

Minutes of Regular Meeting May 9, 2012

PRESENT: Commissioners: Daly, Nappi and Chairman Woehrle.

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter, L. Toma
Attorney Hayner, GBFC President A. Connelly & 1st Assistant Chief Elliott.

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

Motion Nappi/Second/ Daly: To approve the minutes of the April 19, 2012 regular monthly meeting as read. Passed 3-0.

CORRESPONDENCE:

- A letter from the Niskayuna town of the 2012 Assessment notification for 1079 Balltown Rd.
- An e-mail from LOSAP Trustee Ray Hull stating that the 2011 LOSAP billing has been reviewed and submitted for payment.
- The incident participation statistics through April 30, 2012 were reported.
- The policy letter for Grand Blvd. Fire Company members who move out of the District and notification thereof.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Daly 2nd/Nappi: To pay bills for corresponding check #'s 12641, 12644–12691, from April 20, 2012 thru May 9, 2012 totaling \$106,297.52 as reviewed. Passed 3-0.

TREASURER'S REPORT:

- \$4,487,800 of the bond has been spent thus far with \$312,000 remaining.
- The reserve accounts were reviewed.
- The comparison sheet for April 2011 & 2012 were reviewed by each line item.
- Budget versus actual expenses through April 2012 were reviewed.
- Treasurer Splendido reported that the annual audit is almost finished.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE:

Commissioner Woehrle Reported:

- I met with Attorney Hayner and we are working to draft an investment policy.

INSURANCE:

Commissioner Woehrle discussed a letter from Ray Hull pertaining to a group life insurance policy for volunteer members. Commissioners Nappi & Daly will follow up with Mr. Hull.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- E-403 has been returned to River Road station pending its sale although there have not been any Preventive maintenance on the chassis and pump has been completed on E-402 and T-405. Annual aerial testing of T-405 is scheduled for June.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- All desktop computer systems have been received, installed, or relocated as planned. Wireless connectivity is being configured and should be operational shortly.
- The security system at River Road station was upgraded and tied in to the Balltown Road security controller.
- The warranty period for the phone system at River Road station has reached its end. A preventive maintenance proposal was received from Northeast Information Systems for the board's consideration. Based on our experience with NEIS and the frequency at which we call them for service issues it would be my recommendation to accept the proposal.

EMS & EQUIPMENT: No Report.

FACILITIES:

Chief Lingenfelter Reported:

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

FIRE STATION ADDITION/RENOVATION:

Commissioner Nappi Reported:

- There are many punch list items that have not been repaired by Bunkoff General Contractors.

Chief Lingenfelter Reported:

- With the exception of the general contractor, the renovation/addition project punch list is very near complete. Occasional repairs/corrections continue to arise with the other four primes but they have been addressing them in a timely manner.
- We continue to receive very favorable comments on the final results of our building renovation/addition from members of the community and colleagues.
- The office trailer at River Road has been removed. Some cleanup and landscaping will be required to restore the lawn area.
- Exercise equipment has been received and installed.
- Landscaping materials and costs are being obtained. Final landscaping plan and cost will be reviewed by the project team and forwarded to the board with a recommendation.
- Ice machine quotes were reviewed and it is recommended that we purchase the machine from Central Restaurant Equipment at a cost of \$2,225.00

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Pre-employment CPAT orientation for the four firefighter/paramedic candidates is scheduled for next week. The CPAT is scheduled for June 13, 2012. Interviews and background checks will be conducted prior to the June 13 CPAT.
- Hutchinson Investigations provides pre-employment background checks for the NYS Dormitory Authority. They provide a search for felony convictions or a more comprehensive review to include misdemeanor convictions. **Authorization is needed to initiate four background checks for a total cost of \$900.00 which would include the more comprehensive background evaluation.**
- A number of volunteers have taken advantage of the duty crew program and feedback is good. Still some minor adjustments to be made but overall a positive impact.
- Volunteer EMS member Denise May has successfully completed her paramedic program and is now on line with our agency.
- We received an approved project notification letter from FEMA for our response to Hurricane Irene in the amount of \$10,014.62. A check for the federal share of the allowed expenses will be forthcoming in the amount of \$7,510.97.
- The district’s “Use of Exercise Room” policy will need to be updated for the new facility.

	<u>2012</u>	<u>2011</u>	
April Incidents:	120	134	
EMS	90	97	
Fire/Other	30	37	
YTD Incidents	535	638	(4/30)

Other Activities:

Emergency Callback	4	Hours
Fire Company Drill	118	Hours
Fire/EMS/Codes In-Service Training	9	Hours

Chief Dietrich: No Report.

Chief Elliott:

- Turnout gear has been moved from The River Rd. station to the Balltown Rd. Quartermaster room.
- I would like permission for The Grand Blvd. Fire Company to take a piece of District Apparatus to the Hudson Valley Firefighters Convention on June 23, 2012 for the day.

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

Report of the Grand Boulevard Fire Company:

Fire Company President Alan Connelly Reported:

- The Fire Company would like permission to do the following:
 1. Mount 3 televisions on the walls as follows: (1) TV in the meeting room next to the white board in the corner; (1) TV on each end of the recreation room (East & West).
 2. Mount lag bolts in the cement wall for up to 4 shelving units.
 3. Install a breakfast counter with a sink on the Northeast wall of the recreation room.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Daly/ Second Nappi: To approve the policy for volunteer members moving out of the district. Passed 3-0. It should be noted that this policy mirrors NYS law.

Motion/ Nappi /Second Daly: To spend \$900 for background checks on 4 potential FF/P applicants Passed 3-0.

Motion/ Daly/Second Nappi: To approve a 1 year service contract with Northeast Information Systems at a cost of \$978.69. A vote was taken:

Commissioner Daly – Yes

Commissioner Nappi – Yes

Commissioner Woehrle – Yes, with the understanding that no portion of this contract is part of my personal compensation.

Passed 3-0.

Motion/ Daly/Second Nappi: To authorize The Grand Blvd. Fire Company to mount 3 televisions as requested. Passed 3-0.

Motion/ Daly/Second Nappi: To authorize The Grand Blvd. Fire Company to mount up to 4 shelving units as requested. Passed 3-0.

Motion/ Nappi/Second Daly: To authorize The Grand Blvd. Fire Company to install a breakfast counter & sink as requested. Passed 3-0.

Motion/ Nappi /Second Daly: To authorize the purchase of an Ice Machine from Central Restaurant Equipment at a cost of \$2,225.00. Passed 3-0.

Motion/ Daly/Second Nappi: To authorize The Grand Blvd. Fire Company to utilize chief's vehicles for the Hudson Valley Firefighter's convention and allow the use of a district engine for June 23, 2012. Passed 3-0.

A discussion was held about a draft document for the use of the Fire District No. 1 Exercise Room. After some good points about usage it was determined that more work was needed on the document before being approved by the Board of Fire Commissioners.

Resolution For Changing The Name of Niskayuna Consolidated Fire District No. 1 to:

NISKAYUNA FIRE DISTRICT No. 1

WHEREAS the Board of Fire Commissioners are desirous of changing the name of the Fire District from Niskayuna Consolidated Fire District No. 1 to Niskayuna Fire District No. 1; and

WHEREAS a public hearing was held on the 11th day of April, 2012 after posting and publication in The Daily Gazette on March 26, 2012; **NOW THEREFORE** be it

RESOLVED that effective January 1, 2013 the name of this Fire District shall be Niskayuna Fire District No. 1; and be it further

RESOLVED that the Secretary of the Fire District shall file certified copies of this Resolution within ten (10) days in the offices of the Niskayuna Town Clerk; the Schenectady County Clerk; Clerk of the Schenectady County Legislature and the New York State Department of Audit and Control at Albany, New York.

Motion/ Nappi/Second Daly: To adopt the resolution for changing the name of Niskayuna Consolidated Fire District No. 1 to: **Niskayuna Fire District No. 1.** Passed 3-0.

Motion Nappi /Second Daly: To adjourn the meeting at 8:15 p.m. Passed 3-0.

The next Regular Meeting will be held on Wednesday June 13, 2012 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary