

Minutes of Regular Meeting August 9, 2023

PRESENT: Commissioners Daly, Pacheco, Murray (Remote), Weitz, and Chairman Woehrle

Also Present: Chief Lingenfelter, Attorney Hayner, Treasurer J. Splendido, Secretary K. McGill, Capt. J. Vena, Capt. P. Griffiths

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

Motion/ Weitz, 2nd / Pacheco: To approve the July 12, 2023, **regular** monthly meeting minutes.
As Read. Passed 5-0.

CORRESPONDENCE:

- Brochure from FireFly Admin Inc. – LOSAP actuarial and administrator.
- Association of Fire Districts of NYS monthly newsletter.
- Thank you from Kitten Angels for rescuing 5 casts from in a tree (not up).
- OFPC Waiver from Section 176-b(7)(a) of the Town Law of the State of NY allowing greater than 45% of members from residing within the district.

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 17398, 17399, 18978-19022
From July 13, 2023, thru August 9, 2023 totaling \$147,519.62 as reviewed. Passed 5-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of July 2023 were reviewed.
- The comparison sheets for July 2023 vs.2022 were reviewed.
- Budget versus actual expenses through July 2023 were reviewed.
- We are 58% thru the year and have spent 57% of the budget.
- The 2022 audit was completed and sent to the Commissioners for their final review and acceptance.

ATTORNEY'S REPORT:

- No Report

COMMITTEE REPORTS:

FINANCE:

Commissioner Pacheco Reported:

- Bank statements were reviewed for July.
- 2022 audit was reviewed and recommend it be accepted for finalization.

INSURANCE:

Commissioner Murray Reported:

- Renewal for accident insurance was received. This policy is a 3-year policy billed annually. We could save a little money by paying in full up front, but recommendation is to continue annual payments through the budget.
- No increase of premium was received for the increase of coverage for the River Road station, Commissioner Murray will follow-up with the insurance company.

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Request the Board declare 20 UHF portable and 12 UHF mobile radios surplus to be donated to the NYS Association of Fire Chiefs or sent to auction. All radios are in excess of 10 years old. All of our data has been removed from the radios.

COMMUNICATIONS & INFORMATION SERVICES: No Report

EMS & EQUIPMENT:

Chief Lingenfelter Reported:

- Request authorization to purchase 25 Sterling emergency escape systems from Municipal Emergency Services in the amount of \$11,875.00 based on NYS Contract utilizing funds received from Schenectady County.

HEALTH & SAFETY: No Report

FACILITIES:

Chief Lingenfelter Reported:

- Lloyd Hale completed several items on the 2023 facility inspection list.

Commissioner Pacheco Reported:

- The high-roof gutter has a pine tree growing out of it. Chief Lingenfelter said he would have it removed

Commissioner Woehrle Reported:

- Trees on the property need to be pruned. This will need to be contracted out.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- Next committee meeting will be August 24.
- On September 13, the committee will submit the draft Strategic Plan to the Board and send to the Fire Company.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report.

SERVICE AWARDS PROGRAM: No Report

INSPECTION & INSTALLATION: No Report

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- FF/Paramedic Nolan has been assigned to shift 4.
- The FF/Paramedic canvas did not generate any qualified candidates. Will re-canvas at the end of August once those who are currently in paramedic school test out.
- Two active shooter training exercise events are scheduled for this fall. One at Scotia-Glenville Schools in August and one in Duanesburg Schools in September. NFD1 will be participating in both exercises.
- Request authorization to purchase a replacement MSA 6 gas meter, calibration station, and 6 Single Gas CO meters from Garrison Fire & Rescue Corp. at a cost of \$12,256.00.
- We will be adjusting mutual aid provisions with the UCC.
- Request authorization to purchase up to 19 used 45-minute Scott SCBA cylinders from the Pine Grove Fire Department not to exceed a total of \$6,200.00.

Department Activity	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
July Incidents	213	234	215	186
EMS	149	143	141	117
Fire/Other	64	91	74	69
Total YTD (7/31)	1306	1494	1225	1182

Other Activities:

Emergency Callback	104 Staff Hours
Department Training	186 Staff Hours
Duty Crew Hours	18 Staff Hours

Chief Fritz: No Report

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 declare 20 UHF portable and 12 UHF mobile radios surplus to be donated to the NYS Association of Fire Chiefs or sent to auction. Passed 5-0.

Motion/ Daly/ Second/ Weitz: To authorize Chief Lingenfelter to purchase 25 Sterling emergency escape systems from Municipal Emergency Services in the amount of \$11,875.00 based on NYS Contract utilizing funds received from Schenectady County. Passed 5-0.

Motion/ Pacheco/ Second/ Weitz: To authorize Chief Lingenfelter to purchase a replacement MSA 6 gas meter, calibration station, and 6 Single Gas CO meters from Garrison Fire & Rescue Corp. at a cost of \$12,256.00. Passed 5-0.

Motion/ Daly/ Second/ Weitz: To authorize the 2022 audit to be finalized. Passed 5-0.

Motion/ Daly/ Second/ Pacheco: To authorize Chief Lingenfelter to purchase up to 19 used 45-minute Scott SCBA cylinders from the Pine Grove Fire Department not to exceed a total of \$6,200.00. Passed 5-0.

Motion/ Daly / Second/ Weitz: To authorize the Secretary to send an email to all identified members who have not completed the Annual Sexual Harassment Training to complete before the September 13, 2023, Commissioner's meeting or their key fob to the stations will be deactivated. Passed 5-0.

Motion/ Murray / Second/ Weitz: To adjourn the meeting at 7:30 PM Passed 5-0.

The next regular business meeting will be held September 13, 2023, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1