

## **Minutes of Regular Meeting November 9, 2022**

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**PRESENT:** Commissioners Daly, Pacheco and Chairman Woehrle  
Commissioner Murray was present remotely (Address on file)  
Commissioner Weitz was excused

**Also Present:** Chief Lingenfelter, Attorney Hayner, Treasurer J. Splendido, Secretary K. McGill,  
Chief R. Fritz, Capt. J. Vena, Lt. S. Sweet, FF/P J. Baker, FF/P Persons, FF/P D. Ruth,  
FF/P G. Pelliccia, FF/P R. Kaszuba

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

**Motion/ Murray, 2<sup>nd</sup>/ Pacheco:** To approve the October 12, 2022, monthly meeting minutes.  
As Read. Passed 4-0.

**Motion/ Daly, 2<sup>nd</sup>/ Murray:** To approve the October 18, 2022, Budget hearing and Adoption meeting  
minutes. As Read. Passed 4-0.

### **CORRESPONDENCE:**

- Letter to Schenectady County Civil Service requesting the addition of 2 Lieutenant/Paramedic positions for a total of 6 positions.
- Letter to Schenectady County Civil Service requesting the addition of 4 Captain/Paramedic positions for a total of 6 positions.
- Legal notice posting ad proof stating legal notice ran in The Daily Gazette on November 1, 2022.

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

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

**Motion/ Weitz, 2<sup>nd</sup>/ Pacheco:** To pay bills for corresponding check #'s 17362 - 17363, 18596-18642  
From October 13, 2022, thru November 9, 2022 totaling \$105,871.21 as reviewed. Passed 4-0.

### **TREASURER'S REPORT:**

#### **Treasurer Splendido Reported:**

- The reserve accounts as of the end of October 2022 were reviewed.
- The comparison sheets for October 2022 vs.2021 were reviewed.
- Budget versus actual expenses through October 2022 were reviewed.

- We are 83% thru the year and have spent 83% of the budget.

**ATTORNEY'S REPORT:** No Report

**COMMITTEE REPORTS:**

**FINANCE:** No Report

**INSURANCE:** No Report

**MEDIA RELATIONS:** No Report

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- Ambulance 4082 is still at Northeastern Rescue Vehicles in Syracuse for mold remediation. Now looking at the end of this week for its return.

**COMMUNICATIONS & INFORMATION SERVICES:**

**Chief Lingenfelter Reported:**

- iPads and phones have been ordered, received, and set up on an ATT first Net service. iPad mounts and cases are on order. Once new equipment is put in service the Verizon services to the old units will be terminated. We will still be using Verizon for our LifePak Cardiac Monitor modems.
- New computers were received and have been taken to the IT company to be set-up.

**EMS & EQUIPMENT:** No Report

**HEALTH & SAFETY:** No Report.

**FACILITIES:**

**Commissioner Woehrle Reported:**

- The mezzanine cage will be started shortly.

**Chief Lingenfelter Reported:**

- Replacement CO sensors were installed in the apparatus bays at Balltown Road.

## **STRATEGIC PLANNING:**

### **Commissioner Pacheco Reported:**

- Results of the committee findings will be presented under New Business. A report in entirety will be submitted in early 2023 and will include all findings.
- Next committee meeting is scheduled for November 17, 2022.

## **ELECTIONS:** No Report

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

## **SERVICE AWARDS PROGRAM:** No Report.

## **INSPECTION & INSTALLATION:** No Report.

## **REPORT OF THE CHIEFS:**

### **Chief Lingenfelter Reported:**

- Overtime summary report vs budget thru 10/31/2022 is attached.
- Canvas letters were mailed out last week to the 13 individuals who took the 2022 Firefighter/Paramedic Exam with a return due date of 11/15/22.
- A slot was reserved for the July 31 – August 25, 2023, First Line Supervisors Training program in New York City.
- Status of EMS Billing:
  - Waiting on approval of Medicaid application. Once received the Medicare application will be submitted.
  - Based on the enabling legislation parameters, EMR is reworking a draft of the hardship policy.
  - EMS Charts software configuration to support billing is complete.
  - Payments are starting to come in. Anticipate a deposit Thursday.
  - **Request the EMS billing fee structure be modified to add a charge of \$350 for ALS intercepts.**
- Fire prevention outreach activities in the schools have been completed. Still a few others scheduled.
- Duty crew assisted with a full-scale evacuation drill of the Brookdale West assisted living facility at 1786 Union Street.
- Participated in a regional tabletop exercise at SCCC for a simulated flood & pandemic event.

- The 14th Annual Toys for Tots stuff the truck event will be held on November 26th from 10AM – 2PM in the Shoprite Square Plaza Parking Lot.
- Crews responded to a structure fire on South Country Club Drive on Saturday October 29th. The duty crew did an outstanding job rapidly confining the fire to the Kitchen area. The actions taken by the four children who were home at the time of the fire were textbook. A testament to the fire prevention efforts of our department. Assistance was received from Schenectady Fire Department Truck 2, Engine 4, and the Schenectady County Fire Coordinators / Investigators. NFD 1 response consisted of myself, the 4 Career duty crew, and two volunteers. NFD 2 and Stanford Heights FD stood by in their stations to cover the town.

- **Request authorization to attend the NYSAFC Board meeting in Syracuse on Friday 11/11/22 and 11/12/22 at a cost not to exceed \$200 for lodging, meals, and use of the district vehicle.**

Department Activity	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
October Incidents	181	237	202	216
EMS	120	157	112	123
Fire/Other	61	80	90	93
Total YTD (10/31)	2112	1845	1742	2011

Other Activities:

Emergency Callback	46 Staff Hours
Department Training	301 Staff Hours
Duty Crew Hours	9 Staff Hours

**Chief Fritz:**

- Santa Walk will be December 3, 2022, starting at 9:00 AM. We will walk with Niskayuna Police Department and Niskayuna Highway Department. We would like to use of Truck, Pickup Truck, Chief's Car and possibly an Ambulance.

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

**Report of the Grand Boulevard Fire Company:** No Report.

**OLD BUSINESS:** No Report

**NEW BUSINESS:**

**Motion/ Daly/ Second/ Pacheco:** To modify the EMS billing fee structure to add a charge of \$350 for ALS intercepts. Passed 4-0.

**Motion/ Daly/ Second/ Pacheco:** To authorize the Chief to attend the NYS AFC Board meeting in Syracuse on Friday 11/11/22 and 11/12/22 at a cost not to exceed \$200 for lodging, meals and use of the district vehicle. Passed 4-0.

Commissioner Pacheco communicated with the President of the GBFC and found after receiving the interpretation letter on allowable percent of out-of-district active member, the Fire Company is over the limit and need a variance from the NYS Office of fire Prevention and Control. This request should come from the Board of Fire Commissioners.

**Motion/ Pacheco/ Second/ Daly:** To request a variance from the NYS Office of Fire Prevention and Control permitting a greater number of out-of-district active members. Attorney Hayner to draft the letter. Passed 4-0.

Commissioner Pacheco presented the recommendations of the Strategic Planning committee. The presentation included:

- SWOT Analysis
- Review of current staffing levels and recommendations for the next 5 years
- Discussion of career and volunteer disagreements.

**Motion/ Pacheco/ Second/ Daly:** The Board of Fire Commissioners reaffirm its commitment to a vibrant combination volunteer/career department and that the volunteer and career elements of the organization meet by the end of 2022 to discuss and resolve differences and find a positive pathway forward.

## **ROLL CALL**

Commissioner Murray – In Favor  
Commissioner Daly – In Favor  
Commissioner Pacheco – In Favor  
Commissioner Woehrle – In Favor

## **Motion Passes 4-0**

**Motion/ Pacheco / Second/ Daly:** To adjourn the meeting at 8:00 PM Passed 4-0.

The next regular business meeting will be held December 14, 2022, at 7:00 pm.

The Fire District election will be held December 13, 2022, from 6:00-9:00 PM in the first floor Training Room.

Respectfully submitted by:

*Kevin J. McGill*

Secretary  
Niskayuna Fire District No. 1