

Minutes of Regular Meeting June 11, 2014

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

Also Present: Secretary Versocki, Treasurer Splendido, Chief Lingenfelter, D. Pacheco, D. Elliott and Attorney Hayner

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

Motion/ Murray, 2nd/ Daly: To approve the minutes of the May 14, 2014 regular monthly meeting as read. Passed 4-0.

CORRESPONDENCE:

- A correspondence letter from The Grand Blvd. Fire Company stating that at their monthly meeting on June 9, 2014 the members voted to add the following person as a probationary firefighter/EMS member pending the results of a full physical and arson background check. They ask the commissioners to approve their choice of Matthew P. O'Donoghue of 2110 Eastern Parkway Schenectady, NY 12309.
- A correspondence letter from The Grand Blvd. Fire Company stating that at their monthly meeting on June 9, 2014 the members voted to add the following person as a probationary firefighter pending the results of a full physical and arson background check. They ask the commissioners to approve their choice of Apolo Cedeno of 1221 Union St. Schenectady, NY 12308.
- A correspondence letter from The Grand Blvd. Fire Company stating that at their monthly meeting on June 9, 2014 the members voted to add the following person as a probationary firefighter pending the results of a full physical and arson background check. They ask the commissioners to approve their choice of David Scotto of 2114 Primrose Lane Niskayuna, NY 12309.
- A thank you letter for EMS services to Estelle Dwora of 1218 Ruffner Rd. Niskayuna, NY 12309

PRIVILEGE OF THE FLOOR: No Report.

BILLS: Commissioner Woehrle stated that he has reviewed all the bills.

Motion/Murray, 2nd/ Daly: To pay bills for corresponding check #'s 13986 – 13999 & 14000 - 14024 From May 15, 2014 thru June 11, 2014, 2014 totaling \$61,406.99 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts were reviewed.

- The Building Addition/Renovation project was reviewed.
- The comparison sheets for May 2013 vs.2014 were reviewed.
- Budget versus actual expenses through May 2014 were reviewed. We are 42% through the year and have spent 49.8% of the budget. This is due to up front expenses that should equalize throughout the year.
- Also, the auditors updated their report by adding the collateralized bank statement.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- I followed up with our insurance agent about the exercise room issue. To be clear, if a Grand Blvd. Fire Company member gets hurt while using the exercise room they are NOT covered by workers compensation. Additionally if a career member NOT on duty gets hurt utilizing the exercise room they are similarly NOT covered by workers compensation. I recommend that everyone sign a waiver to this effect and the Secretary should send a letter to The Fire Company making them aware of this.
- Our insurance agent also followed up with their carrier about the child care issue. They sent up some material that is used in the risk management of day care facilities. Additionally, they sent a copy of a loss control report which shows what they review when doing a visit to a child care facility.

COMMITTEE REPORTS:

FINANCE:

Commissioner Murray Reported:

- We should begin preparing for the 2015 budget.

Chief Lingenfelter Reported:

- As part of the NYSAFC legislative day, I met with Senator Farley and Assemblyman Steck on May 19th, 2014 to discuss various legislative issues impacting the emergency services and their impact on our agency.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- We are currently experiencing routine preventive maintenance activities.
- I am researching modified seats/seat belts for fire apparatus to facilitate safe seat belt usage while responding to incidents in full turnout gear.
- Power stretchers have been installed and are in service on all three ambulances. Some minor install issues have been addressed by the Stryker service technician.
- I am requesting authorization to purchase 8 scanners for installation in apparatus to monitor other agency communications when responding to incidents at a total cost not to exceed \$800.

- The Craftsman lawn tractor at Balltown Road requires repair at an estimated cost of \$500. The mower was less than \$2000 when it was purchased 11 years ago and has had difficulty navigating the terrain at the station including braking issues. Request authorization to purchase a Cub Cadet LTX1046KW 46" lawn tractor with bagger at a cost of \$2268.00 from Emerich's to replace the Craftsman Mower.
- Request that the Craftsman Mower be declared surplus in as is condition. (Does not run)
- Request that the three Stryker stretchers recently removed from service be declared surplus and sold.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- UCC Update – The Town of Niskayuna has been re-scheduled again to transfer dispatching operations to the UCC dispatch facility on June 17th.
- I participated in a press conference in Albany on May 20th emphasizing the importance of Smoke Alarms in the Home.

EMS & EQUIPMENT:

Commissioner Weitz Reported:

- I was present when one of the new stretchers was utilized and I think it was a very good investment.

HEALTH & SAFETY: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- The Grand Blvd. Fire Co. has asked permission to penetrate the exterior wall to install a ¾ inch gas line for an outside natural gas grill.
- In reference to the drainage problem in the front of the building and the runoff, I am asking our architect to discuss these plans.
- David Pacheco discussed the plan for sealing and completely coating the apron from the windows out to prevent water, snow and ice build-up from leaking into the GBFC recreation room. Three contractors were contacted and 2 proposals were received.
- Jersen Contractors - \$11,300.00
- Arcon Construction - \$7,210.00: Arcon has done similar work for Verdoy Fire Dept. and Pacheco/Ross recommends Arcon Construction & Management Services for the apron work.

Chief Lingenfelter Also Reported:

- The various wall repairs throughout the station, the commissioner's office floor, and the roof sheathing have been reviewed with Eric Montgomery. Once the water issues have been addressed the repairs can be completed pending board approval of the work proposal. I anticipate the proposal for the next board meeting.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- Firefighter /Paramedic Baker returned to full duty on 6/10/14.
- Lieutenant Sweet will be out on injury leave until further notice.
- Captain Congdon is requesting 3 days of sick leave for a medical procedure.
- The recruitment and retention committee has worked up a recruiting flyer to post in local businesses and schools to encourage membership.
- Working on a policy allowing civilians to “ride-along” in an observational capacity to gain a better understanding of the service we provide and the situations one might encounter. Once drafted it will be submitted to the Board for consideration.
- Niska-day support activities went well. No significant emergencies were experienced and our fire prevention activities on site were very well received by the community. A number of our newer members worked over 14 hour’s straight to staff the event.
- We have been advised (un-officially) that EMS Charts will no longer be providing PCR documentation services in early 2015 which will require us to find another vendor. We are working with neighboring agencies and the regional representatives to investigate our options.
- I am requesting authorization to attend the Volunteer and Combination Officers Symposium in Clearwater Beach Florida from November 5 – 10, 2014 a cost of \$2127.80 for registration, transportation, lodging & meals. A conference attendance request form has been submitted.

Department Activity	<u>2014</u>	<u>2013</u>
May Incidents	144	206
EMS	86	112
Fire/Other	58	94
YTD Incidents	768	873 (5/31)

Other Activities:

Emergency Callback	12	Hours
Fire Company Drill	66	Hours
Fire/EMS/Codes In-Service Training	67	Hours

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Murray, Second/ Weitz: To authorize the purchase of 8 scanners for installation in apparatus to monitor other agency communications when responding to incidents at a total cost not to exceed \$800. Passed 4-0.

Motion/ Weitz, Second/ Murray: To authorize the purchase of a Cub Cadet LTX1046KW 46" lawn tractor with bagger at a cost of \$2268.00 from Emerich's to replace the Craftsman Mower. Passed 4-0.

Motion/ Murray, Second/ Weitz: To declare the Craftsman Mower as surplus and authorize Chief Lingenfelter to dispose of mower at his discretion. Passed 4-0.

Motion/ Murray, Second/ Daly: To declare the (3) three Stryker stretchers recently removed from service as surplus. Passed 4-0.

Motion/ Murray, Second/ Weitz: To authorize Chief Lingenfelter to sell the (3) three Stryker stretchers recently removed from service and declared surplus. Passed 4-0.

Motion/ Weitz, Second/ Daly: To authorize Chief Lingenfelter to attend the Volunteer and Combination Officers Symposium in Clearwater Beach Florida from November 5 – 10, 2014 At a cost of \$2127.80 for registration, transportation, lodging & meals. Passed 4-0.

Motion/ Murray, Second/ Weitz: To accept Apolo Cedeno 1221 Union St. Schenectady, NY 12308 as a GBFC probationary firefighter member pending the results of a complete physical and arson background check. Passed 4-0.

Motion/ Murray, Second/ Daly: To accept Matthew P. O'Donoghue of 2110 Eastern Parkway Schenectady, NY 12309 as a GBFC probationary firefighter/EMS member pending the results of a complete physical and arson background check. Passed 4-0.

Motion/ Murray, Second/ Daly: To accept David Scotto of 2114 Primrose Lane Niskayuna, NY 12309 as a GBFC probationary firefighter member pending the results of a complete physical and arson background check. Passed 4-0.

Motion/ Murray, Second/ Daly: To accept Pacheco/Ross Architect's recommendation and hire Arcon Construction & Management Services to make repairs described within the proposed scope of work on the apron at 1079 Balltown Rd. at a cost of \$7,210.00 with funds to be utilized from the building reserve fund. Passed 4-0.

Motion/ Murray, Second/ Daly: To authorize The Grand Blvd. Fire Company to penetrate the exterior wall from the kitchen to the pavilion area and run a ¾ inch black pipe natural gas line with a shut-off at each end. Passed 4-0.

Motion/ Murray, Second/ Daly: To adjourn the meeting to Executive Session at 7:51 pm. Passed 4-0.

Motion/ Murray, Second/ Weitz: To return the meeting to regular session at 7:59 pm. Passed 4-0.

Motion/ Daly, Second/ Weitz: To authorize FF/P Captain Ted Congdon 3 days of sick leave. Passed 4-0.

Motion/ Daly, Second/ Weitz: To adjourn the meeting at 8:00 p.m. Passed 4-0.

The next Regular Meeting will be held on Wednesday July 9, 2014 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Fire District No. 1 Secretary