

Minutes of Regular Meeting April 10, 2013

PRESENT: Commissioners Murray, Nappi, Daly, Weitz (arrived 7:10 pm) and Chairman Woehrle.

Also Present: Treasurer Splendido, Secretary Versocki, Chief Lingenfelter, Attorney Hayner and Captain Jim Vena.

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

Motion/ Nappi, 2nd / Murray: To approve the minutes of the March 13, 2013 regular monthly meeting as read. Passed 4-0.

CORRESPONDENCE:

- A certificate of insurance from Nationwide Retirement Solutions.
- A certificate of insurance from Schenectady Insuring Agency for certificate holders: Ellis Hospital; Niagara Mohawk Power Corp. and Town of Colonie, NY Fire Prevention.
- A copy of the employer Forum from The NYS Comptroller's office.
- A letter from Warren Panzer Environmental Engineering pertaining to the Asbestos Inspection of 1071 Balltown Rd.
- An amended copy of the Grand Blvd. Fire Company Alcohol Use Control policy.
- A bulletin from St. Peter's Hospital announcing a two-day family event "Journey Through the Body"
- A letter of thanks for prompt professional services on April 2, 2013 when an electrical smell invaded the premises.

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Motion/ Daly, 2nd/ Nappi: To pay bills for corresponding check #'s 13270-13299 and 13300 - 13312 from March 14, 2013 thru April 10, 2013 totaling \$69,180.55 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Commissioner Woehrle Reported for Treasurer Splendido:

- Of the \$4.8 million dollar bond a balance of \$96,863.14 is remaining.
- The reserve accounts were reviewed.
- The comparison sheets for March 2012 vs. 2013 were reviewed.
- Budget versus actual expenses through March 2013 were reviewed.
- All tax levies have been received.

ATTORNEY'S REPORT:

- The remaining legal issues with Bunkoff General Contractors have been resolved. They accepted our offer to release the funds owed plus \$16,000.00 additional funds. The total to be paid to Bunkoff is \$97,131.80. A resolution should be made authorizing The Fire District Chairman to execute an appropriate release of funds.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

HEALTH & SAFETY: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- The Turbo on Engine 402 failed and was replaced at a cost of \$3130.93.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- Wells Communications has repaired the radio issue on channel 11. We will be monitoring the system closely to evaluate effectiveness of the repairs.

EMS & EQUIPMENT: No Report.

HEALTH & SAFETY: No Report.

FACILITIES:

Chief Lingenfelter Reported:

- Warren Panzer has submitted a proposal for an asbestos survey of 1071 Balltown Road for the board's consideration.
- I have received two quotes for installation of the medical emergency pendant for the exercise room. I recommend authorization for the purchase and installation of a personal alert pendant and dialer for the exercise room to include system configuration with the dispatch center.
- Window treatments for the Balltown Road station have been ordered.
- Phone and internet service to Balltown Road station has been switched over to Tech Valley Fiber optic service. Internet speeds have doubled and phone system is working fine. The change resulted in one issue with the fire alarm system dialer which was resolved. I will be cancelling the Road Runner service to Balltown Road. River Road will still be serviced by Road Runner.
- Meeting storage room has been cleaned out.

- Plymo-vent repairs have been completed at both stations. Some minor adjustment to apparatus exhaust discharges will be needed.

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.

INSPECTION & INSTALLATION: No Report.

FIRE STATION ADDITION/RENOVATION:

Chief Lingenfelter Reported:

- There are some items that need to be finished up. They would include landscaping and issues inside. Those issues were put on hold until the Bunkoff issue was resolved.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Currently reviewing 5 new applications for membership. The recruitment and retention committee is currently working on improving our interview process and new member mentorship/training.
- Receipt of the March 31st payroll was delayed. Treasurer Splendido is working with Paychex to address the issue.
- A tentative agreement with Bunkoff General Contracting has been reached. Board approval will be needed. Details are being reviewed by attorneys Hayner and Gordon.
- Schenectady County Community College Internship guidelines have been developed and attached to this report.
I am requesting board authorization to initiate the SCCC Internship program.
- Two new electric sump pumps were purchased to replace damaged pumps.
- We have received notice that Sprint will be discontinuing the service that a few of our apparatus cell phones are using. We will be evaluating their usage and making a determination on whether to continue the service.
- Turnout gear is on order for two firefighters.
- Dispatching procedures for calls have been modified to differentiate EMS calls from Fire Calls. This will allow volunteers to set their pagers to alert on "fire calls only" if their availability is limited.
- Automatic callback of available career staff for fire and MVCs has been initiated in an attempt to improve incident staffing shortfalls.
- Open house planning is moving forward for April 27th. Advertising will be going up in the next week.
- Planning for the upcoming Niska-Day support activities is under way.
- Work is continuing with Niskayuna Schools, JCC, and the Niskayuna Police Department on school safety programs and training.

- I am working with NFD 2 and Stanford Heights FD on Central Dispatch planning for mutual aid responses. All activities being coordinated with the UCC Technical Advisory Committee.

- Department Activity

	<u>2013</u>	<u>2012</u>
March Incidents	185	144
EMS	127	104
Fire/Other	53	40
YTD Incidents	509	414 (3/31)

Other Activities:

Emergency Callback	16	Hours
Fire Company Drill	84	Hours
Fire/EMS/Codes In-Service Training	88	Hours

Report of the Niskayuna Permanent Fireman’s Association:

NPFA President Capt. Vena:

- I am asking the commissioners for a brief executive session.

Report of the Grand Boulevard Fire Company:

GBFC Director Capt. Vena Reported:

- At our last monthly meeting on April 8, 2013 the members asked to change the window in the GBFC kitchen. They want to remove the fixed window to install a slider. The GBFC agreed to pay for the change. Chief Lingenfelter wants to check with the architects prior to approval.
- As was read into the correspondence, the alcohol policy was revised and approved by the GBFC members pending your approval.

OLD BUSINESS:

Chairman Woehrle Reported:

- Each commissioner was given the amended copy of the alcohol policy. I recommend it be adopted with the word electronic omitted from the paragraph entitled “storage”.

NEW BUSINESS:

Motion/ Nappi, Second/Daly: To authorize the purchase and installation of a personal alert pendant and dialer for the exercise room to include system configuration with the dispatch center for up to \$500.00. Passed 5-0.

Motion/ Nappi, Second/ Murray: To authorize the proposal for an asbestos survey of 1071 Balltown Road by Warren Panzer at a cost not to exceed \$2,500. Passed 5-0.

Motion/ Nappi, Second/ Daly: To authorize the Schenectady County Community College Internship program. Passed 5-0.

Motion/ Nappi, Second/ Daly: To adopt the Fire District alcohol policy as amended. Passed 5-0.

Motion/ Nappi, Second/ Murray: To agree to the settlement with Bunkoff General Contractors; as reviewed with Attorney's Gordon and Hayner; for the total sum of \$97,131.80 and authorize The Board of Fire Commissioners Chairman to execute the appropriate release. Passed 5-0.

Motion/ Nappi, Second/ Weitz: To authorize payment to Attorney Hayner in the amount of \$7,511.50 for his work on the Fire Station Addition/Renovation project and the legal resolution with Bunkoff General Contractors Inc. Passed 5-0.

Motion/ Daly, Second/ Nappi: To allow Chief Lingenfelter to participate in the St. Peters Hospital "Journey Through the Body" 2-day event at his discretion. Passed 5-0.

Motion/ Nappi, Second/ Murray: To authorize The GBFC to replace the kitchen window with the same window style and wood frame with prior approval from the Facilities Committee. Passed 5-0.

Chairman Woehrle set the date for the Board of fire Commissioners and staff **2013 picture** for 6 pm on June 12, 2013.

Motion/ Nappi, Second/ Daly: To go to executive session at 8:03 p.m. Passed 5-0.

Motion/ Nappi, Second/ Daly: To return to regular session at 8:25 p.m. Passed 5-0.

Motion/ Daly, Second/ Weitz: To adjourn the meeting at 8:26 p.m. Passed 5-0.

The next Regular Meeting will be held on Wednesday May 8, 2013 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary