

# DRAFT

## Minutes of Regular Meeting May 14, 2008

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**PRESENT:** Commissioners Weitz, Nappi, Murray, Daly and Chairman Woehrle  
Attorney Hayner, Secretary Ostrander, Treasurer Kayser, Anne Lagan, Chief  
Lingenfelter, and several guests.

The Meeting was called to order at 7:02 p.m. under the direction of Chairman Woehrle.

Motion/ Weitz, 2<sup>nd</sup>/ Daly: To approve the minutes of the April 9, 2008 Regular Meeting. Passed 5-0.

Motion Weitz, 2<sup>nd</sup>/ Daly: To approve the minutes of the April 21, 2008 Special Meeting. Passed 5-0.

### **CORRESPONDENCE:**

- A letter from the Grand Boulevard Fire Company stating that Lisa Taft, (Crouse), has given a letter of resignation stating that she has moved out of the district and cannot meet her commitment to the Fire Company.
- A letter from the Grand Boulevard Fire Company stating that Leonard Congdon has requested a change in status from active to retired volunteer firefighter.
- A letter from the Grand Boulevard Fire Company stating that they have voted to add Stephen Dudas Jr. as a probationary firefighter member pending the results of his physical and drug screening.
- A letter from the Grand Boulevard Fire Company stating that they have voted to add Christie Silvano as a probationary firefighter member.
- A letter from the Schenectady County Office of Emergency Management stating that there will be two sessions on the County's plan to meet the FCC mandate on narrow-banding for public safety radio systems.
- A copy of an e-mail from Nancy Mennillo, from Schenectady County civil Service stating that the current list for Firefighter-Paramedic #64-585 has been canvassed and at this time there are no eligible candidates who have a current Paramedic certification.
- A Certified Letter from Christine Howell, Verizon Wireless, stating that there is interest in the River Road Fire Station location for a possible wireless antenna.
- A letter from VFIS thanking us for attending the Legal and Liability seminar.
- A notarized copy of the Legal Notice that appeared in the Gazette on April 15, 2008 for the Permissive Referendum to purchase Scott Air Pack Units.
- A copy of the Paramedic Training Agreement with Bassett Hospital.

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

**BILLS:**

Motion/ Nappi, 2<sup>nd</sup>/ Murray: To pay bills 2008-137 through 2008-218 totaling \$54,605.65.  
Passed 5-0.

**TREASURER'S REPORT:**

- Treasurer Kayser was introduced to everyone.
- Anne Lagan, who is consulting and helping Treasurer Kayser, presented the Financial Report.
- They are currently working to reformat the Financial Report.
- Anne stated that many of the past bills appear to have been miss-categorized by the previous treasurer. The totals are accurate, but which accounts the funds came out of need to be corrected.
- Commissioner Weitz asked if all the raw data was there. Anne stated that it was there but that there are many errors.
- Commissioner Murray would like the Financial Report to the Board plain and simple but have detailed information easy to obtain.

**COMMITTEE REPORTS:**

**FINANCE:** Commissioner Murray would like to revise the purchasing procedure to incorporate a budget account description on each voucher.

**INSURANCE:** No report.

**MEDIA RELATIONS:** Commissioner Weitz reported that thanks to Lt. Vena, Chief Lingenfelter, Chief Ostrander, and FF/Apa, a flyer has been formatted as information for the community to be distributed at Niska-Day. There was discussion to print color tri-fold flyers. 500 will be printed.

**APPARATUS & EQUIPMENT:** Chief Lingenfelter and Chairman Woehrle are working on specifications to replace U-422. They could possibly be ready by next month to put out for bids. The new Scott Air Packs will be ordered as soon as the permissive referendum allows.

**COMMUNICATIONS & INFORMATION SERVICES:** There will be a meeting on the FCC radio mandates on May 27<sup>th</sup> and again on June 2<sup>nd</sup>.

**EMS & EQUIPMENT:** Commissioner Nappi mentioned that we will have the EMS tent set up for Niska-Day activities at Craig School.

**FACILITIES:** The Plymovent Systems have been repaired. The roof drain at the River Road Station has been repaired but we will watch it next time it rains.

**ELECTIONS:** Commissioner Daly reported that the meeting with the Schuyl County Board of Elections last week was cancelled.

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**PROTECTIVE GEAR & UNIFORMS:** Commissioner Daly and 2<sup>nd</sup> Assistant Chief Elliott reported that all uniforms are up to date and ready for Niska-Day.

**SERVICE AWARDS PROGRAM:** Secretary Ostrander reported that the beneficiary forms were being updated for some of the members.

**INSPECTION & INSTALLATION:** No report.

## **REPORT OF THE CHIEFS:**

### **Chief Lingenfelter:**

- Paperwork has been submitted to the NYS Department of State for reimbursement of the remaining \$10,777.83 in member item grant expenditures.
- The Schenectady County Civil Service Commission has received total of 22 applicants for our June firefighter exam with approximately 8 possessing paramedic certifications and many others with EMT certification. This is approximately double in number from our last exam.
- Infrared safety devices are scheduled to be installed on all bay doors at the River Road station.
- Request authorization to purchase 18 Scott SCBA and 10 additional face pieces per NYS Contract PC61254 totaling \$74,136.01.
- Chief Lingenfelter requests authorization for himself and interested members of the department to attend the NYSAFC conference in Lake George from June 12<sup>th</sup> thru 14<sup>th</sup> at a cost not to exceed \$475.
- Chief Lingenfelter requests authorization to attend the NYS Career Chiefs meeting in Binghamton on May 20<sup>th</sup> 2008o include lodging and meals at a cost not to exceed \$200.
- The Niska-Day plans have been finalized.
- Chief Lingenfelter requests authorization to attend the NYS CPAT for FF Persons on May 30<sup>th</sup> in Utica.

### - Department Activity:

	<u>2008</u>	<u>2007</u>	
April Incidents:	138	220	
EMS	99	110	
Fire/Other	39	110	
YTD Incidents:	708	725	(5/9)

Other Activities:	Emergency Callback:	24 hours
	Fire Prevention Details:	19 hours
	In-service Training:	103 hours
	Fire Company Drill:	104 hours

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## **Chief Ostrander:**

Chief Ostrander reported that he attended an award ceremony at a Niskayuna Town Board Meeting honoring Firefighter of the Year, Nick Persons, and Rookie of the Year, Craig Hafner. Niskayuna FD #2 and Stanford Heights Firefighters were also honored.

Chief Ostrander also reported that with the two new members this month, there have been about ten new members in the past twelve months and there are potentially two more new members applying in June.

## **2<sup>nd</sup> Assistant Chief Elliott:**

2<sup>nd</sup> Assist. Chief Elliott reported that the new members have been outfitted in uniforms.

Also, in the Town newsletter, it was mentioned that the Niskayuna Police were the only town employees who worked 24 hours a day, 7 days a week...

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

**Report of the Grand Boulevard Fire Company:** The Board is invited to Niska-Day activities including the picnic at the firehouse.

**New Fire Station:** Commissioner Nappi reported that the committee met on April 30<sup>th</sup> and began to look at different options that are now available.

## **OLD BUSINESS:**

- Permissive Referendum . There has been no correspondence to date.
- VFIS Seminar . Chairman Woehrle and Secretary Ostrander attended.
- Negotiations have begun with the NPFA

## **NEW BUSINESS:**

Motion/ Nappi, 2<sup>nd</sup>/ Daly: To purchase 18 Scott SCBA and 10 additional face pieces totaling \$74,136.01. Passed 5-0.

Motion/ Nappi, 2<sup>nd</sup>/ Murray: To authorized five people to attend the NYSAFC at a cost not to exceed \$475. Passed 5-0.

Motion/ Weitz, 2<sup>nd</sup>/ Murray: To authorize Chief Lingenfelter to attend the Career Chiefs Meeting in Binghamton to include meals and lodging at a cost not to exceed \$200. Passed 5-0.

Motion/ Murray, 2<sup>nd</sup>/ Nappi: To authorize Chief Lingenfelter to attend the NYS CPAT for FF Persons on May 30<sup>th</sup> in Utica. Passed 5-0.

Motion/ Nappi, 2<sup>nd</sup>/ Weitz: To approve an additional \$546for installation of safety devices on the bay doors at the River Road station. Passed 5-0.

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Motion/ Nappi, 2<sup>nd</sup>/ Murray: To remove Lisa Taft from the roles. Passed 5-0.

Motion/ Nappi, 2<sup>nd</sup>/ Weitz: To approve Stephen Dudas Jr. as a volunteer member, pending the results of his physical exam and drug screening. Passed 5-0.

Motion/ Weitz, 2<sup>nd</sup>/ Nappi: To approve Christie Silvano as a volunteer member. Passed 5-0.

Chief Lingenfelter and Chairman Woehrle will write a letter to Civil Service and request for them to expedite the results of the next exam.

Motion/ Weitz, 2<sup>nd</sup>/ Daly: To approve additional Niska-Day flyers at a cost not to exceed \$350. Passed 5-0.

Motion/Murray, 2<sup>nd</sup>/ Nappi: To approve the purchasing policy as amended. Passed 5-0.

The Verizon Cell Phone tower request for a site study will be pursued.

**Any Additional Business to come before the Board:** None

Motion/ Nappi, 2<sup>nd</sup>/ Daly: To adjourn to Executive Session to interview for a Medical Director at 8:14 pm. Passed 5-0.

The meeting was returned to Regular Session at 9:49 pm.

- A decision has not been made for a Medical Director.

Motion/ Nappi, 2<sup>nd</sup>/ Weitz: To accept the new job description for Medical Director. Passed 5-0.

Attorney Hayner reported on the taxable status of 1073 Balltown Road. As of March 1, 2008, the 1073 Balltown Road property is a taxable parcel. The District must file a grievance with the Town Board of Assessment Review to change the status.

Motion/ Murray, 2<sup>nd</sup>/ Weitz: To file a real property grievance for 2008 on the 1073 Balltown Road property. Passed 5-0.

Motion/ Nappi, 2<sup>nd</sup>/ Weitz: To adjourn at 9:58 pm. Passed 5-0.

➤ **The next Regular Meeting is Wednesday, June 11, 2008, at 7:00 p.m.**

Respectfully submitted,

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John E. Ostrander III  
Fire District Secretary