of Amazon Business Government must not undermine those statutory goals.
- The District should monitor whether Amazon Business purchases are consistent with any small business procurement goals.

11. Record Retention

- All records related to purchases via Amazon Business (purchase orders, approvals, invoices, delivery confirmations, etc.) must be retained in accordance with the District's document retention schedule and applicable public records laws.

12. Compliance & Sanctions

- Any employee making purchases in violation of this policy may be subject to disciplinary action.
- Unauthorized purchases may be considered the personal obligation of the purchaser and may not be reimbursed by the District.

13. Review

- The policy will be reviewed annually (or sooner if there are legislative/regulatory changes) and updated accordingly.

15. Effective Date & Amendment

- This policy is effective 11/10/2025
- Amendments require approval by the Board of Fire Commissioners

d) Budget to Actual report – do have adjustments to make – will have them by next meeting – want to check expense codes of certain line items first before proposing adjustments.

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

A requisition was received for a new refrigerator for the HQ Kitchen at an estimated cost of \$8,300.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

The Board previously approved 2 Power Edge servers for the NICE recorders; the requisition was not for actual servers but for the maintenance/warranty on the existing servers. The servers are slated for replacement in 2026.

A motion to approve the warranty on the NICE recorder servers was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Superintendent's Report – 11/10/2025

Discussions/Signatures/Approvals:

Approval- ratify LIEVT host on December 17th, 2025, as per e mail approval.

MOTION: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 3-0

Approval- Repair walkway at 3 Arizona Ave- Stasi \$3,130.00 for pavers or \$2,630.00 for cement.

MOTION for cement repairs: Comm. Dhawan SECOND: Comm. Kaplan ADOPTED: 3-0

Approval- to test the use of Cintas for monthly cleaning of all restrooms- with increase in EMS and staffing shortage this will help stay on top of deep cleaning and free up time for attention to other maintenance tasks. \$1,725.00 monthly for 23 bathrooms at 3 stations – one cleaning per month of each bathroom. Discussion was held. A motion to approve a three month trial was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Approval- additional 5-year lease for Gordon drive storage at the proposed rate e mailed on 10/28/2025

Approval- CFSI 2026-Registration for March 18 classes 19th Dinner \$450 early bird- Hotel rate at time of registration

Comm. Roseo invited the Chiefs and the Commissioners, once again would like to book a table of 10.

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect – went over specs, meeting Wednesday, will be getting estimate.
- ~~out for bid add laundry equipment to station 2 basement~~
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- Foundation installed Mid November completion expected.
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design- waiting on counsel for land approval
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design- waiting on counsel for land approval
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances Delivered and in the process of being upfitted with radios. 92 & 93 are almost completed, waiting for parts.
- Replacement of existing Tower Ladder- build number assigned
- SCOTT SCBA update –Waiting on counsel – called SCOTT direct as per last meeting discussions. Working on settlement

- There is a new artist for the monument, sent a new drawing, discussion was held, will send back for revision.
- Emails sent – Harbor Rd, SCOTT

Comm. Kaplan asked when the monument would be completed. The stone is in, it just needs final etching, foundation is in, bushes planted, electrician was in.

Chiefs:

- Failed facepiece report
- New gloves -lost gloves- issued equipment

Executive Session- Yes

Counsel’s Report – Counsel had nothing to report.

Committee Reports:

- Commissioner Roseo – CFSI - \$475/ticket. Comm. Roseo made a motion to purchase up to 10 tickets for the dinner. The motion was seconded by Commissioner Kaplan and adopted 3-0. Also looking to hold a blood drive at HQ on 12/18/2025. Comm. Roseo made a motion to hold the blood drive at Headquarters on 12/18/2025. The motion was seconded by Comm. Kaplan and adopted 3-0.
- Commissioner Graceffa was unable to attend
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan has executive session items only
- Commissioner Predmore was unable to attend.

Old Items:

- www) Southwoods Road Bridge
- xxxx) Aerial Way
- yyyy) ISO Rating
- zzzz) Architect plans
- aaaa) TOB – parking lot
- bbbb) Laurel Hollow agreement
- cccc) SCBA

An Audience to the Public was called for. No one rose to speak.

General session recessed at 6:25 p.m.

- Present:
- Richard Roseo, Chairman
 - Rohit Dhawan, Commissioner
 - Robert Kaplan, Commissioner
 - Karen Borrelli, Secretary/Treasurer
 - Jack Randazzo, Superintendent
 - John Farrell, Esq. District Counsel
 - Michael Gaccione, 2nd Asst. Chief
 - John Garcia, 3rd Asst. Chief
 - Louis Ignagni, Sr. Firehouse Maintainer

Executive Session convened at 6:27 p.m.

Discussion with Chiefs – status of failed facepieces, missing facepiece, and missing gloves.

Discussion on refueling ambulances now that they are gasoline engines.

Chiefs depart at 6:37 pm.

Superintendent discussed part time cleaner position.

Discussion of employee matter/question.

Discussion of vision coverage for employees.

Discussion of employee matter.

ISO update given

Discussion of out of district members

Chiefs Eysser, Gaccione, and Garcia returned at 6:57pm.

Discussion of medical leave policy.

Chief Gaccione departed at 7:25pm.

Discussion of increase in medical alert calls

Discussion of member disciplinary matter.

Discussion of property damage done at recent call

Discussion of face piece failure – safety review board

Discussion of Firefighting gloves

Discussion of driver requalification policy.

Chiefs depart at 7:48pm.

Further discussion of out of district membership.

Update given on new dental policy.

Update given on outstanding LOSAP beneficiary matter.

Discussion of Paycom transition meeting District Secretary/Treasurer, Dep. Treasurer, and Supervisors. Items discussed were change of pay week, processing time lag, new pay date, night differential, holiday hours/pay, personal days.

Discussion of Deputy Treasurer and District Clerk positions.

Executive Session was adjourned at 8:10 p.m.

Present: Richard Roseo, Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Louis Ignagni, Sr. Firehouse Maintainer

General session was reconvened at 8:11 p.m.

A motion to approve hiring Angelo Fasano as a part-time cleaner at \$22.00 hour was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

A motion to increase the vision reimbursement for eligible full-time District employees to \$600 per person every two years effective January 1, 2026 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 3-0.

A motion to approve the medical leave guidelines with discussed changes was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

Syosset Fire Department Medical Leave Guidelines

Medical Leave Instructions

When going on Medical Leave, the following are the steps that need to be taken:

1. Once a chief is notified of an injury or illness, the Chief of Department or their designee shall send an email to “Member Status” stating that the member has been placed on medical leave.
2. The injured/sick member needs to complete the “Request for Medical Leave” Form.
3. The completed Medical Leave Form needs to be sent to the Syosset Fire District’s Medical Representative Kathie Keller at kkellerfir@syossetfd.org. **It should not be sent to anyone else.**
4. Kathie Keller will review the form and let you know if she has any questions.
5. Kathie Keller will then notify you, the District and the Chief Office of the approved Medical Leave.
6. When you’re ready to return to duty, send your physician’s letter Kathie Keller.
7. Kathie Keller will forward it to the District Medical Authority for clearance to return to duty.
8. Once the District Medical Authority clears you to return to duty, Katie Keller will notify you, the District and the Chief Office.
9. Any questions about Medical Leave shall be directed to Kathie Keller and **not** the Chiefs or Company Officers.

There are three classifications of Medical Leave authorized by the Syosset Fire Department:

1) Line of Duty Leave

Refers to any leave of duty required due to an injury/sickness sustained while performance of the duties as a member of the Syosset Fire Department. This includes but not limited to:

- An injury sustained during response to any alarm or during the performance of duties during such alarm.
- An injury sustained during the course of any training or drill given by the Syosset Fire Department (or one of its companies), including the attendance of training courses outside the Syosset Fire District as authorized by the Chief’s Office.
- An injury sustained during the performance of any authorized activity on behalf of the Syosset Fire Department.
- Work-related sicknesses, including occupational diseases caused over time and illnesses from a specific incident. Common examples include but not limited to the following; respiratory diseases (like asthma or asbestosis), hearing loss, and mental illnesses (like PTSD). Coverage also includes infectious diseases if they are directly related to the job, such as COVID-19.

The definition of a “line of duty injury” is further subject to the interpretation of the term “line of duty injury” under the Volunteer Firefighters’ Benefits Law (VFBL). Such criteria must be met to qualify for LOSAP coverage as described below.

A Line of Duty Leave is to be initiated immediately upon any injury/sickness (as outlined above) requiring the treatment by a physician. During the period of a Line of Duty Leave, the member is to cease all department activities normally performed. In the event that credit is given to a member while on leave, the credit shall be reversed by the district office. This includes, but not limited to the response to any alarm, the participation in any training or drill; however, may participate in fund drive, administrative activities, meetings, and classroom training. A member on Line of Duty Leave will also be allowed to participate in department social activities. The member may also be present at district facilities for social purposes.

When participating in social activities and using facilities for social purposes the member will not be considered on duty since he or she is on leave. The member may not perform any duties, but is expected to conduct himself or herself in an appropriate manner showing due respect for officers, members and guests. Under such social circumstances the member on leave is, in essence, a guest rather than an on duty or active firefighter. It is important to remember that social activities are

not covered activities under the Volunteer Firefighters' Benefits Law (VFBL), although eligibility for benefits is determined by the Workers Compensation Board and not the Board of Fire Commissioners.

LOSAP credit will be applied as authorized by New York State Law and the LOSAP program of the Syosset Fire Department. (ie. Five (5) LOSAP points for each month a member is off duty because of a line of duty injury.) A member, who has been injured in the performance of duty, will have their chargeable call base for point calculation based upon the chargeable calls that occurred while on active duty.

A note from the physician treating the member will need to be submitted indicating the expected length of recovery and the expected return to duty date. Every three months during the leave or when requested by the Chief's office, the member will provide a note from their physician updating the expected return to duty date. The Syosset Fire Department Medical representative, if needed will contact the member's physician as a follow up.

Medical clearance to return to duty must be obtained from the physician treating the injured member. This medical clearance to return to duty must be reviewed, and officially authorized by the Syosset Fire Department Medical Service Facility, and may, at its discretion, override the treating physician's decision.

2) Medical Leave

Refers to any leave of duty requested by a member for an injury, pregnancy or other medical condition lasting more than seven (7) days, not sustained in the line of duty.

A Request for Medical Leave form must be completed by the member and the physician treating the injury, pregnancy or other medical condition, indicating the anticipated length requested for leave. The Syosset Fire Department Medical representative, if needed will contact the member's physician as a follow up. Final authorization for the Medical Leave must be received from the Chief's office.

During the period of a Medical Leave, the member is to cease all department activities normally performed. In the event that credit is given to a member while on leave, the credit shall be reversed by the district office. This includes, but not limited to the response to any alarm, the participation in any training or drill; however, may participate in fund drive, administrative activities, meetings, and classroom training. A member may participate in any department sponsored social activity. Alarms incurred by the Department during this period will not count against the member, they will not be chargeable. No LOSAP credit for alarms will be received during a Medical Leave. At the end of the year, the members chargeable call base for point calculation, will be based upon the chargeable calls that occurred while on active duty.

Medical clearance to return to duty must be obtained from the physician treating the injured member. This medical clearance to return to duty must be reviewed, and officially authorized by the Syosset Fire Department Medical Service Facility, and may, at its discretion, override the treating physician's decision.

In the event that the Chief of Department is made aware that a member is suffering from some injury or illness that will prevent him or her from performing his or her assigned duties in a manner that is safe for the member and others, the Chief may direct the member to submit to a physical examination by the District Physician in order to make certain that the member is physically able to perform the duties assigned. Upon determining that the member has possibly been rendered unable to perform his or her assigned duties due to some physical, psychological, emotional or mental condition, the Chief may place the person on temporary medical leave subject to examination and determination by the District Physician.

However, the Chief may not take this action solely based upon learning of the pregnancy of a member since pregnancy does not necessarily render the member unable to perform her duties. On the other hand, the Chief may take the action of placing a member on medical leave subject to an examination by the District physician anytime he or she receives a report that a member was rendered ill or unable to perform his or her duties at the scene when the Fire Department was on duty regardless of whether the medical condition causing the problem for the member was pregnancy or any other medical condition.

Placement on medical leave is a function of the Chief performing his or her duty to make certain that a member is only assigned to perform duties that he or she is physically and psychologically able to perform in accordance with applicable guidelines set by O.S.H.A., the New York State Department of Labor, and the District physician. It is not to be considered a disciplinary action and members placed on medical leave will not be considered to have been suspended or removed from membership. A medical leave is a lawful order issued by the Chief directing the member to refrain from performing his or her duties and to refrain from being present at District, Department and Fire Company functions and locations until such time as the medical evaluation is completed and the appropriate assignment can be made.

In the event that the Chief of Department acts to place a member on medical leave, the Chief shall report such action to the Board of Fire Commissioners at its next regular meeting, and shall submit a written report regarding the actions taken to the Fire District Secretary. The written report shall include a factual description of the observations made or information provided that led the Chief to take this action. The written report shall be placed in the medical file of the member and shall not be provided to any parties other than the District physician.

A member advised by the Chief of Department that he or she has been placed on medical leave shall be subject to disciplinary action in the event that he or she fails to refrain from performing his or her duties or fails to refrain from being present at District, Department and Fire Company functions and locations until such time as the medical evaluation is completed and a determination is made as to his or her status.

Effective immediately, any member who is transported by ambulance by the Syosset Fire Department is out of service until the member is seen and cleared to return to duty by the district's medical provider.

Return-To-Duty Medical Evaluation

The fire department physician shall evaluate a current fire fighter who had been absent from duty for a medical condition or any leave from the department. A firefighter may not return to active duty without prior clearance from the district's medical authority.

Upon clearance from the district's medical authority, the firefighter will be notified in writing, with a copy to Board and Chiefs Office. The firefighter will obtain authorization from District Secretary to be seen by Districts Medical Authority.

Any firefighter who refuses or through neglect does not comply with these rules and regulations after due notification of the dates available for physical examination compliance, will be considered in neglect of duty and suspended from duty by the Chief of Department until he or she has complied with the physical evaluation requirements set forward in the rules and regulations.

By orders of the Chief's Office, effective November 10, 2025.

A motion to amend the personal day section of the district employees handbook to give 16 hours of personal time to each full-time employee on January 1 instead of 8 hours on January 1 and 8 hours on July 1, to be effective January 1, 2026 was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 3-0.

There being no further business before the Board, the meeting was adjourned at 8:16 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES NOVEMBER 24, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Mary Spanos, Deputy Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor
Barbara Jaronczyk, District Clerk

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 11/10/2025 minutes was made by Commissioner Predmore, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the use of Headquarters for Craig Stewart on January 24, 2026 was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve the transfer of \$400,000 from General Fund to the Payroll Account was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve the transfer of \$483,519.00 from the General Fund to Reserves – Apparatus & Equipment was made by Commissioner Predmore, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve the engagement letter with Cullen & Danowski for the FYE 2025 independent audit at a cost of \$15,500.00 (as per the RFP) was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve removing One (1) CLARKE CARPET MASTER VACUUM 218 INVENTORY # 03904257 from inventory was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

Chiefs Agenda – 11/24/2025

56) Accidents: N/A

- 2) New Chauffer's: N/A
- 3) New Officers
- 4) Resignations/leaves/transfers/change of address: N/A

5)Request/returns for LOA:

Co. 1 Member BIS from NLOD medical, Co. 5 member BIS from NLOD medical.

6)Change of Status:

7)Chief/Company Requests:

5802:

Request for Ex-Chief Joe Fasano and FF. Joe Fasano to take a district vehicle and gas card to attend FDIC MOTION for 5805, EZPass and gas card: Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Request to send members with a van to “Commanding complex fire operations under pressure” seminar January 26th in Uniondale. This is 40.00 per person.

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Request to host Batteries vs Fire Fighters class on :1/3/2026 9am-11am and 1/14/2026 730pm-930pm Each class costs 500.00 per session. Total - \$1,000

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

Request for 5 horizontal void Nozzle. This will help with attic fires with no access to stairs.

Estimated cost \$17,000.00.

MOTION to purchase when it is available in the budget: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

5803:

Use of HQ, Saturday, December 13th for the children's holiday party.

MOTION: Comm. Predmore SECOND: Comm. Dhawan ADOPTED: 5-0

Treasurer/Secretary

| | |
|---------------------------------|---------------|
| Claims to be Paid: | \$ 481,428.37 |
| Prepaid Claims: | \$ 12,890.91 |
| Reserves: Apparatus & Equipment | \$ 341.96 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

CORRESPONDENCE: a) NONE

NEW ITEMS: a) Bank Reconciliations for October are complete

b) Budget to Actual report – Proposed adjustments to the 2025 budget as listed:

| | | |
|----------------------|----|-----------|
| INCREASE: | | |
| FIRE EQUIPMENT | \$ | 5,000.00 |
| FIRE VEHICLES | \$ | 2,000.00 |
| PROTECTIVE EQUIPMENT | \$ | 20,000.00 |
| RENOVATIONS | \$ | 60,000.00 |

| | | |
|----------------------------------|---------------|---------------|
| FIRE TRAINING OTHER | \$ 5,000.00 | |
| GOOD AND WELFARE | \$ 2,000.00 | |
| INSURANCE | \$ 7,500.00 | |
| MAINT- B&G | \$ 15,000.00 | |
| MAINT - COMP EQUIP | \$ 5,000.00 | |
| MAINT - MEDICAL | \$ 3,500.00 | |
| PER DIEM LABOR | \$ 100.00 | |
| CONSULTANTS OTHER | \$ 35,000.00 | |
| REFRESHMENTS AND FOOD | \$ 10,000.00 | |
| SUPPLIES - RESCUE/MEDICAL | \$ 25,000.00 | |
| NYS RETIREMENT | \$ 34,000.00 | |
| | | |
| DECREASE: | | |
| FURNITURE /FIXTURES | | \$ 10,000.00 |
| RESCUE EQUIPMENT | | \$ 7,000.00 |
| COMPUTER EQUIPMENT | | \$ 35,000.00 |
| RADIO COMMUNICATIONS | | \$ 35,000.00 |
| FIRE TRAINING - PERSONAL TRAINER | | \$ 5,000.00 |
| MAINT - FIRE EQUIP | | \$ 9,500.00 |
| MAINT - GYM EQUIP | | \$ 3,500.00 |
| REPAIRS - B & G | | \$ 5,100.00 |
| REPAIRS - FIRE EQUIP | | \$ 10,000.00 |
| REPAIRS - FIRE TRUCKS | | \$ 5,000.00 |
| TELEPHONE WIRELESS | | \$ 4,000.00 |
| TELEPHONE OTHER | | \$ 13,000.00 |
| UTILITIES | | \$ 20,000.00 |
| WC - VFBL | | \$ 57,000.00 |
| WC - WC | | \$ 10,000.00 |
| | \$ 229,100.00 | \$ 229,100.00 |

MOTION: Commissioner Kaplan SECOND: Commissioner Graceffa ADOPTED: 5-0

- c) Need to set Reorganization meeting date at 12/8 meeting – proposed date: Monday, January 12, 2026
- d) Transfer to Reserves - \$200K slated in 2025 Budget – transfer to which account? Should transfer last Dec meeting or first Jan meeting
- e) Ambulance Recovery reconciliation for third quarter completed. Approval to transfer \$125,761.43 from Ambulance Recovery to the General Fund.

MOTION: Comm. Dhawan SECOND: Comm. Predmore ADOPTED: 5-0

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

EXECUTIVE SESSION: Yes

Director of Purchasing Report

A requisition was received to renew 2 FCC licenses with the assistance of Mintz Levin at an estimated cost of \$4,000. A motion to approve the purchase was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

The renewal of the AFDSNY membership dues was received at a cost of \$750 for the year. A motion to renew the membership was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

An estimate was received to repair the east side of the 3rd floor of Headquarters. The estimated cost was \$18,993.00. The project will go out for bid.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

A requisition was received for a Medisafe for unit 5890 at a cost of \$6,900. This includes one safe and software to update the other two to one database. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A requisition was received to repair two panels of the Headquarters bay doors at an estimated cost of \$4,500. This is for installation only and the maintenance of the rollers, etc. The district already has the panels. A motion to approve the repair was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

An offer was received for the sale of the 2 – 2015 ambulance to purchase both for a total price of \$230,000. The referendum to sell the vehicles will be held on December 9, 2025. A motion to proceed with the sale pending the referendum and to have the attorney draw up a sales contract was made by Commissioner Dhawan, seconded by Commissioner Predmore, and adopted 5-0.

Superintendent's Report – 11/24/2025

Discussions/Signatures/Approvals:

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect
- out for bid add laundry equipment to station 2 basement
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- Foundation and lighting installed
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design- waiting on counsel for land approval – lot line was approved at the TOB meeting.
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design- waiting on counsel for land approval
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances Delivered and in the process of being upfitted with radios.
- Replacement of existing Tower Ladder- build number assigned
- SCOTT SCBA update –Waiting on counsel – called SCOTT direct as per last meeting discussions. Working on settlement

Chiefs:

- Failed facepiece report

Executive Session- Yes

Comm. Graceffa asked the Superintendent the status of the change order from Palace Electrical and the fire alarm. The comments were sent but we never heard anything back.

Counsel's Report

In regard to the SCBA litigation the motion to dismiss by the other party was denied.

Old Items:

dddd) Southwoods Road Bridge
eeee) Aerial Way
ffff) ISO Rating
gggg) Architect plans
hhhh) TOB – parking lot
iiii) Laurel Hollow agreement
jjjj) SCBA

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa had nothing to report
- Commissioner Dhawan had nothing to report
- Commissioner Kaplan reported that Ambulance Recovery funds received in October were \$46,799.28 with a YTD total of \$482,420.68.
- Commissioner Predmore asked the Secretary the status of the Delta Dental application. The Secretary responded that it has been filed, 2026 rates were sent out prior by email to the Board.

Comm. Kaplan and Comm. Dhawan reported that one new ambulance (5892) has been put in service at Station 3. 5893 is coming out of service. All three ambulances should be in service by 2nd week of December.

An audience to the public was called for. No one rose to speak.

General session recessed at 6:20 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Christopher Eysser, Chief of Department
William Sauberman, 1st Asst. Chief
John Garcia, 3rd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:27 p.m.

Discussion with Chiefs – failed facepiece report from safety committee. Failure was due to prior damage.

Discussion of member issue.

Update on disciplinary committee

Chiefs depart at 6:33pm.

Discussion LOSAP beneficiary

Discussion Volunteer FF Cancer policy claims

Discussion incorrect voter registration disk.

Discussion of payroll company transition topics, night differential, holidays

Discussion new website/calendars

Discussion of EMS staffing

Discussion SCOTT litigation

Discussion Laurel Hollow

Discussion of EMT/Maintainer spot staffing

All depart except for Board members at 7:15pm.

District Secretary and Superintendent return at 7:30pm.

Executive Session was adjourned at 7:33 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice- Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent

General session was reconvened at 7:34 p.m.

There being no further business before the Board, the meeting was adjourned at 7:34 pm.

Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES DECEMBER 8, 2025**

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Robert E. Lee, Director of Purchasing
Mary Spanos, Deputy Treasurer
Jack Randazzo, Superintendent
John Farrell, Esq. District Counsel
Michael Gaccione, 2nd Asst. Chief
Louis Ignagni, Sr. Firehouse Maintainer
Jack Lord, Sr. Firehouse Maintainer
Ryan Roberts, Paramedic Supervisor
Barbara Jaronczyk, District Clerk

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 11/24/2025 minutes was made by Commissioner Graceffa, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to approve renewing our agreement with Safety & Environmental Solutions for mask fit testing, 3 year agreement, \$35/mask fit test was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0. The price is the same as previous years.

A motion to set the date for 2026 Reorganization meeting as Monday, January 12, 2026 at 6:00 pm was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

Chiefs Agenda – 12/08/2025

57)Accidents: N/A

58)New Chauffeurs: FF Lawrence Scharff qualified on Department ambulances.

59)New Officers

60)Resignations/leaves/transfers/change of address:

FF L Pieper has notified us of an address change and is requesting out of district membership – item is on hold.

5)Request/returns from LOA: N/A

6)Change of Status:

7)Company/ Chiefs Requests:

5800:

Change of address as noted above.

Request to host North shore fire council meeting - February 13 7pm HQ

MOTION: (pending paperwork is received) Comm. Dhawan SECOND: Comm. Graceffa ADOPTED: 5-0

Policies – Fast Truck and Emergency Roll Call – there will be training in January on the roll call policy.

MOTION: Comm. Kaplan SECOND: Comm. Predmore ADOPTED: 5-0

Syosset Fire Department Fast Truck Policy

PURPOSE:

- The purpose of the FAST truck is to be immediately available to assist a **firefighter** who becomes trapped or is in distress.

NOTIFICATION:

- Upon receiving a request for a FAST truck, the dispatcher shall tone out a general alarm assigning TL-582 to the ticket for response. If TL-582 is unavailable, R-588 shall be assigned in its place.

RESPONSE:

- The officer of the FAST truck shall select the crew based on seniority, experience and familiarity of the responding apparatus.
- The officer shall **first** switch to the requesting department's frequency and notify their dispatcher that they are responding. The officer will then notify the Syosset dispatcher that they are responding.
- The officer shall instruct all firefighters of the crew to switch to the requesting department's portable radio frequency.

TOOLS & EQUIPMENT - IN ADDITION TO NORMALLY ASSIGNED TOOLS

- **OFFICER-----SEARCH ROPE**
- **CAN -----FAST PAK**
- **IRONS -----2:1 BAG**
- **OVM -----FORCIBLE ENTRY SAW**
- **ROOF -----STOKES BASKET**
- **CHAUFFEUR --ADDITIONAL TOOLS**
- **REMOTE -----COMMUNICATE WITH ROOF FF**
- **HOOK -----COMMUNICATE WITH OVM FF**
- If any of these positions are not filled, then the crew shall communicate with each other and ensure all equipment is brought.
- The goal of the crew is to get to the command post as quick as possible.
- Each firefighter should take their assigned equipment and report to the command post as a unit.

POSITION:

- Upon arrival, the officer shall report to the incident commander and notify them that TL582/R-588 is on scene as their FAST truck.
- The officer shall instruct firefighters to take a position in the vicinity of the command post, with their assigned equipment, and stand fast.

- The officer shall remain within verbal and visual distance of the incident commander.
- In the event the command post is not near the fire building, the officer shall stand fast in front of the fire building but remain within verbal and visual distance from the command post.

DUTIES:

- Stand intact as a unit at the command post, ready for immediate deployment.
- The OVM shall conduct a “360” of the fire building/incident and communicate their findings with the officer and members of the FAST truck. The OVM shall report:
 - Locations of doors
 - Locations of windows
 - Presence of window bars
 - Exterior staircases
 - Presence of portable ladders to windows/roof
 - Location of fire
- Determine availability of rearmounts and tower ladder buckets.
- Determine availability of Engine Companies for handline protection if put to work as a FAST truck.
- Determine availability of EMS personnel.
- Members of the FAST truck shall discuss and should know:
 - What departments are operating on scene.
 - What departments are assigned to what floor.
 - The different types of fire gear interior members are wearing.
 - The different types of SCBA’s interior members are wearing
 - The different types of PSS harnesses interior members are wearing.

This information is crucial, should the FAST truck be in a position to package a downed firefighter

- Members should ALWAYS be monitoring fireground radio transmissions.
- Monitor change in fire/smoke conditions.
- TL-582 Chauffeur will make every attempt to get the rig in position, set up, and use the bucket.
- Members shall stay disciplined until relieved from FAST truck duties. Side conversations not relating to the situation, not paying attention is unacceptable, and can cause a delay in response for help.
- Consider grabbing a 2nd FAST Pak from another department’s apparatus.

DEPLOYMENT:

The Fast truck can deploy in different manners, based off of the given situation. When put to work as a FAST truck:

- Consider splitting the crew to speed up coverage. Inside team may enter through the front, the outside team will enter from another means of entry (the rear, or side entrance) WITH a 2nd FAST pak.
- Consider a “search” group and a “removal” group. Select members will start the search and packaging of the downed firefighter. The “removal” group will stand fast at the closest point of egress and enter to complete the removal of the packaged downed firefighter.

The FAST truck is an assignment that should not be taken lightly. If put to work to assist a distressed firefighter, this team will be faced with a difficult, labor-intensive task. This unit shall remain focused, maintain OPERATIONAL DISCIPLINE and unit integrity while monitoring the fireground.

This is not the time to socialize or freelance. Someone's life can possibly depend on you.

**Syosset Fire Department
Emergency Roll Call Policy**

Purpose

- The purpose of this policy is to establish standardized procedures for conducting an **Emergency Roll Call** during fireground or emergency operations. This ensures rapid, accurate accountability of all Firefighters and supports the safety and effectiveness of Incident Command.

Scope

- This policy applies to all members operating at incidents where the Incident Commander (IC) determines that an Emergency Roll Call is warranted.

Policy Overview

- Managing an Emergency Roll Call is one of the most challenging tasks for the Incident Commander, especially when combined with:
 - Suppression and emergency operations
 - Mayday/Urgent transmissions
 - Firefighter rescue coordination
 - Incident-wide accountability
- Because no single Chief Officer can effectively manage all tasks simultaneously, **delegation of the Roll Call function** is recommended whenever possible. Assigning a Roll Call Officer (RCO) improves command and control and reduces risk to members.
- It is recommended that the IC **continue managing the fire/emergency** and delegate the emergency roll call whenever feasible. However, the IC may delegate command of the fire and conduct the roll call themselves based on conditions and experience levels.
- In some cases—while awaiting additional Chiefs—the roll call may be performed by a **Company Officer or a member trained in conducting roll calls**. When this occurs, the IC must assign a like unit to replace the unit conducting the roll call.

Training Requirements

- Quarterly training roll calls shall be conducted in **January, April, July, and October**, or at any time the IC determines additional practice is warranted.

Staffing and Accountability Procedures

- Because unit staffing varies by incident:
 - Arriving Units shall report to the Incident Command Post (ICP) and identify their unit, how many members responded, and await assignment.
 - **Company Officers** shall report to the RCO with:
 - The number of Firefighters they responded with.
 - Accountability for only those members within **sight or hearing**.
 - **Firefighters not within sight or hearing** of their Company Officer must identify themselves by:
 - **Unit identity**
 - **Riding position**
- This method reduces confusion regarding member locations and staffing totals.

Conditions Requiring an Emergency Roll Call

- An Emergency Roll Call shall be initiated under the following conditions (including, but not limited to):
 - Mayday transmission for **collapse imminent** or **collapse occurred**
 - Urgent transmission for **interior attack discontinued / exterior attack instituted**
 - Urgent transmission for **loss of water endangering members**
 - Anytime a **building or area is evacuated**, Company Officers and Sector Supervisors shall prepare to account for their members
 - Anytime the IC determines that a roll call is necessary for member accountability

IC Initial Actions

- The IC must **take control of the fireground frequency** using one of the following methods:
 - Portable Radio.
 - **Consider transmitting from an apparatus radio**, which usually provides higher wattage and clearer communication.
- The IC must be **assertive and concise** when taking control of the Fire Ground Frequency.
- Non-emergency or Non-essential radio transmissions shall cease during emergencies.
- Only transmissions pertaining to the MAYDAY shall be transmitted:
 - “Command to All Units... We have a MAYDAY stay off the air unless you have information regarding the MAYDAY”
- The IC should refrain from immediately responding to Mayday/Urgent transmissions to allow the distressed member to finish transmitting.

After radio control is established, the IC shall:

- Confirm Mayday/Urgent transmissions.
- Assign the FAST Group to assist the distressed member(s).
- Designate a Safety Team pending arrival of a replacement FAST Group.

The Incident Commander must provide a progress report to the dispatcher stating:

- That we have a MAYDAY,
- What the MAYDAY is for
- Actions being taken
- FAST Truck is being deployed
- Once the MAYDAY is cleared the Incident Commander shall notify the dispatcher.
- Once the Roll Call is completed the Incident Commander shall notify the dispatcher.

Conducting the Emergency Roll Call

▪ **Roll Call Officer (RCO) Requirements**

- The RCO must:
 - Have **at least one assistant** to monitor radio traffic and record accountability.
 - Possess an **accurate list of all units on-scene**.
 - Operate **remote from the IC** to minimize radio feedback and avoid smoke exposure.
 - Monitor fireground frequency continuously to avoid stepping on emergency transmissions.
- A Chief vehicle or apparatus in a remote location is recommended.

▪ **Initiating the Roll Call**

- When the frequency is clear, the RCO will transmit:
 - “Roll Call Officer to all units, prepare for an Emergency Roll Call.”
- Pause to allow Officers to account for members within sight or hearing.
- Units operating in the highest-risk areas (e.g., collapse zone, fire floor) should be called **first**.

▪ Example Roll Call Sequence:

1. **RCO:**
“Roll Call Officer to 584, account for your members.”
2. **Engine 584 Officer:**
“584 to Roll Call Officer, 584 has 4 Firefighters. My Nozzle and Back-up are accounted for.”
3. **RCO:**
“Roll Call Officer to 584 Control, what is your location?”
4. **584 Control:**
“I’m in the front yard flaking out hose.”
5. **RCO:**
“Roll Call Officer to 584 Chauffeur, what is your location?”
6. **584 Chauffeur:**
“I’m at the apparatus.”
7. **RCO:**
“Roll Call Officer to 584, all members of 584 have been accounted for.”
8. The RCO assistant will **document all responses and member locations**.

▪ **Handling Non-Response**

If a Company Officer does not answer:

- The RCO will call for a Firefighter operating with that Officer:
 - Engine: **Nozzle or Back-up**
 - Ladder: **Can or Irons**
- If no member can account for the Officer, the RCO shall immediately notify the IC of a **missing member**.

• **Completion of the Roll Call**

- After all units have been contacted, the RCO will transmit:
 - “Roll Call Officer to all units, the Emergency Roll Call has been completed.”

Radio Discipline During an Emergency Roll Call

- Only the following transmissions are permitted:
 - Responses to the RCO.

- Mayday or Urgent transmissions.
- Critical information affecting operations or an existing Mayday.
- All personnel shall use **consistent terminology** to maintain clarity.

Compliance

- Failure to follow this policy will be reviewed by the Department’s Training and Safety Officers.

Review Cycle

- This policy shall be reviewed **annually** or after any incident involving an Emergency Roll Call activation.

One EMS Application – Renee Dhawan

MOTION: Comm. Kaplan SECOND: Comm. Graceffa ADOPTED: 5-0

Treasurer/Secretary

| | |
|--------------------|--------------|
| Claims to be Paid: | \$ 57,452.19 |
| Prepaid Claims: | \$ 13,499.67 |
| LOSAP: | \$ 43,620.00 |

The above claims were approved for payment on a motion by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

CORRESPONDENCE: a) Invitation East Norwich Fire Co #1 Installation Dinner- January 17, 2026, Brookville C.C., 6:30pm, RSVP – 12/20/2025 -- anyone wish to attend??
 b) Nassau County Civil Service Payroll Certification for 2025 returned with no disapproved items.

NEW ITEMS: a) Volunteer Firefighter Cancer policy reports are filed. Will file for policy renewal this week.
 b) Budget to Actual provided – will have adjustments next meeting....

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin
 b) Transfer to Reserves - \$200K slated in 2025 Budget – transfer to which account? Should transfer last Dec meeting or first Jan meeting

EXECUTIVE SESSION: No

Director of Purchasing Report

A requisition was received for a wheel balancer for the shop at an approximate cost of \$14,000.00. A motion to approve the purchase was made by Commissioner Dhawan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent’s Report – 12/08/2025

Discussions/Signatures/Approvals:

Approval- Whaley electric to install new laundry equipment at station 2 under T&M contract estimated \$5K

Approval- Maccarone plumbing to install new laundry equipment and core drill new 4” vent pipes under T&M contract estimated 19k plus core drill if needed

Commissioner Kaplan started a discussion regarding the different costs related to the laundry equipment. Commissioner Kaplan and Commissioner Predmore requested the full cost/spending plan for projects. They

want to see the cost of the equipment and estimates for the time and material installation/renovations/repairs associated with the project even if under time and material contracts.

A motion was made by Commissioner Kaplan to approve both Whaley and Maccarone estimates related to the laundry equipment installation. The motion was seconded by Commissioner Predmore and adopted 5-0. Stasi Brothers will be pouring the concrete slab this week for the laundry equipment.

Approval- to file a 211 waiver for Chris Pieloch

MOTION: Comm. Kaplan SECOND: Comm. Dhawan ADOPTED: 5-0

Chief Eysser arrived at 6:10pm.

New/Update:

- HQ east side 3rd floor roof line water leak and the new training building annex at station 2 to house the forcible entry props- working with Architect – waiting for second estimate, may be able to do under OGS contract
- New 2025 Tahoe 5830 – delivered- in process of being outfitted
- Memorial Park additional 9/11 monument- Foundation and lighting installed expected stone to be installed this week weather permitting
- HQ Generator/electrical and fueling project High Point Engineering for HQ fueling system to include fire suppression system design- waiting on counsel for land approval
- Engineering services for Fueling/wall/Generator project – Met with engineer, waiting on final design- waiting on counsel for land approval
- HQ fire alarm system – Insall completed, Waiting on change approval
- 3 new AEV ambulances – 5892 & 5893 in service 5891 expected to be in service by this Friday
- Replacement of existing Tower Ladder- build number assigned
- SCOTT SCBA update –Waiting on counsel – called SCOTT direct as per last meeting discussions. Working on settlement

Executive Session- Yes

Counsel's Report

The contract was sent for the sale of the ambulances today. Still reviewing the Gordon Drive lease.

Old Items:

- kkkkk) Southwoods Road Bridge
- lllll) Aerial Way
- mmmmm) ISO Rating
- nnnnn) Architect plans
- ooooo) TOB – parking lot
- ppppp) Laurel Hollow agreement
- qqqqq) SCBA

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa asked if we are making any headway with the fire alarm and the change orders. The Superintendent replied no. The question was asked what is our recourse if the vendor is unresponsive to our requests to resolve the matter. Counsel will work on drafting a legal letter to the vendor.

- Commissioner Dhawan had nothing to report
- Commissioner Kaplan had nothing to report
- Commissioner Predmore had nothing to report

An audience to the public was called for. No one rose to speak.

General session recessed at 6:18 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Christopher Eysser, Chief of Department
 Michael Gaccione, 2nd Asst. Chief
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer
 Ryan Roberts, Paramedic Supervisor

Executive Session convened at 6:25 p.m.

Rich – JR Losap – need to follow up with Tony – need to pull

Discussion with the Chiefs – regarding matter with department officer.

Discussion request for member request for LOA/change of address.

Discussion damage done to ready room wall.

Discussion issue with chauffeur.

Discussion drone DFR system proposal.

Chiefs depart 7:07pm.

Discussion Oyster Bay backup request

Discussion code 58 EMS runs

Discussion payroll policies

Discussion of SCOTT litigation.

Executive Session was adjourned at 7:43 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice- Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer
 Ryan Roberts, Paramedic Supervisor

General session was reconvened at 7:45 p.m.

A motion was made by Commissioner Kaplan to proceed with the drone DFR system and approve pending counsel's review of the agreement. The motion was seconded by Commissioner Dhawan and adopted 5-0.

A motion was made by Commissioner Kaplan to approve the lease for Gordon Drive pending counsel's review and approval. The motion was seconded by Commissioner Graceffa and adopted 5-0.

There being no further business before the Board, the meeting was adjourned at 7:50 pm.
Karen Borrelli

**SYOSSET FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
MINUTES DECEMBER 22, 2025**

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Robert E. Lee, Director of Purchasing
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer
 Barbara Jaronczyk, District Clerk

The Chairman called the meeting to order at 6:00 p.m.

All rose for the pledge. A moment of silence was offered for troops serving this country and departed Members.

A motion to approve the 12/8/2025 minutes was made by Commissioner Predmore, seconded by Commissioner Kaplan, and adopted 5-0.

A discussion was held regarding the revised member handbook. New policies were inserted; forms were removed. Item will be tabled until the next meeting for review.

A motion to approve the engagement letter for Gentile, Brengel, and Lin was made by Commissioner Dhawan. FY 2026 fees will be \$2,365/month (same as previous year). The motion was seconded by Commissioner Predmore and adopted 5-0.

Treasurer/Secretary

Claims to be Paid: \$ 369,105.12
 Prepaid Claims: \$ 19,811.11
 Reserves: Apparatus & Equipment \$ 491,477.79

The above claims were approved for payment on a motion by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

CORRESPONDENCE: a) None

NEW ITEMS: a) Volunteer Firefighter Cancer policy is renewed. Cost - \$13,818.01 (2025 cost \$13,804.92)
 b) Budget to Actual provided - Proposed adjustments 2025 Budget:

| | | |
|------------------|----|-----------|
| INCREASE: | | |
| FIRE EQUIPMENT | \$ | 17,000.00 |
| RENOVATIONS | \$ | 19,000.00 |

| | | |
|---------------------------------------|---------------|---------------|
| TRAINING - OTHER | \$ 1,500.00 | |
| MAINTENANCE - B&G | \$ 15,000.00 | |
| NETWORK CONSULTING SERVICES | \$ 3,000.00 | |
| CONSULTANTS OTHER | \$ 21,000.00 | |
| LEGAL | \$ 8,000.00 | |
| REFRESHMENTS AND FOOD | \$ 3,000.00 | |
| REPAIRS - B&G | \$ 8,500.00 | |
| REPAIRS - FIRE EQUIP | \$ 9,500.00 | |
| UNIFORMS - WORK | \$ 3,000.00 | |
| STATE UNEMPLOYMENT (SUI) | \$ 1,000.00 | |
| | | |
| DECREASE: | | |
| COMPUTER EQUIPMENT | | \$ 18,000.00 |
| RADIO COMMUNICATIONS | | \$ 18,000.00 |
| TRAINING - CONFERENCES | | \$ 1,500.00 |
| PROFESSIONAL SERVICES - ACCOUNTING | | \$ 11,000.00 |
| UNIFORMS - DRESS | | \$ 3,000.00 |
| LIFE INSURANCE - EMPLOYEES | | \$ 10,000.00 |
| MEDICAL AND DENTAL INSURANCE | | \$ 48,000.00 |
| | | |
| | \$ 109,500.00 | \$ 109,500.00 |

MOTION: Commissioner Kaplan SECOND: Commissioner Predmore ADOPTED: 5-0

- c) Amb. Recovery transfer –transfer from Ambulance Recovery to General Fund was accidentally reversed. Need to transfer that amount back to General Fund plus the original transfer of \$125,761.43. Approval to transfer \$251,522.86 from Ambulance Recovery to General Fund.

MOTION: Commissioner Predmore SECOND: Commissioner Kaplan ADOPTED: 5-0

- d) November bank reconciliations are completed.
- e) Delta Dental application approved. Coverage effective 1/1/2026. Information on plan to be emailed out to employees next week.
- f) Discussion/approval - Internal control policy revision following the hiring of a Deputy Treasurer emphasizing segregation of duties within key financial processes to be effective 1/1/2026.
MOTION: Comm. Predmore SECOND: Comm. Graceffa ADOPTED: 5-0
- g) On behalf of the Board of Elections for the Syosset Fire District the results of the annual election are as follows:
Rohit Dhawan – 62 votes
Rohit Dhawan was declared elected to a five year term commencing 1/1/2026
- h) On behalf of the Board of Elections for the Syosset Fire District the results of the special election (a mandatory referendum to sell 3 ambulances) – the referendum passed 61-0. One blank ballot.

OLD ITEMS: a) Capital Asset plans – received A&E replacement schedule & B&G plans – draft schedules sent to Gentile, Brengel, & Lin

b) Transfer to Reserves - \$200K slated in 2025 Budget – transfer to which account?

A motion was made by Commissioner Graceffa to transfer the budgeted \$200,000 in the Transfer to Reserves 2025 budget from General Fund to Reserves – Buildings & Grounds. The motion was seconded by Commissioner Kaplan and adopted 5-0.

EXECUTIVE SESSION: Yes

Director of Purchasing Report

Bid for Sanitation services was opened. Jamaica Ash was the low bidder. A motion to award the bid to Jamaica Ash was made by Commissioner Graceffa, seconded by Commissioner Kaplan, and adopted 5-0.

A requisition was received to purchase a MacBook for Chief Sauberman/EMS DOT at an estimated cost of \$2,000. This item was tabled for discussion.

A requisition was received for two (2) king comfort dark brown reclining chairs for the Medic and EMT rooms at an estimated cost of \$2,000. A motion to approve the purchase was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

Superintendent's Report – 12/22/2025

The fueling/wall/generator project is moving forward. Working with the Architect.

The memorial is done and installed.

Working with the architect and Bob on obtaining quotes for the 3rd floor water leaks.

Executive Session: Yes

Counsel's Report

Waiting for written decision on subdivision paperwork.

Old Items:

rrrrr) Southwoods Road Bridge
sssss) Aerial Way
ttttt) ISO Rating
uuuuu) Architect plans
vvvvv) TOB – parking lot
wwwww) Laurel Hollow agreement
xxxxx) SCBA

Committee Reports:

- Commissioner Roseo had nothing to report
- Commissioner Graceffa thanked the District employees for all their hard work this year. It is always noticeable and always appreciated.
- Commissioner Dhawan also thanked the District employees.

- Commissioner Kaplan had nothing to report
- Commissioner Predmore also thanked the District employees.

Chief Eysser and Chief Gaccione arrive at 6:09 pm.

Chiefs Agenda – 12/22/2025

Two applications (Fire) – Nicholas D’Alessandro and Michael D’Alessandro

One application (Fire Cadet) – Yiorgios Spanos

Request for a cell phone for the head of the Recruitment Committee. Commissioner Kaplan made a motion that a cell phone be issued to Lt. Mathai either under recruitment or as an officer as per policy. The motion was seconded by Commissioner Graceffa and adopted 5-0.

Executive Session: Yes

An audience to the public was called for. No one rose to speak.

General session recessed at 6:13 p.m.

Present: Richard Roseo, Chairman
 Giovanni Graceffa, Vice Chairman
 Rohit Dhawan, Commissioner
 Robert Kaplan, Commissioner
 Dale Predmore, Commissioner
 Karen Borrelli, Secretary/Treasurer
 Jack Randazzo, Superintendent
 John Farrell, Esq. District Counsel
 Christopher Eysser, Chief of Department
 Michael Gaccione, 2nd Asst. Chief
 Louis Ignagni, Sr. Firehouse Maintainer
 Jack Lord, Sr. Firehouse Maintainer

Executive Session convened at 6:20 p.m.

Discussion of issues/incidents from Santa on the Trucks.

Discussion of member disciplinary issue.

Discussion NERIS reporting

Discussion Oyster Bay MOU

Chiefs depart at 6:40 pm.

Discussion 5892 accident

Discussion cleaning company.

Discussion night differential policy.

Discussion holiday pay policies

Discussion of land purchase, project, architect.

Discussion dash cameras/insurance

Discussion of 2026 salary increases.

Counsel departs at 7:25pm.

DE Ignagni and DE Lord depart at 8:15pm

Secretary/Treasurer and Superintendent depart at 8:25pm.

Secretary/Treasurer returns 8:35pm.

Executive Session was adjourned at 8:40 p.m.

Present: Richard Roseo, Chairman
Giovanni Graceffa, Vice- Chairman
Rohit Dhawan, Commissioner
Robert Kaplan, Commissioner
Dale Predmore, Commissioner
Karen Borrelli, Secretary/Treasurer
Jack Randazzo, Superintendent

General session was reconvened at 8:41p.m.

A motion to approve sales agreement with South Abington Township, PA to sell two 2015 AEV Type I Ambulances for \$230,000 was made by Commissioner Dhawan, seconded by Commissioner Kaplan, and adopted 5-0.

A motion to approve membership applications for Nicholas D'Alessandro, Michael D'Alessandro, and Yiorgios Spanos was made by Commissioner Kaplan, seconded by Commissioner Dhawan, and adopted 5-0.

A motion to move forward with the employment application for Jessica Ellerbe for a part-time firehouse maintainer was made by Commissioner Kaplan, seconded by Commissioner Graceffa, and adopted 5-0.

A motion to approve rolling 68 vacation hours for the Secretary/Treasurer to 2026 to be used by May 15, 2026 was made by Commissioner Graceffa, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve changing the night differential rate to \$4/hour effective with the new Paycom payroll system in April, 2026 was made by Commissioner Kaplan, seconded by Commissioner Predmore, and adopted 5-0.

A motion to approve the new Holiday Pay proposals effective with the new Paycom payroll system in April, 2026 was made by Commissioner Predmore, seconded by Commissioner Graceffa, and adopted 5-0.

Holiday Pay Policy

Any district employee whose scheduled tour **begins**:

- **After 6:00 p.m. on the day prior to a holiday, or**
- **At any time on the holiday,**

and whose scheduled tour **ends**:

- **After 7:00 a.m. on the holiday, or**
- **After 7:00 a.m. on the day following the holiday,**

shall be paid the holiday rate for the employee's full scheduled tour.

The shift must consist of a minimum of 5 (five) hours the day before the holiday and 5 (five) hours on the holiday consecutively or must consist of a minimum of 5 (five) hours on the holiday and a minimum of 5 (five) hours the day after the holiday consecutively.

No single employee may receive more than **twenty-four (24) hours of holiday pay** for any one holiday.

If an employee meets the criteria of this policy, the employee's **immediate supervisor** must notify the **District Treasurer** so the applicable holiday pay can be processed for those tours.

This policy only applies to actual recognized holidays by the District. It does not apply to observed holidays or floating holidays.
Examples:

For all below examples 12/25 is a holiday. 12/24 & 12/26 are not holidays.

- Employee Smith comes into work at 1900 on 12/24 and works till 0700 on 12/25.
- Employee Jones comes into work at 1800 on 12/25 and works until 0600 on 12/26.
 - The entire shift would be holiday pay.
- Employee Doe Comes into work at 1900 on 12/24 and works until 0100 12/25.
 - 1900-0000 would be straight time, 0000-0100 would be holiday pay.
- Employee Jackson comes into work at 1500 on 12/24 and works until 0700 on 12/25.
 - 1500-1900 would be straight time. 1900-0700 would be holiday pay.
- Employee Bob comes into work at 1900 on 12/25 and works until 0100 on 12/26.
 - 1900-0000 would be holiday pay. 0000-0100 would be straight time.

Holiday Overtime Policy

Any full-time employee who is recalled or mandated to work on a designated holiday, **in addition to their regularly scheduled 40 hours** shall be compensated at one and one-half (1.5) times the holiday rate for any hours worked in excess of the employee's forty (40) scheduled hours for that pay week. This does not apply to anyone originally scheduled to work the holiday as part of their 40 hour work week. The holiday overtime policy will apply even if the holiday occurs prior to their regularly scheduled work days. This policy only applies to actual recognized holidays by the District. It does not apply to observed holidays or floating holidays. A supervisor must sign off that no part time employee was available to cover any shifts before holiday overtime is offered except for emergencies. The employee's **immediate supervisor** must notify the **District Treasurer** so the applicable holiday pay can be processed.

Example: Employee's regular rate is \$10.00/hour. Employees holiday/overtime rate is 1.5 times their regular rate. ($\$10 \times 1.5 = \15) Holiday rate is \$15.00/hour. Employee is recalled into working a holiday in addition to their regularly scheduled 40 hours. ($\$10 \times 1.5 = \15 . $\$15 \times 1.5 = \22.50) Overtime holiday rate is \$22.50.

There being no further business before the Board, the meeting was adjourned at 8:47 pm.
Karen Borrelli

