

Minutes of Regular Meeting February 9, 2011

PRESENT: Commissioners: Daly, Weitz, Nappi, Murray and Chairman Woehrle
Treasurer Splendido, Secretary Versocki, Attorney Hayner, Chief Lingenfelter
Chief Elliott and Kate Pacheco.

The Meeting was called to order at 7:11 p.m. by Chairman Woehrle.

Motion/ Murray, 2nd/Nappi: To approve the minutes of the January 19, 2011 Regular Monthly Meeting As Read. Passed 5-0.

CORRESPONDENCE:

- A letter from N-Cap announcing the 30th anniversary of Niska-Day for 2011 being held on May 21, 2011.
- A letter from Niskayuna Town Comptroller Paul C. Sebesta acknowledging the additional amount of \$24,695.00 which was included in the 2011 tax warrant. Mr. Sebesta also advised Niskayuna Consolidated Fire District No.1 that the specified amount will be held in escrow and applied to the 2012 Fire District No.1 collection.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Murray 2nd/ Daly: To pay bills for corresponding check #'s 11734 – 11773 From January 20, 2011 thru February 9, 2011 - totaling \$76,594.57 as reviewed. Passed 5-0.

TREASURER'S REPORT:

- The reserve accounts were reviewed and John stated the total amounts equal just under 1 million dollars.
- The comparison sheet for January 2010 & 2011 were reviewed by each line item.
- The budget versus actual expenses through January 2011 were reviewed. John stated that 8% of the 2011 budget has been spent to this date.
- The break out for "The Renovation/Addition project expenses" was reviewed.
- It was also reported that an apparatus maintenance & repair report has been made. John suggests reviewing this activity on a quarterly basis.
- John asked about contract renewals for County Waste. Attorney Hayner will review the contract and recommended Chairman Woehrle sign it.
- Finally, Treasurer Splendido reported that he has been in touch with the accountant about the 2010 audit and it should start by mid-February.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS:

Commissioner Weitz:

- I recommend posting the original media letter on the District website.
- I will be working on an abbreviated version of the same letter as a press release for The Gazette and The Niskayuna Journal.
- There was talk about posting monthly updated information about the renovation/addition project on the River Rd. sign. Chief Elliott will speak to Steve Vena about doing this.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Repairs to the 2005 Tahoe, C-429 have been completed and the car is back in service.
- U-421 is in need of tire replacement. Quotes are being solicited and are expected to be in the \$800 - \$1000 range.
- A number of our rechargeable hand lights are in excess of 20 years old and have become brittle and subject to frequent failure. I am Requesting authorization to purchase 13 rechargeable hand lights at a total cost of \$1495.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- The pager volume is being addressed and is town wide issue.

EMS & EQUIPMENT:

Chief Lingenfelter reported:

- I have been informed of some nation-wide shortages of medications.

FACILITIES:

Chief Lingenfelter Reported:

- The emergency eyewash station has been installed at River Road station.
- The hot water heater at River Road has developed a leak. Prices were solicited for a direct replacement of the 50 gallon conventional unit and also for replacement with a tank-less Navian model hot water heater. Based on conversations with a majority of the board, I have initiated the replacement with the tank-less unit at a cost of \$2100. Bourque Mechanical Systems, Inc. was awarded the job. The other quotes received were \$2973 from Roland J. Down, and \$3289 from Mohawk Heating. Installation is scheduled to begin on February 10, 2010 if the unit is in stock.

Commissioner Woehrle Reported:

- There is a light out on the River Rd. sign. I will get someone to look at it to fix the problem.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:**Commissioner Weitz Reported:**

- The event was very successful. The venue and the food were excellent. I want to thank Secretary Versocki for all his hard work on the dinner & program.

Commissioner Woehrle Reported:

- The committee should meet within the next month and see how to improve the program for next year.
- The inspection of the 2135 River Road station was conducted on Friday January 28th. Two items were noted for repair, one is complete and the other will be detailed to Captain Fritz for completion.

Chief Lingenfelter Reported:

- On behalf of everyone involved I want to present Commissioner Weitz with a leather man tool for his work as Master of Ceremonies for the inspection dinner.

FIRE STATION ADDITION/RENOVATION:**Chief Lingenfelter Reported:**

- The demolition of 1073 has been completed.
- The next project meeting is scheduled for Thursday February 10th at 0900 hours and will be conducted weekly from that point going forward.
- All insurance documents have been received and are being reviewed by Schenectady Insuring.
- Payment and Performance bonds are all in with the exception of SRI. Those that have been received have been filed with Secretary Versocki and electronic copies forwarded to Attorney Hayner for his review.
- Interior demolition of 1079 Balltown has begun and the contractor's trailer is on site.
- Based on PRA's evaluation of the proposals for special inspectors and review of members of our project team, our recommendation to the board is to hire Atlantic Testing Laboratories to conduct the special inspections as outlined by PRA. An electronic copy of the revised contract was emailed to the board and the attorney for review on 2/8/11. The board's approval is requested.
- The contractor has located 2 or 3 plumbing joints which are suspected to contain asbestos. We will be discussing abatement options at the 2/10/11 project meeting.
- We did receive verification via email from Verizon engineering that the line running into the station and along the 1073/1079 Balltown Rd. property line has been de-activated and may be severed or removed as needed.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- FF Joe Congdon has returned to duty effective January 21st.
- I am working on the grievance procedure with Captain Congdon and we anticipate having a draft for attorney review this month.
- I am working on a military leave policy to ensure compliance with section 242 of the New York State Military Law.
- A meeting with KAPL is scheduled on Thursday February 10, 2011 to discuss a “memorandum of understanding” addressing training and emergency response.
- I am Requesting authorization to attend the 2011 Fire Department Instructors Conference (FDIC) March 21st thru March 26 in Indianapolis, IN. Cost including travel, room, and board is approximately \$1805. The conference offers 8 classroom sessions with over 130 topics to choose from. Topics include command level subjects in fire investigation, firefighter health & safety, legal issues, performance evaluations, incident command and control, hiring practices, officer development, and many others. Budgeted in account # A3410.452 Training Travel.

Department Activity:

Department Activity	<u>2011</u>	<u>2010</u>	
January Incidents:	183	162	
EMS	133	118	
Fire/Other	50	44	
YTD Incidents	183	162	(1/31)
Other Activities:			
Emergency Callback		40	Hours
Fire/EMS/Codes In-Service Training		294	Hours

Chief Elliott: No Report.

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

Report of the Grand Boulevard Fire Company: Chief Elliott thanked the District for their help and participation with the Inspection Dinner.

OLD BUSINESS:

- Commissioner Nappi discussed the lack of communication from Mr. Chris Apa pertaining to the paramedic training paid by the district and asked for the exact amount of money owed to the district.
- Chief Lingenfelter added that Mr. Joshua Colvin has not been active in the past 6 months and thus has not met the criteria spelled out in his contract.
- Chairman Woehrle asked that Attorney Hayner send letters to Mr. Apa and Mr. Colvin about the contract they each signed and the amount of money each owes the Fire District.

NEW BUSINESS:

Motion/Daly, 2nd/ Murray: To authorize the purchase of 13 rechargeable hand light’s at a cost not to exceed \$1,495.00. Passed 5-0.

Motion/Daly, 2nd/ Murray: To authorize Chief Lingenfelter to attend the 2011 Fire Department Instructors Conference (FDIC) March 21st thru March 26 in Indianapolis, IN. At the cost including travel, room, and board of \$1805. Passed 5-0.

Motion/Nappi, 2nd/ Daly: To approve the 2011 County Waste contract and authorize Chairman Woehrle to sign the associated paperwork. Passed 5-0.

Motion/ Murray, 2nd/Nappi: To authorize the press release of the updated media letter drafted by Commissioner Weitz in The Gazette and The Niskayuna Journal. Passed 5-0.

Motion/Daly, 2nd/ Nappi: To authorize the Addition/Renovation project team to solicit bids for a local Asbestos Removal Contractor at a cost not to exceed \$4,000.00. Passed 5-0.

Motion/Weitz, 2nd/ Nappi: To have attorney Hayner send a letter to Mr. Chris Apa requesting payment for Paramedic Classes charged to Niskayuna Consolidated Fire District No.1 since Mr. Apa did not meet the requirements set forth in a contract signed by him to complete 2 years of service to the District as an active Grand Blvd. Fire Company Paramedic. Passed 5-0.

Motion/Weitz, 2nd/ Nappi: To have attorney Hayner send a letter to Mr. Joshua Colvin requesting payment for Paramedic Classes charged to Niskayuna Consolidated Fire District No.1 since Mr. Colvin did not meet the requirements set forth in a contract signed by him to complete 2 years of service to the District as an active Grand Blvd. Fire Company Paramedic. Passed 5-0.

Motion/Nappi, 2nd/ Murray: To approve a resolution to hire Atlantic Testing Laboratories to conduct special inspections as outlined by Pacheco Ross Architects P.C. in the estimated amount of \$36,918.50 based on a contract review by Attorney Hayner and authorizing Chairman Woehrle to sign contract documents.

Secretary Versocki then called the roll for a vote:

Commissioner Murray – Yes

Commissioner Daly – Yes

Commissioner Weitz - Yes

Commissioner Nappi - Yes

Commissioner Woehrle –Yes

Motion is passed 5 – 0.

Motion Daly/Second Murray : To adjourn the meeting at 8:04 p.m. Passed 5-0.

The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday, March 9, 2011 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

District Secretary