

Minutes of Regular Meeting May 10, 2023

PRESENT: Commissioners Daly, Pacheco, and Chairman Woehrle

Also Present: Chief Lingenfelter, Attorney Hayner, Treasurer J. Splendido, Secretary K. McGill, Chief Fritz, Capt. J. Vena, Lt./P & NPFA President J. Baker, S. Vena, M. Luft, GBFC President Lieberman

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

Motion/ Pacheco, 2nd / Daly: To approve the April 12, 2023, **regular** monthly meeting minutes.
As Read. Passed 3-0.

CORRESPONDENCE:

- Letter from Attorney Hayner to auditor that there is no current or pending litigation against the Fire district.
- Certification form The Daily Gazette for special meeting notice in the Legal Notice section.
- Announcement of the Fire Captain/Paramedic exam.
- Announcement of the Fire Lt./Paramedic exam.
- Notice of annual meeting of the Capital Area Fire Districts Association.
- Association of Fire Districts of the State of New York newsletter.

PRIVILEGE OF THE FLOOR:

None

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

Motion/ Daly, 2nd / Pacheco: To pay bills for corresponding check #'s 17388-17391, 18866-18899
From April 13, 2023, thru May 10, 2023 totaling \$124,484.61 as reviewed. Passed 3-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of April 2023 were reviewed.
- The comparison sheets for April 2023 vs. 2022 were reviewed.
- Budget versus actual expenses through April 2023 were reviewed.
- We are 33% thru the year and have spent 37.2% of the budget.

ATTORNEY'S REPORT: No Report

COMMITTEE REPORTS:

FINANCE:

Commissioner Pacheco Reported:

- Resolution for tax exemption sent to all and will be discussed under New Business. This follows the Town and County language.
- A recent audit of a fire department found missing funds and there was no backup for the spending. Remember to submit receipts for all purchases. We should all expect more fire department audits because of this.

INSURANCE:

Chief Lingenfelter Reported:

- Provident insurance renewal applications were completed and sent to One Group.

MEDIA RELATIONS:

Chief Lingenfelter Reported:

- There was nice coverage on Facebook for the SEPTA event this past weekend.
- Media article printed today mentioned the County provided \$20,000 to NFD 1.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- All apparatus fire pumps were tested on 5/7/2023 and passed testing.
- Garrison is investigating a required repair to Truck 4075 identified during its annual testing. The truck is still in service.
- All fire hose was tested on 5/8/2023.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- The security system for a door had an unknown IP address appear. The vendor will be called to repair.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Commissioner Woehrle Reported:

- Repairs for items identified in the inspection are underway.

Chief Lingenfelter Reported:

- Overhead door safety sensor wiring and gasket on the south bay door have been repaired.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- The committee's next meeting will be May 25.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- All paperwork has been submitted.
- The company we use has changed hands and will have a representative come explain to the Board what this means and discuss a resolution required to move the funds.

INSPECTION & INSTALLATION: No Report

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- FF/P Nolan is doing well at the Utica Fire Academy.
- Captain Congdon has communicated his anticipated retirement date of 5/31/2023. His last scheduled full duty shift he will be in the station is 5/23/2023.
- The results of the 2/11/2023 Firefighter/Paramedic Civil Service exam was posted. Provisional FF/Paramedic Joseph P. Nolan has been certified on our list. **Recommend the board change FF/Paramedic Nolan's status from Provisional to Permanent subject to a probationary period of one year.**
- Will be canvassing the new Firefighter/Paramedic list to identify potential candidates.
- Two personnel participated in the water task force exercise on 5/6/2023.
- Duty personnel and I participated in the SEPTA meet a first responder event on Saturday 5/6/2023.
- Captain Vena completed the live fire instructor training at the Montour Falls Fire Academy.
- Lt. Persons was awarded the NYSAFC James W. Wright Public Education Award at the fire academy in Montour Falls on 5/6/2023. The award is given out annually to an individual, agency, or public group who has put forth exceptional effort towards fire/injury prevention and fire/life safety public education.
- Crews responded to a structure fire on Friday 4/21/2023 on Algonquin Road. Crews made a good stop on the fire and contained most of the fire damage to the kitchen area of the home. One firefighter was transported to the emergency room for treatment and released that evening. No civilian injuries were sustained. Assistance was received from the City of Schenectady, NFD 2, Stanford Heights FD, Niskayuna PD, and the Schenectady County Fire Coordinators and Investigators.

- **Request authorization to attend the Career Chiefs meeting in Poughkeepsie on May 16th & 17th at a cost not to exceed \$200 and use of a district vehicle.**

Department Activity	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
April Incidents	174	202	182	132
EMS	127	133	110	79
Fire/Other	47	69	71	53

Total YTD (3/31)	703	802	672	672
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Other Activities:

Emergency Callback	99 Staff Hours
Department Training	223 Staff Hours
Duty Crew Hours	0 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:

- We have finished the changed to the Constitution and will pass to the Board for review.
- We will review the by-laws to ensure they match the constitution.

S. Vena Reported:

- We are updating both documents and will send to the Board when they are completed.
- We are looking to lower age to 16 from 18, so will required Board approval.
 - Discussion included looking for young people considering a career in FF/EMS; there are legal aspects to consider.

OLD BUSINESS: No Report

NEW BUSINESS:

Motion/ Daly/ Second/ Pacheco: To Recommend the board change FF/Paramedic Nolan's status from Provisional to Permanent subject to a probationary period of one year. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To authorize the Chief to *attend the Career Chiefs meeting in Poughkeepsie on May 16th & 17th at a cost not to exceed \$200 and use of a district vehicle.* Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To authorize medical leave for Bob Wessels from May 16 – June 12, 2023. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To allow Captain Congdon keep his uniform, helmet and shield.
Passed 3-0.

Peter Barber is scheduled to be at the firehouse at 5:30 before the next meeting for the 5-year picture for the Board of fire Commissioners. Please dress appropriately.

Motion/ Daly/ Second/ Pacheco: To authorize Commissioner Pacheco to attend the Association of Fire Districts of the State of New York annual meeting at Turning Stone and is approved for mileage and per diem. Passed 3-0.

Motion/ Pacheco/ Second/ Daly: Resolution Authorizing Partial Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Service Workers.

Roll Call:

Chairman Woehrle Yes

Commissioner Pacheco Yes

Commissioner Daly Yes

Passed 3-0

Motion/ Daly/ Second/ Pacheco: To authorize Commissioner Pacheco to represent the fire district at the Association of Fire Districts of the State of New York annual meeting at Turning. Passed 3-0.

Motion/ Pacheco / Second/ Daly: To adjourn the meeting at 7:36 PM Passed 3-0.

The next regular business meeting will be held June 14, 2023, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1