

## Minutes of Regular Meeting June 12, 2024

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

**Also Present:** Chief Lingenfelter, Chief Fritz, Treasurer J. Splendido, Secretary K. McGill, Attorney Hayner, Capt. J. Vena, Capt. Griffiths, Lt. Baker, GBFC President S. Lieberman,

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

**Motion/ Daly, 2<sup>nd</sup>/ Pacheco:** To approve the May 8, 2024, **regular** monthly meeting minutes.  
As Read. Passed 5-0.

### **CORRESPONDENCE:**

- Thank you card from Kelsey Holland
- Thank you card from Mr. & Mrs. Castro
- Legal notice published certification for ambulance permissive referendum

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

None

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

**Motion/ Pacheco, 2<sup>nd</sup>/ Daly:** To pay bills for corresponding check #'s 11, 12, 19619-19670 From May 9, 2024, thru June 12, 2024 totaling \$266,473.04 as reviewed. Passed 5-0.

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

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

- The reserve accounts as of the end of May 2024 were reviewed.
- The comparison sheets for May 2024 vs. 2023 were reviewed.
- Budget versus actual expenses through May 2024 were reviewed.
- We are 42% thru the year and have spent 41.6% of the budget.
- Waiting on finalized LOSAP statements for audit.
- I received audit entries needed and made them.

**ATTORNEY'S REPORT:** No Report

**COMMITTEE REPORTS:**

**FINANCE:** No Report

**INSURANCE:**

**Commissioner Murray Reported:**

- There is a concern of the replacement costs of our apparatus based on rising costs and extended schedules.
- We will review replacement schedules.

**MEDIA RELATIONS:** No Report

**APPARATUS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- Lt. Baker has drafted an advertisement for the sale of the 2005 Silverado that was declared surplus at last month's meeting. **Request the board's approval to publish on line and through the fire service organizations.**
- Tire issue with A-4080 was repaired by Auto Solutions on the Saturday of Niska-Day. Wheels subsequently loosened up. Walters was able to correct the situation.
- Ambulance documents were handed out with pricing, which is an estimate. Schedule is also estimated. This is different from even 5 years ago. Recommendation is to have Attorney Hayner review the document. It was requested the agreement include "not to exceed" price or % and an "opt-out" clause with return of all money paid.
- The apparatus committee is having Garrison come up with a ladder truck that has an articulating boom.

**COMMUNICATIONS & INFORMATION SERVICES:**

**Chief Lingenfelter Reported:**

- The IT Internal Vulnerabilities assessment has been completed and the results reviewed by eClique with Captain Vena and me. eClique will be generating a proposal for IT management services. Copies of the assessment results are available for the boards review.

**EMS & EQUIPMENT:** No Report

**HEALTH & SAFETY:** No Report

**FACILITIES:**

**Commissioner Woehrle Reported:**

- The inspection was completed.
- Walk-thru with Lloyd was conducted, and he will start repairs per inspection report. Lloyd will give quote for walkway in attic by front windows.
- Shane Sweet and the career staff did the tree trimming and did a very nice job.

- We need to replace the 3 bushes at the handicapped parking, they are growing over the windows.
- All A/C units will be checked to ensure no dampers are closed.

### **STRATEGIC PLANNING:**

#### **Commissioner Pacheco reported:**

- The committee met.
- We are working on implementing aspects of the plan, including staffing.

### **ELECTIONS:** No Report

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

### **SERVICE AWARDS PROGRAM:**

#### **Chief Fritz Reported:**

- PenFlex came back with 4 questions:
  - What type of payment – recommend sticking with lump sum.
  - Vesting into program is currently 3 years – recommend leaving as is.
  - Death benefit is the same as the current value – recommend using the preceding year value.
  - What states a forfeiture – recommend just using the vesting time.

### **INSPECTION & INSTALLATION:** No Report

### **REPORT OF THE CHIEFS:**

#### **Chief Lingenfelter Reported:**

- CPAT orientation was completed by 4 candidates. One candidate waived the orientation. CPAT is scheduled for June 25<sup>th</sup>. Interviews are scheduled for June 27<sup>th</sup>. Recommendation anticipated for the board meeting at the July 10<sup>th</sup> meeting.
- The two kitchen hood suppression systems in the Balltown Road station are due for hydrostatic testing of the cylinders. **Request authorization to have work completed by Above and Beyond at a cost of \$1,895.00.**
- Received a proposal for the semi-annual maintenance of hood systems that will need review.
- Three of our current thermal imagers are in excess of 14 years old and have reached the end of their useful life. The remaining two are over 8 years old with technology over 10. After a thorough evaluation, I am forwarding the recommendation from our committee to purchase 6 “decision making” thermal cameras for deployment on the apparatus and command vehicles and 4 situational awareness cameras to be deployed on the fire apparatus. Three quotes were solicited for each type of imager. **Recommend the purchase of the above noted cameras from Witmer Public Safety Group for a total of \$37,248.34 pending a permissive referendum for funds to be withdrawn from the equipment reserve account.**
- The Pedal, Paddle, Run was held on Saturday May 11<sup>th</sup>. EMS coverage and water rescue standby was provided with the assistance of Niskayuna FD 2, Alplaus FD, and the Glenville Hills Fire District.

