

Minutes of Regular Meeting February 4, 2014

PRESENT: Commissioners Nappi, Daly and Chairman Woehrle.

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter Attorney Hayner
Lt. Griffiths & Cpt. McGill.

The Meeting was called to order at 7:06 p.m. by Chairman Woehrle.

Motion/ Daly, 2nd Nappi: To approve the minutes of the January 8, 2014 regular monthly meeting as read. Passed 3-0.

CORRESPONDENCE:

- An announcement from The Association of Fire Districts of the State of NY offering on-line Commissioner training opportunities.
- A copy of The Fire District Affairs Bulletin for December 2013 & January 2014.
- A letter from Schenectady County Community College congratulating FF/P Nicholas Persons for completing an Associate's Degree requirements for Fire Protection Technology in December 2013.
- A letter from Chief Lingenfelter to FF/P Persons congratulating him for completing the Associates Degree in Fire Protection Technology.
- A thank you letter from resident Elaine Bair of 2138 McClellan St. to FF/P Baker, FF/P Persons, and FF Olsen for installing a smoke detector in her home.
- A thank you letter from resident Barbara Soldani of 2040 Coolidge Pl. to FF/P Baker, FF/P Persons, and FF Olsen for installing a smoke detector in her home.
- An e-mail letter from Dr. McHugh indicating his change of address to 255 Northern Pines Gansevoort, NY 12831.
- An e-mail letter from GBFC member Adam Henery indicating his change of address to 2629 Aqueduct Rd. Niskayuna, NY 12309.

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Nappi, 2nd/Daly: To pay bills for corresponding check #'s 13778 -13825
From January 9, 2014 thru February 4, 2014 totaling \$69,879.39 as reviewed. Passed 3-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts were reviewed.
- The Building Addition/Renovation project was reviewed.
- The comparison sheets for January 2013 vs.2014 were reviewed.
- Budget versus actual expenses through January 2014 were reviewed. We are 8% through the year and have spent 25% of the budget. This is due to up front expenses that should equalize throughout the year.
- Treasurer Splendido also reported that he will be working on the audit this month.

ATTORNEY’S REPORT:

Attorney Hayner Reported:

- Commissioner Daly asked me to investigate the District Umbrella Policy and the District Commercial Policy. After talking with agents on 2 occasions I determined that there are no substantial changes in either policy.
- I also investigated the Professional Dishonesty Liability Insurance coverage for the Treasurer. By raising the limit to 1 million dollars of coverage it raises the current premium from \$137 to \$207. Additionally to cover any District Credit Card users the premium would be \$80. I would recommend paying the price for this coverage.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- U-421 and C-429 have been repaired. The repairs to C-429 were covered by Progressive Insurance (Other Driver’s company). U-421 repairs were covered by our insurance.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- The committee established to evaluate power stretchers has completed their assessment and made a recommendation for the purchase of power stretchers and loading units. All parties agree that this is a proactive step in working to prevent lifting injuries to our EMS providers. **Based on the committee’s recommendation I am requesting authorization to purchase 3 Power lift stretchers and 3 Power load units from Stryker EMS Equipment at a cost not to exceed \$130,000.** Funding will require a permissive referendum from the Equipment reserve account. Installation will be completed at the Northeastern Emergency Vehicles shop in Syracuse, NY.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- Camera installation is completed. Working out an IT issue with the access to River Road cameras from Balltown Road station.
- ESCO has completed the quarterly service of all HVAC units at Balltown Road Station.
- Preventive maintenance of our elevator system is required by building code. Based on the recommendation of our elevator inspector and consensus of the companies providing quotations, the elevators size, and its usage frequency, a basic lubrication and survey program was deemed appropriate. Competitive quotes were obtained from Otis Elevator for \$1140, McGee Elevator Inc. for \$1380, and Bay State Elevator (original installers) for \$1980. **Request authorization to enter into a 1 year contract, (annually renewable) with Otis Elevator Company for quarterly lubrication and survey of the elevator at Balltown Road Station at an annual cost of \$1140.**

Commissioner Nappi Reported:

- It appears that someone utilized the exercise room with muddy boots on. The result was mud on the exercise bike and around the area. Can we utilize the camera system to find out who did this? Chief Lingenfelter will investigate.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Commissioner Daly Reported: The 2013 service awards process is currently underway by our new LOSAP Trustee Lou Solano.

