

Minutes of Regular Meeting June 12, 2013

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

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter and Attorney Hayner.

The Meeting was called to order at 7:07 p.m. by Chairman Woehrle.

Motion/ Murray, 2nd / Weitz: To approve the minutes of the May 8, 2013 regular monthly meeting as read. Passed 4-0.

Motion/ Weitz, 2nd / Murray: To approve the minutes of the May 21, 2013 special meeting as read. Passed 4-0.

CORRESPONDENCE:

- Grand Blvd. Fire Company call statistics through May 2013.
- A document from Kelly Brothers of 11B Commerce Dr. Ballston Spa, NY 12020 for a mechanics Lien Release filed on June 3, 2013.
- An invitation from Capital Financial Group to attend their Health Care Reform Seminar on June 26, 2013.
- A thank you card from Hoselton Chevrolet for the purchase of a 2013 Chevy Tahoe.
- A thank you card for EMS services rendered to the Rostkowski family.
- A letter from The Grand Blvd. Fire Company stating that on June 10, 2013 the members voted to add Bradley Nethaway of 1132 Dean St. Schenectady, NY 12309 as a probationary firefighter. They ask that the commissioners add him to the fire district rolls pending successful completion of a complete physical and arson background check.
- A letter from The Grand Blvd. Fire Company stating that they received notice from Firefighter Peter Barber who has attained 11 years of service with The GBFC and has requested retired status effective July 1, 2013. We ask that the commissioners approve this action.
- A letter from The Grand Blvd. Fire Company stating that they voted to remove firefighter member Nicholas Turner of 1438 Valencia Rd. Niskayuna, NY 12309 based on Chief Dietrich's report that Mr. Turner has failed to meet Drill, Meeting and Call percentages. Furthermore, Mr. Turner has failed to respond to repeated attempts by our chief's to explain reason(s) for these failures and they ask that the commissioners approve this action.

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Commissioner Woehrle stated that he has reviewed all the bills.

Motion/ Murray, 2nd/ Daly: To pay bills for corresponding check #'s 13369-13399 & 13400-13421 from May 9, 2013 thru June 12, 2013 totaling \$112,667.95 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- \$26,766.00 of the building reserve account has been spent. The commissioners discussed additional soft costs for the Renovation/Addition project.
- The reserve accounts were reviewed.
- The comparison sheets for May 2012 vs.2013 were reviewed.
- Budget versus actual expenses through April 2013 were reviewed. We are 42% through the year and have spent 47% of the budget.
- The financial audit is complete and a copy has been given to each commissioner. The audit results indicate no issues.
- As reported last month, the NYS Comptrollers report it was determined that we should have a separate account for payroll. By doing so it eliminates access to the general fund. A new payroll account has been set up.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- In e-mail and telephone conversations with Deb Gold she has offered managed accounts for Deferred Compensation. This would allow individual career members to manage their investments. It is my recommendation that the commissioners approving this action.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- It is time to start reviewing finances for the 2014 budget.
- I would like to commend Treasurer Splendido for his work based on the Auditors Report. Since the previous treasurer left the position 4 years ago there have been many positive improvements and John continues to strive for excellence.

Commissioner Woehrle Reported:

- Vouchers must be filled out completely. This would include the amount of each item and individual lines (for multiple items).
- There will be a finance committee meeting after the regular business meeting tonight.

INSURANCE: No Report.

MEDIA RELATIONS:

Chief Lingenfelter Reported:

- Firefighter Solano was featured in a Gazette article recently for the Fire Department open house.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The new Tahoe is now in service.
I Recommend declaration of the 2002 Chevrolet Blazer as surplus.
(Lettering will be removed from the Blazer).
- Batteries were replaced in Engine 402.
- Minor repairs were made to Engine 401.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- The “I am responding” system usage is expanding. There are applications (apps) for I-Pads and Android Cell Phones for sending updated information calls from Central Dispatch.

EMS & EQUIPMENT:

Commissioner Weitz Reported:

- The Health & Safety Committee has been researching the possibility of purchasing electric stretchers for each of the (3) three ambulances. These stretchers would help eliminate lifting injuries and assist in the loading and unloading of patients which would help eliminate pushing and pulling injuries as well.

HEALTH & SAFETY:

Commissioner Weitz Reported:

- The Health & Safety committee met recently to review the current layout of the gym area. As a result the following recommendations are being made to reduce clutter:
 1. Install a quick release pulley to move the heavy bag when not in use.
 2. Acquire shelving for music.
 3. Increase floor space for stretching.The committee will investigate pricing for the heavy bag pulley system and shelving.

FACILITIES:

Chief Lingenfelter Reported:

- The contract with Neoplanta for asbestos abatement at 1071 Balltown has been signed and work is expected to start the end of this week.
- Window treatment installation for the Balltown Road station has been completed.
- Exterior lighting at River Road has been modified to properly control illumination timing.
- Internal computer network at River Road has been expanded so that all computers are connected to a wired Ethernet connection.
- Bathroom at River Road has been painted by FF Powers.

- I have drafted a scope of work for the demolition of 1071 Balltown Road for the board's review. Draft is attached.
- It has been determined that there is an external fuel tank on the 1071 Balltown Rd. property which needs to be removed. I recommend contracting Albany Tank Service for a cost not to exceed \$500.00.
- Pricing has been obtained for a copier at the Balltown Road station. This was part of the soft cost budget that we were holding on until our contractor issues were resolved. The proposal is attached and is on NYS contract.

Commissioner Woehrle Reported:

- I received four (4) quotes to pave the driveway, pavilion and fitness sidewalk. I recommend The Asphalt Doctor for \$6,000.00.
- I want to thank Chief Lingenfelter for figuring out the exterior lighting timing control at River Road.
- There was a water leak in The GBFC storage room last month. After the water main was repaired the area was evaluated and determined there is no moisture. Spare tiles were replaced and the issue is now resolved.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS:

Commissioner Daly Reported:

- With the recent addition of eight (8) new members and a few pending Chief Lingenfelter has assured me that there is equipment available for them.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Volunteer Firefighter Douglas Stafford has successfully completed the Firefighter I program.
- Seven new volunteer members and one returning member completed their orientation last week and are in the process of obtaining medical clearances and gear issue. Four additional applications are in process.
- Schenectady Community College intern has started working with the department. He is currently assisting with new member processing and the updating of SOG's.
- Niska-Day was held without major incident. Experienced difficulty in staffing the operations throughout the day with volunteer personnel. Will need to plan on career staff coverage when budgeting for 2014.
- I am Requesting authorization to attend the NYS Fire Marshal's Conference in Syracuse, NY, September 3rd – 6th, 2013. Cost including registration, meals, and lodging is \$628.00. The conference satisfies the 24 hour annual code enforcement training requirement.
- When the Recruitment/Retention Committee first started their work, Bob Saltzman put together an informational pamphlet (this pamphlet was given to each commissioner). When doing this he

researched the logo and updated the art work. I ask that the board of fire commissioners think about adopting this logo modification.

Department Activity

	<u>2013</u>	<u>2012</u>
May Incidents	206	155
EMS	112	108
Fire/Other	94	47
YTD Incidents	873	690 (5/31)

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Murray, Second/ Daly: To Albany Tank Service to remove the external fuel tank on the 1071 Balltown Rd. property at a cost not to exceed \$500.00. Passed 4-0.

Motion/ Murray, Second/ Weitz: To authorize Chief Lingenfelter to attend the NYS Fire Marshal's Conference in Syracuse, NY, September 3rd – 6th, 2013. Cost including registration, meals, and lodging is \$628.00. Passed 4-0.

Motion/ Murray, Second/ Weitz: To reimburse GBFC Firefighter/EMS member Feenan \$250.00 for out of pocket expense to become an American Heart CPR Instructor. Passed 4-0.

Motion/ Weitz, Second/ Murray: To purchase a Sharp MX-C402SC copier at the cost of \$4,386.00. Passed 4-0.

Motion/ Murray, Second/ Daly: To approve the Attorney's recommendation allowing professional managing services by our Deferred Compensation administrator for career members. Passed 4-0.

Motion/ Daly, Second/ Weitz: To add Bradley Nethaway to the Fire District Rolls pending the results of a complete physical and arson background check. Passed 4-0.

Motion/ Murray, Second/ Daly: To remove Nicholas Turner from the Fire District Rolls. Passed 4-0.

Motion/ Daly, Second/ Weitz: To approve a change in status for Peter Barber from firefighter member to retired firefighter effective July 1, 2013. Passed 4-0.

Motion/ Weitz, Second/ Murray: To approve the scope of demolition of 1071 Balltown Rd. as outlined by Chief Lingenfelter's report. Passed 4-0.

Motion/ Daly, Second/ Murray: To approve the new district logo where the horse drawn fire apparatus is depicted in red. Passed 4-0.

Motion/ Murray, Second/ Weitz: To authorize The Grand Blvd. Fire Company to utilize a chief's car and The Fire Prevention Trailer for The Hudson Valley Firefighter's Convention in West Glens Falls for the weekend of June 20 – 23, 2013. Additionally, authorization is made to utilize a piece of Fire District apparatus for the full dress parade on June 22, 2013 with prior request made to Chief Lingenfelter & based upon the operational needs of the District. Passed 4-0.

Motion/ Murray, Second/ Daly: To declare the 2002 S-10 Blazer as surplus. Passed 4-0.

Motion/ Daly, Second/ Weitz: To sell the 2002 Blazer for the sealed bid amount of \$900.00 offered by neighboring Plotterkill Fire Department subject to Attorney Hayner's approval. Passed 4-0.

Motion/ Daly, Second/ Weitz: To adjourn the meeting at 8:15 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday July 10, 2013 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary