

## Minutes of Regular Meeting February 8, 2017

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

Commissioner Nappi listened to meeting via intercom telephone. His address at the time of the meeting is: 1700 Makins Place Englewood, Florida 34223

Commissioner Murray attended meeting via Face Time video link. His address at the time of the meeting is: 2171 Gulf Shore Boulevard North Naples, Florida 34102

**Also Present:** Secretary Versocki, Chief Lingenfelter, Chief Dietrich, Lt. Sims, Cpt. Vena  
Treasurer Splendido and GBFC President J. Moskowitz

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

**Motion/ Daly, 2<sup>nd</sup>/ Weitz:** To approve the January 11, 2017 monthly meeting minutes as read.  
Passed 4-0.

### **CORRESPONDENCE:**

- A letter from The Schenectady County Civil Service Commission announcing an open exam for Firefighter/Paramedic on March 18, 2017.
- Contracts received for new Workers Compensation Policies.
- Renewal policy sent via email on January 11, 2017 to Philadelphia Insurance Company for Employment Practices Liability Insurance.
- Public request for information of current Niskayuna Permanent Firefighters Association contract sent via email on January 13, 2017 to Empire Center for Public Policy.
- A thank you note for flowers sent to The Family of Gertrude E. Nappi.
- A thank you note from Grand Blvd. Fire Company member Fred Miller for the 50 year plaque awarded to him at the Installation dinner in January.
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**PRIVILEGE OF THE FLOOR:** No Report.

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

**Motion/ Wietz, 2<sup>nd</sup>/ Daly:** To pay bills for corresponding check #'s 15550 - 15594  
From January 12 15, 2017 thru February 8, 2017 totaling \$70,155.91 as reviewed. Passed 4-0.

### **TREASURER'S REPORT:**

**Treasurer Splendido Reported:**

- The reserve accounts as of the end of January were reviewed.
- The comparison sheets for January 2017 vs.2016 were reviewed.
- Budget versus actual expenses through January 2017 were reviewed. For year 2016 we are 8% thru the year.
- Presently and thru the end of February I am working to provide the auditors with everything needed to review our finances independently.

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

**COMMITTEE REPORTS:**

**FINANCE:** No Report.

**INSURANCE:**

**Commissioner Daly Reported:**

- With the new Workers Compensation policy we are now in good shape.

**MEDIA RELATIONS:** No Report.

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- An issue with the coolant heater on the new ambulance generated a repair bill from Walter's Auto body which has been invoiced to Northeast Rescue Vehicles for re-imbusement.
- The final inspection trip to the Rosenbauer factory in Minnesota is scheduled for February 15<sup>th</sup> thru 17<sup>th</sup> for Dave Dietrich and I. From the Minnesota factory the engine will be driven to Garrison Fire & Safety in Palenville for striping, lettering, and tool mounting. Anticipating delivery to us in mid-March.

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

**EMS & EQUIPMENT:** No Report.

**HEALTH & FITNESS:** No Report.

**FACILITIES:**

**Commissioner Woehrle Reported:**

- The permissive referendum to purchase and install windows has not met any resistance within 30 the day period and the work will be scheduled for a March or April timeframe.
- After much research I am moving forward with utilizing the Schenectady County Jail to utilize inmates under the supervision of The Schenectady County Sherriff's.
- One Sunday January 29<sup>th</sup> an inspection of both stations took place and written and email reports were given to all commissioners. I would like to add that the inspection team did an outstanding job.
- The culvert is lifting at the entrance to The River Rd. station. Repair work will be needed.

## **ELECTIONS:**

### **Commissioner Weitz Reported:**

- Commissioner Daly's term of office is due up on December 31, 2017. There will be an election for his seat.

## **PROTECTIVE GEAR & UNIFORMS:**

### **Commissioner Daly Reported:**

- I attended the Ice Rescue drill in January and am please with safety and overall performance from both Career and Volunteer personnel.
- I have spoken to fire department personnel about their turn out equipment and they were appreciative for the district's purchase of new auto extrication gloves.

## **SERVICE AWARDS PROGRAM:**

### **Commissioner Weitz Reported:**

- The point totals for the 2016 LOSAP awards are now available and are posted for a 30 day period. If members have problems or questions they can contact our LOSAP trustee Louis Solano.
- I want to thank Ray Hull and Commissioner Woehrle for their help with a job description for the LOSAP trustee. This ensures anyone in that role will be familiar what is required.

### **Chief Lingenfelter Reported:**

- Our new training program thru Target Solutions will help resolve problems with service award points and LOSAP reports.

## **INSPECTION & INSTALLATION:**

### **Commissioner Woehrle Reported:**

- The attendance for the Installation Dinner was a little lower than normal but everyone had a good time.
- The Lighthouse Restaurant was booked for next year. The date will be January 27, 2018. Prior to that date David Pacheco and I will be revising the program and DJ was re-booked.
- There was an article in "Your Niskayuna" where 50 year active member Fred Miller was interviewed.

## **REPORT OF THE CHIEFS:**

### **Chief Lingenfelter's Report:**

- I worked with the treasurer to complete a fiscal questionnaire for S&P Global regarding our bond rating evaluation.
- I am requesting executive session to report on a disciplinary action.
- A safety review of our facilities was conducted by a representative of the NYS Insurance Fund. No major issues were identified. Her report was attached to my preliminary report for your review.
- I am investigating a cloud based solution for shift scheduling and tracking called "whentowork.com". The program has been used by local agencies with good success. Information is also downloadable in a format usable by Paychex.

- Status of the MOU between the Town of Niskayuna and Fire District No. 1 for provision of fire safety inspections is as follows:
- Approximate up-front cost for NFD 1 - \$3696
- Includes tablet software, training, setup, and first year of software support.
- Tablet – Samsung Galaxy Tab E – \$229.99; Cellular service for Tablet - \$360  
Annual support for the tablet software - \$300
- A detailed program breakdown is attached.
- Set-up of Target Solutions training platform is well under way. DOH has granted approval of our program change for EMS CME compliance.
- I am working with the County and Town of Niskayuna on planning for the Pedal, Paddle, and Run event on May 13<sup>th</sup>, 2017.
- I am working with the Niska-day committee on planning for the 2017 Niska-day celebration on May 20<sup>th</sup>. New DOH requirements mandate a comprehensive IAP for the event. Coordinating with NCAP and NPD on its development.
- I am working with Schenectady County Public Health Department on planning for a Point of Distribution Exercise in March.
- I attended the public hearing on the proposed ordinance for fire lane parking enforcement. One person spoke in favor of the proposal. No other individuals spoke.
- Thanks to the efforts of Lieutenant/Paramedic Sims and FF/Paramedic Plakas, Niskayuna FD 1 receive a certificate of commendation for their response to a call on 8/15/2016 where they successfully reversed a cardiac arrest which occurred in the ambulance enroute to the hospital.
- I am requesting authorization to attend the NYS Association of Fire Chiefs conference in Verona NY, at a cost not to exceed \$827 for meals and lodging and use of the district vehicle. Attendance request form has been submitted.
- January 2017 incident participation report was attached to the preliminary report.

**Chief Dietrich Reported:**

- We seem to be getting more mutual-aid calls from surrounding departments.
- The MOU on Safety Inspections detailed by Chief Lingenfelter would give our department a better eye on local building construction. This could be potentially valuable if we are called in to fight a fire, and this information can be shares inter-department.
- Duty crews have been a valuable asset in helping drills and training.

Department Activity	<u>2017</u>	<u>2016</u>
January Incidents	195	149
EMS	142	102
Fire/Other	53	47
Total Incidents	195	149

Other Activities:

Emergency Callback	6 Staff Hours
Fire Company Drill	N/A Staff Hours
Fire/EMS/Codes In-Service Training	N/A Staff Hours

\*January training data is not available due to the transition to Target Solutions\*

**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/ Weitz, Second/ Murray:** To authorize Chief Lingenfelter to attend the NYS Association of Fire Chiefs conference in Verona NY, at a cost not to exceed \$827 for meals and lodging and use of the district vehicle. Passed 4-0.

**Motion/ Weitz, Second/ Daly:** To authorize Commissioner Woehrle & a guest to attend The Association of Fire Districts banquet at a cost of \$90. Passed 4-0.

**Motion/ Daly, Second/ Weitz:** To authorize Schenectady County Inmates to perform painting and other general tasks under supervision of The Schenectady County Sherriff's. Passed 4-0.

**Motion/ Weitz, Second/ Daly:** To authorize the expenditure of up to \$1,000.00 for paint and supplies for the River Rd. station refurbishing. Passed 4-0.

**Motion/ Daly, Second/ Weitz:** To authorize expenditure of \$3,696 for upfront costs for provision of fire safety inspections with The Town of Niskayuna- Including tablet, software, training, setup, cellular service and first year of software support. Passed 4-0.

**Motion/ Daly, Second/ Weitz:** To adjourn the meeting to executive session at 7:36 p.m. Passed 4-0.

**Motion/ Weitz, Second/ Daly:** To return the meeting to regular session at 8:16 p.m. Passed 4-0.

**Motion/ Murray, Second/ Weitz:** To authorize The Secretary to draft a letter to The Grand Blvd. Fire Company directing them to: Suspend the use & consumption of alcohol for a 30 day period ending on February 15, 2017. Investigate putting alcohol coolers on the electronic key fob access integrated into the stations security system. The expectation is The GBFC will be responsible to fund added security measures. GBFC President Moskowitz may re-issue cooler control to designated personnel after suspension. Passed 4-0.

**Motion/ Murray, Second/ Weitz:** To adjourn the meeting at 8:18 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday March 8, 2017 at 7:00 p.m.

Respectfully submitted,

*William J. Versocki*

Fire District No. 1 Secretary