

Minutes of Regular Meeting August 10, 2011

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

Also Present: Treasurer Splendido, Secretary Versocki, Attorney Hayner, Chief Lingenfelter
1st Assistant Chief Elliott, 2nd Assistant Chief Dietrich, John Fitzmaurice and
Katrina Pacheco.

The Meeting was called to order at 7:04 p.m. by Chairman Woehrle.

Motion/Daly, 2nd/ Murray: To approve the minutes of the July 13, 2011 Regular Monthly Meeting
As Read. Passed 5-0.

CORRESPONDENCE:

- A printout of Grand Blvd. Fire Company members calls percentages through July 2011.
- The Fire District's of NY Mutual Insurance Co. 2010 Annual Report.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Murray 2nd/Weitz: To pay bills for corresponding check #'s12073 – 12130
From July 14, 2011 thru August 10, 2011- totaling \$498,754.82 as reviewed. Passed 5-0.

TREASURER'S REPORT:

- The reserve accounts were reviewed
- The comparison sheet for July 2010 & 2011 were reviewed by each line item.
- Budget versus actual expenses through July 2011 were reviewed. John stated that we are 58% through the budget year with 52% of the expense budget spent.
- We are still seeing an increase in gasoline costs with 100% of the gasoline budget spent thus far.
- The break out for "The Renovation/Addition project expenses" was reviewed and as of August 10, 2011 \$2.394 million dollars of the bond have been spent and the balance is \$2.403 million dollars.
- I have received an estimate for The 2012 NYS Retirement System payment of \$343 thousand dollars (\$343,000.00). This is approximately \$62 thousand dollars (\$62,000.00) more than the 2011 payment.

ATTORNEY'S REPORT:

- The following points were brought up concerning the military leave draft;

1. 13% of the career fire department members are affected by a possible military leave policy.
2. There are 2 components of the policy draft. The first is pay differential which is a cost component. Second is the health insurance component which is also a cost component.

Chairman Woehrle asked that the Military Leave Policy be discussed further under old business.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray:

- This is a reminder to the finance committee that it is about time to begin the 2012 budget process.
- The finance committee consists of:
Commissioner s Murray & Woehrle, Treasurer Splendido and Chief Lingenfelter.

INSURANCE: No Report.

MEDIA RELATIONS:

Commissioner Weitz:

I am recommending that an article be placed in The Gazette to update our residents about what has been going on in relation to the building renovation/addition project and to direct everyone to the website. Chairman Woehrle suggested waiting until after Labor Day.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The new ambulance was delivered to NERV in Syracuse on Monday the 8th. NERV will be inspecting, lettering, striping, and final preparations for delivery to fire district. **I am requesting that the Treasurer be authorized to draft a check in the amount of \$134,799.00 payable to North Eastern Rescue Vehicles Inc. should delivery of the ambulance occur before the next regular meeting of the board. Authorization is also requested for the Chief and Lt. Vena to travel to NERV in Syracuse for a pre-delivery inspection.**
- Car 429, the 2005 Tahoe experienced a flat tire while driving to the Firehouse Expo in Baltimore.
- E-403 has been returned from the City of Schenectady. We are in the process of recovering two wheel chocks that were removed. Advertising for sale of the engine will be going out within the next week. It is currently being stored in what is now the Town of Niskayuna Water Department storage facility on WTRY road.

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- The driveway and apron at the River Road station is in need of sealing.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS:

Chief Elliott Reported:

- We recently took delivery of 3 sets of Fire Police gear.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

FIRE STATION ADDITION/RENOVATION:

Chief Lingenfelter Reported:

Facility Renovation/Addition Project Status:

- Sheetrock installation continues in the existing structure.
- The small area of potentially contaminate soil in front of the south bay has been sampled and test results indicate no migration of contamination. PSI has drafted a final report which was submitted to DEC. Closure of the spill number is anticipated. No further action should be required.
- Steel erection is almost complete.
- Light gauge truss installation is well under way.
- Decking is being installed for roofs and interior floors
- Proposals are being obtained for:
 - Phone system
 - Network cabling
 - Security system
 - Office furniture
 - Exercise equipment.
- The following change orders were approved by the project team:
Tree trimming – \$2390.00
- We are anticipating a change in the location of our electrical service from National Grid. There will be a change order required to accommodate these changes.
- With regard to BGC's request to change cover sheets on previous change orders to reflect a completion date of TBD and any proposed extension of completion date:
 - We will not be re-signing any previous change orders.
 - We will not be signing a change order with TBD in place of the contracted completion date. It is our position that any change to the project completion date must be justified by a change order substantiating the need for a date change.
 - A change order may be specific to changing the completion date based on substantiated project delays such as weather or unforeseeable conditions.
 - A completion date change may also be justified by a specific change order that can be reasonably assumed to impact the schedule due to expansion of the projects scope.
- A clearance letter was received on August 9, 2011 from Warren Panzer for abatement of asbestos from roof of 1947 additions.
- I called Three (3) tree removal companies for estimates to remove 3 pine trees. The three companies were: Davie Tree Service, Valley Tree Service and Peter Frizzone –The Tree Doctor.

- The Tree Doctor could not perform the job in the required time limits and of the others Valley Tree Service gave the lowest estimate of \$950.00.
- **I recommend that Valley Tree Service be hired to cut down 3 pine trees at a cost of \$950.00.**

REPORT OF THE CHIEFS:

Chief Lingenfelter's Reported:

- Annual hose testing continues.
- A donation of 80 AAA Batteries and 186 AA Batteries was received from Duracell as part of the *Power those Who Protect Us* battery donation program.
- I have been working with FF Louis Solano to develop a New Member Orientation program in an effort to improve the experience of new members to the organization and enhance their understanding of our agency structure and mission.
- A volunteer ride time/duty program is being developed to provide additional opportunities for volunteer members to participate in response, training, and maintenance activities.
- The ShopRite Supermarkets loss prevention and asset utilization directors met with NPD Chief Lubrant and me to discuss safety and security for the new store location in St. James Square.
- **I am requesting authorization to attend NYS Office of Emergency Management Instructor's Workshop in Lake Placid, NY from September 13th – 15th, 2011.** Lodging and meals are covered by NYS OEM.
- **I am requesting authorization to attend the NYS Fire Marshals Association Educational Conference in Skaneateles, NY from September 27th – 29th at an estimated cost of \$421.00.** The conference provides 16 credit hours of code enforcement in service training requirement. Conference request form has been submitted.

Department Activity:

	<u>2011</u>	<u>2010</u>	
July Incidents:	147	169	
EMS	89	119	
Fire/Other	58	50	
YTD Incidents	1044	1055	(7/31)
Other Activities:			
Emergency Callback		12	Hours
Fire Company Drill		41	Hours
Fire/EMS/Codes In-Service Training		16	Hours

Chief Elliott: The Grand Blvd. Fire Company Chief's will be working with Chief Lingenfelter on the 2012 budget needs.

Chief Dietrich: No Report.

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

Report of the Grand Boulevard Fire Company: Commissioner Woehrle reported that Grand Blvd. Fire Company Vice-President Steve Vena will be researching the possibility of replacing the sign at River Rd. with an electronic sign.

OLD BUSINESS:

- The Military Leave draft was discussed at great length. Attorney Hayner reviewed the document and discussed some facts about the NY State Military Leave Policy & the Niskayuna Town Policy. Chairman Woehrle requested that the Military Leave document be re-written in a Policy format. Once the final draft has had the necessary changes made it will be voted upon. The military leave policy, once initially approved, must be re-approved each January like all our other policies and procedures.

NEW BUSINESS:

Motion Murray/ Second Daly: To authorize Treasurer Splendido to draft a check in the amount of \$134,799.00 payable to Northeastern Rescue Vehicles Inc.. Passed 5-0.

Motion Murray/ Second Weitz: To allow Chief Lingenfelter and Lieutenant Vena to travel to Northeastern Rescue Vehicles in Syracuse, NY for a pre-delivery inspection of the new ambulance. Passed 5-0.

Motion/Weitz/ Second Murray: To authorize Chief Lingenfelter to attend the NYS Office of Emergency Management Instructor's Workshop in Lake Placid, NY from September 13 – 15, 2011 and to authorize the use of a district vehicle for travel. Passed 5-0.

Motion Murray /Second Weitz: To authorize Chief Lingenfelter & 1 additional officer at the Chief's discretion to attend the NYS Fire Marshals Association Educational Conference in Skaneateles, NY from September 27-29, 2011 at an estimated cost of \$421.00 for each participant. Passed 5-0.

Motion Nappi/Second Murray: To hire Valley Tree Service to cut down 3 pine trees at a cost of \$950.00. Passed 5-0.

Motion Murray /Second Daly: To adjourn the meeting to executive session at 8:10 p.m. Passed 5-0.

Motion Murray /Second Weitz: To return the meeting to regular session at 8:34 p.m. Passed 5-0.

Motion Nappi/Second Murray: To adjourn the meeting at 8:35 p.m. Passed 5-0.

The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday September 14, 2011 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

District Secretary