

Minutes of Regular Meeting June 10, 2020

PRESENT: Commissioners Daly, Pacheco and Chairman Woehrle

Commissioners present via Cisco WebEx: Commissioners Murray and Weitz.

Also Present: Chief Lingenfelter, Chief Fritz, Attorney Hayner, Treasurer Splendido and Secretary Versocki.

Also present via WebEx – 1st Asst. Chief Luft.

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

Motion/ Pacheco, 2nd/ Weitz: To approve the May 13, 2020 monthly meeting minutes.
As read. Passed 5-0.

CORRESPONDENCE:

- An e-mail from Niskayuna resident Denise Brucker expressing her thanks for the great job the department did while responding to a call at her residence.

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 17385 – 17424 From May 14, 2020 thru June 10, 2020 totaling \$156,362.67 as reviewed. Passed 5-0 .

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of May 2020 were reviewed.
- The comparison sheets for May 2020 vs.2019 were reviewed.
- Budget versus actual expenses through May 2020 were reviewed.
We are 42% thru the year and have spent 37% of the budget.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- I would like to remind everyone that the time to begin thinking about the 2012 budget is now.

INSURANCE:

Commissioner Pacheco Reported:

- I contacted Utica National Insurance Company about coverage from The COVID-19 Pandemic and was told that there is policy exclusion.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Annual aerial testing of Truck 405 was completed. Two required repairs are being scheduled to complete certification.
- Ground ladder testing was completed.
- Ballistic vests were put into service for the recent protest standbys.
- Researching head protection for use during technical rescue incidents and hostile or potentially hostile events.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- I have contacted our IT Department to have them do an analysis of our current system and discuss possible upgrades. We are currently utilizing Windows 7 operating system.

EMS & EQUIPMENT: No Report.

HEALTH & SAFETY: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- I contacted general contractor Lloyd Hale and he is not scheduling any work until July 2020.

Chief Lingenfelter Reported:

- Balltown Road station generator has been checked by Milton Cat and placed in service. Preventive maintenance and one repair have been scheduled.
- The new lawn mower was purchased and is in operation.
- Flowers for the pots in front of the Balltown Road station were donated by Hillard's Greenhouse & produce of Latham.
- The contract for the new town gas tank project was awarded and materials have been ordered. Anticipate the tank being available in mid-August. A pad will be constructed at the River Road station prior to August.

ELECTIONS:

Commissioner Daly Reported:

- Commissioner Murray's seat will be up this year.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Commissioner Woehrle Reported:

- Due to recent problems concerning the LOSAP awards and our yearly audit; the LOSAP report in it's entirety will be due each year by March 15 beginning in 2021.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter's Report:

- Probationary FF/Paramedic Marc Vinehout's fire academy is still scheduled to begin on August 3, 2020. FF/Paramedic Vinehout has been training in house and is currently assigned to a 24 hour shift until his academy begins. His firefighting duties are restricted to exterior fire ground operations until completion of recruit training.
- A grant request for \$18,195.52 has been submitted to the Assistance to Firefighter Grant – Supplemental program. The grant was established to offset fire department costs related to COVID 19 response and preparations. Awards are expected to be announced this month.
- A grant application was submitted to the Niskayuna Community Foundation for \$5000 to support our fire prevention programs.
- Our COVID-19 related procedures and practices are still in effect. As the capital district is currently in phase 2 of re-opening, we will begin relaxing some of our procedures for station access and duty crew procedures. Notices will be sent out when procedures change. Our PPE usage requirements for EMS calls will remain in effect until further notice. PPE supplies are sufficient at this time however inventory is being closely monitored.
- Working with the Town of Niskayuna on development of a comprehensive emergency management plan.
- Continuing development of plans and procedures for response to hostile or potentially hostile incidents. Working with Niskayuna PD, Schenectady FD, Scotia FD, and the county fire/ems coordinator.
- Provided EMS standby coverage for BLM protests held in the city of Schenectady and the Town of Niskayuna.
- 2020 year to date incident participation report is attached. Approximately 32% of the incidents had no volunteer response which is in part due to the restrictions we have placed on EMS responses by volunteer personnel to limit exposures.
- Our call volume for May was down 19% from last year. Year to date our call volume is down 15% from 2019; however, it is trending back up from our lowest volume in April.

- Request authorization to purchase assorted carbon monoxide, smoke, and combination co/smoke detectors to be installed in district homes as part of our fire prevention efforts for an amount not to exceed the \$5040.00 grant award from Schenectady County.

- Department Activity

	<u>2020</u>	<u>2019</u>
May Incidents	170	210
EMS	117	146
Fire/Other	53	64
Total YTD	842	989 (05/31)

Other Activities:

Emergency Callback	78 Staff Hours
Department Training	342 Staff Hours

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

Report of the Grand Boulevard Fire Company: Chief Luft reported that although there have not been monthly Fire Company meetings for the past 3 months; The Board of Directors have met to approve and pay monthly bills.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Daly, Second/ Pacheco: To authorize Chief Lingenfelter to purchase assorted carbon monoxide, smoke, and combination co/smoke detectors to be installed in district homes as part of our fire prevention efforts for an amount not to exceed the \$5040.00 grant award from Schenectady County. Passed 5-0.

Motion/ Murray, Second/ Pacheco: To adjourn the meeting at 7:25 p.m. Passed 5-0.

The next Regular Meeting will be held on Wednesday July 8, 2020 at 7:00 p.m.

Respectfully submitted by:
Fire District No. 1 Secretary,

William J. Versocki