

Minutes of Regular Meeting November 12, 2014

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

Also Present: Secretary Versocki, Chief Lingenfelter, Attorney Hayner, Treasurer Splendido
Captain J. Vena, Captain T. Congdon and Dan Elliott.

The Meeting was called to order at 7:00 p.m. by Chairman Woehrle.

Motion/ Daly, 2nd/ Nappi: To approve the minutes of the October 8, 2014 regular monthly meeting as read. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To approve the minutes of the October 21, 2014 public budget meeting as read. Passed 4-0.

Motion/ Daly, 2nd/ Murray: To approve the minutes of the October 21, 2014 special meeting to approve the 2015 budget as read. Passed 4-0.

CORRESPONDENCE:

- A letter from Capital Financial Group referencing the HIPAA Business Associate Agreement.
- A letter of thanks from Hillside Elementary School for a presentation on fire safety. Also, thanks for the \$50 check used to defray art supplies.

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Murray, 2nd/ Nappi: To pay bills for corresponding check #'s 14238 -14299
From October 9 thru November 12, 2014 totaling \$117,625.10 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Commissioner Murray Reported:

- The reserve accounts were reviewed.
- The Building Addition/Renovation project was reviewed.
- The comparison sheets for October 2013 vs.2014 were reviewed.
- Budget versus actual expenses through September 2014 were reviewed. We are 83% through the year and when subtracting reserve account spending we have spent 88% of the budget.

- The NYS Retirement System will be doing an audit on November 13, 2014.
- There will be a meeting with retiree's on November 18 to discuss the new medical plan.
- Treasurer Spendido discussed the Pediatric Dental plan for dependants 19 and younger.

ATTORNEY'S REPORT:

- The David Winnie estate is making another distribution payment of \$7,860.89.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE:

Chief Lingenfelter Reported:

- Total of \$80,850.11 has been received from the insurance company for replacement of Ambulance 941 and the Stryker equipment. A financial breakdown for the incident as of today is attached to this report.
- I sent out an email to the retired members regarding the completion of CDPHP Enrollment Forms and advising them of an informational meeting on Tuesday, November 18th.

MEDIA RELATIONS:

Chief Lingenfelter Reported:

- Niskayuna District 1 Balltown Rd. fire station was given an honorable mention in the 2014 Firehouse magazine.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Ambulance 941 is expected to be delivered by the end of this week.
- Engine 401 is undergoing repairs to its relief valve and cab tilt mechanisms.
- Truck 405 struck a tree with the bucket while making the corner from Balltown on to Ray Street during training. The damage will require repairs to be completed at Garrison Fire & Rescue's shop. The truck is out of service and will be taken to Garrison on Thursday the 13th. Anticipate a 2 to 3 week turnaround depending on parts availability. Our insurance company has been notified. No injuries or property damage were incurred. Engine 401 will be relocated to Balltown Road station until the truck is back in service.

COMMUNICATIONS & INFORMATION SERVICES:

Secretary Versocki Reported:

- There was a motorcycle/vehicle accident on November 4, 2014 that he happened upon and called 911 dispatch. The call brought the police first then EMS was dispatched. Chief Lingenfelter will follow-up.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- Personal protective equipment required for handling of patients exposed to Ebola has been ordered.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- The front storefront was re-caulked by the original installer in spots. Still one area is leaking that was not addressed. Commissioner Nappi will contact the installer to re-work that area. The re-caulked areas appear to be watertight.
- The Fire alarm system was inspected and tested.
- SCBA air compressor and fill station is in need of a major rework. While it is still operational the compressor is using oil and needs to be rebuilt. I am obtaining estimates for the rebuild as well as a new compressor. Will be reaching out to NFD 2 as well as GE Global Research to investigate the possibility of a cooperative purchase/maintenance agreement.

ELECTIONS:

Commissioner Nappi Reported:

- Everything is on schedule for this year's commissioner election.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Firefighter Matt O'Donoghue was injured while training on the personal escape systems at our station. The cause of the injury is currently under investigation by our training staff. An outside subject matter expert has also been consulted and will be providing us with an evaluation and suggested solutions. VFBL coverage has been initiated and FF O'Donoghue is recovering from his injury.
- Fire prevention poster shows were conducted in all four elementary schools. A check in the amount of \$200 was received from CapCom Credit Union in recognition of our fire prevention efforts in the schools.
- I attended the VCOS Volunteer and Combination Officers Symposium in Florida last week. Key issues discussed at the conference included recruitment and retention, responder personal safety in the face of incidents where first responders are targeted, need to re-focus the basis for fire service decision-making on community impact as opposed to the impact on the department.

- The Halloween Party/Open House was held on Saturday, October 25th. Community turnout was estimated to approach 200 people. All members who planned or participated on that day should be commended for their efforts and a job well done. We plan to make this an annual event for the community.
- As mandated by the NYS Department of Health Commissioner's Order for Ebola Preparedness issued on October 16, 2014, we have established an agency account on the NYS Health Commerce System (HCS) establishing myself and Captain Vena as the two 24-hour points of contact for our agency. Based on communication and collaboration with county, regional, and state resources along with the CDC recommendations, a Standard Operating Guideline for NFD 1 personnel has been established for response to a potential Ebola patient. A copy was sent to all members and commissioners via email. Initial awareness training has already been conducted and additional training on personal protective equipment will be provided when the PPE has been delivered.
- I have received two proposals for the old A-941 chassis.
 - Post Brothers Auto Parts \$1400
 - Cahill's Garage \$1575
- Request that the old A-941 chassis be declared surplus and authorize the Fire Chief to sell the chassis for a salvage value not less than \$1575.00.
Request that the Treasurer be authorized to draft a check in the amount of \$23,553.64, payable to Roberts Fire Apparatus for the balance of repairs to Ambulance 941. Check to be held until delivery of the Ambulance has been completed.
- With fire prevention being one of our primary missions, it is noteworthy that over the last 12 months, our fire prevention education efforts have reached a total 250 adults and over 1029 children. The adult outreach is in large part due to the installation of over 200 smoke alarms in district homes occupied by persons over the age of 65 as part of the NYSAFC Older Adult Fire Safety Program.
- Department Activity

	<u>2014</u>	<u>2013</u>
October Incidents	176	187
EMS	116	124
Fire/Other	60	63
YTD Incidents	1558	1683 (10/31)

- Other Activities:

Emergency Callback	20	Hours
Fire Company Drill	77	Hours
Fire/EMS/Codes In-Service Training	46	Hours

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

Report of the Grand Boulevard Fire Company: Dan Elliott Reported:

- The old horn from the roof top was restored and is on display.
- The Fire Company purchased 3 sets of junior firefighter turn-out gear as a gift to the district.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Murray, Second/ Daly: To declare the old 2010 chassis from A-941as surplus. Passed 4-0.

Motion/ Daly, Second/ Murray: To authorize Chief Lingenfelter to sell the 2010 surplus chassis. Passed 4-0.

Motion/ Daly, Second/ Nappi: To authorize Treasurer Splendido to draft a check to Robert's Fire Apparatus in the amount of \$23,553.64. Passed 4-0.

Motion/ Murray, Second/ Daly: To approve the new HRA program for retiree's. Passed 4-0.

Motion/ Murray, Second/ Nappi: To change the FSA vendor to Wage Works Capital Financial. Passed 4-0.

Motion/ Murray, Second/ Nappi: To authorize Chairman Woehrle to sign documents from The David Winnie Estate. Passed 4-0.

Commissioner Nappi reminded everyone that the Schenectady Holiday Parade will be held November 22, 2014.

Commissioner Woehrle reminded the board of the following dates:

The Commissioner Election – December 9, 2014 from 6-9 pm

The Organizational Meeting - Monday January 5, 2015 beginning at 5:00 pm

Motion/ Nappi, Second/ Murray: To adjourn the meeting at 8:07 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday December 10, 2014 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary