

Minutes of Regular Meeting January 8, 2025

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

Also Present: Chief Vena, Chief Fritz, Secretary K. McGill, Treasurer J. Splendido, Attorney Serio, Lt. N. Persons, Lt. Kaszuba, NPFA President Baker, GBFC President Lieberman, GBFC Treasurer Vena, Executive Secretary Michelle Mazuryk

The Meeting was called to order at 7:02 PM by Chairman Woehrle.

Motion/ Pacheco, 2nd/ Poupore: To approve December 11, 2024, **regular** monthly meeting minutes. As Read. Passed 4-0.

Motion/ Pacheco, 2nd/ Murray: To approve December 30, 2024, **special** monthly meeting minutes. As Read. Passed 4-0.

CORRESPONDENCE:

- Letter from resident Harry Salavantis.
- Notarized copy of legal notice announcing Dec. 30, 2024, special meeting.
- Notarized copy of legal notice announcing Jan. 2, 2025, organizational meeting.
- Flyer from Pinsky Law announcing the 17th Annual Fire and EMS Law and Management Conference.
- Letter from Pinsky Law Firm with 2025 rates.
- Flyer from CAFDA announcing 2025 Commissioner Training.
- Flyer from CAFDA announcing 2025 Financial Training.

PRIVILEGE OF THE FLOOR:

None

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

Motion/ Pacheco, 2nd/ Poupore: To pay bills for corresponding check #'s 35, 19956-19996 From December 12, 2024, thru January 8, 2025 totaling \$1,011,322.81 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of December 2024 were reviewed.
- The comparison sheets for December 2024 vs. 2023 were reviewed.

- Budget versus actual expenses through December 2024 were reviewed.
- We are 100% thru the year and have spent 93.1% of the budget.
- The treasurer is in contact with Cusack & Company about the 2025 audit.
- The 60-day reporting extension has been applied for and granted by the NYS Comptrollers Office.

ATTORNEY’S REPORT: No Report

COMMITTEE REPORTS:

FINANCE: No Report

INSURANCE:

Chief Vena Reported:

- We do have minor cyber insurance – covers actual damages and software loss.
- Attorney Serio suggested we look into NY Municipal Insurance Reciprocal (NYMIR). They may have something specific to municipal clients that fits our needs.

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Chief Vena Reported:

- C-408 is at Frank & Sons Autobody for repairs and should be done in the next week or so.
- E-4021 – No date for repair yet. Frank & Sons high bay area is still back logged.
- The PO for the ladder truck was signed and delivered.
- There is a change order needed for the ambulance. Lt. Baker reviewed the changes. He stated this must be signed to proceed with production.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Vena Reported:

- The two rack mounted UPS for the IT room were received with the incorrect power cord. The company shipped us the Tiawan version instead of the USA version. They were returned and we are still awaiting the replacements.
- Repeat Business systems (RBS), Josh Paniccia (for the Town), and I have exhausted our avenues to regain control of the “bricked” Sophos firewalls. Sophos has absolutely refused to honor our support contract because it was purchased through a third party and then never registered/licensed to the devices. We have gone above tech support and tried dealing with the public sector account manager and the regional Sophos rep without any luck. In fact, they are no longer returning our calls.
 - At December’s meeting the BOFC approved replacement at a cost of \$3,500 per station. Following the meeting, there were questions on the cost because firewalls can be procured for less. There are different grades of firewalls and the ones recommended by RBS are enterprise level which offer the best security features and include 5 years of support. I have given the go ahead to RBS to order and install them.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Chief Vena Reported:

- The warranty repair on the range for the hinges was completed on January 3, 2025. The oven door still does not close all the way. Notified Earl B. Feiden and they have ordered a new gasket for the oven door.
- Still awaiting the gas line repair from the plumber.
- HVAC – Attached is an email with questions to Jason Grossman (JD Warren) and his replies on the PM's and T&M Exploration of the controller system. Should this be a full board discussion of the facilities committee. Board agreed it should start with the facilities committee.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- Next meeting will be January 16 at 7:00 PM.
- We are making great strides in aggressively promoting and hiring new firefighters.
- The recruitment and retention committee is doing a great job – we have interviewed 7 new volunteer members, more than the last 3 years combined.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS:

Chief Vena Reported:

- PPE that was previously ordered is starting to come in and being placed in-service.

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- LOSAP summary report will be posted tomorrow. After 30 days it will be ready for approval at the Feb. 12 meeting of the Board. Once approved, I will send it on Feb. 13.

INSPECTION & INSTALLATION:

Commissioner Pacheco Reported:

- The event will be on Saturday, January 25, 2025.
- Cocktail will be at 6:00 PM
- Dinner and program will begin at 7:00 PM.
- The committee will meet tonight after this meeting.

REPORT OF THE CHIEFS:

Chief Vena Reported:

- Lt. Powers has been cleared to return to work. Her first shift back is Friday January 10th. Lt. Powers has also officially notified us she is returning as a breastfeeding Mom and expects that to continue for a year. She will advise if anything changes.
- FF/P Pelliccia is still recovering after a 3-hour surgery to repair the lacerated tendon in his hand. He has begun occupational therapy and progress so far is slow but steady.

Request that illness leave be extended for FF/P Pelliccia until February 12, 2025.

- Lt. Persons is recovering ahead of schedule. Her hopes to be cleared for work in the next couple of weeks.

Request that illness leave be extended for Lt. Persons until February 12, 2025.

- 1/1/2025 – NFD 1 responded with our ladder truck on request for mutual aid to Schenectady Fire Department for a commercial building fire on Maxon Road. We were on scene operating for approximately 80 minutes and utilized the tower to apply an elevated master stream to fire through the roof of the building. The crew, consisting of Lt. Baker, FF/P Ruth and FF/P Nolan did a very good job. No injuries were sustained, and no damage was incurred to any of our equipment. Thank you to the career and volunteer members who responded and stood by at the station for coverage.

Request authorization to attend the Career Chief's meeting in Poughkeepsie on January 15, 2025, including use of the district vehicle.

• Department Activity	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
December Incidents	280	227	218	231
EMS	205	173	157	143
Fire/Other	75	54	61	88
Total YTD (12/30)	2777	2399	2475	2315
Mutual Aid Given	179	130	78	
Mutual Aid Denied	96	0	0	
Actual MA Given	83	130	78	
Mutual Aid Received	37	40	14	

- NFD 1 responded to 378 more calls in 2024. This represents a 15.75% increase in total call volume. We had 49 more requests for mutual aid (38% increase); however, with the district coverage SOG implemented by Chief Lingenfelter prior to his retirement, we declined 96 requests and responded to 83 mutual aid calls (versus 130 in 2023). This represents 36% decrease from 2023.

Other Activities:

Emergency Callback	57.5 Staff Hours
Department Training	219.75 Staff Hours
Duty Crew Hours	0 Staff Hours

- Capt. Griffiths reported all volunteer firefighters completed their remaining OSHA/PESH training for 2024.

Chief Fritz Reported: No Report

Report of the Niskayuna Permanent Fireman's Association:

Lt. Baker Reported:

- Santa parade and caroling at Pathways went well.

Report of the Grand Boulevard Fire Company:

President Lieberman Reported:

- We are setting up committees now for 2025.
- I'm pleased to announce the career firefighters are getting more involved in the fire company.
- A few of the retired career firefighters are coming back to help with committees.

OLD BUSINESS: No Report

NEW BUSINESS:

Motion/ Pacheco/ Second/ Poupore: To extend the sick leave for FF/P Pelliccia until February 12, 2025. Passed 4-0.

Motion/ Poupore/ Second/ Pacheco: To extend the sick leave for Lt. Persons until February 12, 2025. Passed 4-0.

Motion/ Pacheco/ Second/ Murray: To authorize Chief Vena to attend the Career Chief's meeting in Poughkeepsie on January 15, 2025, at a cost of \$40 and include use of the district vehicle. Passed 4-0.

Motion/ Pacheco/ Second/ Murray: To authorize Commissioner Poupore attend the required commissioner training on March 1, 2025, in Clifton Park at a cost of \$85. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To authorize Chief Vena, NPFA President Lt. Baker, Executive Secretary Mazuryk, GBFC Treasurer S. Vena, and GBFC President Lieberman attend the commissioner training on March 1, 2025, in Clifton Park at a cost of \$85 each – total cost of \$425. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To authorize Chief Vena, Chief Fritz, Commissioner Poupore, GBFC Treasurer S. Vena, GBFC President Lieberman and NPFA President Lt. Baker attend the financial training on March 13-14, 2025, at Fulton Montgomery Community College at a cost of \$100 each – total cost of \$600. Passed 4-0.

Motion/ Poupore/ Second/ Pacheco: To adopt The State Archive Retention and Disposition Schedule for NY Local Governments LGS-1. Passed 4-0.

Motion/ Poupore/ Second/ Pacheco: To authorize the Chairman, Chief, Executive Secretary, and District Secretary to dispose of unused items in the file room. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve the D'Amato Law Group, with Greg Serio as the attorney with overall responsibility, as the attorney for the district and authorize the Chairman to sign the Engagement Agreement. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To authorize the Chairman to sign new ambulance change order Revision #3 plus minor changes submitted with the change order. Passed 4-0.

Motion/ Poupore / Second/ Pacheco: To required all personnel (district, fire company, auxiliary) to complete the required Harassment Prevention in the Workplace training by April 7, 2025, or building access will be turned off. Passed 4-0.

Motion/ Poupore / Second/ Pacheco: To adjourn the meeting at 7:55 PM Passed 4-0.

The next regular business meeting will be held on February 12, 2025, at 7:00 pm.

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1