

## **Minutes of Regular Meeting July 13, 2011**

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**PRESENT:** Commissioners: Murray, Daly, Weitz and Chairman Woehrle.

**Also Present:** Treasurer Splendido, Secretary Versocki, Attorney Hayner, Captain Congdon  
1<sup>st</sup> Assistant Chief Elliott, 2<sup>nd</sup> Assistant Chief Dietrich, Nick Turner  
David Pacheco and Katrina Pacheco.

The Meeting was called to order at 7:09 p.m. by Chairman Woehrle.

**Motion/ Murray, 2<sup>nd</sup>/Weitz: To approve the minutes of the June 8, 2011 Regular Monthly Meeting  
As Read. Passed 4-0.**

### **CORRESPONDENCE:**

- A printout of Grand Blvd. Fire Company members calls percentages through June 2011.
- A copy of the June/July 2011 Fire District Affairs Bulletin.
- The Association of Fire Districts of the State of New York announcement for the 40<sup>th</sup> annual Mid-year workshop on October 27 – 30, 2011 being held in Ellenville, NY.
- The Association of Fire Districts of The Capital Area announcement for their annual fall workshop on September 17, 2011 being held at The West Crescent Fire Station.
- A copy of the NYS Comptroller's Employer Forum.
- A letter from Office Max giving full credit for the District's paper shredder which was under warranty. The card has a credit of \$172.79.
- An e-mail sent from LOSAP Trustee Ray Hull stating the final payment for the 2010 Service Award program is \$7,957.48.

**PRIVILEGE OF THE FLOOR:** Nothing.

### **BILLS:**

**Motion Murray 2<sup>nd</sup>/Weitz: To pay bills for corresponding check #'s 11900 – 11961 - 12012  
From June 8, 2011 thru July 13, 2011- totaling \$498,754.82 as reviewed. Passed 4-0.**

### **TREASURER'S REPORT:**

- The reserve accounts were reviewed
- The comparison sheet for June 2010 & 2011 were reviewed by each line item.
- Budget versus actual expenses through June 2011 were reviewed. John stated that we are 50% through the budget year.
- We are still seeing an increase in gasoline costs with 70% of the gasoline budget spent thus far.
- The break out for "The Renovation/Addition project expenses" was reviewed and as of July 13, 2011 \$2.03 million dollars of the bond have been spent and the balance is \$2.75 million dollars.

**ATTORNEY'S REPORT:** No Report.

**COMMITTEE REPORTS:**

**FINANCE:** No Report.

**INSURANCE:** No Report.

**MEDIA RELATIONS:** No Report.

**APPARATUS & EQUIPMENT:**

**Commissioner Woehrle read from Chief Lingenfelter's written report that:**

- Routine preventive maintenance activities were carried out.
- E-403 has been painted and is being striped by the City of Schenectady.

**COMMUNICATIONS & INFORMATION SERVICES:** No Report.

**EMS & EQUIPMENT:** No Report.

**FACILITIES:**

**Commissioner Woehrle Reported:**

- The roof drain on the northeast corner of the River Road station had separated and was leaking into the soffit area below. Duty crews were able to gain access through the soffit and make the necessary repairs. The soffit siding was re-installed.

**ELECTIONS:** No Report.

**PROTECTIVE GEAR & UNIFORMS:** No Report.

**SERVICE AWARDS PROGRAM:** No Report.

**INSPECTION & INSTALLATION:** No Report.

**FIRE STATION ADDITION/RENOVATION:**

**Commissioner Woehrle Reported:**

- Pouring of foundation footing and walls had been completed.
- Backfill of foundation walls should be completed this week.
- Sheetrock installation continues in the existing structure.
- Steel erection is slated to begin on July 11, 2011.

**Dave Pacheco Reported:**

- Pay applications requested by Commissioner Daly for Bunkoff have been delivered. All other information can be obtained through Chief Lingenfelter.

- A discussion was held pertaining to Bunkoff's request for an extension of scheduled work.
- There are issues with the steel. I recommend that release of the payment of \$51,000 be contingent upon the steel passing all the required testing.

**The following items are part of Chief Lingenfelter's written report:**

- The small area of potentially contaminate soil in front of the south bay has been sampled and test results are due in on the 8<sup>th</sup> of July. If levels are acceptable no further action will be required.
- The following change orders were approved by the project team:
  - COR #1 - Sprinkler compressor circuit \$1,374.00
  - COR #3 - Additional smoke detectors in attic/basemen \$3,515.00
  - COR #5 - Additional conduits from basement \$2,807.00
  - COR #6 - Additional fixture at rear of building \$1,270.00
  - COR #7 - Power to pavilion fan \$1,670.00
  - COR #028 - Mud set floor leveling in room 1 \$851.00
  - COR #031 - Solid Surface shelving in bathroom \$655.15
  - COR #033 - Waterproofing caulk in bays \$1,080.00
  - COR #024 - MH 4 Manhole modification \$6,864.00
  - COR #022 - Asphalt removal, topsoil, and seeding rear \$2,820.00
- A guideline is attached for soft cost purchasing and proposed installations/modifications to the new facility.

**REPORT OF THE CHIEFS:**

**Captain Congdon reported on the following items from Chief Lingenfelter's written report:**

- With annual hose tests completed 25% of the hose (approximately 1000 feet of various sizes) failed. I would like to ask the commissioners to declare the failed hose as surplus.
- The MOU with KAPL has been completed. Copy is attached.
- David Dietrich and Nick Persons successfully completed the fire instructor I certification at Montour Falls.
- Thermal imager training was conducted on June 10<sup>th</sup> and 11<sup>th</sup>. 14 career staff and 3 volunteers participated. The program content was very well done.
- There is a request authorizing Chief Lingenfelter to attend the NYS Career Fire Chiefs meeting in Auburn on July 18<sup>th</sup>-19<sup>th</sup> at a cost not to exceed \$201.00. (A Conference Request form has been submitted.)

**Department Activity:**

	<u>2011</u>	<u>2010</u>	
June Incidents:	123	150	
EMS	77	112	
Fire/Other	46	38	
YTD Incidents	897	896	(6/30)
Other Activities:			
Emergency Callback		14	Hours
Fire Company Drill		30	Hours
Fire/EMS/Codes In-Service Training		181	Hours

**Chief Elliott:** I want to thank the Board of Commissioners for sending GBFC officers to the recent NYS course. There is a second part of this course that would be beneficial for Company officers to attend.

**Chief Dietrich:** I want to make the commissioners aware of a lack of volunteer participation at calls and the safety issues that are arising with fire calls being attended to by only 3 career members on duty.

**Report of the Niskayuna Permanent Fireman's Association:**

- The Commissioners & District Attorney suggested that PFA representative Ted Congdon review the draft concerning military leave.
- The Career Employee Health Insurance Plan is being discussed with the NPFA.

**Report of the Grand Boulevard Fire Company:** No Report.

**OLD BUSINESS:**

- Commissioner Woehrle asked Attorney Hayner about the property next to 1073 Balltown Rd. Mr. Hayner will investigate.
- In regards to collection of paramedic tuition from 2 former GBFC members, contact has been made and letters have been sent.

**NEW BUSINESS:**

Motion Murray/ Second Daly, to authorize Chief Lingenfelter to attend the NYS Career Fire Chiefs meeting in Auburn on July 18<sup>th</sup>-19<sup>th</sup> at a cost not to exceed \$201.00. Passed 4-0.

Motion Weitz/ Second Murray, to declare 1000 feet of assorted hose that failed pressure testing as surplus and allow Chief Lingenfelter to dispose of said hose at his discretion. Passed 4-0.

Motion/Murray, 2<sup>nd</sup>/ Weitz: To adopt the guideline for purchasing, procurement and installation of furniture, fixtures and equipment. 4-0.

Commissioner Woehrle reported that the active military leave policy will be put on hold until next month so Attorney Hayner can review the document.

Motion Daly/Second Weitz: To adjourn the meeting to executive session at 7:54 p.m. Passed 4-0.

Motion Murray /Second Weitz: To return the meeting to regular session at 8:40 p.m. Passed 4-0.

Motion Nappi/Second Murray: To adjourn the meeting at 8:41 p.m. Passed 4-0.

**The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday August 10, 2011 at 7:00 p.m.**

Respectfully submitted,

*William J. Versocki*

District Secretary