

Minutes of Regular Meeting May 8, 2024

PRESENT: Commissioners Pacheco, Daly, and Chairman Woehrle

EXCUSED: Commissioner Murray

Also Present: Chief Lingenfelter, Treasurer J. Splendido, Secretary K. McGill, Attorney Hayner, Chief Fritz, Capt. J. Vena, Capt. Griffiths, Lt. Persons, Lt. Baker, GBFC Vice President S. Vena, K. Sieden, R. Kaszuba, D. Ruth, S. Powers-Smith, M. Vinehout

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

Motion/ Daly, 2nd/ Pacheco: To approve the April 10, 2024, **regular** monthly meeting minutes.
As Read. Passed 4-0.

CORRESPONDENCE:

- Civil Service certified list for Fire Lieutenant - Paramedic effective May 1, 2024
- Flyer from KSB Creating
- AFDSNY Newsletter
- FF/P M. Anderson request for extended medical leave

PRIVILEGE OF THE FLOOR:

None

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

Motion/ Pacheco, 2nd/ Daly: To pay bills for corresponding check #'s 8, 10, 19582-19618 From April 11, 2024, thru May 8, 2024 totaling \$109,676.13 as reviewed. Passed 3-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of April 2024 were reviewed.
- The comparison sheets for April 2024 vs. 2023 were reviewed.
- Budget versus actual expenses through April 2024 were reviewed.
- We are 33% thru the year and have spent 36.3% of the budget.
- State AFR report has been filed.
- Waiting on finalized statements for audit.

ATTORNEY'S REPORT: No Report

COMMITTEE REPORTS:

FINANCE:

Commissioner Pacheco Reported:

- Reviewed accounts and everything looks good.
- 1 missing check – will work with treasurer on this.

INSURANCE: No Report

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Commissioner Woehrle Reported:

- Commissioners reviewed the specifications for new apparatus and the permissive referendum will go out this week.

Chief Lingenfelter Reported:

- Apparatus committee met after the last board meeting to review ambulance options. Would like to discuss options with the board. **Recommend a permissive referendum be initiated for funding from the reserve account not to exceed \$400,000 for the purchase of an ambulance, stretcher, and Powerload system.**
- Aerial testing was completed. All required repairs were completed by Garrison Fire & Rescue and final certification has been received.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter Reported:

We are waiting on the results of the IT audit.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Commissioner Woehrle Reported:

- Lloyd has completed all of the old work from last years' inspection of stations.
- Inspection will be 1:00 PM beginning at the Balltown Road station on May 11 then progressing to the River Road station.

STRATEGIC PLANNING:

Commissioner Pacheco reported:

We are addressing items in the plan regarding recruitment and retention – flyers, etc. We are preparing everything for Niskaday.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- The first part is completed.
- The second part is being completed right now.
- We need to review the wording on the contract and have feedback for the next meeting.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- The inspection of the stations is scheduled for this Saturday, May 11, at 1:00 PM beginning at Balltown Road.

REPORT OF THE CHIEFS:

Chief Lingenfelter Reported:

- A formal canvas was emailed and mailed via USPS to the candidates. CPAT will be scheduled for those with paramedic certification or anticipated completion within the next 12 months. CPAT orientation to be held on June 25th. Anticipate interviews and a recommendation to the board at the July 10th meeting.
- Lieutenant/Paramedic interviews were completed on April 24th and 25th. The committee has drafted a recommendation to the board to discuss in executive session.
- Electrical reel installations at Balltown Road station and air reel installation at the River Road station have been completed by Lloyd Hale Construction. The flashing on the rear peak of Balltown Road was also replaced.
- Leaking diesel fuel pump was replaced at River Road station.
- Annual testing of fire apparatus pumps has been completed. All units passed.
- Annual pressure testing of all hose has been completed.
- **Request authorization for Lt. Persons to attend the First Line Supervisor's Training Program at FDNY as required by NYS Law. The two-week program dates are June 3rd, 2024 thru June 14th. Cost is estimated at \$450.00 in mileage and 92 hours of overtime.**
- **Request authorization to attend the career fire chiefs meeting in Dewitt on May 14th and 15th at a cost not to exceed \$200 and use of the district vehicle.**
- **Request authorization to attend the NYSAFC Fire 2024 conference in Syracuse from June 12th thru 15th. Cost for meals estimated at \$225 and use of the district vehicle. Lodging is being covered by NYSAFC.**
- Planning is underway for the Pedal, Paddle, Run on Saturday May 11th from 7:00 AM to noon.

- Planning is underway for Niska-day on Saturday May 18th from 8:00 AM to 11:00 PM.
- Live burn firefighter training was conducted in conjunction with Niskayuna Fire District No. 2 on April 20th, 2024 at the Saratoga County Fire Training Center. The training officers did an outstanding job preparing for and executing the training.
- Capt. Vena read an email from Niskayuna Fire District No. 2 about the importance of the live fire training and how everyone involved was able to implement the new methods introduced and prevented extension of the fire from the garage to the main body of the home.

Department Activity	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
April Incidents	201	174	202	182
EMS	158	127	133	110
Fire/Other	43	47	69	71
Total YTD (4/30)	842	703	802	672
Other Activities:				
Emergency Callback			60 Staff Hours	
Department Training			607 Staff Hours	
Duty Crew Hours			44.75 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 authorize Lt. Persons to attend the First Line Supervisor’s Training Program at FDNY as required by NYS Law. The two-week program dates are June 3rd, 2024, thru June 14th. Cost is estimated at \$450.00 in mileage and 92 hours of overtime. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To authorize Chief Lingenfelter to attend the career fire chiefs meeting in Dewitt on May 14th and 15th at a cost not to exceed \$200 and use of the district vehicle. Passed 3-0.

Motion/ Pacheco/ Second/ Daly: To authorize Chief Lingenfelter to attend the NYSAFC Fire 2024 conference in Syracuse from June 12th thru 15th. Cost for meals estimated at \$225 and use of the district vehicle. Lodging is being covered by NYSAFC. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To authorize extended medical leave for FF/P Matt Anderson from May 8, 2024, thru June 12, 2024. Passed 3-0.

Chief Lingenfelter reported on the ambulance committee recommendation to the board. Based on review of all options, the committee recommends going with the Horton. Price does not include the Powerload system. A permissive referendum for \$400,000 would cover the cost of the ambulance, stretcher, and Powerload system.

Motion/ Daly/ Second/ Pacheco: To issue a permissive referendum for funding from the apparatus reserve account not to exceed \$400,000 for the purchase of an ambulance, stretcher, and Powerload system. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To purchase a Horton ambulance not to exceed \$400,000, pending a successful permissive referendum, and to pre-pay for the chassis up to \$45,000.

ROLL CALL:

Commissioner Daly – YES

Commissioner Pacheco – YES

Commissioner Woehrle – YES

Passed 3-0.

Commissioner Woehrle Reported that he was authorized to pay for his hotel for the CAFDA Convention, but the cost was covered by the association.

Motion/ Pacheco/ Second/ Daly: To adjourn to executive session to discuss personnel matters Lieutenant Promotions at 7:44 PM. Passed 3-0.

Motion/ Daly/ Second/ Pacheco: To return to regular session at 8:04 PM. Passed 3-0.

Motion/ Pacheco/ Second/ Daly: To promote Firefighter/Paramedic Shannon Powers to the position of Fire Lieutenant/Paramedic effective May 15, 2024, with a probationary period as required by Schenectady County Civil Service.

ROLL CALL:

Commissioner Daly – YES

Commissioner Pacheco – YES

Commissioner Woehrle – Yes

Passed 3-0.

Motion/ Pacheco/ Second/ Daly: To promote Firefighter/Paramedic Ronald Kaszuba to the position of Fire Lieutenant/Paramedic effective May 16, 2024, with a probationary period as required by Schenectady County Civil Service.

ROLL CALL:

Commissioner Daly – YES

Commissioner Pacheco – YES

Commissioner Woehrle – Yes

Passed 3-0.

Commissioner Pacheco recommended the Board look into adopting a Best Value General Policy. This will allow us to use national negotiated rates on purchase agreements saving time and money.

Motion/ Pacheco / Second/ Daly: To adjourn the meeting at 8:06 PM Passed 3-0.

The next regular business meeting will be held June 12, 2024, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1