

## Minutes of Regular Meeting February 11, 2026

---

---

**PRESENT:** Chairman Woehrle and Commissioner McGill (in person), Commissioners Pacheco and Poupore (remote via Teams Meeting)

**EXCUSED:** Commissioner Daly

**Also Present:** Chief Vena, Chief Fritz, Treasurer John Splendido, Secretary Anne Heller, Chief's Administrative Assistant Michelle Mazuryk, NPFA President John Baker, GBFC President Steve Vena, Captain Nick Persons, Captain Patrick Griffiths, Lieutenant Anderson, FF/P Agans, FF/P Plakas

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

A promotion ceremony was held for Captain Nick Persons.

**Motion/ McGill, 2<sup>nd</sup> / Pacheco:** To approve the January 14, 2026 meeting minutes. As Read. Passed 4-0.

### **CORRESPONDENCE:**

- 01/2026 Authorization for the Town of Niskayuna to act on the District's behalf for the purpose of the payment in lieu of tax (PILOT) proposal submitted by the Town to Knolls Atomic Power Laboratory
- 01/09/26 letter from Winsupply Schenectady informing District of merger with Winsupply Albany effective 01/30/26
- 01/15/26 email from Lynne Daly informing the Board of the Grand Boulevard Auxiliary Officers for 2026
- 01/15/26 email from Lynne Daly informing the Board of the names of the Grand Boulevard Auxiliary members for insurance
- 01/15/26 thank you note from Joyce Muckenfuss with \$100 donation

**PRIVILEGE OF THE FLOOR:** None

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

**Motion/ McGill, 2<sup>nd</sup> / Poupore:** To pay bills for corresponding check #'s 23162-23220, and

QuickCheck50-51 from January 15, 2026 through February 11, 2026 totaling \$223,594.03 as reviewed. Passed 4-0.

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

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

- The reserve accounts as of the end of January 2026 were reviewed.
- The comparison sheets for January 2026 vs. 2025 were reviewed.
- Budget versus actual expenses through January 2026 were reviewed.
- We are 8% through the year and have spent 23% of the budget.
- The audit will occur on 02/28/26.

### **ATTORNEY'S REPORT:** No Report

### **COMMITTEE REPORTS:**

#### **FINANCE:**

##### **Commissioner McGill Reported:**

- Bank statements were reviewed.
- All accounts were reviewed and everything looked good.

#### **INSURANCE:**

##### **Chief Vena and Michelle Mazuryk Reported:**

- They met earlier today with Marc Sidney from OneGroup.
- 3.6% total increase in premium from 2025 to 2026.
- It did not make sense to go out to bid this year.
- Marc Sidney assured Chief Vena that he would meet with the District in January next year
- Marc Sidney will include Commissioner Poupore as a point of contact (in addition to Chief Vena and Michelle Mazuryk) on future communications.

##### **Commissioner Poupore Reported:**

- The Committee advises the Board to approve the policy renewal.

### **MEDIA:** No Report

### **APPARATUS & EQUIPMENT:**

#### **Chief Vena Reported:**

##### **Apparatus:**

- E-4021 – Had a repeated check engine light come on. Garrison Fire Rescue advised it should be taken to Cummins Diesel in Albany. On 1/23/26 we took it and the scan showed a problem with the Turbo Charger. Best case it's a speed sensor, worst case, the Turbo needs to be replaced, and the least likely problem is a wiring issue. The earliest they could get us in was February 10<sup>th</sup> and the vehicle is there now for repair.
- A-4082 – Numerous issues have occurred and we are awaiting repair/replacement on the following:
  - Liquid spring suspension – Repaired 2/10/26 – Was a bad O Ring that allowed the system to leak and depressurize.

- Interior cracked wall between the cab and patient compartment – New panel is on order and ambulance will have to go to VCI for repair.
- Side view mirrors
- E-4022 & T-4075 – Pump panel gauges and tank fill gauge. They froze and broke while at the structure fire this past Saturday (temps were double digits below zero with the wind chill) – Garrison notified.

**Equipment:**

- The LP 35 we are field trialing has had some issues. The Stryker Rep has arranged for a new unit, and we will continue the trial. It is believed the issues stem from the power supply.

**TECHNOLOGY SERVICES:**

**Chief Vena Reported:**

- ESO – The buildout and learning the software is ongoing. There is a lot of functionality that improves how we track, store and retain data. New features continue to become available almost daily. Having been part of the last transition from Firehouse to Zoll Fire Reports, I can say this process has been substantially better.
  - Within ESO is an Asset Management Program – We are working on adding inventory to this module and that raised the question on what we should inventory. Per the State Comptroller, we should have an inventory control policy and that policy can establish minimum thresholds for inventory tracking. What dollar amount would the Board feel comfortable with and is there a policy already? I am unable to locate one in my records.
- RBS – The PAB (Phish Alert Button) issue appears to be resolved. Microsoft had to do a back-end correction in our 365 Environment, and KnowBe4 PAB had an issue where RBS had to remove and add the new version of the .xml to Office 365. The duplicate button now seems to be gone. I have kept the support ticket open as we verify if the correction worked.

**EMS & EQUIPMENT:** No Report

**HEALTH & SAFETY:** No Report

**FACILITIES / INSPECTION OF STATIONS:**

**Chief Vena Reported:**

- We received a draft report February 5<sup>th</sup>, from the Town on the Plum St. water issues. I forwarded that to Commissioner Pacheco I defer to him for further.
- A switch on the clothes' washing machine has broken and the repair technician has indicated the repair costs are \$300 for that. He also found the tub bearings are worn out and the tub is loose. The cost for that repair starts at \$500. He recommended replacement as the cost of the repairs exceeds the cost of a new machine. I recommend we replace it and purchase the second washer/dryer set discussed and budgeted for last year in account A3410.441.
- Sprinklers were inspected.

**STRATEGIC PLANNING:** No Report

**ELECTIONS:** No Report

**PROTECTIVE GEAR & UNIFORMS:** No Report

**SERVICE AWARDS PROGRAM:**

**Chief Fritz Reported:**

- Everything is completed, the Fire Company was notified, paperwork needs signatures from the Board and then can be submitted to Penflex.

**INSTALLATION BANQUET:**

**Commissioner Pacheco Reported:**

- The Installation Banquet attendance was good
- The committee will be looking for a new location for next year.

**ACCIDENT INVESTIGATION:**

**Commissioner McGill Reported:**

- Still looking into dashcams

**Commissioner Pacheco Reported:**

- One of his clients (Ft. Lauderdale) has had a dashcam system in their apparatus for years that they are happy with. Commissioner Pacheco will pass the information along to Commissioner McGill.

**REPORT OF THE CHIEFS:**

**Chief Vena Reported:**

**Finance/Admin:**

- As reported last month, I completed and submitted the requisite paperwork to renew our Ambulance Operating Certificate set to expire 1/31/2026. Additionally, our operating license must be current in the eMedNY Medicaid Provider System to bill NYS Medicaid.

Timeline:

1. Renewal Docs submitted and accepted by the state on December 18, 2025 (**not accepted by DOH any earlier than 45 days prior to expiration**).
2. December 23, 2025 I emailed DOH to find out the turnaround time. I received a reply the same day that we are in the queue but would not be processed until after the 1<sup>st</sup> of the year.
3. Emailed DOH for a status update on 1/23/26 - No response.
4. Emailed DOH on 1/26/26 - received an email saying it was issued on 1/22/26 and I should have gotten it by email. I did not and asked for it to be resent.
5. DOH re-sent it 1/26/26 in the late afternoon.
6. 1/27/26 – attempted to upload it to the eMedNY web portal and given an error message that on-line submission is not permitted for our provider type. Called the help number, and bottom line is eMedNY is requiring a hard copy to be mailed to them. That was done and I confirmed they received it on 1/29/26.

Here's the kicker...eMedNY states there is a 90-day grace period after expiration (so nice of them). However, it may take up to **120 days** to process the renewal...yes, you read that right, AND, if it's not processed in time, we will have to restart the Medicaid Provider Application process which can take 8-9 months. EMR-LLC indicates Medicaid billing accounts for approximately 20% of our monthly revenue. Fingers crossed eMedNY finds the time to enter "1/31/2028" into their system for us.

- 1/21/26 – Attended the Career Fire Chief's of NYS meeting in Syracuse. Meeting was excellent with presentations by State Fire Administrator Jim Cable and NYS DOH Bureau of EMS Director Ryan Greenburg.
  - Coming from this meeting is strong recommendations to review Social Media Policies and ensure Name – Image – Likeness (NIL) language is added for the departments protection.

**Operations:**

- Lt. Nolan has been accepted into the First Line Supervisors Training Program at FDNY beginning 2/23.
- Fire Officer 1 and Fire and Emergency Services Instructor 1 are available locally over the coming months. I would like to send Lt. Anderson to those classes and that will qualify him for the shortened two-week FLSTP offering as opposed to the 4-week.
- The NYSAFC Seminar series is coming to Schenectady on March 3<sup>rd</sup>. The topic is Basement Fires, and these seminars always prove valuable. Requesting authorization to send up to 15 personnel at a cost of \$35/person plus overtime. This is budgeted for in account A3410.14 and .484.
- We need additional Fire and Life Safety Educators. There is a class being offered locally in April. Requesting to send two FF's to this class and it is budgeted for in accounts A3410.14 and .484.
- Two of our CEO's are requesting to attend the NYS Building Officials Conference in Syracuse to obtain their 24 hours of required annual CE. The cost is \$400/person for registration and mileage reimbursement and overtime. This is budgeted for in accounts A3410.14 and .484.

**Notable incidents:**

- February 7, 2026 - Structure Fire at 2589 Englewood Ave – I sent you the press release, so as not to belabor the report, I want to specifically call out the efforts by all involved. The temperatures were double digits below zero. All career and volunteer staff from NFD 1, NFD 2 and SHFD did an amazing job under harsh conditions. This fire was a total loss and was well advanced prior to arrival. Multiple 911 calls were received, including from across the river reporting they could see flames in the sky. Another report was the roof had collapsed...all before we were on scene. Access was difficult due to the setback from the road, the depth of snow and an unplowed driveway. There were no injuries and our crews performed admirably, again, under brutally cold and dangerous conditions.

<b>Department Activity</b>	<u>2026</u>	<u>2025</u>	<u>2024</u>	<u>2023</u>
January Incidents	200	291	204	160
EMS	157	209	161	116
Fire/MVC/Other	43	82	43	44
Total YTD (1/31)	<b>200</b>	291	204	160

- Mutual Aid Requested 18
- Mutual Aid Denied 01
- Actual Mutual Aid Given 17
- Mutual Aid Received 04

**Other Activities:**

Emergency Callback	50	Staff Hours
Department Training	413.8	Staff Hours
Duty Crew	99	Staff Hours

**Chief Fritz Reported:**

- A cleaning kit was recommended to get the ID printer machine up and running - \$400 cost.
- 4 new members were voted in – they’ve been very active.

**REPORT OF THE NISKAYUNA PERMANENT FIREMAN’S ASSOCIATION:** No Report

**REPORT OF THE GRAND BOULEVARD FIRE COMPANY:**

**GBFC President Vena Reported:**

- The Fire Company audit occurred – the auditor thought everything looked good and had 2 recommendations:
  1. Inventory should be performed
  2. Someone in addition to the Treasurer should review the bank statements

**REPORT OF THE AUXILIARY:**

**GBFC President Vena Reported:**

- The Auxiliary sent him a picture of their logo/emblem for approval by the Board.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Motion/ McGill/ Second/ Poupore:** to authorize Captain Griffiths and Captain Baker to attend the NYSBOC Conference in Syracuse April 7-9 at a cost of \$3,270/person. This includes the registration fee, mileage, lodging, meals and overtime. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to authorize up to 15 FF’s to attend the upcoming NYS Association of Fire Chiefs “Dangerous Spaces” basement fire seminar at a cost of \$35.00 plus 3 hours overtime per person. Passed 4-0.

**Motion/ McGill/ Second/ Pacheco:** to authorize Lt. Nolan to attend the First Line Supervisors Training Program with FDNY beginning 2/23/26 and concluding 3/20/26 at a cost of overtime beyond his regular work hours and mileage reimbursement. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to authorize Lt. Anderson to attend Fire Officer 1 in Albany beginning 2/23/26 – 3/6/26, at a cost of overtime beyond his regular work hours and mileage reimbursement. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to authorize Lt. Anderson to attend Fire and Emergency Services Instructor 1 in Albany beginning 5/29/26-6/7/26, at a cost of overtime beyond his regular work hours and mileage reimbursement. Passed 4-0.

**Motion/ McGill/ Second/ Pacheco:** to authorize Lt. Nolan and FF/P Vinehout to attend Fire and Life Safety Instructor 1 in Albany 4/14/26-4/17/26 at a cost of overtime beyond their regular work hours and mileage reimbursement. Passed 4-0.

**Motion/ McGill/ Second/ Pacheco:** to authorize the expenditure of up to \$4,000 to replace the existing clothes washer/dryer and add a second washer/dryer. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to authorize the expenditure of up to \$1,500 to upgrade the sideview mirrors on the new A-4082. Passed 4-0.

**Motion/ McGill/ Second/ Pacheco:** to authorize the expenditure of \$400 for a cleaning kit for the ID printer. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to approve LOSAP for 2025 as submitted to the Board. Passed 4-0.

**Motion/ McGill/ Second/ Poupore:** to approve the Auxiliary logo as presented to the Board. Passed 4-0.

**Motion/ McGill, Second/ Pacheco:** to adjourn to Executive Session to discuss a confidential report received from another government entity at 7:42 pm. Passed 4-0.

**Motion/ Pacheco, Second/ McGill:** to return to Regular Session at 7:55 pm. Passed 4-0.

**Motion/ Pacheco, Second/ McGill:** to authorize the Chairman of the BOFC to send a response letter to the Town regarding factual corrections to a report. Passed 4-0.

**Motion/ McGill/ Second/ Pacheco:** To adjourn the meeting at 7:56 pm. Passed 4-0.

The next regular business meeting will be held on Wednesday, March 11, 2026 at 7:00 pm.

Respectfully submitted by:

*Anne Heller*

Secretary

Niskayuna Fire District No. 1