

Minutes of Regular Meeting February 8, 2012

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

Also Present: Treasurer Splendido, Secretary Versocki, Attorney Hayner, Cpt. Congdon, Lt. Vena Chief Lingenfelter, 1st Assistant Chief Elliott, Michelle Hotaling & David Pacheco.

The Meeting was called to order at 7:04 p.m. by Chairman Woehrle.

Motion Murray /Second/Weitz: To approve the minutes of the January 11, 2012 regular monthly meeting as read. Passed 5-0.

CORRESPONDENCE:

- A letter from The Cystic Fibrosis Foundation announcing its 24th annual Stair Climb Event at The Corning Tower on Thursday March 8, 2012.
- A letter from Hopmeier, Evans & Gage asking the district to review its insurance coverage and is soliciting its services.
- A letter from Scicchitano & Pinsky certifying that Edward F. Woehrle Jr. has successfully completed the on-line commissioners training course on January 13, 2012.
- A notice from The Association of Fire Districts of the Capital Area for its annual Spring Workshop on March 24, 2012 at the Clifton Park/Halfmoon Fire District.
- A copy of the NFD # 1 & GBFC year to date incident participation report(s) from January 1–31, 2012.
- A letter of thanks from Andrew & Jean Foster of 2142 McClellan St. Niskayuna, NY 12309 for a medical call on January 11, 2012.
- A letter from The Niskayuna Professional Firefighters Association local 4151 informing the Commissioners of Fire District No. 1 of their 2012 PFA Officers and negotiations committee.
- A letter from Grand Blvd. Fire Co. EMS member and Niskayuna resident Denise May thanking the Board of Fire Commissioners for their support of her paramedic education & recent certification. She also informed the board that she is planning on taking the NYS Civil Service exam with a goal to become a career firefighter/paramedic.
- A conference Attendance Request Form from Chief Dietrich to attend the Advanced Hazardous Materials Technician Course at Montour Falls, NY September 10-14, 2012 at an estimated cost of \$225.00 and the use of a District Vehicle.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Treasurer Splendido reported that there are (2) two adjustments on this month's bills and the final copy will be submitted to The Secretary. The total for this month is accurate.

Motion Murray 2nd/ Daly: To pay bills for corresponding check #'s 12443 – 12503 From January 12, 2012 thru February 8, 2012 totaling \$214,335.63 as reviewed with the additions discussed by Treasurer Splendido. Passed 5-0.

TREASURER'S REPORT:

- The reserve accounts were reviewed.
- The comparison sheet for January 2011 & 2012 were reviewed by each line item.
- Budget versus actual expenses through January 2012 were reviewed.
- Most budget lines were either right on under. One exception was gasoline costs which were 45% over budget.
- The expenditures for the building addition/renovation project were reported. The amount spent thus far is \$4,180,000. (4.18 million dollars) with approximately \$781,000. (781 thousand dollars) left.
- John reported that he will be starting working on the annual audit.

ATTORNEY'S REPORT:

- Attorney Hayner discussed his e-mail communication stating that the name, "Niskayuna Consolidated Fire District No. 1" may be out of touch when looking at the new station façade. The commissioners have the ability to change the name and if there is an agreement "Consolidated" can be deleted as provided by provision 172-e of Town Law. He also discussed the process to make the changes including a resolution, publishing a public notice and holding a public hearing. The March meeting was recommended, however with the impending date of moving into The Balltown Rd. station the commissioners agreed to hold the public hearing on April 11, 2012.
- Attorney Hayner discussed the commissioner's concern about bonding the District Treasurer. After more research, the current employee dishonesty insurance is \$100,000 and can be increased without a charge to \$500,000.
- Attorney Hayner recommended that the Deferred Compensation committee be re-instated. He will provide more information at the March business meeting.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS:

Commissioner Weitz:

There was a discussion about having a public open house for the Balltown Rd. station in the spring.

Commissioner Nappi Reported:

A Hillside Elementary School student is going to be recognized for his heroic efforts for calling 911 when mom became unconscious. Chief Lingenfelter will get the details and do something appropriate for the event.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Repair of a number of issues with C-429 were completed.
- E-403 has been advertised for sale. No activity as of yet.

Commissioner Woehrle Reported:

The following issues with apparatus were discovered during the Inspection on January 28, 2012:

- Engine 401 – Driver side rear compartments have flaking paint.
- Engine 402 – Scratches around the (passenger side) rear wheel well area.
- Truck 405 -
 1. Rear wheel (driver's side) area paint shows signs of bubbling/corrosion.
 2. Chips in paint (passenger side) in rear of cab.
 3. Paint above pump area (passenger side) shows signs of bubbling/corrosion.
 4. Rear wheel well (passenger side) shows signs of bubbling/corrosion.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT:**Chief Lingenfelter Reported:**

- New AED's have been put into service on the engines and truck. The two older units that are still functioning are being moved to the utility pickups.

FACILITIES:**Chief Lingenfelter Reported:**

- I am waiting on Adirondack Overhead door to replace the door openers for River Road.

Commissioner Woehrle Reported:

- The results of the Station Inspection conducted on January 28, 2012 were typed up and sent to all the commissioners.
- Chief Lingenfelter reported that a majority of issues identified during 1/28/12 inspection have been addressed with exception of apparatus paint and concrete conditions.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:**Commissioner Woehrle Reported:**

- The installation dinner was a complete success. The food and program were very good. A special thanks to Chief Lingenfelter who assumed the responsibility as MC for the evening.

FIRE STATION ADDITION/RENOVATION:

Chief Lingenfelter Reported:

- Phone service has been connected to the station. Tech Valley to transfer lines when we move operations back into the station.
- Phone system is on order with Northeast Information Systems.
- Traffic signal has been installed. Waiting on National Grid to supply power to the system.
- Turnout gear racks were installed by Capt. Congdon, FF Baker, and FF Powers.
- Sealing of apparatus floor is complete.
- Permanent heat is operational in most of the building. All temporary heat has been removed.
- Carpeting and VCT is being installed.
- Plymo-vent installation is scheduled for February 13th.
- Final cleaning is scheduled for the week of February 13th.
- Substantial completion should occur within the next two weeks.
- Furniture and equipment installation is being scheduled for the week of March 5th.
- Exterior punch list has been generated. Will be working on interior list next week.

David Pacheco Reported:

- There is a problem associated with moisture testing. Currently we show no existing documentation showing this was done although the contractor has indicated that it was done.
- The fuel line for the generator was reduced and is currently causing the generator to cut out.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Background check is being conducted on 1 of two eligible candidates, 1 candidate declined. Will be scheduling an interview with Commissioners Woehrle and Weitz.
- DOH agency certification renewal has been received. Controlled substance license is delayed at the state. Current license expired on 1/13/12. DOH advised that Bureau of Narcotics Administration is behind in processing renewals and that receipt of acknowledgement from DOH will suffice for authorization to continue program pending receipt of the formal renewal certification.

Department Activity:

	<u>2012</u>	<u>2011</u>	
January Incidents:	142	184	
EMS	102	133	
Fire/Other	40	51	
YTD Incidents	142	184	(1/31)

Other Activities:

Emergency Callback	12	Hours
Fire Company Drill	**	Hours
Fire/EMS/Codes In-Service Training	36	Hours

** Data not entered due to cloud transition

Chief Elliott: No Report.

Report of the Niskayuna Permanent Fireman’s Association: No Report.

Report of the Grand Boulevard Fire Company:

- 1st Assistant Chief Elliott thanked the board of fire commissioners for an excellent inspection program & dinner.
- When asked, Chief Elliott reported that no one attended the EMS Conference.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Weitz/Second Nappi: To authorize Chief Dietrich to attend the Advanced Hazardous Materials Technician Course at Montour Falls, NY September 10-14, 2012 at an estimated cost of \$225.00 and the use of a District Vehicle. Passed 5-0.

Motion/ Daly/Second Nappi: To authorize Chief Lingenfelter to hire movers to relocate files & furniture from The River Rd. station to the Balltown Rd. station at a cost not to exceed \$1,500. Passed 5-0.

Motion/ Daly/Second Nappi: To authorize Chief Lingenfelter to purchase a firefighting turn out gear extractor at a cost not to exceed \$5,000. Passed 5-0.

Motion/ Nappi/Second Daly: To authorize a continuance of services provided by AKW consistent with their current contract. Passed 5-0.

Motion/ Daly/Second Murray: To hold a public meeting on April 11, 2012 at The Balltown Rd. station beginning at 7 pm for the purpose changing the Fire District's official name from: Niskayuna Consolidated Fire District No. 1 to Niskayuna Fire District No.1 thereby removing the word "consolidated". And authorize the Secretary to submit a public notice in The Gazette newspaper legal section announcing said meeting. Passed 5-0.

Motion Daly/Second Nappi: To adjourn the meeting to Executive Session at 8:16 p.m. Passed 5-0.

Motion Nappi: /Second Weitz: To return the meeting to regular session at 8:35 p.m. Passed 5-0.

Motion Nappi: /Second Weitz: To adjourn the meeting at 8:36 p.m. Passed 5-0.

The next Regular Meeting will be held on Wednesday March 14, 2012 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

District Secretary