

DRAFT

Minutes of Regular Meeting June 11, 2008

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

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

Motion/ Murray, 2nd/ Daly: To approve the minutes of the May 14, 2008 Regular Meeting.
Passed 5-0.

CORRESPONDENCE:

- Notice of Chapter11 regarding American La France.
- A note of thanks from Patricia Lawson for an EMS call.
- A letter from Niskayuna Town Supervisor, Joe Landry to Chief Lingenfelter thanking him for his efforts to ensure that Niska-Day was a success.
- A letter from the Grand Boulevard Fire Company stating that they have voted to add Nicholas Casso as a probationary firefighter member.
- A letter from the Grand Boulevard Fire Company stating that they have voted to add Nevele Loechner as an EMS member.

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

BILLS:

Motion/ Nappi, 2nd/ Murray: To pay bills 2008-219 through 2008-278 totaling \$48,853.65 and also the bill of \$2,055.64 for 1073 Balltown Road property taxes. Passed 5-0.

TREASURER'S REPORT:

- Treasurer Kayser presented the May Financial Report.
- Treasurer Kayser reported that there were penalties on payroll tax in the amount of \$304.15.
- Commissioner Murray asked if all past payments are accounted for.
- Treasurer Kayser asked the Board for permission to access Quick Books remotely.

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COMMITTEE REPORTS:

FINANCE: Commissioner Murray reported that there is still more work to clean up the financial records that had errors from the past.

INSURANCE: Commissioner Nappi reported that we had an inspection from the insurance carrier. A written report was received and will be reviewed. We also received the annual report from FD Mutual.

MEDIA RELATIONS: Chief Lingenfelter reported that Firefighter/Paramedic Alex Traina had his picture in The Gazette and was on the TV news from a drill with the Schenectady County Haz Mat Team.

APPARATUS & EQUIPMENT: Chief Lingenfelter reported that the new SCBA was delivered with a feature missing. The EBSS was not installed as specified. B-Lann has contacted Scott to resolve.

Also, preliminary specifications for replacement of U-422 and bid instructions have been forwarded to the Apparatus Committee. We are hoping to put out specifications for bids this month.

COMMUNICATIONS & INFORMATION SERVICES:

Chief Lingenfelter reported that based on the information from the Schenectady County Emergency Management session on radios, by 2010 we need to replace radios and pagers that do not have narrow band capability. A list of radios and a schedule of pager purchasing is being compiled.

EMS & EQUIPMENT: Chairman Woehrle stated that the western part of the county is experiencing ambulance problems. He wants to make sure that our residents are covered first. Chief Lingenfelter stated that nothing unusual has been requested for mutual aid to date.

FACILITIES:

Chief Lingenfelter reported that we would be seeking quotes for seal coating of the driveways and parking lots. The infrared doorstops are being installed at the River Road station.

ELECTIONS: No report.

PROTECTIVE GEAR & UNIFORMS: No report.

SERVICE AWARDS PROGRAM: No report.

INSPECTION & INSTALLATION: No report.

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REPORT OF THE CHIEFS:

Chief Lingenfelter:

- One of our volunteer members received a balance due notice from SCCC in the amount of \$374 for a fall 2005 EMT refresher class. The college was not able to obtain reimbursement from NY State for the class due to a missing agency affiliation form. In the event that negotiations are unsuccessful in recouping the expense from NYS or having the charges waived by SCCC, Chief Lingenfelter is requesting the Fire District to authorize payment on the members behalf for the \$374 due SCCC.
- Firefighter Nicholas Persons is scheduled to graduate from the Utica Fire Department Recruit Firefighter Training Program on June 12th, 2008. He successfully passed his CPAT last week. Chief Lingenfelter is requesting authorization to attend the graduation ceremony.
- Repairs to fire apparatus identified during preventive maintenance are still being completed. Critical repairs have been completed on Truck 405 and Engine 402.
- Chief Lingenfelter requests authorization to purchase two (2) Scott Adapter fittings for Truck 405 at a cost of \$194.35 each.
- A ventilation drill was conducted on the 1073 Balltown Road property on June 2, 2008.
- Chief Lingenfelter requests authorization to attend the State Emergency Management Office instructor's conference in Westchester County on June 30th thru July 1st. All costs for lodging, meals, and registration are paid by SEMO.
- Niska-Day activities went smoothly. A few minor issues were identified and will be brought to the attention of the Niska-Day Committee for future planning. Appreciation is extended to all members who participated in the department activities.

- Department Activity:

	<u>2008</u>	<u>2007</u>	
May Incidents:	165	160	
EMS	128	118	
Fire/Other	37	42	
YTD Incidents:	833	838	(5/31)

Other Activities:	Emergency Callback:	16 hours
	Fire Prevention Details:	18 hours
	In-service Training:	42 hours
	Fire Company Drill:	104 hours
	Niska-Day:	232 hours

Chief Ostrander:

Chief Ostrander reported that he has developed a new volunteer membership application form. He has asked Attorney Hayner to review the form before putting it in place.

2nd Assistant Chief Elliott: No report

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

Report of the Grand Boulevard Fire Company: No report.

New Fire Station: Commissioner Nappi reported that the committee met again last month and is moving along. The next meeting is scheduled for June 19th at 7:00pm.

OLD BUSINESS: Chairman Woehrle reported that the gasoline purchasing agreement with the Town of Niskayuna has been signed and is in effect. Chief Lingenfelter is to contact Supervisor Landry to initiate the new procedures.

A travel policy has been written and distributed to the Board for review and adoption at the next meeting.

The District Audit is still in progress.

NEW BUSINESS:

Motion/ Nappi, 2nd/ Murray: To pay SCCC the \$374 for the EMT refresher from 2005 if the State does not reimburse. Passed 5-0.

Motion/ Nappi, 2nd/ Weitz: To authorized Chief Lingenfelter to travel to Utica and attend Nicholas Person's graduation from firefighter school. Passed 5-0.

Motion/ Nappi, 2nd/ Murray: To authorize the purchase of two (2) Scott fittings for Truck 405 at a total cost of \$388.70. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To authorize chief Lingenfelter to attend the SEMO instructors' conference in Westchester County on June 30th through July 1st. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To approve as a new GBFC EMS member pending the results of her physical and drug screening. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To approve Nicholas Casso as a new GBFC firefighter member. Passed 5-0.

Motion/ Nappi, 2nd/ Murray: To approve the agreement with TDBanknorth to provide collateral. Passed 5-0.

Commissioner Nappi commended the GBFC and Career staff for a job well done at Niska-Day this year.

Any Additional Business to come before the Board: None

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Motion/ Nappi, 2nd/ Weitz: To adjourn to Executive Session to discuss the Medical Director position and a volunteer personnel matter as well as a career personnel matter at 8:10 pm. Passed 5-0.

The meeting was returned to Regular Session at 8:40 pm.

Motion/ Nappi, 2nd/ Murray: To grant Dave Riemenschneider his request for 207-92 Benefits subject to submittal of an appropriate application. Passed 5-0.

Motion/ Nappi, 2nd/ Murray: To accept Dr. Heidi DeBlock's resignation effective June 11, 2008. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To appoint Dr. John Silvernail as Medical Director with a stipend of \$500 per month effective 6/11/08.

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/ Nappi, 2nd/ Daly: To adjourn at 8:45 pm. Passed 5-0.

➤ **The next Regular Meeting is Wednesday, July 9, 2008, at 7:00 p.m.**

Respectfully submitted,

John E. Ostrander III
Fire District Secretary