INSPECTION & INSTALLATION:

Chief Lingenfelter Reported:

- Annual inspection of stations was conducted and we have begun working on items noted in the report completed by Commissioner Woehrl.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Volunteer firefighter Bradley Nethaway and Anders Olsen have completed their probationary training.
- An updated drivers schedule has been submitted to Schenectady Insuring as well as verification of certificates of additional insured to be issued upon our policy renewal.
- Smoke detector installation program is under way. We have installed approximately 30 detectors to date.
- Turnout gear has been ordered for 5 members. 4 firefighting and one EMS.
- New patches have arrived. Tailoring for patch replacement will be done by Anna's Alterations on Van Antwerp Road. We will use this as an opportunity to assess the status of member's uniforms.

- As previously reported we have been testing the use of our iPad on EMS calls. It has proven to be beneficial to reporting efficiency as well as opening up access to a large amount of information available over the internet and cloud files. **Request authorization to purchase three iPads with cases at a cost of \$2040.00 for use on the ambulances and authorization to establish two additional wireless access accounts to support them.** Funding for the iPads and the wireless accounts was budgeted for in the 2014 EMS and Cellular Phone budget lines.
- **Request authorization to purchase an audio amplifier and ceiling speakers at a cost not to exceed \$350.**
- **Request authorization to send 7 members to the NYSAFC Company Officer's Leadership Training program being offered in Albany, NY on February 7th and 8th, 2014 at a cost of \$1050 for all registrations and 12 hours/person in overtime.** All costs are within their respective training budget lines.
- We have been utilizing Kaplan College on-line training for our EMS CME courses. We have found that Center Line training, which is certified by The Dept. of Health, has better options and classes. We were utilizing some of the programs for free but in order to access other classes we want to switch over at a cost of \$25 per person. **Request authorization to switch EMS CME classes from Kaplan College to Center Line at a cost of \$25 per person.**

• Department Activity	<u>2014</u>	<u>2013</u>	
January Incidents	164	165	
EMS	113	112	
Fire/Other	51	53	
YTD Incidents	164	165	(1/31)
Other Activities:			
Emergency Callback		22	Hours
Fire Company Drill		N/A	Hours
Fire/EMS/Codes In-Service Training		131	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 enter into a 1 year contract, (annually renewable) with Otis Elevator Company for quarterly lubrication and survey of the elevator at Balltown Road Station at an annual cost of \$1140. Passed 3-0.

Motion/ Daly, Second/ Nappi: To purchase three iPads with cases at a cost of \$2040.00 for use on the ambulances

Motion/ Daly, Second/ Nappi: To establish two additional wireless access accounts to support 3 new iPads. Passed 3-0.

Motion/ Daly, Second/ Nappi: To send 7 members to the NYS AFC Company Officer's Leadership Training program being offered in Albany, NY on February 7th and 8th, 2014 at a cost of \$1050 for all registrations and 12 hours/person in overtime. Passed 3-0.

Motion/ Daly, Second/ Nappi: To purchase 3 Power lift stretchers, 3 Power load units and an extended warranty from Stryker EMS Equipment at a cost not to exceed \$140,000 with funds to be spent from the Equipment Reserve Account subject to a permissive referendum. Passed 3-0.

Motion/ Daly, Second/ Nappi: To have the Secretary draft and submit a permissive referendum to The Gazette Legal Notices for the purchase of three (3) Stryker model 6390 stretchers with hydraulic/electric power load systems including extended warranties for a sum not to exceed \$140,000.00 with funds to be expended from the Equipment Reserve Account. Passed 3-0.

Motion/ Nappi, Second/ Daly: To raise the Employee Dishonesty Insurance for Treasurer Splendido from \$100,000 to \$1 million at a cost of \$207. Passed 3-0.

Motion/ Nappi, Second/ Daly: To add a rider to the Employee Dishonesty Insurance for Chairman Woehrlé at a cost of \$80. Passed 3-0.

Motion/ Daly, Second/ Nappi: To change the Installation Dinner Policy from having the annual installation dinner on the last Saturday in January to the 3rd or 4th Saturday as directed by The Commissioners. Passed 3-0.

Motion/ Daly, Second/ Nappi: To switch EMS CME classes from Kaplan College to Center Line at a cost of \$25 per person Passed 3-0.

Motion/ Daly, Second/ Nappi: To adjourn the meeting at 8:01 p.m. Passed 3-0.

The next Regular Meeting will be held on Wednesday March 19, 2014 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary