

Minutes of Regular Meeting December 11, 2024

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

EXCUSED: Commissioner Pacheco

Also Present: Chief Vena, Chief Fritz, Secretary K. McGill, Treasurer J. Splendido, Attorney Hayner, Lt. N. Persons, FF/P R. Wessels, GBFC President Lieberman, GBFC Financial Secretary Vena, Michelle Mazuryk, Joshua Poupore

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

Motion/ Weitz, 2nd/ Daly: To approve the November 13, 2024, **regular** monthly meeting minutes. As Read. Passed 4-0.

CORRESPONDENCE:

- Flyer for Commissioner training from AFDSNY
- Notarized copy of legal notice announcing 2024 elections.
- Email pertaining to price increase for new ambulance.
- Letter from GBFC requesting to add Vincent Nicchi as a new operational member.
- Letter from GBFC requesting to add Arthur Gibson as a new operational member.

PRIVILEGE OF THE FLOOR:

None

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

Motion/ Daly, 2nd/ Weitz: To pay bills for corresponding check #'s 32, 33, 19899-19955 From November 14, 2024, thru December 12, 2024 totaling \$173,897.36 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of November 2024 were reviewed.
- The comparison sheets for November 2024 vs. 2023 were reviewed.
- Budget versus actual expenses through November 2024 were reviewed.
- We are 92% thru the year and have spent 86.3% of the budget.

ATTORNEY'S REPORT:

Attorney Hayner Reported:

- I submitted comments to Chief Vena after reviewing the drafted progressive discipline policy and code of conduct.
- I will be retiring and not seeking re-appointment for 2025.

COMMITTEE REPORTS:

FINANCE: No Report

INSURANCE: No Report

MEDIA RELATIONS:

Chief Vena Reported:

- We received good press for the Toys for Tots drive.

APPARATUS & EQUIPMENT:

Chief Vena Reported:

- Car 408 is scheduled for body repair on 12/30.
- Engine 4021 is still awaiting a date for repair. The delay is partially due to waiting for the fender to arrive that was ordered through Garrison.
- U-4051 sustained damage to the lower left portion of the box and rear door. This was incurred while the driver was backing up while plowing, went over the island here at Balltown Road and impacted the bracket holding the hydrant marker onto the fire hydrant out front. We are working to obtain repair quotes. As this is our only snowplow vehicle, I suggest we defer repair until spring.
- 11/26/24 – Lt. Baker and I had a conference call with VCI regarding the error in ordering causing an increase in cost. Our position was clearly stated (as it was not our mistake) and we will cancel the order if necessary. The next day we received an email informing us we will not be responsible for the price increase and VCI will work it out with Horton.
- 11/27/24 – Truck Spec Committee meeting with Garrison's Phil DeAngelo. We are making really good progress and should have an order ready soon. Chief Fritz and Lt.'s Baker and Persons are currently soliciting feedback from the membership. If the board signs a purchase order before January 1, 2025, we can lock in 2024 pricing and avoid an automatic 3% price increase.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Vena Reported:

- RBS keeps working on the system. Things are improving albeit slower than I'd like. At issue now are the firewalls. We are still operating on the loaners from RBS. Sophos has denied warranty support. Past Chief Lingenfelter purchased them through a third party as well as renewed the 3-year support contract in March 2023 through them as well. Sophos is contending that the renewal license information was not entered into the firewalls with proper registration to the serial numbers, so they have no way to verify if the support goes with the offending devices. As the

devices are “bricked” and won’t boot up, RBS can’t update them. RBS is recommending replacement and is quoting \$3,500 per firewall which includes 3 years of support.

I recommend approval of up to \$7,000 to replace the firewalls at both stations if further efforts to invoke warranty support of existing equipment fail.

- The firewall issue is also causing problems with the Town. They are unable to retrieve information for the gasoline pump for billing and key access/denial. RBS and the Town’s IT department are working on it.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Commissioner Woehrle Reported:

- The new alarm panel is up and running.
- JD Warren is doing a great job on the system diagnostics/repairs.

Chief Vena Reported:

- Sanders Fire & Safety completed the FACP upgrade.
- JD Warren has been working on the HVAC system and making good progress. Nearly all the PM work is done except for parts replacement of condensate lines on the boilers and a motor sheave on one of the rooftop units. The control system was accessed and the following found:
 - Competing set point temps on thermostats served by the same HVAC unit. For example, some spaces were set at 55 degrees and an adjoining space set at 72 degrees.
 - Incorrectly calibrated air sensors. They were off by 70 cfm.
 - Reserved High and Low set points in some areas.
 - Basement HVAC unit doesn’t have a return connected, no relative humidity sensor and hot water going to the wrong side of the coil. Freeze Sensor keeps tripping because the unit is still trying to cool despite cold temps outside (hot water baseboard heats up the room triggering the A/C unit to activate).
 - The exhaust fan in the meeting room had a worn belt and was not evacuating any air.
- The old carpet and cabinetry were removed from the back room at River Road by Lt. Sims and his crew.
- Still waiting on gas lines parts for the line behind the range in the career kitchen. Parts expected to arrive 12/9/24.

STRATEGIC PLANNING: No Report

ELECTIONS:

Commissioner Woehrle Reported:

- Elections are complete and Joshua Poupore won. Congratulations.

PROTECTIVE GEAR & UNIFORMS:

Chief Vena Reported:

- Lt. Sims and FF/P Seiden are requesting outdated turn out gear, helmets, and boots exceeding the NFPA Standard be declared surplus.

Request 30 sets of turnout gear (coats and pants), 10 helmets, 16 leather boots and 1 pair of rubber boots be declared surplus.

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- I spoke with Penflex and things are looking good.
- We need to make a few more adjustments to deferments and payments through a resolution.
- Beneficiary forms are coming back in from participants.

INSPECTION & INSTALLATION: No Report

REPORT OF THE CHIEFS:

Chief Vena Reported:

- The Anthem Vision insurance enrollment forms sent to all current employees and retirees were forwarded to Denise Palyo. Coverage began 12/1/24. A group number has been assigned and plan documents and ID cards should be sent out in the next week or so.
- One career member was injured off duty and will require extended leave (discuss in Executive Session).
- Another member needs elective (but medically necessary) surgery and will require extended leave (discuss in Executive Session).
- I am becoming increasingly concerned about our ability to safely cover shifts due to staff burnout. As of now, Lt. Baker has identified nearly 200 (24 hour) shifts needing coverage in 2025. That number will increase with the addition of two members above needing extended leave. With the addition of these two members, that puts us down 5 positions, which is 26% of the career staff. I recommend establishing a work group comprised of representatives of the Board, Chief's, L4151 and the GBFC to further discuss concerns and solutions.
- 11/18/24 – Attended the County EMS Committee meeting at Scotia FD.
- 11/20/24 – Attended the Career Chief's Meeting hosted by Schenectady FD.
- Volunteer Firefighter Cancer Renewal paperwork submitted to One Group.
- Received feedback from Attorney Hayner on Code of Conduct draft. He suggests one addition and to incorporate it into the Districts Rules and Regulations. Attorney Hayner also advises updating as they are 18 years old.
- The Disciplinary Policy draft is a bit more complicated. Because different sections of the law cover career and volunteer members, we may need to break these out as separate sections or policies.
- Attorney Hayner reviewed the Field Internship Agreement with Cobleskill Paramedic Program and One Group has confirmed we have insurance coverage. Recommend entering into this agreement.

Request the Board sign the Field Internship Agreement with SUNY Cobleskill Paramedic Program.

- Lieutenants Powers and Kaszuba have completed their probationary periods.

Request the Board complete the Probationary Reports for Lt.'s Powers and Kaszuba as SATISFACTORY and RETAINED per Civil Service Law and Rules.

Request Executive Session to discuss medical status of two career members.

Request Extended Leave for FF/P Gregg Pelliccia until 1/8/2025.

Request Extended Leave for Lt. Nick Persons until 1/8/2025.

- Lt. Persons has met with SUNY Cobleskill and Hudson Valley Paramedic programs. The students were engaged and expressed interest in taking our test and some were interested in learning more about Duty Crew time as a volunteer.
- 11/13/24 – Our CPR instructors provided two days of CPR training to Niskayuna High School students. The health teacher, Lindsey Steenland asked if we can expand the instructional delivery to include Stop the Bleed and Basic First Aid. While I fully support this and would like to commit, concerns over daily staffing need to take priority. The addition of this training will take an additional four days in the school and approximately 52 additional hours of overtime. We will determine feasibility as 2025 develops.
- 11/21/24 – NFD 1 and NFD 2 conducted extrication training at H & K Towing in Schenectady. Simpler, faster and more efficient struts were demonstrated. A purchase recommendation will be forthcoming in 2025.
- Request a brief executive session to close out a personnel matter.

• Department Activity	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
August Incidents	253	205	157	238
EMS	172	165	124	162
Fire/Other	73	41	33	76
Total YTD (11/30)	2509	2173	2268	2084
Other Activities:				
Emergency Callback			29.25 Staff Hours	
Department Training			145 Staff Hours	
Duty Crew Hours			81 Staff Hours	

Chief Fritz Reported: No Report

Report of the Niskayuna Permanent Fireman's Association:

FF/P Wessels Reported:

- Toys for Tots – 25 boxes of toys were collected, thank you.

- This is our last year doing this as Sondra is moving to Colonie.

Lt. Persons Reported:

- December 7 we went to Pathways for our annual Holiday event. Chief Fritz was a great Santa.
- Thank you for the new vision plan.

Report of the Grand Boulevard Fire Company:

President Lieberman Reported:

- We have two new members who were sent to the Board for approval.
- FF Shannen Carroll has completed her probation.
- Our elections are complete. Steve Vena is our treasurer. He will be assisted, and training, a new member.

OLD BUSINESS: No Report

NEW BUSINESS:

Motion/ Daly/ Second/ Weitz: To approve up to \$7,000 to purchase 2 firewalls as recommended by RBS. Passed 4-0.

Motion/ Weitz/ Second/ Daly: To declare 30 sets of turnout gear (coats and pants), 10 helmets, 16 leather boots and 1 pair of rubber boots as surplus. Passed 4-0.

Motion/ Daly/ Second/ Murray: To authorize signing the Field Internship Agreement with SUNY Cobleskill Paramedic program. Passed 4-0.

Motion/ Daly/ Second/ Weitz: To declare Lt. Powers has successfully completed probationary period and Civil Service will be notified of such, as SATISFACTORY and RETAINED status. Passed 4-0.

Motion/ Weitz/ Second/ Daly: To declare Lt. Kaszuba has successfully completed probationary period and Civil Service will be notified of such, as SATISFACTORY and RETAINED status. Passed 4-0.

Motion/ Daly/ Second/ Weitz: To offer medical leave for FF/P Gregg Pelliccia to January 8, 2025. Passed 4-0.

Motion/ Daly/ Second/ Weitz: To offer medical leave for Lt. Nick Persons to January 8, 2025. Passed 4-0.

Motion/ Daly/ Second/ Weitz: To appoint Michelle Mazuryk to the position of Executive Secretary.

ROLL CALL

Commissioner Murray – YES

Commissioner Weitz – YES

Commissioner Daly – YES

Commissioner Woehrle – YES

Passed 4-0.

There will be a Special Meeting on December 30, 2024 at 7:00 PM to discuss a purchase order for the new ladder truck and to interview for the new Fire District Attorney position.

The 2025 Organizational Meeting will be January 2, 2025, at 7:00 PM.

Motion/ Daly/ Second/ Weitz: To add Arthur Gibson to the rolls as an Operational member. Passed 4-0.

Motion/ Daly/ Second/ Weitz: To Vincent Nicchi to the rolls as an Operational member. Passed 4-0.

Motion/ Weitz/ Second/ Daly: To adjourn to executive session to discuss personnel issues at 7:47 PM. Passed 4-0.

Motion/ Weitz/ Second/ Daly: To return to regular session at 7:52 PM. Passed 4-0.

Motion/ Weitz / Second/ Daly: To adjourn the meeting at 7:54 PM Passed 4-0.

The next regular business meeting will be held on January 8, 2025, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1