

DRAFT

Minutes of Regular Meeting December 12, 2018

PRESENT: Commissioners Murray, Daly, Pacheco and Chairman Woehrle

Also Present: Chief Lingenfelter, Secretary Versocki, Attorney Hayner, Treasurer Splendido
1st Assist. Chief Luft, Lt. P. Griffiths and Captain J. Vena.

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

Commissioner Weitz was absent and excused from this meeting.

Motion/ Murray, 2nd/ Pacheco: To approve the November 14, 2018 monthly meeting minutes.
Passed 4-0.

CORRESPONDENCE:

- A thank you card for medical services from Janet & Larry Kaufman of 1068 Cornelius Ave. Niskayuna, NY 12309.
- A thank you card for medical services from Michael O'Brien & Family of 1039 Mohegan Rd. Niskayuna, NY 12309.

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Pacheco, 2nd/ Daly: To pay bills for corresponding check #'s 16533 – 16579 From
November 15, 2018 thru December 12, 2018 totaling \$136,964.99 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of November were reviewed.
- The comparison sheets for November 2018 vs.2017 were reviewed.
- Budget versus actual expenses through November 2018 were reviewed. We are 92% thru the year and have spent 91.2% of the budget.
- I am currently working with the career division on a new dental plan. Obtaining the proper coverage has become challenging with a mix of career and retirees. The plan from Delta Dental appears to offer the best options.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- Hard copy statements from TD bank are charging \$2 per month.

INSURANCE:

Commissioner Murray asked if both stations are insured enough. Chief Lingenfelter will talk to John White of "One Group" about coverage limits.

MEDIA RELATIONS:

Chief Lingenfelter Reported:

- Personnel supported area charity efforts including the PFA's annual support of the Toys for Tots – Stuff the Truck event, Dick Fritz and Bob Kordrupel provided a Santa escort to the National Guard for their march to "Things of My Very Own", and Mickey Colvin assisted the "Nisky Now" organization with a Stuff the Truck event collecting food for backpacks of students in need.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The insurance coverage offer was emailed to the board for the 2013 Tahoe totaling \$32,026.07. The offer covers the vehicle and installed emergency lighting and radio equipment. Request board acceptance of offer and authorization to travel to Rochester to retrieve items from the vehicle.
- U-422, our 2005 Silverado pickup currently being operated by Asst. Chief Luft is beginning to generate increasing repair costs and reliability concerns. Will be meeting with chiefs and duty officers to formulate a recommendation for its replacement as well as the replacement of the 2013 Tahoe.
- Ambulance registrations have been renewed for 2019
- All SCBA units were flow tested as part of our annual preventive maintenance. 14 of the units had corrosion on their battery PCB assemblies requiring replacement. This is caused by leaking batteries in the units. The vendor recommended changing our battery brand from Duracell to Energizer Industrial as they have noted frequent leakage issues with the Duracell batteries. All units have been repaired and batteries swapped out with the Energizers. Will be filing a claim for damages with Duracell.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- Attended the monthly communications meeting at Schenectady FD. Plans are in the works to update the police and fire communications systems to an 800 MHz system. The expectation is for the cost of initial radio inventory purchase to be covered by county funding.

EMS & EQUIPMENT: No Report.

HEALTH & FITNESS: No Report.

FACILITIES:

Commissioner Pacheco Reported:

- In order to isolate work areas from the apparatus bays duty crew areas and bays should have weather stripping and door sweeps installed.
- I will follow up on the hot water issue.

Chief Lingenfelter Reported:

- Leak in roof at River Road station over shop area was repaired. The roof warranty did not apply as the roof itself was not leaking. The joint between a vent pipe and the pipe sleeve was leaking.

ELECTIONS:

Commissioner Woehrle Reported:

- Congratulations to David Pacheco for his successful run as Commissioner.

Commissioner Pacheco – I would like that thank everyone who supported and voted for me.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- Ray Hull and I will be meeting with restaurant staff next Tuesday to finalize the menu choices and other arrangements needs. A reminder that the Inspection and Dinner will be held January 26, 2019.

REPORT OF THE CHIEFS:

Chief Lingenfelter's Report:

- Request executive session for medical update on personnel and personnel issue.
- Firehouse software subscription renewal contract has been executed. Awaiting the invoice.
- Employment practices liability insurance re-application was completed and emailed to the One Group.
- Received an email from John White of One Group regarding the volunteer firefighter cancer policies available, cost, and other information on the legislative requirement. Forwarded to the board and staff.
- Flexible Spending Enrollment forms have been distributed to the employees for completion and return by next Monday for submission to Upstate Agency.
- I Served and an evaluator for Schenectady County Emergency Operations Center exercise on November 14th.

- Attended the Key Leader’s breakfast hosted by NCAP as part of their efforts to address the drug abuse issues in our community.
- Captain Congdon and I attended a tour of the KAPL facility as part of their annual presentation to state and local government stakeholders.
- Our Stryker stretchers and stair chair service plan expired in November 2018. I reached out to Stryker and they gave me quotes for 1 year - \$7,329.14 and 3 year - \$19,788.86. With the price of these units; NOT having a service agreement could be more costly. When asked, Chief Lingenfelter admitted the 3 year plan saved approximately \$2,000. Will check whether we could make yearly installment payments to Stryker.
- 2018 year to date incident participation report is attached. Approximately 20% of the incidents had no volunteer response.

1st Assistant Chief Luft Reported:

- The Grand Blvd. Fire Company Auxiliary is hosting a Children’s Holiday Party on December 16 at the Balltown Rd. station.

• Department Activity	<u>2018</u>	<u>2017</u>
November Incidents	186	177
EMS	128	113
Fire/Other	58	64
Total YTD	2122	1967 (11/30)
Other Activities:		
Emergency Callback		18 Staff Hours
Department Training		124 Staff Hours

Report of the Niskayuna Permanent Fireman’s Association: Captain Vena thanked the Board of Fire Commissioners and Treasurer Splendido for the correspondence about the Dental Plan. He asked if it was possible to set up a way to correspond with retiree’s. Captain Vena also commented that Fire Prevention Poster Contest winners were transported to school in a fire engine. FF Kordrupel provided the driving of an engine.

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Pacheco, Second/ Murray: to accept the insurance offer for the 2013 Tahoe totaling \$32,026.07. The offer covers the vehicle and installed emergency lighting and radio equipment. 4-0.

Motion/ Daly, Second/ Pacheco: To authorize Chief Lingenfelter’s travel to Rochester to retrieve items from the vehicle. Passed 4-0.

Motion/ Daly, Second/ Murray: To approve the list of active firefighter members for the initial Firefighter cancer coverage. Passed 4-0.

Motion/ Daly, Second/ Pacheco: To enter into a 3 year service agreement with Stryker for stretchers and stair chairs pending possibility of installment payments and review by District Attorney Hayner.
Passed 4-0.

Commissioner Murray:

- Asked if Identification cards for Commissioners could be made in order to verify who an official is if challenged. Chief Lingenfelter discussed the possibility through New York State. He will follow-up.

Motion/ Pacheco, Second/ Daly: To adjourn the meeting to executive session at 7:32 pm.
Passed 4-0.

Motion/ Daly, Second/ Pacheco: To return the meeting to regular session at 8:03 pm. Passed 4-0.

- Commissioner Woehrle reminded everyone that Monday December 17 photos will be taken for the 5-year picture. Peter Barber will be taking them in the GBFC meeting room at 6 pm.

Motion/ Murray, Second/ Pacheco: To adjourn the meeting at 8:04 p.m. Passed 4-0.

- The 2019 Organizational meeting will be held January 2, 2019 at 6 pm.

The next Regular Meeting will be held on Wednesday December 12, 2019 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki