

Minutes of Regular Meeting July 10, 2019

PRESENT: Commissioners Murray, Daly, Weitz, Pacheco and Chairman Woehrle

Also Present: Chief Lingenfelter, Chief Fritz, 1st Assistant Chief Luft, Captain T. Congdon
Attorney Hayner, Treasurer Splendido, Secretary Versocki, Lt. Griffiths
and FF/P J. Congdon

The Meeting was called to order at 7:03 p.m. by Chairman Woehrle.

Motion/ Daly, 2nd/ Pacheco: To approve the June 12, 2019 monthly meeting minutes. As read.
Passed 5-0.

CORRESPONDENCE:

- A notice from The Association of Fire Districts of NYS announcing the 2019 Leadership Summit October 3-5, 2019 in Niagara Falls, NY.
- A letter from The GBFC stating that on July 8, 2019 they voted to add the following person as a probationary EMS member; Josien VanLanen of 1359 Wemple, Lane Niskayuna, NY 12309. They ask the commissioners to approve this candidate pending a complete physical and background checks.
- A letter from The GBFC stating that on July 8, 2019 they voted to add the following person as a probationary EMS member; Belinda Hanumuthoo of 113 Deanna Ct., Lane Niskayuna, NY 12309. They ask the commissioners to approve this candidate pending a complete physical and background checks.

PRIVILEGE OF THE FLOOR: No Report.

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

Motion/ Murray, 2nd / Weitz: To pay bills for corresponding check #'s 16872 – 16917 From June 13, 2019 thru, July 10, 2019 totaling \$124,910.05 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- All tax levies have been received.
- The reserve accounts as of the end of June were reviewed.
- The comparison sheets for June 2019 vs.2018 were reviewed.

- Budget versus actual expenses through June 2019 were reviewed. We are 50% thru the year and 50% of the budget has been spent.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

The final version of the unlawful workplace harassment policy was sent to everyone. Chief Lingenfelter discussed changes that need to be changed. These will be edited and voted on at the August meeting.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- The time to begin thinking about the 2020 budget is upon us.

INSURANCE: No Report.

MEDIA RELATIONS:

Commissioner Murray Reported:

- The District webpage is outdated and no one can access the current page. The committee met with New Key Media and they priced options to update the system program for the website.
 1. To get the website back on-line \$2,850.00
 2. To add a more comprehensive web page with new layers of security \$3,850.00.

APPARATUS & EQUIPMENT:

Chief Lingenfelter's Report:

- New Tahoe is now in service. Some minor lettering corrections and final wiring remain. They are being addressed this week.
- Annual testing of fire hose has been completed.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- The District webpage is outdated and no one can access the current page. I recommend either fix the issue or completely remove it. After some discussion it was decided to fix the issue. Commissioner Woehrle will contact New Key Media for a meeting with appropriate personnel.

EMS & EQUIPMENT: No Report.

HEALTH & FITNESS: No Report.

FACILITIES:

Chief Lingenfelter's Report:

- One of the rooftop units at Balltown Road station is cutting out periodically. ESCO will be in to investigate.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter's Report:

- Processing of the civil service candidates resulted in three remaining on the eligible list from Civil Service. The three candidates were interviewed by the committee and a recommendation will be presented in executive session for the board's consideration. A conditional appointment date of August 5, 2019 is recommended pending the physical and psychological testing. The fire academy in Utica begins on September 3, 2019.
- On behalf of my family, I would like to thank the board for your thoughtful expression of sympathy on the passing of my mother. The flowers and personal condolences were greatly appreciated. A special thank you to Commissioner Pacheco and Katrina for making the trip to the funeral and assisting with the services. That was above and beyond any expectation.
- A multi-department drill with Rexford FD and Niskayuna FD 2 was conducted last week.
- Received a letter from the Notts Landing homeowners association requesting assistance in clarifying/identifying addresses to facilitate emergency response to their homes. Working with NPD to address the issue. The addressing scheme that was assigned when the buildings were constructed was not well thought out. A fire occurred recently in one of the occupancies. Fortunately they have residential sprinklers installed and the fire was extinguished prior to our arrival which was in fact delayed due to the confusing addresses.
- Assistant Chief Luft attended the Schenectady County Legislature Committee meeting on June 11th to receive the EMS agency of the year recognition on the district's behalf.
- I attended the last two days of the NYSAFC Fire 2019 conference in Syracuse. Asst. Chief Luft completed a day of "Hands on Training" and Captain Congdon completed some research on rescue equipment.
- 2019 year to date incident participation report is attached. Approximately 16% of the incidents had no volunteer response.

Chief Fritz Reported: No Report.

Chief Luft Reported: No Report.

- | Department Activity | <u>2019</u> | <u>2018</u> |
|---------------------|-------------|-------------|
| June Incidents | 187 | 172 |
| EMS | 119 | 119 |
| Fire/Other | 68 | 53 |
| Total YTD | 1175 | 1092 (6/30) |

Other Activities:

Emergency Callback	32 Staff Hours
Department Training	129 Staff Hours

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Murray, Second / Daly: To hire New Key Media to update software and provide a viable we page with added enhanced security at a cost not to exceed \$3,850.00. **Passed 5-0.**

Motion/ Weitz, Second / Murray: To authorize Chief Lingenfelter to attend the Career Chief’s meeting in Gates, NY on July 16 & 17, 2019 at a cost not to exceed \$204.00 and the use of a district vehicle. **Passed 5-0.**

Motion/ Pacheco, Second / Murray: To add the following person as a GBFC probationary EMS member: Belinda Hanumuthoo of 113 Deanna Ct., Lane Niskayuna, NY 12309 pending a complete physical and background checks. **Passed 5-0.**

Motion/ Pacheco, Second / Murray: To add the following person as a GBFC probationary EMS member: Josien VanLanen of 1359 Wemple, Lane Niskayuna, NY 12309 pending a complete physical and background checks. **Passed 5-0.**

Motion/ Pacheco, Second / Weitz: To adjourn to executive session at 7:28 p.m. **Passed 5-0.**

Motion/ Pacheco, Second / Weitz: To return to regular meeting at 7:31 p.m. **Passed 5-0.**

Motion/ Murray, Second / Daly: To hire Matthew Anderson as a career Firefighter/Paramedic pending a complete physical and psychological evaluation.

Secretary Versocki called the rolls:

Commissioner Murray – YES; Commissioner Daly – YES; Commissioner Weitz – YES

Commissioner Pacheco – YES; Commissioner Woehrle – YES.

MOTION PASSED UNANIMOUSLY 5 – 0.

Motion/ Daly, Second/ Pacheco: To adjourn the meeting at 7:34 p.m. Passed 5-0.

The next regular meeting will be held in the Training Room.

The next Regular Meeting will be held on Wednesday August 14, 2019 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki