

# DRAFT

## Minutes of Regular Meeting April 13, 2005

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**PRESENT:** Commissioners Barlyn, Constantine and Chairman Woehrle  
Attorney Hayner and Secretary Ostrander  
Also present: Chief Battiste, Chief Colvin, and 1st Assist. Chief Cottrell  
Guests: GBFC President D. Elliott, S. Vena, J. Sherry.

The Meeting was called to order at 7:08 p.m. under the direction of Chairman Woehrle.

Motion/ Barlyn, 2<sup>nd</sup>/ Constantine: The minutes of the March 9, 2005 Regular Meeting be approved as distributed. Passed 3-0.

### **CORRESPONDENCE:**

- Copies of letters sent to the Town Supervisor, Chairman Male of NFD #2, and Chairman Tries of Stanford Heights Fire District, advising them of the date set for our 2006 Inspection/Installation Dinner. A list of NFD #1 District Officials was also sent.
- Letter from G.B.F.Co. notifying the Board that they have voted to add Justin Bodenstab of 2208 Story Ave, Niskayuna as a new member at their last meeting.
- Notification from N-Cap of Niska-Day on May 21, 2005.
- Letter from Gregory Loan of Utica National Insurance Group, through Schenectady Insuring Agency, with a list of recommendations to assist in controlling accidents.
- Letter from Ellis Hospital with attached training agreements for 2005.
- Copy of a letter of inquiry to the Niskayuna Community Foundation requesting funding to subsidize the services of Capt. Smith as part of their existing fire safety training program.
- Notice from Utica National Insurance Group of an unsettled claim from 8/11/04.
- Renewal voucher effective January 5, 2005 for the Volunteer Firefighters' Benefit Law Policy and the New York State Workers' Compensation Policy.
- Letter of appreciation from Richard Rozzi of Highland, NY, who owns a house at 2426 River Road and found the water pipes frozen. Captain Smith responded and he and his crew spent hours pumping water from the basement. He stated that the level of professionalism was way beyond what he had expected and thanks him and his staff for helping him.
- Minutes from the Schenectady County Fire Advisory Board meeting of 3/23/05.

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- A letter from Senator Hugh T. Farley thanking Chief Battiste for completing the "local fiscal impact note" relating to bill S.2744/A.5636 which would authorize Niskayuna Fire District #1 to impose fees for emergency and general ambulance service. The note was returned by the Senate Home Rule Counsel. Senator Farley asked his staff to draft an alternate note based upon the information provided by Chief Battiste.

## **BILLS:**

Motion/ Constantine, 2nd/ Barlyn: That Bills #2005-169 through 2005-235, totaling \$51,003.35, be paid as presented. Passed 3-0.

Commissioners Nappi and Murray arrived at 7:17 p.m.

## **TREASURER'S REPORT:**

- Treasurer Lagan submitted the Financial Report for March 2005.
- The salaries YTD, with 25% of the year completed are at 22.7% of the total budget.
- Nextel: Treasurer Lagan spoke with Lisa Taft and Rod Riehl about payment of their outstanding balances and also the need to get them off our corporate account. They will send checks immediately and Treasurer Lagan will write a letter to Nextel authorizing release of the phone numbers from our account so that they can take them with them.
- There is no budget line for the bill for J. Harrington. Treasurer Lagan has noted this for the 2006 budget process.
- All new employees have been added to medical, dental, pension, and payroll.

## **COMMITTEE REPORTS:**

**FINANCE:** No report.

**INSURANCE:** Commissioner Nappi reported that he has checked with our insurance company concerning the liability issue of alcohol in the fire station, which is listed as one of the recommendations from Utica Mutual Insurance Company from the ISO audit. Our Schenectady Insuring Agency contact stated that the district currently has adequate liability coverage for this. There is no liquor sold at the fire station and we are covered under a host and liquor liability policy. There is a 3 million dollar liability policy plus 1 million dollar per occurrence in addition to a 2 million dollar umbrella policy. The contact person was asked if this was adequate coverage and if additional coverage was available. They stated that there was no additional coverage available and that other fire districts in the area have the same type of policies.

**MEDIA RELATIONS:** Commissioner Constantine reported that there were recently several articles in Utica News covering the new fire training class. Also there were articles in local papers about the property tax breaks for volunteers.

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**APPARATUS & EQUIPMENT:** Chairman Woehrle reported that the new chief's car is due in the first week of May. Chief Battiste reported that he has a quote for the snow plow for the new pick-up.

**COMMUNICATIONS & INFORMATION SERVICES:** Lt. Lingenfelter has submitted an application for a federal grant for new radio equipment. Secretary Ostrander reported that the Ink Jet printer is not working properly and recommended purchasing a new one at a cost of \$200.00. Commissioner Murray recommended researching a color laser printer before making a decision.

Commissioner Constantine reported that LT. Breault alerted him that the Teleconference equipment in the high school media center may be available to purchase. He will research further and report back.

**EMS & EQUIPMENT:** No report.

**FACILITIES:** Chairman Woehrle reported that the repairs were completed at the River Road Station.

**ELECTIONS:** No report.

**PROTECTIVE GEAR & UNIFORMS:** New turn out gear has been purchased for the new career firefighters.

**SERVICE AWARDS PROGRAM:** Secretary Ostrander reported that the Service Award Census report had many errors over the past three years and that he was in the process of correcting all of the information. It would be completed and sent in within the next couple of days.

**INSPECTION & INSTALLATION:** No report

## **REPORT OF THE CHIEFS:**

### **Chief Battiste:**

- Chief Battiste has received two quotes for a plow for the new pick-up truck. One is from T&T Sales for \$4,100 and the other from Arrowhead Equipment for \$4,000.

Motion/ Constantine, 2<sup>nd</sup>/ Barlyn: To purchase the snowplow for the new pick-up from Arrowhead Equipment at a cost of \$4,000. Passed 5-0.

- There is a need for equipment to handle heavy patients in the district and requested the Board to purchase a transportation tarp for the movement of large patients at a cost of \$445.00

Motion/ Nappi, 2<sup>nd</sup>/ Barlyn: To purchase a large patient transportation tarp at a cost of \$445.00. Passed 5-0.

- Four individuals would like to attend the Life Star Trauma Conference at a cost of \$50.00 each and 16 hours of overtime would be needed to cover.

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Motion/ Nappi, 2<sup>nd</sup>/ Constantine: To approve the \$200.00 for the conference plus the 16 hours of overtime. Passed 5-0.

- Two individuals would like to attend a 12 lead EKG Conference at a cost of \$60.00 each plus 8 hours of overtime for coverage.

Motion/ Nappi, 2<sup>nd</sup>/ Barlyn: To approve \$120.00 for the conference and 8 hours of overtime coverage. Passed 5-0.

- There will be a forcible entry class jointly with Scotia Fire Department. The total cost of the course will be \$500. The class will be held in Scotia and Chief Battiste requests that we split the cost of the course with Scotia.

Motion/ Nappi, 2<sup>nd</sup>/ Murray: To pay \$250 toward the forcible entry course in Scotia. Passed 5-0.

- Renewal for the Zoll extended warrantee and preventive maintenance contract is a total of \$5,100. This includes new batteries at half price. Just the preventive maintenance alone is \$1,500 and the combination is \$5,100. Chief Battiste stated that several batteries have reached their life cycle and the extended warrantee would protect our investment in the three expensive life packs. Commissioner Barlyn cautioned that we should look at alternative equipment in the future.

Motion Murray, 2<sup>nd</sup>/ Nappi: To purchase the combination extended warrantee and preventive maintenance contract for the Zoll units at a cost of \$5,100. Passed 5-0.

- Chief Battiste also reported that a used fire extinguisher fill station and scale is available at a cost of \$500.

Motion/ Murray, 2<sup>nd</sup>/ Constantine: To purchase a used fire extinguisher fill station and scale at a cost of \$500. Passed 5-0.

## **Chief Colvin:**

- A letter has been sent to apply for the License Event Notification Service Program and we are waiting for the return paperwork.
- Quotes have been received for emergency lighting on the new pick-up. LaRosa's Automotive quoted \$4,090.24 and Albany Communications quoted \$4,160.50. Chief Colvin recommends LaRosa's Automotive.

Motion/ Nappi, 2<sup>nd</sup>/ Murray: To have LaRosa's Automotive install emergency lighting at a cost of \$4,090.24. Passed 5-0.

- New portable radios are needed for the new chief's car as well as the new pick-up. Quotes have been received from Albany Communications for under \$2,000 per radio. Leonard Communications did not return calls for quotes.

Motion /Nappi, 2<sup>nd</sup>/ Barlyn: To approve up to \$4,000 for radio equipment and installation in both the new chief's car and the new pick-up truck. Passed 5-0.

- A quote has been received from Snyder Neon Displays for custom lettering of the chief's car at a cost of \$340.00. The pick-up will have similar lettering.

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Motion/ Constantine, 2<sup>nd</sup>/ Nappi: To allow up to \$700.00 to letter both vehicles by Snyder Neon Displays. Passed 5-0.

## **Chief Colvin continued:**

- Chief Colvin also reported that new pagers were needed since the remaining old ones were not working properly. He requested 20 new pagers. After some discussion, the number requested was 10.

Motion/ Nappi, 2<sup>nd</sup>/ Barlyn: To purchase 10 pagers at a cost of \$341.88 each. Passed 5-0.

## **OLD BUSINESS:**

Commissioner Constantine asked for an update on the call reports generated by the GBFC. GBFC President Elliott stated that there has been a change in personnel that handled the reports and it was being worked on.

## **NEW BUSINESS:**

Motion/ Murray, 2<sup>nd</sup>/ Constantine: To add Justin Bodenstab of 2208 Story Avenue, Niskayuna, to the roles. Passed 5-0

Motion/Constantine, 2<sup>nd</sup>/ Barlyn: To approve the 2005 training agreement with Ellis Hospital at a cost of \$350. Passed 5-0.

2<sup>nd</sup> Assistant Chief Ostrander reported that the Grand Boulevard Fire Company was looking into purchasing new coats that are OSHA approved for bloodborne pathogens. The coats are in excess of \$200 each and may be covered in an updated federal grant in the fall. If they are not, he requested the Board to consider adding to the 2006 budget and purchasing the coats for all personnel next year.

**PRIVILEGE OF THE FLOOR:** No statements from the floor.

Motion/ Constantine, 2<sup>nd</sup>/ Barlyn: To adjourn to Executive Session at 8:02 p.m. for the purpose of discussing land for the new fire station and to discuss personnel matters with the chief. Passed 5-0.

The meeting was returned to Regular Session at 8:45 p.m. by Chairman Woehrle

Motion/ Nappi, 2<sup>nd</sup>/ Barlyn: To adjourn at 8:46 p.m. Passed 5-0.

➤ **The next Regular Meeting is scheduled for Wednesday, May 11, 2005, at 7:00 p.m.**

Respectfully submitted,

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John E. Ostrander III  
Fire District Secretary