

Minutes of Regular Meeting February 13, 2013

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

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter, Attorney Hayner, Captain J. Vena, Lt. Griffiths, Captain T. Congdon Tyler Justin of Monolith Solar LLC. and GBFC President Baker.

The Meeting was called to order at 7:03 p.m. by Chairman Woehrle.

Motion Daly/ Second/ Weitz: To approve the minutes of the January 9, 2013 regular monthly meeting as amended. Passed 5-0.

CORRESPONDENCE:

- An e-mail to Chief Lingenfelter from GBFC probationary member Benjamin Saperstein who is asking to resign.
- A signed contract from Capital EAP for services from November 1, 2012 thru November 1, 2013.
- A request from Schenectady Insuring to review commercial package policy #CPP1640595 which expires on March 1, 2013.
- A request from Schenectady Insuring to review the schedule of drivers for commercial package policy #CPP1640595 which expires on March 1, 2013.
- An announcement from The Association of Fire Districts of NYS for the 70th Annual Meeting & training to be held April 18 – 21, 2013 at The Saratoga Hilton.
- The January/February 2013 copy of “District Affairs” bulletin.
- An announcement from Scicchitano & Pinsky PLLC. For the 5th Annual Fire Dept. Law & Management Conference to be held March 21 – 24, 2013 at The Turning Stone Casino and Resort.
- A letter from James Kerr of Cavern View Antiques stating he examined of the contents of 1071 Balltown Rd. which was recently purchased by Niskayuna Fire District No. 1. Said examination resulted in items in and around the property being of little or no value.

PRIVILEGE OF THE FLOOR:

- At this time Mr. Tyler Justin of Monolith Solar LLC. Gave a presentation for services being offered to Niskayuna Fire District No. 1.

BILLS: Motion Nappi 2nd/ Weitz: To pay bills for corresponding check #'s13140-13199, 13099 & 13200-13208 from January 10, 2013 thru February 13, 2013 totaling \$127,397.57 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- Of the \$4.8 million dollar bond a balance of \$99,598.06 is remaining.
- The reserve accounts were reviewed.
- The comparison sheets for January 2012 vs.2013 were reviewed by each line item.
- Budget versus actual expenses through January 2013 were reviewed.
- I am presently working on the 2012 audit.
- I will be requesting an extension on the Annual Financial Audit for The NYS Comptroller's Office.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- We have received a lawsuit for a contractor who was injured on the job.
- Couch White has suggested one more meeting to try resolving unfinished business with Bunkoff-General Contracting.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

HEALTH & SAFETY:

Commissioner Weitz Reported:

- In accordance with the NPFA contract, there is \$2,700 remaining in the FSA account. The Health & Safety committee met to discuss spending said funds on health & wellness equipment.
- Lt. Griffiths reported about what items were to be purchased. They are: three (3) sets of dumb bells weighing 60, 70 and 80 lbs. An Olympic weight set with an Olympic weight bar and 10 kettle bell weights.
There was also a discussion about the thermostat setting for the gym and the abdominal press machine.
- It was agreed that the Health & Safety Committee would evaluate the abdominal press machine and determine whether or not to keep the machine.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Throttle pedal was replaced on E-402.
- The individual who offered to purchase E-403 had an apparent loss of interest as he never contacted us after looking the engine over again.
- The new Chief's Tahoe has been ordered. Delivery is anticipated in 24 – 28 weeks as the result of increased order numbers following hurricane Sandy.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- The District web page needs to be updated.

EMS & EQUIPMENT: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- Items noted during the station inspections are being addressed.
- Five (5) additional rubber mats were ordered and placed at all entry ways.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Commissioner Daly Reported:

- The LOSAP awards will be posted for the next 30 days and will be voted upon at the March meeting.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- Pacheco Ross presented a plaque to The Fire District at the Installation Dinner.

FIRE STATION ADDITION/RENOVATION:

Chief Lingenfelter Reported:

- A final list of warranty issues with the renovation/addition project is being compiled and will be sent to the respective contractors prior to the 1 year contractor warranty expiration.
- There will be a mediation session with Bunkoff Contractors on Thursday.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- I received a request from Firefighter Baker for extended sick leave approval involving a four shift absence for medical treatment.
- An open house is being planned for April 27th, 2013 to coincide with the "Recruit NY" campaign being sponsored by FASNY. The recruitment and retention committee is heading this effort. They have also completed a survey of the volunteer members and are conducting a survey of the career staff in an attempt to identify and address factors impacting membership recruitment and retention.
- We have received a letter from Jim Kerr indicating the lack of any valuable contents in the house at 1071 Balltown Road.

- **I am requesting authorization for the purchase of 3 single gas CO monitors for use on the ambulances to enhance responder safety at a cost of \$628.47.** The gas monitors will be attached to the first-in bags on each ambulance to detect the presence of CO while treating patients in their homes or work locations. Calibration equipment is included in the cost.
- We have identified deployment and safety concerns with the current pocket locations on our turnout gear for the OSHA required personal escape systems. Our gear was purchased prior to the escape systems. The instructors have found a solution that requires modification of our current turnout pants to address the concerns. New turnouts will be purchased with the appropriate pocket in place. **I am requesting board authorization for up to \$3,400 to modify the personal escape system pocket location on turnout pants issued to interior firefighters.**
- Personnel will be conducting fire prevention activities at Van Antwerp Middle School on March 2nd from 9:00am thru 12:00 pm. Activities are being planned in cooperation with the Van Antwerp PTO in response to parents concerns after January's fatal fire on Niskayuna Drive.
- Units responded to a structure fire on Barclay Drive on Saturday, February 9th at approximately 2345 hours. The fire resulted in moderate damage to the structure. No firefighter or civilian injuries were sustained. The NFD 1 personnel response consisted of 3 on duty career staff, career chief, and 4 volunteer personnel for a total of 8 members. Schenectady Fire Dept responded with an engine and truck company. NFD 2 responded with an engine company. Staffing for structure fires continues to be a concern. Will be modifying dispatch and response procedures in an effort to improve response to fire and motor vehicle collisions.
- At the fire company meeting on Monday, members voted unanimously to direct all donations received on behalf of Grace Kline to the purchase of equipment in support of our fire prevention programs. To date \$1796 has been received.
- Currently working with school district officials and law enforcement to address school safety preparedness and emergency response in the wake of recent incidents involving schools around the country.
- Working with county officials to address radio issues on Channel 11. Members have been briefed on issues and work-around procedures.
- An internship program is being established between NFD 1 and Schenectady County Community College's Fire Protection Degree program. The student intern will have the opportunity to experience the administration and operations of a fire/EMS department while earning college credit for their time.
- **I request authorization for Lieutenant Griffiths to utilize a district vehicle for transportation to the First Line Supervisors Training Program in New York, NY from February 18th – March 15th.**
- **I request authorization for Captain Congdon to attend the 2013 Fire Department Instructor's Conference in Indianapolis from April 24 – 28, 2013 at an estimate cost of \$2276. Travel, lodging, meals, and conference registration included.** Conference Attendance Request Form has been submitted.

- Department Activity

	<u>2013</u>	<u>2012</u>
January Incidents	165	142
EMS	112	102
Fire/Other	53	40
YTD Incidents	165	142 (1/31)

Other Activities:

Emergency Callback	16	Hours
Fire Company Drill		Hours
Fire/EMS/Codes In-Service Training	115	Hours

Chief Dietrich: No Report.

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

Report of the Grand Boulevard Fire Company:

Director Jim Vena Reported:

- The board of directors met and discussed the alcohol policy. Proposed changes were discussed.

OLD BUSINESS:

Commissioner Woehrle Reported:

- I am distributing copies of the new NPFA agreement with the grievance procedure.

NEW BUSINESS:

Motion/ Weitz /Second Daly: To grant Firefighter Baker extended sick leave involving a four (4) shift absence for medical treatment. Passed 5-0.

Motion/ Murray /Second Daly: To purchase three (3) single gas C/O monitors for use on the ambulances to enhance responder safety at a cost of \$628.47. Passed 5-0.

Motion/ Murray /Second Daly: To spend up to \$3,400 to modify the personal escape system pocket location on turnout pants issued to interior firefighters. Passed 5-0.

Motion Murray /Second Daly: To authorize Lieutenant Griffiths to utilize a district vehicle for transportation to the First Line Supervisors Training Program in New York, NY from February 18th – March 15th. Passed 5-0.

Motion Daly/Second Murray: To authorize Captain Congdon to attend the 2013 Fire Department Instructor's Conference in Indianapolis from April 24 – 28, 2013 at an estimate cost of \$2276. Travel, lodging, meals, and conference registration included. Passed 5-0.

Motion Murray/Second Weitz: To drop Benjamin Saperstein from the Fire District rolls. Passed 5-0.

Motion Murray /Second Daly: To authorize Treasurer Splendido to take the AFDSNY on-line treasurer's course for \$85. Passed 5-0.

Motion/ Weitz /Second Daly: To authorize the purchase of exercise equipment up to \$2,700 with funds utilized from the FSA account. Passed 5-0.

Motion Murray /Second Daly: To authorize a \$250 honorarium for an EMS lecturer. Passed 5-0.

Motion/ Daly /Second Nappi: To authorize a permissive referendum be drafted and sent to The Gazette legal's section one (1) time for the expenditure of a sum not to exceed \$12,153.55 from a previously established Tax Stabilization Reserve Fund in order to pay the Town of Niskayuna, pursuant to Section 726 of the Real Property Tax Law and Supreme Court Order Reducing Assessments, refunds of special district taxes collected from Highgate Manor Group, LLC. Passed 5-0.

Motion/ Daly /Second Nappi: To authorize the expenditure of a sum not to exceed \$12,153.55 from a previously established Tax Stabilization Reserve Fund in order to pay the Town of Niskayuna, pursuant to Section 726 of the Real Property Tax Law and Supreme Court Order Reducing Assessments, refunds of special district taxes collected from Highgate Manor Group, LLC. Passed 5-0.

Motion Daly/Second Weitz: To adjourn the meeting to executive session at 8:55 p.m. Passed 5-0.

Motion Murray /Second Daly: To return the meeting to regular session at 9:05 p.m. Passed 5-0.

Motion Murray/Second Nappi: To adjourn the meeting at 9:06 p.m. Passed 5-0.

The next Regular Meeting will be held on Wednesday March 13, 2013 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary