

## **Minutes of Regular Meeting March 19, 2014**

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

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

The Meeting was called to order at 7:08 p.m. by Chairman Woehrle.

**Motion/ Nappi, 2<sup>nd</sup>/ Murray:** To approve the minutes of the February 4, 2014 regular monthly meeting as read. Passed 4-0.

### **CORRESPONDENCE:**

- An announcement from The Association of Fire Districts of the State of NY for their 71<sup>st</sup> annual meeting being held May 1-4, 2014 in Syracuse, NY.
- A letter from Fire Districts of NY Mutual Insurance Company inviting all policy holders to attend their annual meeting on April 26, 2014 beginning at 8 am at The courtyard Marriott in Syracuse, NY.
- A letter from FF/P John Baker requesting advance sick leave.
- A letter to re-affirm an e-mail (per travel policy) sent to the Commissioners by Chief Lingenfelter who requested permission to attend the Career Chief's meeting on March 17 & 18, 2014 in Rochester, NY.
- A letter from The Association of Fire Districts of Nassau County asking The Commissioners to support Phillip F. Malloy Jr. who is running for the position of 2<sup>nd</sup> Vice-President for the Association of Fire Districts of the State of NY.
- A thank you card from the Arendt Family of 2274 Dean St. Niskayuna, NY 12309 for a recent station tour.
- A letter from the Grand Blvd. Fire Company stating that their company meeting on March 10, 2014 they received a letter of resignation from Flavia Sukert of 852 Union St. Schenectady, NY 12308. Please remove Ms. Sukert's name from The District Rolls.
- A letter from the Grand Blvd. Fire Company stating that their company meeting on March 10, 2014 they received a letter of resignation from Andrew Patz of 413 Connor Court Niskayuna, NY 12309. Please remove Mr. Patz's name from The District Rolls.
- A letter from the Grand Blvd. Fire Company stating that at their company meeting on March 10, 2014 the members voted to add the following probationary firefighter/EMS member pending a complete physical and arson background check: Emily Neaton of 1575 Valencia R. Niskayuna, NY 12309. Please vote to add Ms. Neaton to the Fire District rolls.
- A letter from former Grand Blvd. Fire Company member William G. Rhodes III requesting payment of his LOSAP account. He states in his letter that the date of his entitlement is 1/1/2012.

**PRIVILEGE OF THE FLOOR:** No Report.

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

**Motion/ Nappi, 2<sup>nd</sup>/ Murray:** To pay bills for corresponding check #'s 13826 – 13838 & 13840 - 13884 From February 5, 2014 thru March 19, 2014 totaling \$118,765.03 as reviewed. Passed 4-0.

**TREASURER'S REPORT:**

**Treasurer Splendido Reported:**

- The reserve accounts were reviewed.
- The Building Addition/Renovation project was reviewed.
- The comparison sheets for February 2013 vs.2014 were reviewed.
- Budget versus actual expenses through February 2014 were reviewed. We are 17% through the year and have spent 30% of the budget. This is due to up front expenses that should equalize throughout the year.
- All tax levies have been received.
- Treasurer Splendido also reported that the auditor is reviewing all information and the results should be forthcoming. The audit should be ready to file the NYS report on time.
- I received an e-mail from Deborah Gold regarding the 457 Pro Account option. She has indicated that Nationwide is offering an option for the members to have their accounts professionally managed. In order to do this the district would have to adopt this option which has no fiscal impact on the district, since each individual would be responsible for payment.

**ATTORNEY'S REPORT:** No Report.

**COMMITTEE REPORTS:**

**FINANCE:** No Report.

**INSURANCE:** No Report.

**MEDIA RELATIONS:** No Report.

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- Routing maintenance activities were carried out for the month.

**COMMUNICATIONS & INFORMATION SERVICES:** No Report.

**EMS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- Replacement electrical cord reels for response use were purchased.
- I pads have been received and are being configured.

**Commissioner Woehrle Reported:**

- In regard to the Stryker power stretcher and load systems, each comes with a (one) 1 year warranty. Future service contracts will be dealt with on a year to year basis.

**HEALTH & SAFETY:** No Report.

**FACILITIES:****Chief Lingenfelter Reported:**

- All cameras are now accessible and operating.
- Work on the items noted during the annual inspection continues.
- Audio system has been installed in the training room.
- The reported “mud” on the exercise room floor was actually a small amount of sidewalk salt film that came off an individual’s sneakers while exercising on the stationary bicycle and was not readily apparent until it had dried. The film was mopped up during the normal course of cleaning. A reminder had already been posted by staff to utilize clean shoes when working out. No further action warranted.

**ELECTIONS:** No Report.

**PROTECTIVE GEAR & UNIFORMS:** No Report.

**SERVICE AWARDS PROGRAM:**

**Commissioner Weitz Reported:** The 2013 service award summary was provided by LOSAP Trustee Lou Solano. According to the summary:

- 41 (forty-one) members were evaluated for 2013.
- 20 (twenty) members earned (fifty) 50 or more points to qualify for benefits.
- 10 (ten) members did not qualify due to lack of service time.
- 7 (seven) were on leave for a portion of 2013 or are currently on leave.
- 2 (two) members resigned.
- 1 (one) member returned to service.

The estimated cost for 2013 is \$14,000.00 plus \$1060.00 in administrative fees for a total of \$15,060.

**INSPECTION & INSTALLATION:** No Report.

**REPORT OF THE CHIEFS:****Chief Lingenfelter Reported:**

- Physicals are scheduled for a Monday evening March 24<sup>th</sup> for members who are due.
- Contract with Otis Elevator has been established.
- Contract with Capital EAP has been renewed.
- Request that the treasurer be authorized to draft a check in the amount of \$200.00, payable to the NYS Department of Health for the Limited Service Laboratory re-application fee.
- Smoke alarm installation program continues with over 130 alarms installed to date.

- 19 members completed the Fire Alarm Workshop Course offered at our stations and delivered by OFPC academy staff.
- 7 members attended the Company Officer’s Leadership Training program in Albany.
- NYS Firefighter II course will be offered at our station in April.
- The permissive referendum period for the utilization of reserve account funds for the purchase of 3 stretcher systems has passed with no responses received.
- Request authorization for district vehicle use to attend the “Social Media for Disaster Response and Recovery” training at the State Preparedness Training Center in Oriskany, NY on May 16, 2014. Course cost, meals, and lodging is covered by NYSDHSES.

Department Activity	<u>2014</u>	<u>2013</u>
February Incidents	154	159
EMS	108	106
Fire/Other	46	53
YTD Incidents	318	324 (2/28)
Other Activities:		
Emergency Callback		6 Hours
Fire Company Drill		84 Hours
Fire/EMS/Codes In-Service Training		572 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/ Murray, Second/ Nappi:** To authorize Treasurer Splendido to draft a check in the amount of \$200.00, payable to the NYS Department of Health for the Limited Service Laboratory re-application fee. Passed 4-0.

**Motion/ Murray, Second/ Nappi:** To authorize Chief Lingenfelter to use a district vehicle to attend the “Social Media for Disaster Response and Recovery” training at the State Preparedness Training Center in Oriskany, NY on May 16,2014. Passed 4-0. Course cost, meals, and lodging is covered by NYSDHSES.

**Motion/ Nappi, Second/ Murray:** To approve Emily Neaton of 1575 Valencia Rd. Niskayuna, NY 12309 as a probationary Firefighter/EMS member of The GBFC. Passed 4-0.

**Motion/ Murray, Second/ Nappi:** To remove Flavia Sukert of 852 Union St. Schenectady, NY 12308 from The District Rolls. Passed 4-0.

**Motion/ Murray, Second/ Weitz:** To remove Andrew Patz of 413 Connor Court Niskayuna, NY 12309 from The District Rolls. Passed 4-0.

**Motion/ Nappi, Second/ Weitz:** To approve the 2013 LOSAP summary and authorize disbursement in the amount of \$14,000.00 plus \$1060.00 in administrative fees for a total of \$15,060. Passed 4-0.

**Motion/ Murray, Second/ Nappi:** To approve payment to Northeast Information Systems in the amount of \$2,574.12 for Telephone and Paging system maintenance contract.

The Secretary Called the Roll:

Commissioner Murray – Yes

Commissioner Nappi – Yes

Commissioner Weitz – Yes

Commissioner Woehrle – Abstain.

Passed 3-0-1

**Motion/ Nappi, Second/ Murray:** To re-affirm an e-mail (per travel policy) sent to the Commissioners authorizing Chief Lingenfelter to attend the Career Chief's meeting on March 17 & 18, 2014 in Rochester, NY at a cost not to exceed \$170.00 and the use of a district vehicle. Passed 4-0.

**Motion/ Murray, Second/ Nappi:** To adopt the deferred compensation plan which offers an option for the members to have their accounts professionally managed, with the understanding that this service has no fiscal impact on the district, since each individual would be responsible for payment. Passed 4-0.

**Motion/ Murray, Second/ Nappi:** To spend \$75.00 for (three) 3 – Fire Service Laws of NYS books. Passed 4-0.

**Motion/ Nappi, Second/ Weitz:** To authorize FF/P John Baker advanced sick leave until April 9, 2014. Passed 4-0.

**Motion/ Weitz, Second/ Murray:** To have the Secretary send a letter to The GBFC requesting financial oversight based on recent audits of Fire Companies state wide by The NYS Comptrollers office. Passed 4-0.

**Motion/ Weitz, Second/ Murray:** To adjourn the meeting at 8:22 p.m. Passed 4-0.

**The next Regular Meeting will be held on Wednesday April 9, 2014 at 7:00 p.m.**

Respectfully submitted,

*William J. Versocki*

Fire District No. 1 Secretary