

## **Minutes of Regular Meeting March 8, 2023**

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**PRESENT:** Commissioners Murray, Daly, Pacheco, Weitz, and Chairman Woehrle

**Also Present:** Chief Lingenfelter, Attorney Hayner, Treasurer J. Splendido, Secretary K. McGill, P. Barber, Capt. J. Vena, Capt. T. Congdon, FF/P N. Persons, FF/P & NPFA President J. Baker, Lt. W. Sims, FF/P S. Powers, FF/P M. Anderson, FF/P G. Pelliccia, FF/P D. Plakas, FF/P D. Ruth, S. Vena, GBFC President S. Lieberman and Guests (JP Nolan and family/friends)

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

**Motion/ Daly, 2<sup>nd</sup> / Weitz:** To approve the February 8, 2023, **regular** monthly meeting minutes.  
As Read. Passed 4-0.

### **CORRESPONDENCE:**

- Letter to Civil Service requesting an exam for Fire Lieutenant-Paramedic, Fire Captain-Paramedic, and Fire Chief from Chairman Woehrle.
- Letter to Civil Service requesting a certified list for Fire Captain-Paramedic effective February 22, 2023.
- Packet from Association of Fire Districts of NY State explaining proposed by-law amendments to be voted on at their meeting on Friday, May 19, 2023, at Turning Stone.
- Letter from FASNY asking for nominations for year-end awards and information on available scholarships for fire fighters and junior fire fighters.

### **PRIVILEGE OF THE FLOOR:**

Joseph P. Nolan was sworn in as a new Fire Fighter-Paramedic. He was joined by his parents.

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

**Motion/ Daly, 2<sup>nd</sup> / Pacheco:** To pay bills for corresponding check #'s 17378, 17380, 18769-18810 From February 9, 2023, thru March 8, 2023 totaling \$111,014.26 as reviewed. Passed 4-0.

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

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

- The reserve accounts as of the end of February 2023 were reviewed.
- The comparison sheets for February 2023 vs. 2022 were reviewed.

- Budget versus actual expenses through February 2023 were reviewed.
- We are 16% thru the year and have spent 24.8% of the budget.

**ATTORNEY'S REPORT:**

**Commissioner Woehrle Reported:** Due to a change in law this year, all commissioners who sign checks need to be bonded. Attorney Hayner will research and report back next month.

**COMMITTEE REPORTS:**

**FINANCE:** No Report

**INSURANCE:**

**Commissioner Murray Reported:** Renewal notices have been received and we will need to look into increasing coverage limits for River Road structure.

**MEDIA RELATIONS:** No Report

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- U-4051 repairs are nearing completion.

**COMMUNICATIONS & INFORMATION SERVICES:** No Report

**EMS & EQUIPMENT:** No Report

**HEALTH & SAFETY:** No Report.

**FACILITIES:**

**Commissioner Woehrle Reported:**

- The storage cage on the mezzanine has been completed.
- The committee met about the inspection report and repairs are under way.

**Chief Lingenfelter Reported:**

- Overhead door safety sensor wiring needs to be replaced. Received a quote from Adirondack OH Door for \$925.00. Will be scheduling the repairs and including the door seal on the south bay door noted in the facility inspection.

## **STRATEGIC PLANNING:**

### **Commissioner Pacheco Reported:**

- The committee met again and continues to make progress. An electronic copy of the 5-year plan was sent to the commissioners, NPFA and GBFC.

## **ELECTIONS:** No Report

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

## **SERVICE AWARDS PROGRAM:**

### **Commissioner Weitz Reported:**

- Information was sent to the LOSAP company and need to be approved tonight.

## **INSPECTION & INSTALLATION:**

### **Commissioner Pacheco reported:**

- At their February meeting, the GBFC approved going back to the River Stone Manner on January 27, 2024, and a deposit check was sent.

## **REPORT OF THE CHIEFS:**

### **Chief Lingenfelter Reported:**

- Joseph Nolan has obtained his NYS Paramedic certification and successfully completed his physical and psychological screening for employment as a Provisional Firefighter/Paramedic. We are working on completing the necessary HR paperwork and obtaining the necessary equipment and uniforms. We are on target for his 3/20/2023 start date.
- Promotional interviews were conducted for Captain/Paramedic and Lieutenant/Paramedic.
- **Request executive session to discuss the committee's recommendations.**
- Facility procedures and response protocols updated and distributed with respect to relaxing of COVID-19 mask requirements.

- **Request authorization to attend the Career Fire Chiefs meeting in Vernon, NY on March 14<sup>th</sup> & 15<sup>th</sup> at a cost not to exceed \$200.00 and use if the district vehicle.**

Department Activity	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
February Incidents	192	177	136	183
EMS	139	113	93	123
Fire/Other	53	64	43	60

Total YTD (12/31)	351	412	281	362
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### Other Activities:

Emergency Callback	70 Staff Hours
Department Training	111 Staff Hours

**Chief Fritz:** No Report

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

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

**President Lieberman Reported:**

- Asked if there was an update on the status of 45% of members needed to reside in the district. Commission Woehrle responded that the letter was sent to the State and we are waiting for their reply.
- Constitution and By-Law Committee is meeting to update the documents to align with the Strategic Plan. Also asked how this will affect LOSAP. Chief Lingenfelter responded that LOSAP is set by the State with limited flexibility at the local level.

**OLD BUSINESS:** No Report

**NEW BUSINESS:**

**Motion/ Daly/ Second/ Pacheco:** To approve the 2022 LOSAP. Passed 5-0.

**Motion/ Weitz/ Second/ Daly:** To authorize the Chief to attend the Career Fire Chiefs meeting in Vernon, NY on March 14<sup>th</sup> & 15<sup>th</sup> at a cost not to exceed \$200.00 and use if the district vehicle. Passed 5-0.

**Motion/ Pacheco/ Second/ Weitz:** To adjourn to Executive Session at 7:20 PM. Passed 5-0.

**Motion/ Weitz/ Second/ Daly:** To return to Regular Session at 7:27 PM. Passed 5-0.

**Motion/ Daly/ Second/ Pacheco:** To promote Lieutenant-Paramedic Patrick Griffiths to Captain-Paramedic effective April 11, 2023.

ROLL CALL

Commissioner Murray – YES

Commissioner Daly – YES

Commissioner Weitz – YES

Commissioner Pacheco – YES

Commissioner Woehrle – YES

Passed 5-0.

**Motion/ Daly/ Second/ Pacheco:** To promote Firefighter-Paramedic Nicholas Persons to Lieutenant-Paramedic effective April 11, 2023.

ROLL CALL

Commissioner Murray – YES  
Commissioner Daly – YES  
Commissioner Weitz – YES  
Commissioner Pacheco – YES  
Commissioner Woehrle – YES  
Passed 5-0.

**Motion/ Daly/ Second/ Pacheco:** To promote Firefighter-Paramedic John Baker to Lieutenant-Paramedic effective April 12, 2023.

ROLL CALL

Commissioner Murray – YES  
Commissioner Daly – YES  
Commissioner Weitz – YES  
Commissioner Pacheco – YES  
Commissioner Woehrle – YES  
Passed 5-0.

**Motion/ Daly / Second/ Pacheco:** To adjourn the meeting at 7:30 PM Passed 5-0.

The next regular business meeting will be held April 12, 2023, at 7:00 pm.

Respectfully submitted by:

*Kevin J. McGill*

Secretary  
Niskayuna Fire District No. 1