

Minutes of Regular Meeting June 14, 2023

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

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

EXCUSED: Commissioner Weitz, Treasurer Splendido

The Meeting was called to order at 6:50 PM by Chairman Woehrle.

Motion/ Murray, 2nd / Pacheco: To approve the resolution recognizing the accomplishments and retirement of Captain T. Congdon. Passed 4-0.

Meeting adjourned at 6:55 PM for the resolution and plaque presentation for Captain T. Congdon in the Training Room with his family and guests.

Meeting reconvened at 7:15 PM.

Motion/ Daly, 2nd / Pacheco: To approve the May 10, 2023, **special** meeting minutes.
As Read. Passed 4-0.

Motion/ Daly, 2nd / Pacheco: To approve the May 10, 2023, **regular** monthly meeting minutes.
As Read. Passed 4-0.

CORRESPONDENCE:

- Thank you card from Shirley Fellows and her son Craig with a donation.
- Thank you card from Pay & Tom Williams and Family with a donation.
- Workers Comp posting were received and will be posted.

PRIVILEGE OF THE FLOOR:

None

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

Motion/ Murray, 2nd / Pacheco: To pay bills for corresponding check #'s 17392-17393, 18900-18945
From May 11, 2023, thru June 14, 2023 totaling \$247,522.76 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Commissioner Pacheco Reported for Treasurer Splendido:

- The reserve accounts as of the end of May 2023 were reviewed.
- The comparison sheets for May 2023 vs. 2022 were reviewed.
- Budget versus actual expenses through May 2023 were reviewed.
- We are 42% thru the year and have spent 42.9% of the budget.
- Audit is waiting for LOSAP information, then it can be completed.

ATTORNEY'S REPORT:

Attorney Hayner and Chief Lingenfelter Reported:

- Currently 1 point of LOSAP credit is given for a contiguous 2-hour drill. Question was about 2 contiguous hours vs. ½ point for a 1-hour drill. Attorney Hayner stated the law does not require continuous hours, but 1 point for 2-hour drill. Plan to do 1-hour drills with ½ point credit is acceptable per the law.

COMMITTEE REPORTS:

FINANCE:

Commissioner Pacheco Reported:

- Bank statements were reviewed for May. They now arrive electronically and have more details.

INSURANCE:

Chief Lingenfelter Reported:

- Interns through the school come with insurance coverage through the school. Taking an intern off the street, not affiliated with a school program, would be risky for insurance purposes. Insurance company was not in favor of this type of program, not was Chief Lingenfelter. It is not recommended.

Commissioner Murray Reported:

- River Road station is currently underinsured based on current replacement costs. Quote from insurance company would increase our coverage from \$2.343M to \$3.8M for an increase in premium of \$625 annually.
- We can also look into increasing our deductible, but last time we did there was not a significant savings, so it was not increased.

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Truck 4075 is scheduled to go to Watkins Spring on June 19th for replacement of the central support structures that were identified as needing repair during its annual testing. Additional non-critical items will be addressed internally and through Garrison upon completion of the structural repairs.

- Met with Phil DeAngelo from Garrison Fire & Safety to discuss the status of apparatus purchasing. Costs and delivery times have increased drastically over the past year. Engines are approaching \$1M and trucks are in the \$2M range. Looking at a two-year delivery timeframe from the order date.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

- **Requesting authorization to purchase 10 high temperature resistant remote microphones from Motorola Solutions Inc. for the new portable radios at a cost not to exceed \$10,000.**
Pricing is NYS Contract NYSC PT68722.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Commissioner Woehrle Reported:

- Repairs by Lloyd will be billed as they are completed.

Chief Lingenfelter Reported:

- The shop air compressor at River Road station is being replaced on 6/13/23 by Air Compressor Engineering.
- I am soliciting quotes for replacement of hot water heater at River Road station. We will look into an on-demand system.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- The committee created updated vision and mission statements. They are looking to have the Board adopt the revised statements.
- The committee is looking to have a draft report for the August meeting with plans to adopt it later in the year allowing time for the Boards comments to be incorporated.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- Looking into the change of drill credit for LOSAP to be ½ point for an hour vs. 1 point for a 2-hour contiguous drill.

- Looking to meet with Penflex to move everything to them, this will streamline the process.

INSPECTION & INSTALLATION:

Commissioner Pacheco Reported:

- This is only 7 months away.
- The deposit has been sent.
- Looking to get the committee together to discuss improvements for this years event.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- FF/Paramedic Nolan continues to do well at the Utica Fire Academy. He is scheduled to graduate on Friday, June 30th. **Request authorization to attend Utica Fire Academy graduation ceremony on June 30th, 2023, and use of the district vehicle.**
- A canvas letter was sent out to individuals on the most recent Firefighter/Paramedic list to identify potential candidates. Responses are due back June 16th. Should our evaluation identify enough suitable candidates, I recommend we consider hiring for two firefighter/paramedics positions to enroll in the Fall 2023 Utica Fire Academy class. Currently working to secure spots in the fall class.
- Final payment requests for the SAER grant were submitted and received totaling \$123,551.62.
- The Milton-Cat preventative maintenance service plan for the generator is expiring. I received a quote and recommend we approve a three-year agreement.
- The annual Pedal, Paddle, Run was held May 13th. Assistance to cover the event was received from NFD 2, Alplaus FD, Glenville Hills FD, Scotia FD, and the Schenectady County Sheriff's office.
- Niska-day was held on May 21st. The event went smoothly. Assistance was received from NFD 2, Stanford Heights FD, Glenville Hills FD, and Alplaus FD.
- Commissioner Murray requested to continue reporting on overtime in the monthly report.
- Commissioner Pacheco asked why looking to hire 2 firefighter/paramedics when the plan only calls for one. Chief Lingenfelter responded that he is just planning ahead, the contract only calls for 15 day notice for retirement.
- Commissioner Pacheco also asked if we were all set for Medicaid billing. Chief Lingenfelter said yes, we are currently billing without problems.
- Chief Lingenfelter also reported that state legislation passed both houses allowing ambulance services to bill insurance company direct, removing the patient from the transaction. It is awaiting the Governor's signature.

Department Activity	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
May Incidents	184	245	178	170
EMS	135	175	108	117
Fire/Other	49	70	70	53
Total YTD (3/31)	887	1048	817	842

Other Activities:

Emergency Callback	36 Staff Hours
Department Training	171 Staff Hours
Duty Crew Hours	17 Staff Hours

Chief Fritz: No Report

Report of the Niskayuna Permanent Fireman's Association:

President Baker Reported:

- Thank you to Chief Lingenfelter for allowing the crew to take T-4075 to Relay for Life at the Niskayuna high School. The event coordinators sent a thank you letter.
- Thank you everyone for coming to Ted's retirement party. It was well attended and a great time was had by all.

Report of the Grand Boulevard Fire Company:

President Lieberman Reported:

- We are moving along with updating the Constitution and By-Laws. We are trying to coordinate with the Strategic Planning, mission statement and vision statement.
- Commissioner Pacheco asked if there was anything the Board could do to help push the duty crew concept. President Lieberman said he will be working with Captain Vena to ensure we have the right requirements in the documents. Commissioner Pacheco requested the Board be kept informed of the progress to ensure marketing programs from the district match the fire company.

OLD BUSINESS: No Report

NEW BUSINESS:

Motion/ Murray/ Second/ Pacheco: To authorize Chief Lingenfelter to attend Utica Fire Academy graduation ceremony on June 30th, 2023, and use of the district vehicle. Passed 4-0.

Motion/ Pacheco/ Second/ Daly: To authorize the Chief to purchase 10 high temperature resistant remote microphones from Motorola Solutions Inc. for the new portable radios on NYS contract (NYSC PT68722) at a cost not to exceed \$10,000. Passed 4-0.

Motion/ Murray/ Second/ Pacheco: To authorize required repairs to Truck 4075 at a cost not to exceed \$9,000. Passed 4-0.

Motion/ Murray/ Second/ Pacheco: To authorize Chief Lingenfelter to purchase PT-T apparel at a cost not to exceed \$2,600. Passed 4-0.

Motion/ Murray/ Second/ Pacheco: To increase insurance for the River Road station from \$2.343M to \$3.8M at an added annual premium of \$625. Passed 4-0.

Motion/ Daly/ Second/ Murray: To authorize entering into a three-year agreement with Milton-Cat for preventative maintenance service agreement for a total cost of \$6,320, to be billed \$2,106.66 annually.
Passed 4-0

Motion/ Murray/ Second/ Pacheco: To authorize Chief Lingenfelter to replace the hot water heater at River Road station at a cost not to exceed \$5,000. Passed 4-0.

Motion/ Murray/ Second/ Pacheco: To Adopt the new vision and mission statement as attached.
Passed 4-0.

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

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

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1