- Running orders were updated to address the balance between excessive requests for EMS to other jurisdictions in the county while maintaining reasonable coverage for our district.
- Niska-Day was held on Saturday May 18<sup>th</sup>. Fireworks and EMS coverage were provided with assistance from Stanford Heights FD, NFD 2, Glenville Hills FD, and Alplaus FD.

Department Activity	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
April Incidents	244	184	245	178
EMS	195	135	175	108
Fire/Other	49	49	70	70
 Total YTD (4/30)	 1086	 887	 1048	 817
Other Activities:				
Emergency Callback			113 Staff Hours	
Department Training			185 Staff Hours	
Duty Crew Hours			59.25 Staff Hours	

**Chief Fritz Reported:**

- Kudos to the duty crew and volunteers, all did a great job at the Pearse Road fire.
- I need permission t use a district vehicle for the market 32 opening. Because it is within the district, no special permission is required.

**Report of the Niskayuna Permanent Fireman’s Association:**

**President Shiloh Lieberman Reported:**

- Brad has resigned and will be joining NFD 2, he states there are more opportunities.
  - Commissioner Pacheco stated an exit interview is being scheduled.
- Etienne Buck is joining the military and will be requesting a leave.

**Report of the Grand Boulevard Fire Company: No Report**

**OLD BUSINESS: No Report**

**NEW BUSINESS:**

**Motion/ Daly/ Second/ Pacheco: To publish an advertisement to sell the 2005 Chevy Silverado 2500 HD 4WD with Fisher 8-foot Plow with a minimum bid of 9,000 and all bids due by 7:00 PM on July 3, 2024. Passed 5-0.**

**Motion/ Murray/ Second/ Weitz: To issue a permissive referendum for funding from the equipment reserve account for \$37,248.34 for the purchase of 6 “decision making” thermal cameras and 4 situational awareness cameras. Passed 5-0.**

**Motion/ Daly/ Second/ Weitz: To purchase 6 “decision making” thermal cameras and 4 situational awareness cameras from Witmer Public Safety Group pending a successful permissive referendum for an amount not to exceed \$37,248.34. Passed 5-0.**

**Motion/ Murray/ Second/ Pacheco:** To Remove Brad Nethaway from the rolls. Passed 5-0.

**Motion/ Murray/ Second/ Daly:** To approve having both kitchen hood systems at Balltown Road station get cylinders hydrostatic testing completed by Above and Beyond for a cost of \$1,895. Passed 5-0.

The Board wished to express its thanks to Chief Lingenfelter for 18 years of service as Chief of the Department. Good luck on your future endeavors.

**Motion/ Daly/ Second/ Pacheco:** To adjourn to executive session to discuss personnel matters, Chief's retirement and appointing a provisional Chief at 7:44 PM. Passed 5-0.

**Motion/ Murray/ Second/ Weitz:** To return to regular session at 8:37 PM. Passed 5-0.

**Motion/ Pacheco/ Second/ Daly:** To appoint Fire Captain/Paramedic James Vena to the position of Provisional Fire Chief effective June 29, 2024, upon the retirement of Chief Dale Lingenfelter on June 28, 2024.

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 extend the medical leave for Firefighter/Paramedic Matthew Anderson to July 10, 2024. Passed 5-0.

**Motion/ Weitz/ Second/ Pacheco:** To extend the medical leave for Firefighter/Paramedic Robert Agans to July 10, 2024. Passed 5-0.

**Motion/ Pacheco/ Second/ Murray:** To authorize Chief Lingenfelter to begin to transfer his office and duties to incoming Provisional Chief Vena effective immediately. Passed 5-0.

**Motion/ Pacheco/ Second/ Murray:** To request Attorney Hayner to draft a resolution recognizing Chief Lingenfelter for his service. Passed 5-0.

**Motion/ Pacheco / Second/ Daly:** To adjourn the meeting at 8:40 PM Passed 5-0.

The next regular business meeting will be held July 10, 2024, at 7:00 pm.

Respectfully submitted by:

*Kevin J. McGill*

Secretary

Niskayuna Fire District No. 1