

Minutes of Regular Meeting March 13, 2013

PRESENT: Commissioners Nappi, Daly and Chairman Woehrle.

Also Present: Secretary Versocki, Chief Lingenfelter, Attorney Hayner and GBFC President Baker.

The Meeting was called to order at 7:05 p.m. by Chairman Woehrle.

Motion/ Daly, 2nd / Nappi: To approve the minutes of the February 13, 2013 regular monthly meeting as amended. Passed 3-0.

CORRESPONDENCE:

- A letter from The Schenectady County Civil Service Commission stating that 15 names appear as payroll certification for Niskayuna Fire District No. 1.
- A letter from The Grand Blvd. Fire Company stating that member Nick Casso of 1089 Waverly Pl. Schenectady, NY 12308 was granted a Leave of Absence for up to one (1) year and that timeframe has expired. He is hereby automatically considered resigned as a fire company member. The Fire Company members ask his name be removed from the fire district rolls.
- An e-mail from LOSAP Trustee Ray Hull explaining the contents of a meeting between the LOSAP committee and McNeil & Company.
- A letter of thanks from The Van Antwerp Middle School PTO for The Fire Department's participation in a recent fire safety event.
- A letter from Schenectady Insuring Agency explaining changes to an existing policy for 1079 Balltown Rd.
- An e-mail letter from Mike Reidy of Ameri-Pride linen service asking about pricing comparison with our current linen supplier.
- An invitation from Fire Districts Mutual Insurance Company to attend their annual policyholders meeting to be held April 24, 2013 at their corporate office in Chestnut Ridge, NY 10977.
- An updated listing of The Grand Blvd. Fire Company Ladies Auxiliary.
- The Fire Company call averages for members through February 2013.
- A certification presented to Vincent Daly for satisfactory completion of Commissioners Training on March 2, 2013.

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Motion/ Daly, 2nd/ Nappi: To pay bills for corresponding check #'s 13209-13269 from February 14, 2013 thru March 13, 2013 totaling \$97,980.85 as reviewed. Passed 3-0.

TREASURER'S REPORT:

Commissioner Woehrle Reported for Treasurer Splendido:

- Of the \$4.8 million dollar bond a balance of \$97,032.58 is remaining.
- The reserve accounts were reviewed.
- The comparison sheets for February 2012 vs.2013 were reviewed.
- Budget versus actual expenses through February 2013 were reviewed.
- The 2013 Tax Levy's have been paid.
- John is presently working on the 2012 audit.
- John has requested a 60 day extension on the Annual Financial Audit for The NYS Comptroller's Office.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE:

Chief Lingenfelter Reported:

- Reviewed insurance renewal with John White from Schenectady Insuring. Premium increased by \$47.64. A hazardous materials coverage option was discussed.
- Insurance Services Office inspected both stations at the request of Utica National Insurance as part of our premium determination process.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

HEALTH & SAFETY: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Two valves were rebuilt on E-402's pump.
- E-403 has been sold for \$3500 to Patrick Whitton. Lettering has been removed as necessary; the title was received and signed over to the new owner.
- Emergency lighting and lettering materials have been ordered from Larosa's Automotive for the 2013 Tahoe in order to take advantage of NYS contract pricing. Update on anticipated delivery of vehicle is mid to late May.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- Wells Communications will be conducted tests on the radio system in an attempt to identify the source of radio issues on Channel 11. All costs are the responsibility of Schenectady County. Some issues were identified.

EMS & EQUIPMENT: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- A final list of warranty issues with the renovation/addition project has been sent to the respective contractors.
- I am obtaining a proposal from Warren Panzer for asbestos survey of 1071 Balltown Road. Have also obtained rough estimate from a demolition company for demo and backfill of site. Short term recommendation is to demolish structure and clear site to ensure a safe environment and address neighbor concerns for site appearance.
- I will be soliciting quotes and recommendations for preventive maintenance and required testing of building systems in the stations.
- Three quotes were obtained for window treatments in the Balltown Road station. The lowest was from Blinds/Shades and more at \$2751.17. I Recommend approval for Blinds/Shades and More to provide and install window treatments for the Balltown Road station at a cost not to exceed \$2900.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Commissioner Daly Reported:

- McNeil & Company is guaranteeing a 4% return on the LOSAP funds until December 31, 2013. The service awards committee is recommending we sit tight on that figure and decide what direction to go prior to the December timeframe.
- Commissioner Daly read the following report from LOSAP Trustee Ray Hull: Thirty two (32) Grand-Bld. Fire Company members were evaluated; twelve (12) members earned at least 50 points to qualify for benefits in 2012. Five (5) members did not qualify due to lack of service time & four (4) members were on leave.

INSPECTION & INSTALLATION: No Report.

FIRE STATION ADDITION/RENOVATION:

Chief Lingenfelter Reported:

- There was a final mediation session with Bunkoff Contractors.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Received a request from Lieutenant Sweet for extended sick leave approval for medical treatment requiring approximately four weeks out of work.
- Firefighter Powers will be out of work until further notice due to an injury.
- Two personnel related issue to discuss in executive session.
- Single gas CO monitors have been ordered.
- Currently researching copier, scanner and printer solutions.

- Personnel conducted a fire prevention program at Van Antwerp Middle School on March 2nd. The program was very well received.
- Front page of "Fire News" was a full page picture of our personnel extricating a patient from a motor vehicle collision on Aqueduct Road.
- An article appeared in the Schenectady Gazette on February 27th covering the donation received from the Niskayuna Mom's Run in memory of Sandy Hook and Grace Klein. There was also a similar story that aired on YNN.
- The Schenectady County Unified Communications Center planning is under way. Commissioner - Woehrle and I serve on the Technical Advisory Committee.
- Wells Communications will be conducted tests on the radio system in an attempt to identify the source of radio issues on Channel 11. All costs are the responsibility of Schenectady County. Some issues were identified.
- **Request authorization to attend the Career Chiefs meeting on March 18th and 19th in Niagara Falls, NY at a cost not to exceed \$190.00.** A Conference Attendance Request form has been submitted
- **Request authorization to attend the 2013 Fire Rescue International Conference in Chicago from August 13th – 17th at an estimate cost of \$2504.00 Travel, lodging, meals, and conference registration included.** A Conference Attendance Request Form has been submitted.

- Department Activity

	<u>2013</u>	<u>2012</u>	
February Incidents	159	128	
EMS	106	90	
Fire/Other	53	38	
YTD Incidents	324	270	(2/28-2/29)
Other Activities:			
Emergency Callback		8	Hours
Fire Company Drill		90*	Hours
Fire/EMS/Codes In-Service Training		117	Hours

Chief Dietrich: No Report.

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

Report of the Grand Boulevard Fire Company:

President John Baker Reported:

- The Fire Company adopted a revised purchasing policy at our last monthly meeting.
- The board of directors met and discussed the alcohol policy. Proposed changes will be made to the District policy in April; the Fire Company policy will then change accordingly.
- In the past 6 months there have been some positive changes within the Fire Company. One change is an emphasis on recruitment and retention of members.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Daly, Second/ Nappi: To grant Lieutenant Sweet extended sick leave for the period of April 8 – May 8, 2013 for medical treatment. Passed 3-0.

Motion/ Nappi, Second/ Daly: To authorize Blinds/Shades and More to provide and install window treatments for the Balltown Road station at a cost not to exceed \$2900. Passed 3-0.

Motion/ Nappi, Second/ Daly: To authorize Chief Lingenfelter to attend the Career Chiefs meeting on March 18th and 19th in Niagara Falls, NY at a cost not to exceed \$190.00. Passed 3-0.

Motion/ Daly, Second/ Nappi: To authorize Lieutenant Griffiths to utilize a district vehicle for transportation to the First Line Supervisors Training Program in New York, NY from February 18th – March 15th. Passed 5-0.

Motion/ Daly, Second/ Nappi: To authorize Captain Congdon to attend the 2013 Fire Department Instructor's Conference in Indianapolis from April 24 – 28, 2013 at an estimate cost of \$2276. Travel, lodging, meals, and conference registration included. Passed 3-0.

Motion/ Nappi, Second/ Daly: To drop Nick Casso from the Fire District rolls. Passed 3-0.

Motion/ Nappi, Second/ Daly: To authorize up to (2) two commissioners (Woehrle and one other) to attend the AFDNYS Conference at a cost of \$35.00 each and a total of \$70.00. Passed 3-0.

Motion/ Nappi, Second/ Daly: To upgrade the Balltown Rd. station internet to Tech Valley FIOSS at a monthly cost of \$100 plus a one- time cost of \$295.00 for installation. Passed 3-0.

Motion/ Nappi, Second/ Daly: To approve the 2012 LOSAP in the amount of \$9,400.00. Passed 3-0.

Motion/ Daly, Second/ Nappi: To authorize the expenditure of \$1,198.80 for 2012 medicare part B for FF/P Riemenschneider. Passed 3-0.

Motion/ Nappi, Second/ Daly: To adjourn the meeting at 8:02 p.m. Passed 3-0.

The next Regular Meeting will be held on Wednesday April 10, 2013 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary