

## **Minutes of Regular Meeting March 9, 2016**

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**PRESENT:** Commissioners Murray, Daly and Chairman Woehrle.  
Commissioner Weitz arrived at 7:05 p.m.

**Also Present:** Secretary Versocki, Chief Lingenfelter, Chief Dietrich  
1<sup>st</sup> Assistant Chief Luft and Captain J. Vena.

The Meeting was called to order at 7:00 p.m. by Chairman Woehrle.

**Chairman Woehrle reported:**

- Commissioner Nappi was excused from tonight's meeting.

**Motion/ Daly, 2<sup>nd</sup>/ Murray:** To approve the minutes of the February 10, 2016 regular monthly meeting minutes as read. Passed 3-0.

**CORRESPONDENCE:**

- A notice from The Association of Fire Districts of NYS announcing the spring workshops and annual training beginning April 28 and ending April 30, 2016 at The Desmond Hotel in Albany, NY.
- Fire Districts of NY Mutual Insurance Co. Inc. is holding their annual meeting for all policyholders on April 16, 2016 beginning at 8 am at The Doral Arrow wood Hotel in Rye Brook, NY.
- A copy of The Spring 2016 Employer Forum from The NYS Comptroller's office.

**PRIVILEGE OF THE FLOOR:** No Report.

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

**Motion/ Murray, 2<sup>nd</sup>/ Daly:** To pay bills for corresponding check #'s 15027 – 15072  
From February 11, 2016 thru, March 9, 2016 totaling \$134,145.17 as reviewed. Passed 4-0.

**TREASURER'S REPORT:**

**Commissioner Murray Reported:**

- The reserve accounts as of the end of February were reviewed.
- The comparison sheets for February 2016 vs.2015 were reviewed.
- Budget versus actual expenses through February 2016 were reviewed. We are 16% through the year and we have spent 29.6% of the budget due to front load entries. As we progress through the year this figure will begin to even out.

**ATTORNEY'S REPORT:** No Report.

**COMMITTEE REPORTS:**

**FINANCE:** No Report.

**INSURANCE:** No Report.

**MEDIA RELATIONS:** No Report.

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- New Engine production specifications are in the final draft stage. Anticipate chassis deliver to the factory sometime in April.
- Working on seat repairs for Engine 402 and U421.
- Investigating equipment to purchase with new engine. Considering battery powered extrication tools, portable deluge gun, and thermal imagers.

**COMMUNICATIONS & INFORMATION SERVICES:**

**Commissioner Woehrle Reported:**

- First Light has upgraded the internet speeds at the Balltown Road station and is in the process of installing the fiber service to the River Road station.

**Chief Lingenfelter Reported:**

- Modems that were approved for purchase 2 months ago were subsequently purchased by REMO.

**EMS & EQUIPMENT:** No Report.

**HEALTH & FITNESS:** No Report.

**FACILITIES:**

**Commissioner Woehrle Reported:**

- FF Moskowitz painted to River Rd. console room, bathroom and hallway.
- I have contacted City Glass about an estimate to replace the windows at River Rd.
- The treasurer and I completed organizing financial files in the records storage room.

**Chief Lingenfelter's Report:**

- Roof repairs have been completed at the River Road station.
- Work continues on the items noted in the facility inspection report.

**ELECTIONS:** No Report.

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

**SERVICE AWARDS PROGRAM:**

**Commissioner Weitz Reported:**

- The LOSAP 30 day posting will be end on Thursday. Thus far, there have been no challenges. I recommend we vote tonight to approve the 2015 LOSAP award.

**INSPECTION & INSTALLATION:**

**Commissioner Woehrle Reported:**

- Next year's Installation dinner will be held Saturday January 28, 2017 at The Lighthouse - Restaurant, "At Waters Edge".

**REPORT OF THE CHIEFS:**

**Chief Lingenfelter's Report:**

- We received a reimbursement check in the amount of \$21,262.55 from Fire District's Mutual related to Lt. Sweet's injury from 2012 and a recent case hearing decision.
- The liability insurance increases approved by the board last month were conveyed to John White from the One Group. Coverage's and premiums are being adjusted accordingly.
- **Request authorization to enter into an agreement with Andrew W. Stern for the provision of EMS continuing medical education oversight as required by NYSDOH.** The agreement has been drafted and forwarded to Attorney Hayner for review and is similar in structure to our current agreement with EMS Edu. EMS Edu is no longer able to provide the necessary services for us and has submitted a final billing.
- Our renewal application for limited lab certification is being submitted to DOH. This is required by DOH in order to perform blood glucose testing on our patients. The \$200 fee has now been waived for Ambulance Services.
- February 2016 personnel response statistics are attached.
- Department personnel honored the life and service of Volunteer Firefighter Daniel Baker who passed away on Friday, February 26<sup>th</sup>, 2016. Firefighter Baker was one of our most active volunteer members responding to over 27% of the calls during his time with us. 24 members turned out for Dan's calling hours and many of those who could not were present at his funeral the following day. His presence will be missed.
- The Firefighter I program is being offered at our facility over the next couple of months. We have one member in the class.
- Chiefs Dietrich, Luft, and I attended a NYSAFC 20 hour program on the "Responsibilities of the Incident Commander" offered at the Alplaus Fire District.
- 8 members attended the NYSAFC Company Officer Leadership Program in Latham last month.
- Planning is underway with county and town officials for the 2016 "Pedal, Paddle, Run" being held on May 7<sup>th</sup> 2016 in the Aqueduct Road area.
- A table-top exercise was held at the Jewish Community Center in February including JCC administrative personnel, the Niskayuna Police Department, and the NYS Troopers.
- Working with the Town of Niskayuna, AECOM, and MJ Engineering and Land Surveying, P.C. on the Rexford Bridge project to ensure emergency access is maintained to the East Street/Middle Street neighborhood after project completion.

- Request authorization to attend the Career Chiefs meeting in Fishkill on March 15<sup>th</sup> -16<sup>th</sup> at a cost not to exceed \$180 and use of the district vehicle.
- Request authorization for Firefighter/Paramedic Powers to attend structural collapse programs at the NYS Fire Academy in Montour Falls, NY on May 21<sup>st</sup> and 22<sup>nd</sup> at a cost not to exceed \$100, 16 hours of overtime and use of a district vehicle.

**Chief Dietrich Reported:**

- After being on a number of medical calls I just want to thank the commissioners very much for the purchase of the power stretchers. From use and comments from department staff, the use will definitely help keep backs and other injuries from happening.
- A recent drill conducted at River Rd. was given utilizing the new forcible entry door. I have never seen such use of gloves, ear and eye protection.

**1<sup>st</sup> Assistant Chief Luft Reported:**

- Thank you for sending a group of leaders to the COLT training recently. The guidance and experienced insight was well received.
- Department Activity

	<u>2016</u>	<u>2015</u>
February Incidents	161	170
EMS	108	119
Fire/Other	53	51
YTD Incidents	310	363 (2/29)

Other Activities:

Emergency Callback	9 Hours
Fire Company Drill	46 Hours
Fire/EMS/Codes In-Service Training	223 Hours

**Report of the Niskayuna Permanent Fireman’s Association: In an e-mail sent to Chairman Woehrle from Lt. Griffiths:**

- The PFA is asking that unused FSA funds be utilized to purchase a rowing machine for the district exercise room. The Health & Fitness committee can determine where the machine should be placed. Additionally, Lt. Griffiths will train anyone needing it.

**Report of the Grand Boulevard Fire Company:**

**1<sup>st</sup> Assistant Chief & Treasurer Mike Luft Reported:**

- The Grand Blvd. Fire Company Board of Directors has hired Slocum & DeAngelis to audit our financial records.
- The monthly financial report(s) will now be reviewed prior to GBFC monthly meetings by The Directors.
- Beginning in 2016 all checks issued have and will continue to have (2) two signatures.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Motion/ Daly, Second/ Weitz:** To authorize entering into an agreement with Andrew W. Stern for the provision of EMS continuing medical education oversight as required by NYSDOH pending Attorney review. Passed 4-0.

**Motion/ Murray, Second/ Daly:** To authorize Chief Lingenfelter to attend the Career Chiefs meeting in Fishkill on March 15<sup>th</sup> -16<sup>th</sup> at a cost not to exceed \$180 and use of the district vehicle. Passed 4-0.

**Motion/ Daly, Second/ Murray:** To authorize Firefighter/Paramedic Powers to attend structural collapse programs at the NYS Fire Academy in Montour Falls, NY on May 21<sup>st</sup> and 22<sup>nd</sup> at a cost not to exceed \$100, 16 hours of overtime and use of a district vehicle. Passed 4-0.

**Motion/ Daly, Second/ Murray:** To authorize unused FSA funds be used to purchase a rowing machine for the district exercise room. Passed 4-0.

**Motion/ Weitz, Second/ Murray:** To approve the 2015 LOSAP points as accredited and posted. Passed 4-0.

**Motion/ Daly, Second/ Weitz:** To authorize Captain Congdon to attend the International Association of Fire Chiefs Conference from August 17<sup>th</sup> thru August 20<sup>th</sup>, 2016 in San Antonio, Texas at a cost not to exceed \$2147.00. Passed 4-0.

**Motion/ Daly, Second/ Murray:** To authorize First Light to install fiber optics for telephone and computer connectivity to The River Rd. station for a fee of \$3,000.00 and monthly charges of \$295.00 and Balltown Rd. monthly charges of \$295.00 Passed 4-0.

**Motion/ Weitz, Second/ Murray:** To adopt The Operation of District Vehicles and Driver Training Policy as drafted and presented. Passed 4-0

**Motion/ Weitz, Second/ Murray:** To adjourn the meeting at 7:35 p.m. Passed 4-0.

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The next Regular Meeting will be held on Wednesday April 13, 2016 at 7:00 p.m.

Respectfully submitted,

*William J. Versocki*

Fire District No. 1 Secretary