

Minutes of Regular Meeting July 10, 2013

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

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter, Chief Dietrich
Attorney Hayner, Lt. Griffiths and Cpt. Vena.

The Meeting was called to order at 7:02 p.m. by Chairman Woehrle.

Motion/ Murray, 2nd / Nappi: To approve the minutes of the June 12, 2013 regular monthly meeting as read. Passed 4-0.

CORRESPONDENCE:

- Grand Blvd. Fire Company call statistics through June 2013.
- A copy of the June-July 2013 Fire District Affairs bulletin.
- A letter from The Grand Blvd. Fire Company stating that on July 8, 2013 the members voted to add Carlton Kuhlmeier of 2534 Grandview Ave. Niskayuna, 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 Nicholas Turner of 1438 Valencia Rd. Niskayuna, NY 12309 requesting reinstatement.
- A letter from Commissioner Woehrle verifying communication from Chief Lingenfelter dated June 19, 2013 to the Commissioners stated that the EMS Charts Annual Subscription invoice of \$2,862 was never paid. Commissioners Murray, Weitz and Woehrle responded and authorized Treasurer Splendido to draft a check for \$2,862 payable to EMS Charts. This approval will be reaffirmed at the next Monthly Board Meeting.
- A letter from Department of Civil Service thanking Captain Jim Vena for serving as A Fire Service-Subject Matter Expert for the Training Services Division. Captain Vena was extremely helpful in writing new test questions, reviewing and improving existing ones.
- A letter of thanks from Congregation Agudat Achim for allowing an engine and ambulance be present during their End-of-Hebrew School picnic on June 2, 2013.
- A letter of appreciation from Niskayuna High School intern Michael Squale.

PRIVILEGE OF THE FLOOR: Stryker Representative Eddie Wilson did a presentation of their products including the ambulance stretcher and load system.

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

Motion/Nappi, 2nd/ Murray: To pay bills for corresponding check #'s 13423-13427 & 13429-13473 From June 13, 2013 thru July 10, 2013 totaling \$93,502.25 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- \$26,766.03 of the building reserve account has been spent. The commissioners discussed remaining soft costs for the Renovation/Addition project.
- The reserve accounts were reviewed.
- The comparison sheets for June 2012 vs.2013 were reviewed.
- Budget versus actual expenses through June 2013 were reviewed. We are 50% through the year and have spent 53% of the budget.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- An e-mail from Chairman Woehrle asked if a permissive referendum was needed for the demolition of the structure at 1071 Balltown Rd. After doing some research the answer is it is not required by law.
- Questions have been raised about what is required by law in reference to purchasing quotes and competitive bidding.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- It is time to start reviewing finances for the 2014 budget.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The 2002 Blazer has been sold to the Plotterkill Fire Department and insurance coverage has been removed.
- The 2005 Tahoe and 2006 Tahoe were serviced and repaired as needed. The 2006 Tahoe has been assigned to Car 429 and the 2005 Tahoe has been assigned to Car 428.
- Testing of the aerial and ground ladders is scheduled for Tuesday 7/9/13.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- We are in need of additional pagers to outfit the new members. Taking our recent radio system issues into account and the changeover to central dispatch planned for early next year it would be advisable to replace all of our pagers with two channel units that activate on county channel 1 but can monitor channel 11. Total cost to replace all pagers is \$26,208.

Commissioner Woehrle Reported:

- Channel # 11 had problems last week.
- We can withdraw \$19,000.00 from the communications reserve account subject to a permissive referendum. The remaining \$7,208.00 will be figured out.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- The Ferno stretcher trial will begin on Tuesday July 9th.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- The asbestos abatement at 1071 Balltown is under way.
- The above ground fuel tank at 1071 Balltown has been removed.
- Proposals for the demolition of 1071 Balltown Road were solicited from the following contractors:
 - Jackson Demolition
 - Dan's Hauling & Demolition
 - PJR Construction
 - Cristo Demolition
- The new copier has been ordered for the Balltown Road station with an anticipated delivery on Friday 7/12/13. Recommend acceptance of the service agreement to cover the cost of repairs, toner, and maintenance as outlined in the attached.

Commissioner Woehrle Reported:

- Last month I made a recommendation for repaving but forgot to request prevailing wage work. Therefore, I have received quotes from 3 (three) of 4 (four) contractors contacted. They are:
 1. Asphalt Doctor - \$9,000.00;
 2. D & R Paving - \$6,750.00;
 3. Best Paving - \$6,600.00When I received the quotes Best Paving failed to specify some of the aspects of the job that are critical including the use of road grade asphalt and details such as drainage. Therefore it is my recommendation that D&R Paving be given the contract at \$6,750. (\$100 more than Best).

Commissioner Nappi Reported:

- The Building Committee has reviewed and accepted the proposition by The Grand blvd. Fire Company to replace the existing fixed window in the kitchen area with an exact type frame sliding window at their expense.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Commissioner Daly Reported:

- The LOSAP for 2012 was paid tonight and was under budget.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Firefighter/Paramedics May and Plakas have successfully completed their civil service probationary period.
- Firefighter/Paramedic Griffiths has successfully completed his civil service probationary period as Lieutenant.
- Firefighter/Paramedic Vena has successfully completed his civil service probationary period as Captain.
- Re-imbusement checks were received from Fire Districts Mutual for worker’s compensation claims totaling \$9188.01.
- I request authorization to attend the Career Fire Chiefs meeting in Fishkill, NY on July 17th and 18th at a cost not to exceed \$200. A Conference Request form has been submitted.
- EMS charts has a new data transfer mechanism to import the information from our Lifepak 12 units directly into the EMS charts software. This feature will improve the accuracy and detail of our patient care reports and should also reduce the time it takes to complete documentation. The cost for our agency would be an additional \$616 per year. I request authorization to add the data transfer capability to our EMS Charts service contract at a cost of \$616 per year. Cost for the remainder of our current contract year would be approximately \$462.

Chief Dietrich Reported:

- With the influx of new members it has been challenging to outfit everyone with equipment. We will definitely need to purchase more turnout gear.

Department Activity

	<u>2013</u>	<u>2012</u>
June Incidents	160	158
EMS	110	111
Fire/Other	50	47
YTD Incidents	1034	848 (6/30)

Other Activities:

Emergency Callback	9	Hours
Fire Company Drill	32	Hours
Fire/EMS/Codes In-Service Training	84	Hours

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/ Daly, Second/ Nappi: To authorize Chief Lingenfelter to attend the Career Fire Chiefs meeting in Fishkill, NY on July 17th and 18th at a cost not to exceed \$200. Passed 4-0.

Motion/ Nappi, Second/ Murray: To authorize adding the data transfer capability to our EMS Charts service contract at a cost of \$616 per year. Passed 4-0. The cost for the remainder of our current contract year would be approximately \$462.

Motion/ Daly, Second/ Murray: To accept the lowest quote for demolishing 1071 Balltown Rd. property with the scope of work, at a cost not to exceed \$10,300 from PJR Construction. Passed 4-0.

Motion/ Daly, Second/ Murray: To accept the quoted price from D&R Paving for the scope of work at prevailing wage of paving the driveway, pavilion area and a sidewalk to the exercise room at a cost not to exceed \$6,750.00. Passed 4-0.

Motion/ Nappi, Second/ Daly: For a permissive referendum withdrawing \$6,750 from The Building Reserve Account for the paving work indicated in the Facilities report. Passed 4-0. Secretary Versocki will draft and submit referendum to the Gazette Legal's department.

Motion/ Murray, Second/ Nappi: To surplus 100, 24 volt, 1 amp fuses. Passed 4-0.

Motion/ Murray, Second/ Daly: To authorize Chief Lingenfelter to sell 100, 24 volt, 1 amp fuses. Passed 4-0.

On June 19, 2013 in an e-mail communication from Chief Lingenfelter to the Commissioners stated that the EMS Charts Annual Subscription invoice of \$2,862 was never paid. Commissioners Murray, Weitz and Woehrle responded and authorized Treasurer Splendido to draft a check for \$2,862 payable to EMS Charts. This approval will be reaffirmed at the next Monthly Board Meeting.

Motion/ Daly, Second/ Nappi: To Reaffirm authorization to have Treasurer Splendido draft a check for payment to EMS Charts for the 2013 annual subscription cost of \$2,862. Passed 4-0.

Motion/ Nappi, Second/ Daly: For a permissive referendum withdrawing \$19,000 from the communications reserve account to purchase pagers as outlined in the Communications and Information Services report. Passed 4-0. Secretary Versocki will draft and submit referendum to the Gazette Legal's department.

Motion/ Daly, Second/ Murray: To purchase 65 New Motorola Minitor Pagers for a total price of \$26,208. Passed 4-0.

Motion/ Murray, Second/ Daly: To surplus 65 Old Motorola Minitor Pagers. Passed 4-0.

Motion/ Nappi, Second/ Murray: To authorize Chief Lingenfelter to sell 65 Old Minitor Pagers with funds to be used to help purchase new pagers. Passed 4-0.

Motion/ Nappi, Second/ Daly: To accept Denise May as a permanent Firefighter/Paramedic for Niskayuna Fire District No. 1. Passed 4-0.

Motion/ Daly, Second/ Nappi: To accept Dennis Plakas as a permanent Firefighter/Paramedic for Niskayuna Fire District No. 1. Passed 4-0.

Motion/ Daly, Second/ Nappi: To accept James Vena as a permanent Firefighter/Paramedic Captain for Niskayuna Fire District No. 1. Passed 4-0.

Motion/ Murray, Second/ Nappi: To accept Patrick Griffiths as a permanent Firefighter/Paramedic Lieutenant for Niskayuna Fire District No. 1. Passed 4-0.

Motion/ Daly, Second/ Nappi: To accept the recommended service agreement to cover the cost of repairs, toner, and maintenance as outlined in the attached. Passed 4-0.

Motion/ Nappi, Second/ Daly: To accept Carlton Kuhlmeier of 2534 Grandview Ave. Niskayuna, NY 12309 as a volunteer firefighter member pending the results of a complete physical and arson background check. Passed 4-0.

Motion/ Nappi, Second/ Daly: To declare the Aficio Copier as surplus. Passed 4-0.

Motion/ Daly, Second/ Nappi: To authorize Chief Lingenfelter to sell the surplus Aficio Copier. Passed 4-0.

Commissioner Daly – I want to thank the fire department for their response to my house when my Carbon Monoxide detector and Smoke detector set off alarms at 1:30 am one recent morning. Captain Vena and Lt. Griffiths effectively searched for problems. The good news was none were found.

Motion/ Daly, Second/ Nappi: To adjourn the meeting to executive session at 8:19 p.m. Passed 4-0.

Motion/ Murray, Second/ Nappi: To return the meeting to regular session at 8:28 p.m. Passed 4-0.

Motion/ Daly, Second/ Murray: To adjourn the meeting at 8:29 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