

## **Minutes of Regular Meeting June 8, 2011**

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

**Also Present:** Treasurer Splendido, Secretary Versocki, Attorney Hayner, Chief Lingenfelter  
1<sup>st</sup> Assistant Chief Elliott , Captain Congdon and Katrina Pacheco.

The Meeting was called to order at 7:07 p.m. by Chairman Woehrle.

**Motion/ Murray, 2<sup>nd</sup>/Nappi:** To approve the minutes of the May 11, 2011 Regular Monthly Meeting  
**As Read. Passed 4-0.**

### **CORRESPONDENCE:**

- An announcement for the “EMS Law and Management Conference” hosted by Scicchitano & Pinsky PLLC at The Turning Stone Casino and Resort on July 29 – 31, 2011.
- An e-mail correspondence from Nancy Mennillo of the Schenectady County Civil Service and a reply letter from Commissioner Woehrle requesting Niskayuna Fire District No. 1 be included in the next firefighter/paramedic exam to be held in March 2012.
- A Labor Dispute notice from The United Brotherhood of Carpenters & Joiners of America concerning Ayotte Contracting of 68 Beach Rd Clifton Park, NY 12065.
- A letter stating that Commissioner Robert Murray successfully completed the on-line commissioner training course as of May 18, 2011 as provided by Scicchitano & Pinsky PLLC.
- An e-mail letter of thanks from the NCAP Committee for the participation by Niskayuna Fire District No. 1 and The Grand Blvd. Fire Company who helped make Niska-Day a great success.
- A thank you letter from Raymond H. Davis of 1499 Keyes Ave. Niskayuna, NY 12309 for medical services rendered to him on April 5, 2011.
- A thank you letter from Julia Eddy of 1848 Union St. Niskayuna, NY 12309 for medical services rendered to her on June 2, 2011.

**PRIVILEGE OF THE FLOOR:** Nothing.

### **BILLS:**

**Motion Nappi 2<sup>nd</sup>/Weitz:** To pay bills for corresponding check #'s 11900 – 11961 - 12012  
**From May 12, 2011 thru June 8, 2011 - totaling \$498,538.91 as reviewed. Passed 4-0.**

### **TREASURER’S REPORT:**

- The reserve accounts were reviewed
- The comparison sheet for May 2010 & 2011 were reviewed by each line item.
- Budget versus actual expenses through May 2011 were reviewed. John stated that we have spent 41.5% of the budgeted amount and we are 42% through the budget year.

- We are still seeing an increase in gasoline costs.
- The break out for “The Renovation/Addition project expenses” was also reviewed.

**ATTORNEY’S REPORT:** No Report.

**COMMITTEE REPORTS:**

**FINANCE:** No Report.

**INSURANCE:**

**Chief Lingenfelter reported:**

- Certificate of insurance was obtained for Niska-day activities naming NCAP as additional insured.

**MEDIA RELATIONS:**

**Chief Lingenfelter reported:**

- In a recent press release, The Gazette reported on a car accident our personnel responded to where a single vehicle flipped over on Dean Street.
- I will be working with District Photographer Peter Barber to update the District webpage with renovation pictures.

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter reported:**

- Aerial and ground ladder testing has been completed. All in service ladders passed testing.
- SFD is repairing body damage to Engine 403 prior to its return. Once returned it will be advertised for sale.
- The 2012 ambulance order has been placed.

**COMMUNICATIONS & INFORMATION SERVICES:** No Report.

**EMS & EQUIPMENT:** No Report.

**FACILITIES:**

**Commissioner Woehrle reported:** There have been many improvements to The River Rd. station since it has been used as a full time station. I want to thank the career staff for their help making the updates.

**Chief Lingenfelter reported:**

- The SCBA compressor has been acting up again. The compressor is 20 + years old. Until such a time as it can be replaced we will continue to make repairs to it.
- The AC unit at River Road station has been serviced.
- I am requesting authorization to dispose of old beds and furniture in storage not needed to furnish the new station.

**ELECTIONS:** No Report.

**PROTECTIVE GEAR & UNIFORMS:** No Report.

**SERVICE AWARDS PROGRAM:** No Report.

**INSPECTION & INSTALLATION:** No Report.

**FIRE STATION ADDITION/RENOVATION:**

**Commissioner Nappi reported:**

- The oil tank located on 6/3/11 has been removed along with contaminated soil. DEC has been notified and is monitoring the mitigation activities. Additional soil removal and testing will be required as we excavate along the east wall of the station in front of the south bay area. The additional work is expected to be a much smaller area of impact. Because the project team was able to address the issue immediately, we do not anticipate a significant impact on schedule at this time.
- The possibility of purchasing the property next to 1073 Balltown Rd. was briefly discussed. Attorney Hayner will research the status of the property owners and the feasibility of purchasing said property.

**Kate Pacheco reported:**

- I will be working on light fixtures and boiler incentives for the building project.

**Chief Lingenfelter Reported:**

- Pouring of foundation footing and walls continues.
- Basement trench infill is complete.
- Sheetrock installation is nearly complete on the 2<sup>nd</sup> floor and about 40% on the 1<sup>st</sup> floor of the existing building.
- Review of finishes and color selection was completed last week.
- The following change orders were approved by the project team:
  - COR #015 – Repair of sanitary sewer - \$1809.00
  - COR #017 – Additional roof walkway pads - \$311.00
  - COR #018 – Additional LGMF in basement – \$304.00
  - COR #019 – Concrete base removal in south bay - \$417.00
  - COR #021 – Catch Basin Replacement - \$4615.00
  - COR #023 – Storefront window clarification - \$590.00
  - Fuel oil tank removal – PSI - \$9372.50
- Efforts are under way to solicit pricing and information on soft costs such as phone, internet, security, paging, and furnishings. Soft cost purchasing requests will be brought to the board for approval consistent with our standard purchasing policies and procedures.

**REPORT OF THE CHIEFS:**

**Chief Lingenfelter:**

- Drafting of the military leave policy continuing. Currently investigating other municipal employer practices.

- Lieutenant Sweet as requested extension of sick leave. His next appointment is scheduled for June 20<sup>th</sup> at which time he anticipates being cleared for duty by his physician.
- Our AFG grant request for fitness equipment has been denied.
- The MOU with KAPL is still being worked out. Attorney Hayner is finalizing details with the KAPL attorneys.
- Completed national certification training for a public information officer this week. The program is part of the position specific incident command system training offered by homeland security.
- I am Requesting authorization to send FF/Paramedic Persons to Fire Instructor I certification at the Montour Falls Fire Academy June 16 – 19 and June 25 – 26 including the use of a district vehicle at an estimated cost of \$212.00.
- Niska-day activities were successful and safe thanks to the support of the membership. The public outreach efforts were well received by the Niska-day committee and the community. We will be expanding this effort next year to enhance our community awareness.
- Thermal imager training is scheduled for this weekend June 10 – 12.
- I am Requesting authorization to utilize district chief's vehicles to attend the NYS Association of Fire Chiefs Conference between June 16<sup>th</sup> thru 18<sup>th</sup>.
- I am Requesting authorization to send interested officers/members to Fire Department Officer Training in Hudson Falls, NY on June 28, 2011 at a cost of \$30.00 per member and the use of a district vehicle.
- There will be a ceremony on June 16, 2011 at The Turning Stone Resort honoring chief's who have passed away in the past year and deceased Past Chief James Sherry will be one of the honoree's.

**Department Activity:**

	<u>2011</u>	<u>2010</u>	
April Incidents:	136	164	
EMS	103	105	
Fire/Other	33	59	
YTD Incidents	774	736	(5/31)
Other Activities:			
Emergency Callback		1	Hour
Fire Company Drill		68	Hours
Fire/EMS/Codes In-Service Training		50	Hours

**Chief Elliott:** On behalf of The Grand Blvd. Fire Company I would like to ask permission to utilize a District Engine to attend the Alplaus Parade on July 4, 2011 from 10 am – 12:30 pm.

**Report of the Niskayuna Permanent Fireman's Association:** Commissioners Murray & Woehrle reported that they have spoken to PFA representative Ted Congdon about health insurance issues.

**Report of the Grand Boulevard Fire Company:** No Report.

**OLD BUSINESS:** No Report.

**NEW BUSINESS:**

Motion Murray/ Second Weitz, To declare old beds and furniture not being used in the new fire station as surplus and allow Chief Lingenfelter to dispose of those items at his discretion. Passed 4-0.

Motion Murray/ Second Nappi, To authorize the extension of sick leave to Lt. Sweet until July 13, 2011. Passed 4-0.

Motion/ Murray, 2<sup>nd</sup>/Nappi: To authorize FF/Paramedic Persons to attend Fire Instructor I certification at the Montour Falls Fire Academy June 16 – 19 and June 25 – 26 including the use of a district vehicle at an estimated cost of \$212.00. Passed 4-0.

Motion/Murray, 2<sup>nd</sup>/ Weitz: To authorize Chief Lingenfelter to utilize district chief's vehicle and pay for meals while attending the NYS Association of Fire Chiefs Conference between June 16<sup>th</sup> thru 18<sup>th</sup>.Passed 4-0.

Motion/Murray, 2<sup>nd</sup>/ Nappi: To authorize to sending interested officers/members to Fire Department Officer Training in Hudson Falls, NY on June 28, 2011 at a cost of \$30.00 per member and the use of a district vehicle. Passed 4-0.

Motion/Murray, 2<sup>nd</sup>/ Nappi: To authorize The Grand Blvd. Fire Company to utilize a District Engine to attend the Alplaus Parade on July 4, 2011.Passed 4-0.

Motion/Daly, 2<sup>nd</sup>/ Nappi: To authorize four (4) Fire Department members to attend the Baltimore, MD Fire House Expo on July 21 – 23, 2011 at a total cost not to exceed \$3,000.Passed 4-0.

Motion/ Nappi, 2<sup>nd</sup>/Murray: To authorize EMS Charts Fax Service at a cost of \$30.00/per month. Passed 4-0.

Motion/Daly, 2<sup>nd</sup>/ Murray: To authorize the use of a piece of District Apparatus at the discretion of Chief Lingenfelter for use during the dress parade at The Hudson Valley Firefighters Convention in Lake George, NY on June 17, 2011. Passed 4-0.

The Career Employee Health Insurance Plan was discussed and how it could affect the current retiree's health plan.

Motion Murray/Second Nappi: To adjourn the meeting to executive session at 7:44 p.m. Passed 4-0.

Motion Nappi /Second Weitz: To return the meeting to regular session at 7:59 p.m. Passed 4-0.

Motion Nappi/Second Murray: To authorize Attorney Hayner to take any/all steps necessary to collect paramedic tuition from Mr. Christopher Apa and Mr. Joshua Colvin. Passed 4-0.

Motion Nappi/Second Murray: To adjourn the meeting at 8:00 p.m. Passed 4-0.

**The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday, July 13, 2011 at 7:00 p.m.**

**Respectfully submitted,**

*William J. Versocki*

District Secretary