

Minutes of Regular Meeting December 14, 2011

PRESENT: Commissioners: Murray, Daly, Nappi, Weitz and Chairman Woehrle.

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter, Lt. Vena
1st Assistant Chief Elliott, 2nd Assistant Chief Dietrich & D. Pacheco.

The Meeting was called to order at 7:06 p.m. by Chairman Woehrle.

Motion Weitz /Second/ Murray: To approve the minutes of the November 14, 2011 regular monthly meeting as read. Passed 5-0.

CORRESPONDENCE:

- A letter from The Niskayuna District No. 1 Board of Fire Commissioners to The Schenectady County Civil Service Office requesting a Niskayuna certified civil service list for Firefighter/Paramedic effective January 1, 2011.
- A copy of Grand Blvd. Fire Company volunteer participation for call percentages through November 30, 2011.
- The November-December 2011 Fire District Affairs Bulletin.
- A thank you letter to Niskayuna Fire District No. 1 from The Wyman family of 749 Lishakill Road for mutual aid help far beyond the normal scope of assistance.
- The Employer Forum (a semi-annual bulletin) from The NYS Comptroller's office.
- An e-mail communication (dated November 13, 2011) from LOSAP Trustee Ray Hull stating that there will be an increase in the program as quoted by McNeil & Company, with a flat fee of \$770.00 and the cost per participant at \$5.00 equates to an increase of \$15 per year.
- An e-mail communication (dated December 7, 2011) from LOSAP Trustee Ray Hull stating that group annuity insurance carrier for all LOSAP accounts has changed from Unity Mutual to Standard Security Life.
- An e-mail communication (dated December 13, 2011) from Attorney Hayner stating that the name, "Niskayuna Consolidated Fire District No. 1" may be out of touch when looking at the new station façade. The commissioners have the ability to change the name and if there is an agreement, "Consolidated" could be deleted as provided by provision 172-e of Town Law.
- A letter from The Grand Blvd. Fire Company stating that Firefighter Nicholas Mancuso of 2236 Grand Blvd. Niskayuna, NY 12309 resigned effective November 14, 2011. The Fire Company asks that Mr. Mancuso be removed from the Fire District Rolls.
- A letter from The Grand Blvd. Fire Company stating that on November 14, 2011 the Fire Company voted to add Ryan Lucey of 2505 Whamer Lane Niskayuna, NY 12309 as a probationary firefighter member. They ask that The Board of fire Commissioners approve Ryan and add him to the District Rolls.

- A letter from The Grand Blvd. Fire Company stating that on December 8, 2011 the Fire Company voted to add Robert Moll of 209 Tamar Drive Niskayuna, NY 12309 as a probationary firefighter member pending the outcome of a complete physical and arson background check. They ask that The Board of fire Commissioners approve Ryan and add him to the District Rolls.
- A letter from The Grand Blvd. Fire Company stating that on December 8, 2011 the Fire Company nominated the following members as chief's for 2012. The ask that The Board of Fire Commissioners approve their choices:
Chief – David Dietrich, 1st Assistant Chief – Daniel Elliott and 2nd Assistant Chief – Michael Colvin
- A letter from The Grand Blvd. Fire Company stating that on December 8, 2011 the Fire Company elected the following Social, Fire Line & EMS Officers for 2012:

SOCIAL: President – Alan Connelly, Vice-President – Bob Kordrupel, Secretary – Bill Versocki
Treasurer – Ray Hull, Financial Secretary – Lou Solano, Director – Jim Vena, Hudson Valley Delegates – Alan Connelly and Tom Nappi and Hudson Mohawk Delegate – Bob Kordrupel.

FIRE LINE: Captain – Peter Barber, 1st Lt. – Tony Casso & 2nd Lt. – Christie Grygiel.

EMS LINE: Captain – Laura Toma

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Nappi 2nd/Weitz: To pay bills for corresponding check #'s 12311 – 12386

From November 10, 2011 thru December 14, 2011 totaling \$397,841.67 as reviewed. Passed 5-0.

TREASURER'S REPORT:

- The reserve accounts were reviewed and the totals are \$1,029,492.02.
- The comparison sheet for November 2010 & 2011 were reviewed by each line item.
- Budget versus actual expenses through November 2011 were reviewed. John stated that we are 92% through the budget year with 86% of the expense budget spent.
- We continue to see an increase in gasoline costs.
- The expenditures for the building addition/renovation project were reported. The amount spent thus far is \$3,368,000.00 (3.368 million dollars) with approximately \$1,115,000.00 (1.115 million dollars) left.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The new ambulance was delivered and is in full service.
- The fuel tank on Engine 401 has been repaired.
- Pump testing of all apparatus has been completed.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- After reaching out to Niskayuna Fire District No.2 and Stanford Heights FD for possible group purchasing initiative of AEDs, we found no pricing advantages however we will be standardizing with NFD 2 to enhance interoperability between our cardiac monitors and their AEDs. **I am Requesting authorization to purchase 3 Physio Control AEDs at a cost of \$6150.00.** I also recommend a permissive referendum be authorized to recoup funds from the equipment reserve account on behalf of the Winnie Estate Donation.
- Replacement fire hose has been evaluated and is available on NYS Contract from Municipal Emergency Services, Inc. **I am Requesting authorization to purchase replacement fire hose at a cost of \$9,976.80.**

FACILITIES:

Chief Lingenfelter Reported:

- Rise Engineering has been notified of our acceptance of the energy survey report and approval of the associated work. I am awaiting a response from their sub-contractor to schedule work.

ELECTIONS:

Commissioner Weitz Reported:

- Congratulations to Ed Woehrle who was re-elected to The Board of Fire Commissioners.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- The date of the Inspection Dinner is January 28, 2012 and will be held at The Lighthouse Restaurant. Commissioner Weitz, Ray Hull and I will be meeting with The Lighthouse Restaurant manager to plan the menu for the dinner.

FIRE STATION ADDITION/RENOVATION:

Commissioner Nappi Reported:

- The chief's and the building committee did a walk through Monday night. Some minor issues were discovered and one major issue was a roof drain not working properly.

- Soft costs were reviewed.
- An extended completion date related to the general contractor was discussed.
- Budget tracking for the project was discussed.

Chief Lingenfelter Reported:

- We met with Bunkoff regarding delay claims and damages. I am recommending an executive session for discussion.
- The trim and gutter work is nearing completion.
- The sprinkler system piping is completed and tested.
- National Grid has installed the electrical service. Portions of the new lighting systems are operational.
- The phone/Data/Security cabling is near completion.
- Masonry work is complete.
- Phone/data service vendors have been contacted for options, availability, and pricing of phone service.
- Traffic signal work awaiting delivery of equipment to contractor.
- Paving has been completed and parking lot striped.
- The following change orders have been approved by the project team:
 - Addition of storage room door and security strike. - \$2385.00
 - Additional light switch - \$347.00
 - Additional Conduit - \$1293.00
 - Additional Furring T&M - \$4,420.00
 - Shaft Wall Enclosure - \$774.00
 - GWB Sheathing Room 202 - \$1425.00
 - Kitchen Heater Relocation - \$1695.00
 - Additional Anchor Points - \$1416.00
 - H2O line insulation - \$966.00
 - Radiant Heat Mod. - \$2632.00
- **I am requesting authorization to purchase office furniture off NYS contract pricing at a cost not to exceed \$64,000.00.**
- **I am requesting authorization to have Wells Communications install the base radio antenna and wire at a cost of \$1933.28**
- **I am requesting authorization to purchase turnout gear lockers From Gear Grid at a cost of \$12,061.00.**
- **I am requesting authorization to purchase beds and mattresses from LaClair's Beds and More at a cost of \$4,132.80**
- **I am requesting authorization to purchase personal storage lockers from Inner Space Systems, Inc on NYS Contract at a cost of \$20,881 installed.**
- **I am requesting authorization to purchase a stove for the duty kitchen not to exceed \$11,000.00.** There was some discussion about the pricing of the duty kitchen stove. Chief Lingenfelter will look at some alternatives.
- **I am requesting authorization to establish telephone service for both stations through Tech Valley Communications at a monthly proposed rate of \$209.70 with a one time installation charge of \$439.70.** Breakdown of monthly cost is \$139.80/month for four lines at the Balltown Road Station and \$69.90/month for two lines at the River Road Station.
- **I am requesting authorization to re-establish cable TV service and internet service through Time Warner at the Balltown Road Station at the current rates.**

- We have been advised by PRA that we are approaching the amount authorized by the board in January 2011 to retain the services of AKW Consulting to provide a Clerk of the Works on the renovation/addition project. **I recommend that the board authorize an additional \$10,000 for the services of AKW Consulting as contracted through PRA.**

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- It is my understanding that Captain Fritz anticipates retiring in October of 2012. I would request authorization from the board to initiate a candidate search to fill the anticipated vacancy. The goal would be to have the board make an appointment prior to the March 2012 recruit training program.
- Agency certification renewal and controlled substance license renewal paperwork has been completed and will be sent out on 12/15/11 pending approval of the \$100 application fee payable to NYSDOH.
- Our agreement with Ellis Hospital for provision of controlled substance medications has been renewed as required by NYSDOH.
- All enrollment forms for retirees and active employees were submitted to Denise Palyo for entry into the CDPHP system. Entry was delayed and there were some administrative issues that arose as a result. We are addressing issues as they are raised. To my knowledge there was no lapse in coverage that occurred.
- **I am requesting authorization to purchase 15 Station Jackets for duty personnel from MES for a total of \$1260.00.** Current jacket style is no longer available and a majority of jackets are in need of replacement.
- **I am requesting authorization to subscribe to Kaplan Continuing Education Fire & EMS Division on line training program at an annual cost of \$1475.00.** This is a lower cost replacement for the FETN program currently being used.

Department Activity

	<u>2011</u>	<u>2010</u>	
November Incidents:	155	127	
EMS	108	87	
Fire/Other	47	40	
YTD Incidents	1819	1625	(11/30)

Other Activities:

Emergency Callback	2	Hours
Fire Company Drill	98	Hours
Fire/EMS/Codes In-Service Training	151	Hours

Chief Elliott: No Report.

Chief Dietrich: No Report.

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 Nappi: To drop the word “Consolidated” from the official name of “**Niskayuna Fire District No. 1**”

The Secretary called the roll for a vote:

Commissioner – Murray - Yes

Commissioner Daly - Yes

Commissioner Weitz – Yes

Commissioner Nappi – Yes

Commissioner Woehrle – Yes

Passed 5-0.

Motion/ Murray/Second Daly: To authorize the purchase of office furniture off NYS contract pricing at a cost not to exceed \$64,000.00. Passed 5-0.

Motion/ Murray/Second Daly: To authorize Wells Communications to install the base radio antenna and wire at a cost of \$1933.28. Passed 5-0.

Motion/ Murray/Second Nappi: To authorize the purchase of turnout gear lockers From Gear Grid at a cost of \$12,061.00. Passed 5-0.

Motion/ Murray/Second Weitz: To authorize the purchase of beds and mattresses from LaClair’s Beds and More at a cost of \$4,132.80. Passed 5-0.

Motion/ Murray/Second Daly: To authorize the purchase of personal storage lockers from Inner-Space Systems, Inc on NYS Contract at a cost of \$20,881 installed. Passed 5-0.

Motion/ Murray/Second Nappi: To authorize establishing telephone service for both stations through Tech Valley Communications at a monthly proposed rate of \$209.70 with a one time installation charge of \$439.70. Passed 5-0.

Motion/ Nappi/Second Murray: To authorize re-establishing cable TV service and internet service through Time Warner at the Balltown Road Station at the current rates. Passed 5-0.

Motion/ Murray/Second Nappi: To authorize an additional \$10,000 for the services of AKW Consulting as contracted through PRA. Passed 5-0.

Motion/ Murray/Second Nappi: To authorize a permissive referendum sent to The Gazette Legal notices to recoup funds from the equipment reserve account on behalf of the Winnie Estate Donation. Passed 5-0.

Motion/ Murray/Second Daly: To authorize the purchase of 3 Physio Control AEDs at a cost of \$6150.00 with funds from the equipment reserve account for which a permissive referendum will be posted in The Gazette legal notices. Passed 5-0.

Motion/ Murray/Second Daly: To authorize the purchase of replacement fire hose at a cost of \$9,976.80. Passed 5-0.

Motion/ Murray/Second Daly: To authorize the purchase of 15 Station Jackets for duty personnel from MES for a total of \$1260.00. Passed 5-0

Motion/ Murray/Second Daly: To authorize subscribing to Kaplan Continuing Education Fire & EMS Division on line training program at an annual cost of \$1475.00. Passed 5-0.

Motion/ Murray/Second Nappi: To remove Firefighter Nicholas Mancuso of 2236 Grand Blvd. Niskayuna, NY 12309 from the Fire District Rolls. Passed 5-0.

Motion/ Murray/Second Nappi: To add probationary firefighter Ryan Lucey of 2505 Whamer Lane Niskayuna, NY 12309 to the Fire District rolls. Passed 5-0.

Motion/ Nappi/Second Murray: To add probationary firefighter Robert Moll of 209 Tamar Drive Niskayuna, NY 12309 to the District Rolls pending the outcome of a complete physical and arson background check. Passed 5-0.

Motion/ Murray/Second Daly: To require C-PAT (Candidate Physical Ability Testing) prior to being placed on a certified list from Schenectady County, NY Civil Service. Passed 5-0

Commissioner Woehrle discussed the letters from the Grand Blvd. Fire Company about their nomination of Chief Officers for 2012 and their election of Social, Fire & EMS officers for 2012. He wanted to be sure that every nominated chief and every elected officer met the qualifications for each position.

After a discussion it was determined that the 2012 Organizational Meeting will be held:

January 2, 2012 beginning at 7 pm at The River Rd. station at 2135 River Rd. The Secretary will place a legal notice in The Gazette with the details of this public meeting.

Motion Murray/Second Nappi: To take the meeting into Executive Session at 8:39 p.m. Passed 5-0.

Motion Murray/Second Nappi: To return the meeting to regular session at 8:52 p.m. Passed 5-0.

Motion Murray/Second Daly: To adjourn the meeting at 8:53 p.m. Passed 5-0.

The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday January 11, 2011 at 7:00 p.m.

Respectfully submitted,

William J. Versochi

District Secretary