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Minutes of Regular Meeting April 11, 2007

PRESENT: Commissioners Barlyn, Constantine, and Chairman Woehrle
Attorney Hayner, Treasurer Hudy and Secretary Ostrander.
Also present: Chief Lingenfelter, Assist. Chief Cottrell, and several guests.

The Meeting was called to order at 7:09 p.m. under the direction of Chairman Woehrle.

Motion/ Barlyn, 2nd/ Constantine: To allow a stenographer to record the meeting.
Passed 3-0.

Motion/Constantine, 2nd/ Barlyn: To approve the minutes of the March 14, 2007 Regular Meeting. Passed 3-0.

CORRESPONDENCE:

- A letter from Our Lady of Mercy Life Center, on behalf of residents, family members, and staff, commending our ambulances for timely assistance in meeting the emergency related to a carbon monoxide leakage on January 26, 2007. The letter thanked us for prompt response, professionalism and cooperation. A certificate for Outstanding Community Service from Our Lady of Mercy Life Center and St. Peter's Health Care Services was also enclosed.
- A notarized copy of the Legal Notice published in The Daily Gazette on April 2, 2007 for our Special Meeting.
- A notice from Repeat Business Systems to renew our copier machine maintenance and supply contract.
- Letter from Schenectady Insuring Agency with enclosed renewal policies for the Fire District.
- Certificate of liability insurance for St. Clare's Hospital for the paramedic narcotics program.
- Notice of payment in lieu of taxes for the Fire District from KAPL.
- Letter from the Grand Boulevard Fire Company stating that they held a special meeting to discuss the Board's idea to listen to a proposal by Mohawk Ambulance Service, looking into the possibility of eliminating the transportation of sick and injured patients within the Fire District by Fire District ambulances. The Fire Co. feels it prudent to keep the ambulances for several reasons including: - Medical service provided by District #1 is a benchmark for care, concern and professional excellence; - Response time is equal to none; - Total call time cut in half with the new electronic

DRAFT

patient care reports; - The need to be able to transport our own injured firefighters. They also stated they feel that the response, care, and concern of fellow residents would be diminished under a private contractor for ambulance service; therefore they ask that every effort be given to maintain the service in place at this time.

- Memo to the Board from Chief Lingenfelter outlining Staffing/Overtime issues.
- Bulletin from the NY State and Local retirement system.
- Letter from the G.B.F.Co. stating that at their last monthly meeting, they voted to add Craig Hafner, 2349 Barcelona Road as a new firefighter member.

PRIVILEGE OF THE FLOOR: No one spoke from the floor.

BILLS:

Motion/ Barlyn, 2nd/ Constantine: To pay bills #2007-135 through 2007-194, totaling \$71,737.88. Passed 3-0.

TREASURER'S REPORT:

- Treasurer Hudy submitted a Financial Report for March 2007.
- Compared to budget for the year, we are currently under budget.
- Compared to last year, the budget is also favorable.
- There are some individual Nextel bills that are high.
- Everything else is in line.

Commissioner Constantine asked what is being done to collect Nextel phone bills.

Treasurer Hudy said that the notices have been sent to transfer their numbers to personal accounts and bills have been sent.

COMMITTEE REPORTS:

FINANCE: No report.

INSURANCE No report.

MEDIA RELATIONS: No report.

APPARATUS & EQUIPMENT:

Chief Lingenfelter reported that the front tires have been replaced on E-401. T-405 tires have not yet been replaced and E-403 may need a tire. All four tires have been replaced on U-421.

COMMUNICATIONS & INFORMATION SERVICES:

The Charts computer system parts are coming in.

EMS & EQUIPMENT:

- Chief Lingenfelter reported that the computer equipment is being inventoried and installed for the EMS Charts system.
- Lt. Vena has solicited quotes for provision of EMS supplies from three vendors based on our annual aggregate consumption. Bound Tree Medical, Emergency Medical Products, and Tri-Anim submitted quotations. Based on the responses, Bound Tree Medical had

DRAFT

the most favorable pricing and availability of products. Authorization is requested to purchase EMS supplies quoted from Bound Tree Medical for the remainder of 2007 fiscal year.

- A improved method of providing CPAP (Continuous Positive Airway Pressure) has become available that will improve our patient care, reduce our oxygen consumption, facilitate patient transfer, and reduce our equipment needs and associated preventive maintenance costs. The new CPAP system along with an improved and less expensive interosteous vascular access system has been proposed to us by Vitaid. The proposal includes an \$840 trade in credit for our current CPAP machines. *Authorization is requested to purchase the EZ-IO system for each ambulance at a total cost of \$2708 and to surplus our current CPAP systems to be traded in as proposed.*

FACILITIES:

- Two heater units at the Balltown Road station are in need of replacement. Quotes will be obtained over the summer months.
- Two roof leaks have been identified at River Road Station. One was repaired successfully the other recurred and a third has developed. Edgar Roofing has suggested that a re-foaming of the roof may be needed. Currently determining the scope of work for the project and will be soliciting quotes. Repair of ceiling over heater unit is on hold pending roof repair.
- Shelving in the back room at River Road and the office storage area at Balltown Road station is being quoted. One has been received two others are pending.

ELECTIONS: No report.

PROTECTIVE GEAR & UNIFORMS: No report.

SERVICE AWARDS PROGRAM:

Secretary Ostrander reported that the Service Awards list for 2006 and the members who received points past entitlement age has been sent to the insurance company. Letters will be sent to individuals with release forms.

INSPECTION & INSTALLATION: No report.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- The NYS Office of Fire Prevention and Control has released the updated firefighter I curriculum. I attended the in-service and took delivery of our State issued curriculum package. The student contact hours have been increased from 78 to 86 hours for the firefighter I program.
- Overtime for the two vacated slots is costing the District approximately \$14,000 per month. Chief Lingenfelter recommends that the two slots be filled as soon as possible to save taxpayer money and relieve the burden of overtime on the staff.

Chief Ostrander:

- Chief Ostrander reported that volunteer response to calls and participation in training has increased in the past month.

DRAFT

- He also stated that the new electronic patient care reporting to the hospitals has considerably cut down on call times, which helps bring volunteers out to the EMS calls since they are not tied up as long.

Assistant Chief Cottrell: No report.

Report of the Niskayuna Permanent Fireman's Association: No report.

Report of the Grand Boulevard Fire Company:

The Grand Boulevard Fire Company has approved the purchase of Microsoft Office 2007 Professional for all district computers as a Gift to the District. The purchase is at a special price of around \$20 per computer for Office professional and \$50 for Quickbooks Premier. The Fire Company can purchase the software at this special price as a 501c3 organization.

OLD BUSINESS:

Chairman Woehrle stated that there are two qualified individuals that could be hired to fill the vacant firefighter/paramedic positions that exist. He said that we cannot keep paying \$14,000 a month in overtime and we should act on this.

Motion/ Barlyn, Second/ Constantine: To lift the tabled motion from the previous meeting which tabled this subject. Passed 3-0.

Motion/ Barlyn: To hire two additional firefighter/paramedics to fill the open slots and eliminate the overtime. The motion was not seconded.

Commissioner Constantine stated that he is in favor of hiring one replacement for the current opening but is not in favor of hiring the second until the current individual is retired. Discussions followed that the second would only be provisional and temporary until the formal retirement of the individual.

Commissioner Barlyn revised his Motion:

Motion/ Barlyn, Second/ Constantine: To hire Gregg Pelliccia as firefighter/paramedic to replace the individual who resigned. The appointment is effective May 1, 2007.

Commissioner Barlyn: Yes

Commissioner Constantine: Yes

Commissioner Woehrle: Yes

Commissioner Murray: Absent

Commissioner Nappi: Absent

Motion was Passed 3-0.

NEW BUSINESS:

Motion/ Barlyn, 2nd/ Constantine: To purchase EMS supplies quoted from Bound Tree Medical for the remainder of 2007 fiscal year. Passed 3-0.

Motion/ Barlyn, 2nd/ Constantine: To purchase the EZ-IO system for each ambulance at a total cost of \$2708. Passed 3-0.

DRAFT

Motion/ Constantine, 2nd/ Barlyn: To surplus our current CPAP systems to be traded in as proposed. Passed 3-0.

Motion/ Constantine, 2nd/ Barlyn: To add Craig Hafner, 2349 Barcelona Road, as a new volunteer firefighter to the roles. Passed 3-0.

Motion/ Constantine, 2nd/ Barlyn: To renew the copier machine maintenance and supply contract with Repeat Business Systems for a period of one year at a cost of \$406.00. Passed 3-0.

Motion/ Constantine, 2nd/ Barlyn: To purchase all station cleaning and paper supplies from American Chemical and Equipment Co. for the remainder of 2007 fiscal year. Passed 3-0.

Any Additional Business to come before the Board:

- Jim Sherry asked if anything had been done about purchasing a machine to clean turnout gear. Chief Lingenfelter said that he has not received any quotes yet. Commissioner Barlyn said that he supported the purchase of this equipment. Lt Vena stated that although he is also in favor of having our own equipment, Fire District #2 graciously allows us to use their equipment at anytime and there is no problem in doing that for now.
- Steve Vena reported that the Board of Directors of the Grand Boulevard Fire Company met to discuss the alcohol policy. They have drafted a policy and presented it to the Board of Commissioners. The policy includes looking into further security for the recreation room area and a policy for off-site activities. Attorney Hayner stated that the Board of Commissioners should actually set the policy and the Grand Boulevard Fire Company should enforce the policy. He said that the off premises policy is a good idea. Commissioner Barlyn asked if there was a State requirement to have designated bar tenders. Commissioner Constantine said that TIPS training is available and it would be good idea if it was given to everyone. Chairman Woehrle said that the training is available either from our insurance company or through the County. He then said that once the policy is finalized, it will be communicated to the Fire Company. Steve Vena said that the entire Fire Company Board of Directors is in favor of the policy and that it will be presented to the members at the next meeting.

Motion/ Barlyn, 2nd / Constantine: To adjourn at 7:59 p.m. Passed 3-0.

➤ **The next Regular Meeting is Wednesday, May 9, 2007, at 7:00 p.m.**

Respectfully submitted,



John E. Ostrander III
Secretary