

Minutes of Regular Meeting February 13, 2025

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

Also Present: Chief Vena, Chief Fritz, Secretary K. McGill, Treasurer J. Splendido, Attorney A. Snyder, Capt. P. Griffiths, Lt. N. Persons, NPFA President Baker, GBFC President Lieberman, GBFC Treasurer Vena, Executive Secretary Michelle Mazuryk, Dustin Hall (Amsure)

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

Motion/ Poupore, 2nd / Pacheco: To approve January 8, 2025, **regular** monthly meeting minutes. As Read. Passed 4-0.

Motion/ Pacheco, 2nd / Poupore: To approve January 2, 2025, **organizational** meeting minutes. As Read. Passed 4-0.

CORRESPONDENCE:

- Email from Dustin Hall of Amsure Insurance.
- Email reminder to file cancer report.
- Thank you from Tom Hayner for the recognition of service.
- Copy of GBFC 2024 final financial report.
- Letter from GBFC requesting approval of Jordan Shaw.
- Letter from GBFC requesting approval of Matthew Grygiel.
- Thank you card from the Duncan family.
- NYSAFD notice of proposed by-law changes.

PRIVILEGE OF THE FLOOR:

Dustin Hall from Amsure Insurance gave a presentation on the services they offer.

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

Motion/ Poupore, 2nd / Pacheco: To pay bills for corresponding check #'s 37-41, 19997-20059 From January 9, 2025, thru February 12, 2025 totaling \$245,093.46 as reviewed. Passed 4-0.

TREASURER'S REPORT:

Treasurer Splendido Reported:

- The reserve accounts as of the end of January 2025 were reviewed.
- The comparison sheets for January 2025 vs. 2024 were reviewed.

- Budget versus actual expenses through January 2025 were reviewed.
- We are 8% thru the year and have spent 18.8% of the budget.
- I am working on the 2025 audit.
- National Grid rates for electric supply have doubled.

ATTORNEY'S REPORT: No Report

COMMITTEE REPORTS:

FINANCE:

Commissioner Pacheco Reported:

- I have received the GBFC 2024 financial report and will review it.

INSURANCE:

Commissioner Murray Reported:

- There are a couple of endorsement changes, they now 2 exclusions: cybersecurity and anything having to do with human trafficking.
- Discussion ensued about changing brokers from One Group to Amsure. Insurance would not change, just the broker we work with. The Chief stated he has had no problems with One Group and Bob did not see a reason to change, but we should look at this later in the year and perhaps go out to bid.

Chief Vena Reported:

- One Group Account Executive, Marc Sidney met with us on 2/5/25 to review our insurance coverage. Please refer to the emails sent by Secretary Mazuryk on 2/6 and 2/10 for details and recommendations. I defer to the insurance committee for discussion; however, as a reminder, our renewal is due by March 1.
- One recommendation was to increase the deductible for property damage at River Road from \$2,500 to \$5,000 to match Balltown Road.

MEDIA RELATIONS: No Report

APPARATUS & EQUIPMENT:

Chief Vena Reported:

- C-408 repairs were completed at Frank & Sons Autobody on 1/14. Due to the paint work, Frank & Sons advised not to wash it for 30 days.
- E-4021 – Body repair is scheduled to begin February 17th at Frank & Sons.
- U-4051 – Repair estimate was received from Walter's Autobody and it came in at \$6,686.82. Claim has been submitted through One Group.
- On Sunday February 2nd, we had two ambulances out of service. 4081 for electrical issues and 4082 for a cracked windshield. Both have been repaired and are back in-service.
- 4082 needs some minor welding to the frame. Nothing is unsafe per Walter's Autobody. They recommend Govel Welding, and we will be contacting them soon for the repair. This was held up due to the other two ambulances being out of service. This is scheduled for February 17.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Vena Reported:

- The two rack mounted UPS's for the IT room previously received (the Taiwan versions) were replaced. Unfortunately, the replacements also weren't what was described and depicted on the ordering page. Instead of 120v/20-amp plugs they are 120v/30-amp plugs (at least this time they are the USA version). Per Repeat Business Systems and Comalli Electric, the 30-amp power supplies are better suited for the power needs in the room. We will need Comalli Electric to install two 30-amp receptacles. While the cost does fall within my purchasing authority, I felt the proximity to the BOFC meeting warranted holding off for your approval. The quote was \$2,020 and includes prevailing wage.

Recommend approval for Comalli Electric to install 2 30-amp receptacles in the IT room at a cost of \$2,020.

- Repeat Business systems (RBS) – the two firewalls were replaced and seem to be working well. We did notice a little faster speed in the network and the Town now has dedicated and secure access to the gas pump at River Road.
 - Our email system was further updated to have the capability of the latest security protocols and Proofpoint email filtering was added as an additional layer of security.
 - We have a meeting scheduled for 2/26 to do a full account review and determine next steps.

EMS & EQUIPMENT: No Report

HEALTH & SAFETY: No Report

FACILITIES:

Commissioner Woehrle Reported:

- We need to set a date for the facilities committee to meet and discuss the JD Warren work.

Chief Vena Reported:

- The warranty repair on the range for the hinges was completed on January 3, 2025. This didn't fully correct the door closure problem. As such, the full range is being replaced under warranty.
- The part for the gas line repair in the kitchen has come in and we are waiting for the plumber to install it. He had a family emergency that took him out of town. Chairman Woehrle is following up.
- The range hood cleaning and inspections have been completed for both the first floor and basement kitchens. No deficiencies were identified.
- HVAC – Now that January is over, the facilities committee should meet to consider the findings and recommendations from JD Warren that I gave you last meeting.
- We have mice at River Road. Droppings were present on the kitchen counter. Lt. Sims contacted Family Pest Services, and they are sending a quote for treatment.

STRATEGIC PLANNING:

Commissioner Pacheco Reported:

- Next meeting will be February 27 at 7:00 PM.

ELECTIONS: No Report

PROTECTIVE GEAR & UNIFORMS: No Report

SERVICE AWARDS PROGRAM:

Chief Fritz Reported:

- LOSAP summary report was posted for 30 days and is ready for approval.

INSPECTION & INSTALLATION:

Commissioner Pacheco Reported:

- Commissioner Pacheco presented Chief Vena with coolers for the duty crew that worked the night of the event.
- Certificates and commendations that needed corrections should be in later this week.
- The event was well attended, with 97 people registered. We received good feedback and have booked the same location for next year.
- The committee will meet February 27 at 6:00 PM.

REPORT OF THE CHIEFS:

Chief Vena Reported:

- Lt. Persons was medically cleared and returned to work effective 1/13/25.
- FF/P Pelliccia was medically re-evaluated on 2/5/25 and is making good progress. His doctor indicates that without setbacks, he may be ahead of schedule. He may never again regain full pre-accident function; however, both he and his doctor are optimistic that he will be able to return to work in 4-5 weeks. This projects out to be approximately the second week of March.

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

- Per Attorney Serio's advice, Lou Battaglioli, from One Group was asked about Cyber Liability Insurance through NYMIR. Per Mr. Battaglioli, NYMIR has declined to quote a standalone policy.
- On 2/4 ISO came in to audit our department. All requested documents for apparatus, equipment, training, SOP/SOG's, inspections and community risk reduction measures were turned over to the auditor. The auditor was very good and worked with us to explain what counts and what doesn't. Our last audit was in 2017 and we were assigned a Class 4 rating (Scale if 1-10 1 being the best). This is an excellent rating for a combination department of our size. Some items are out of our control, such as the water infrastructure in the town and the current level of staffing. We have less volunteers than in 2017 and career staffing is short due to retirements. The only staff that counts are those that respond and can fight a fire. Two items that went against us are SOP/SOG's greater than 5 years old and we don't track driver training/recertification by hours (we track it by mileage and competency). The results of the audit will take 3-5 months.

- We are evaluating simpler and more rapidly deployable vehicle stabilization struts that don't require the manpower and technical expertise our current struts require. A recommendation for purchase will likely come next month.
- We are getting quotes to replace the nozzles on our 1 3/4" handlines. This is necessary because the attack package for fire suppression should always be evaluated as a system. Our current nozzles do not match with our hose and that creates greater difficulty and danger with hose line management when flowing water. The problem we are facing is an unintended consequence of improved technology with the Tru ID Attach Hose. I will have a purchase recommendation next month.
- We had two near miss fires since the last board meeting.
 - One was on Carlyle Drive where hot ashes ignited the trash receptacle next to the house. This also started the vinyl siding on fire. Fortunately, it was discovered early by a neighbor, 911 was called and was quickly confined through the efforts of the homeowner and fully extinguished upon our arrival. The fire was extending into the wood frame of the home. Quick action by our crew prevented further extension into the basement and up the side of the house.
 - The second was this past Sunday on Park Ridge Drive where an oven fire burned hot enough to break the inner glass on the door. The heat emanating out the back also scorched the tile backsplash. Has this been a combustible backsplash as many are, a full-blown kitchen fire would have ensued, and the fire would have run right up the open stairwell to the second floor.
- Many thanks to KAPL for backing us up with an ambulance while two were out of service. They brought a spare down from the Wilton site to have it available for us. We used them twice. One was for a medical call and the other was for a serious car accident on Rt. 7. Clifton Park Halfmoon Ambulance have also been called several times, including 3 times in one day due to 22 calls received in a 24-hour shift.
- As you can see below, new members have not participated in duty crew hours as required. Chief Fritz is handling this and working to improve participation.

Request authorization for Capt. Griffiths to attend the Finger Lakes Building Officials Educational Conference March 10-12 at a cost of \$1,165 and 32 hours of overtime (cost includes conference registration, meals, mileage, tolls and lodging). This is budgeted and is annual required continuing education to maintain NYS CEO status.

Requesting authorization to send Lt. Powers to the Instructor Authorization for the Firefighter I training series. The course is being held in Saratoga County beginning 3/22/25. The cost to the district will be 48 hours of overtime. This is budgeted and will directly benefit NFD 1.

Request authorization to attend the Career Chief's meeting in Cortland on March 18 & 19, 2025. Cost not to exceed \$250 and use of the district vehicle.

• Department Activity	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>
December Incidents	291	204	160	231
EMS	209	161	116	152
Fire/Other	82	43	44	79
Total YTD (1/31)	291	204	160	231

Mutual Aid Requested	30
Mutual Aid Denied	16
Actual MA Given	14
Mutual Aid Received	3

Other Activities:

Emergency Callback	69 Staff Hours
Department Training	119.75 Staff Hours
Duty Crew Hours	8.5 Staff Hours

Chief Fritz Reported: No Report

Report of the Niskayuna Permanent Fireman's Association:

Lt. Baker Reported:

- Brought up last years discussion to cover cancer screenings as a cost of about \$300 each.
- Also discussed covering retired members for a certain period of time for cancer screenings.

Report of the Grand Boulevard Fire Company:

President Lieberman Reported:

- We are planning amendments to the Constitution and By-laws focused around the Finance and Audit committees.
- We are planning to have an external audit completed.
- We are working on updating our policies.

OLD BUSINESS: No Report

NEW BUSINESS:

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

Motion/ Poupore/ Second/ Pacheco: To authorize Capt. Griffiths to attend the Finger Lakes Building Officials Educational Conference March 10-12 at a cost of \$1,165 and 32 hours of overtime. Cost includes conference registration, meals, mileage, tolls and lodging. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve Comalli Electric to install 2 30-amp receptacles in the IT room at a cost of \$2,020 and includes prevailing wage. Passed 4-0.

Motion/ Poupore/ Second/ Pacheco: To authorize Lt. Powers to attend the Instructor Authorization for the Firefighter 1 training series in Saratoga County beginning on March 22, 2025 at a cost of 48 hours of overtime. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To authorize Chief Vena to attend the NYS Career Fire Chief's meeting in Cortland March 18-19 at a cost not to exceed \$250 and use of the district vehicle. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve Matther Grygiel of 2080 Baker Avenue, Niskayuna, NY 12309 as a probationary operational member. Passed 4-0.

Motion/ Poupore/ Second/ Pacheco: To approve Jordan Shaw of 117 Washington Avenue, Apt. 407C, Schenectady, NY 12305 as a probationary operational member. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve increasing the insurance deductible for the River Road station from \$2,500 to \$5,000 to match the Balltown Road coverage. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve the 2024 LOSAP report as submitted. Passed 4-0.

Motion/ Pacheco/ Second/ Poupore: To approve 5 career members to receive recommended cancer screenings at a cost not to exceed \$2,000. Passed 4-0.

Lt. Baker thanked Commissioner Pacheco for the coolers given out at the Installation dinner and the door prize.

GBFC Treasurer Steve Vena reported that he used RBS and they were very helpful and a great service.

Motion/ Pacheco / Second/ Poupore: To adjourn the meeting at 8:30 PM Passed 4-0.

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

Respectfully submitted by:

Kevin J. McGill

Secretary

Niskayuna Fire District No. 1