

Minutes of Regular Meeting November 11, 2009

PRESENT: Commissioners: Weitz, Nappi, Daly and Chairman Woehrle, Attorney Hayner Secretary Versocki, Treasurer Splendido, Chief Lingenfelter, Chief Elliott, Lt. J. Vena Cpt. T. Congdon, D. Pacheco, N. Persons, S. Vena, A. Traina & P. Griffiths.

The Meeting was called to order at 7:07 p.m. under the direction of Chairman Woehrle.

Motion/ Nappi, 2nd/ Weitz: To approve the minutes of the October 14, 2009 regular Meeting as read. Passed 4-0.

Motion/ Daly, 2nd/ Weitz: To approve the minutes of the October 20, 2009 Special Meeting to Adopt the 2010 budget as read. Passed 4-0.

CORRESPONDENCE:

- A letter from Craig Elementary School Principal William Anders thanking firefighters Bob Smith & John Baker for the fire prevention presentation they gave and for the district's support of the Fire Prevention poster contest with the \$50 check.
- A thank you card from Cindy Wuber of Temple, Georgia as her family toured the Balltown Rd. station recently.
- A thank you card from Sharon Kelly of Buford, Georgia as her family toured the Balltown Rd station recently.
- A letter from the Grand Blvd. Fire Company stating they voted to add probationary EMS member Denise May of 2170 Story Ave. Niskayuna, NY 12309 and ask the commissioners to approve and add Denise to the Fire District roles.
- A letter from the Grand Blvd. Fire Company asking the board to evaluate & consider replacing the rug at The River Rd. station.
- A letter from fire Districts of NY Mutual Insurance Company asking for information for the Insurance policy renewal to be sent before November 30, 2009.
- A letter from Steven H. Weitz M.D. requesting his name be added as a candidate for the (5) five year term for Fire District No. 1 commissioner.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion/ , 2nd/ Nappi: To pay bills 2009 - 593 thru 2009 - 650 from October 13, 2009 through November 11, 2009 totaling \$58,905.55 as reviewed. Passed 4-0.

TREASURER'S REPORT:

- Treasurer John Splendido reviewed the financial report through October 31, 2009.
- John also reported that there changes compared to October 2008 include:
- An Equipment decrease in 2009 – At this same point last year a plow & battery support system were purchased.
- A \$40,000 decrease for clothing (turnout gear) but we have a bill for \$38,000 awaiting payment.
- We have used approximately 75% of the 2009 budget which is significantly lower but when the latest contract is settled, there will be retroactive pay adjustments.
- I received a letter from The IRS stating that the 2007 W-2 is not matching the tax return.
- I received the official NYS Retirement System bill for 2010. The total for this bill is \$159,415. If it is paid by December 15, 2009 we will save \$1,500.

COMMITTEE REPORTS:**FINANCE:**

- Treasurer Splendido reported that overall everything is going well. Little issues pop up occasionally and previous errors occur and are corrected immediately. There are a few 207A payments where the checks were never cashed. I am in the process of contacting the bank to ask for checks totaling \$1,300 to be re-cut.
- I have looked at archive receipts and the bills from 2007 need serious work.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter's Reported:

- A-941 was involved in a minor accident resulting in damage to a civilian vehicle and the ambulance. No injuries were sustained, a police report was obtained and the insurance company has been notified. Damage estimate for the ambulance was \$2262.15. Ambulance is still in service. We are awaiting response from the insurance company before initiating repairs.
- I am also investigating the cost of purchase & installation of a device which enables Fire Department personnel to take the keys from the ambulance ignition while allowing the engine to continue running.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT:

Chief Lingenfelter's Reported:

- The REMO region has secured a grant for the provision of integrated broadband modems for Lifepak 12 cardiac monitors as well as Verizon broadband accounts, and Lifenet system accounts for each modem. Our agency has two modems and accounts earmarked. The benefit of the broadband Lifenet system is a decrease in the time to transmit 12 lead EKGs to the region's hospital emergency rooms and in turn to the respective cardiology groups. The Lifenet system also includes agency level access and notification to all transmissions and associated data which will provide us with the ability to evaluate the system usage and effectiveness. In order to maintain consistency across all of our ambulances a third modem, Lifenet account, and broadband account funded by the fire district will be necessary. The costs associated with this are as follows:

➤ Broadband Modem -	\$487.00	(One Time Expense)
➤ Verizon Broadband Access -	\$ 11.99	(Monthly Expense)
➤ Lifenet Account -	\$ 239.00	(5 Year Subscription)

I am requesting authorization to establish the third Lifenet account and upon receipt of the grant funded equipment, purchase the additional broadband modem and establish the Verizon Broadband access.

- The (3) three stretchers and (3) three stair chairs are due for maintenance. The current price for maintenance is \$1,400 and repairs costs are extra. Stryker Stretcher Company includes repairs with their maintenance contract. With high repair costs, I recommend we contract with Stryker.

I am Requesting authorization to enter into agreement with Stryker for preventive maintenance services on our 3 stretchers and 3 stair chairs at an annual cost of \$2,010.

FACILITIES:

- Chairman Woehrle reported that (3) three windows are in.
- Chairman Woehrle reported that the Facilities Committee is scheduling a meeting with Boulevard Rug Company to discuss options for the River Rd. day room floor.

ELECTIONS:

- Commissioner Daly reported that there will be an election for (1) - five year term currently held by Dr. Weitz. The last day to submit a letter to the Fire District Secretary stating the intent to run for the term of Commissioner is Tuesday November 17, 2009. The election will be held December 8, 2009 at The Balltown Rd. Fire Station from 6 – 9 pm.

PROTECTIVE GEAR & UNIFORMS:

- Chief Lingenfelter reported that replacement turnout gear ordered last month has been held in station due to a vendor error with the order. A corrected order is due in within the next week. There is also a recall on the coat zippers which will require the coats to be shipped out for repair prior to being issued. Coats affected have been packaged for shipping and are awaiting pickup from UPS. Turnaround is expected to be 1 or 2 days plus shipping time. No additional cost to the Fire District will be incurred to address these issues.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:

- Chairman Woehrle discussed planning for the January 2010 Inspection and installation dinner. With steady increases in the past 3 years for meals at The Mohawk Golf Club we are changing the venue to The Lighthouse Restaurant on Freemans Bridge Rd. The GBFC has already agreed with the changes and the committee will begin plans for the event.

NEW FIRE STATION:

- Commissioner Nappi reported that there has been no word from the AFG Fire Station grant program as of this date.
- A tentative target date of March 16, 2010 has been established by the building committee for a Bond vote and efforts are under way to provide the taxpayers with additional information.
- The next building committee meeting is scheduled for November 19, 2009.

Commissioner Nappi then asked David Pacheco to give the Board of Fire Commissioners an in depth overview of what is needed to proceed.

David Pacheco Discussed:

- Proposals for conducting a drainage study and a pre-construction site survey in preparation for the State Environmental Quality Review Act process (SEQRA) have been received and were discussed. Copies were been provided for the Board's consideration and action. Mr. Pacheco recommended ABD Surveyors of Union St. to conduct both the drainage study and the pre-construction site survey.
- A proposal from Connie Cahill of Hiscock & Barclay to provide bond attorney services for the Fire Districts facility project was received for the Board's consideration and action. Mr. Pacheco recommended Hiscock & Barclay to act as the bond attorney.
- A proposal from FA Fiscal Advisors & Marketing, Inc. has been received to provide financial advisory services to the Fire District facility project for the Board's consideration and action. Mr. Pacheco recommended hiring FA Fiscal Advisors & Marketing Inc.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- Lt./Paramedic Shane Sweet and FF/Paramedic Patrick Griffiths have completed the Peer Fitness Training Program and are awaiting exam results.
- The Schenectady County Health Department provided the H1N1 vaccinations to EMS first responders holding current certification. NFD 1 personnel were provided with the vaccine if they chose to. I am awaiting information from the County Health Department regarding the vaccination of non-certified personnel when sufficient vaccine supply will allow.
- I have been working with Treasurer Splendido to outline the retroactive payments to each of the career staff based on the tentative labor agreement.
- The controlled substance program renewal and Ambulance agency renewal packets have been received from NYS DOH. Expiration date is 1/31/2010. Paperwork is being completed and is due in by 11/30/09. ***I am Requesting a check payable to NYS Department of Health in the amount of \$100 for the Controlled Substance Renewal Application.***
- I met with Verizon account representatives regarding our cellular/wireless accounts. Account features were adjusted to provide a monthly reduction of \$31.65 resulting in an annual savings of \$379.84.

- The annual Poster Contest program was delivered in Craig, Hillside, and Glencliff Elementary Schools. St. Helens postponed their assembly until early December. The presentations were well received and the art departments were very appreciative for the financial support they received from us. FF/Paramedic Baker was the program coordinator and did an excellent job.
- ***I am requesting authorization to cover registration cost not to exceed \$150 for up to 10 members to attend the NYSAFC Training Seminar on December 8, 2009 in Scotia.***
- Warex Terminals has been established as our diesel fuel supplier under NYS contract.
- ***I am requesting authorization to attend the SEMO Instructor's Conference in Orange County on December 7th thru 9th, 2009.*** Cost for the conference and lodging are covered by SEMO. District expenses will be limited meals and C409 usage.

Department Activity:

	<u>2009</u>	<u>2008</u>	
September Incidents:	141	166	
EMS	106	130	
Fire/Other	35	36	
YTD Incidents:	1487	1706	(10/31)

Other Activities:	Emergency Callback:	44 hours
	Fire/EMS/Codes In-Service Training:	68 hours
	Fire Company Drill:	120 hours

Chief Elliott:

- The Grand Blvd. Fire Company is requesting the use of T-405 and C-429 in the Schenectady-Christmas Parade on November 21, 2009.
- The Grand Blvd. Fire Company Executive Committee is in the process of reviewing drill attendance of its members.

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/ Nappi, 2nd/ Daly: To allow Treasurer Splendido to pay the invoice of \$1,354.00 to replace (3) three windows including labor costs when the bill is received. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To send a check in the amount of \$100 to NYS Department of Health for the Controlled Substance Renewal Application.. Passed 4-0.

Motion/ Nappi, 2nd/Weitz: To allow Chief Lingenfelter to establish a third LIFENET account at the cost of \$239.00 for a (5) five year subscription. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To purchase a broadband modem for the LIFENET account and pay a one time expense of \$487.00. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To enter into agreement with Verizon Broadband access at a monthly cost of \$11.99 for the LIFENET account. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To pay registration fees for up to 10 members not to exceed \$150 to attend the NYSAFC Training Seminar on December 8, 2009 in Scotia. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To authorize Treasurer Splendido to pay the Official 2010 NYS Retirement bill of \$159,415. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To allow The GBFC to utilize T-405 and C-429 in The Schenectady Christmas Parade on Saturday November 21, 2009. Passed 4-0.

Motion/ Daly, 2nd/:Nappi: To request Schenectady County Civil Service to hold a Firefighter/Paramedic exam for March 2010. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To enter into agreement with ABD Engineers and Surveyors to provide the required site survey for the Niskayuna Fire District No. 1 facility project at a cost not to exceed \$2,900. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To enter into agreement with ABD Engineers and Surveyors to provide the required drainage study for the Niskayuna Fire District No. 1 facility project at a cost not to exceed \$5,000. Passed 4-0.

Motion/ Nappi, 2nd/:Weitz: To enter into agreement with FA Fiscal Advisors & Marketing Inc. to provide financial advisory services to the Niskayuna Fire District No. 1 facility project. Passed 4-0.

Motion/ Nappi, 2nd/:Weitz: To enter into agreement with Hiscock & Barclay to provide Bond Attorney services for the Niskayuna Fire District No.1 facility project. Passed 4-0.

Motion/ Weitz, 2nd/:Nappi: To authorize Chief Lingenfelter to attend the SEMO Instructors Conference in Orange County on December 7 – 9, 2009 and pay expenses for meals and the use of C-409. Passed 4-0.

Motion/ Nappi, 2nd/:Daly: To enter into agreement with STRYKER to provide maintenance & repair for (3) three stretchers and (3) three stair chairs at an annual cost of \$2,010. Passed 4-0.

Motion/ Nappi, 2nd/:Weitz: To approve and add Denise May of 2170 Story Ave., Niskayuna NY 12309 to The fire District/Fire Company roles. Passed 4-0.

Any Additional Business to come before the Board: None

Motion/ Daly. 2nd/ Nappi: To adjourn to executive session at 8:05 pm. Passed 4-0.

Motion/ Nappi. 2nd/ Daly: To return to regular session at 8:31 pm. Passed 4-0.

Motion/ Daly. 2nd/ Nappi: To accept the Labor Agreement (January 1, 2009 to December 31, 2012) between The Niskayuna Consolidated Fire District No. 1 Board of Fire Commissioners and The Niskayuna Permanent Firefighter's Association. Passed 4-0.

NPFA Local President T. Congdon stated that on behalf of the Career Firefighters he wanted to extended thanks for the time and patience spent in contract negotiations. He reminded everyone in accordance with newly signed contract, Article (M); a mutually agreed upon grievance procedure still needs to be put in place.

Motion/ Nappi. 2nd/ Daly: To adjourn at 8:34 pm. Passed 4-0.

The next Regular Meeting is Wednesday, December 9, 2009 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Secretary