

Minutes of Regular Meeting September 10, 2008

PRESENT: Commissioners Nappi, Daly and Chairman Woehrle
Commissioner Weitz (late)
Attorney Hayner, Secretary Versocki, Treasurer Beth Kayser,
Chief Lingenfelter, Chief Colvin, Chief Elliott, Cpt. Breault Lt. J. Vena
Lt. T. Congdon, Lt. B. Sims, N. Persons and David Pacheco.

ABSENT: Commissioner Murray

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

Motion/ Nappi, 2nd / Daly to appoint William Versocki as District Secretary for the remainder of 2008.
Passed 3-0.

Motion/ Nappi, 2nd/ Daly: To approve the minutes of the August 13, 2008 Regular Meeting.
Passed 3-0.

CORRESPONDENCE:

- Letter from the Grand Blvd. Fire Co. stating that at their September 8, 2008 monthly meeting, Michael Corrales of 15 Front St. Schenectady, requested a Military Leave of Absence effective October 1, 2008.
- Letter from Captain Arthur A. Breault stating his intent to retire as a Career Fire Fighter/Paramedic with 22 years of service effective September 21, 2008. Additionally, Arthur states his intention of remaining on the Grand Boulevard Fire Company volunteer roles.
- A letter from Captain Arthur A. Breault requesting a pay out in lieu of Hour Reduction & Vacation totaling 171.03 hours.
- A Card from Jeff Sanger expressing gratitude of his interview for Career Firefighter/Paramedic and wishing all the appointee's good luck.
- A letter from The Grand Boulevard Fire Company stating that Matthew Bushnell of 2224 Plum Street; Niskayuna, NY 12309 was voted in as a new volunteer Firefighter member pending a complete physical and arson background check.
- A letter from The Grand Boulevard Fire Company stating that Louis Solano of 906 Bedford Road; Schenectady, NY 12308 was voted in as a new volunteer Firefighter member pending a complete physical and arson background check.
- An e-mail address change notification from Career Firefighter/Paramedic Alex Traina.
- A letter from The Grand Boulevard Fire Company in response to the volunteer chief position vacated by John Ostrander. The letter states that The Fire Company has no intention of

holding a special election for the vacated position and 1st Assistant Chief Michael Colvin will assume those duties in addition to his own for the remainder of 2008.

- A letter response letter from Nancy Mennillo of the Schenectady County Civil Service Commission on September 4, 2008 listing the current certified civil service eligible list for Fire Captain/Paramedic; Niskayuna Consolidated Fire District # 1.
- A letter response letter from Nancy Mennillo of the Schenectady County Civil Service Commission on September 4, 2008 listing the current certified civil service eligible list for Fire Lieutenant/Paramedic; Niskayuna Consolidated Fire District # 1.
- A letter from The Schenectady County Civil Service Commission on August 20, 2008 listing the current open-competitive eligible list for Firefighter/Paramedic.
- The 2008 summer newsletter from NYS Department of State.
- An announcement from the Association of Fire Districts stating that their next general meeting will be held on September 20, 2008 at The Stillwater Fire Department.
- A conference request form for career Firefighter/Paramedic J. Congdon to attend an EMS conference on October 2-5, 2008 at the cost of \$125.
- A conference request form for career Firefighter/Paramedic J. Vena to attend the Lifestar conference on October 8-9, 2008 at the cost of \$115.
- A conference request form for career Firefighter/Paramedic A. Traina to attend the Lifestar conference on October 8-9, 2008 at the cost of \$115.
- A conference request form for career Chief Lingenfelter to attend the Lifestar conference on October 8-9, 2008 at the cost of \$125.

PRIVILEGE OF THE FLOOR: Lt. Jim Vena requested to meet with The Board members and Chief Lingenfelter during an executive session.

BILLS:

Motion/ Daly, 2nd/ Nappi: To pay bills from August 14 through September 10, 2008 totaling \$84,524.66. Passed 3-0.

TREASURER'S REPORT: Beth Kayser:

- While working on the budget, I have been assigning numbers to all expense categories, then group those numbers. This way expenses can be tracked throughout the year thus making future budgets easier to track and maintain.
- Chief Lingenfelter and I met with Career Firefighter D. Riemenschneider and his attorney today regarding two (2) #207-a benefit payments that have not been reconciled as of yet. The two (2) payments were added to the list of bills to be paid and I will explain how they should be disbursed.
- Operating Accounts as of August 31, 2008 were discussed. Treasurer Kayser answered questions asked of her about those accounts.

COMMITTEE REPORTS:

FINANCE: Commissioner Woehrle reported that The Finance Committee will meet on September 16, 2008 at 7pm. Commissioner Woehrle also requested a Finance Budget Workshop for the full board be held on September 22, 2008 at 7 pm.

INSURANCE: No Report.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT: Chief Lingenfelter reported that preventative maintenance was performed on A-940 & A-941. Front tires were replaced on front of A-941 due to tread wear, ball joints and brake pads were replaced. The bumper on E-401 was repaired and the replacement pick-up truck has been received. The process of installing accessories has begun and the vehicle will be put in service once installations are complete.

COMMUNICATIONS & INFORMATION SERVICES: Commissioner Woehrle reported that the Secretary's old computer crashed, a new one was ordered and is now in service.

EMS & EQUIPMENT: Chief Lingenfelter reported that Ellis Hospital made a generous donation of three (3) Lifepak 12 cardiac monitors to Niskayuna Fire District # 1 this week. Authorization is requested to enter into agreement with Ellis for the acceptance of the Lifepak units in "as is" condition. Fire District Attorney Thomas Hayner reviewed the document and advised the Commissioners that the purpose of the document is an ownership transfer to Fire District # 1 and a liability release. Attorney Hayner recommended that if The Board members were all in agreement, to sign the document.

FACILITIES: Chief Lingenfelter reported that the center bay door opener at Balltown Rd. has failed after being in service for 19 years and is being replaced at a cost of \$800. Chief Lingenfelter also reported that J&J Seal Coating did touch up work at River Road.

ELECTIONS: Commissioner Daly reported that 2 seats will be open for the upcoming election. One 5-year term (Nappi) and one 1-year term (Weitz). Commissioner Daly also reported that he will be working with Secretary Versocki and The Schenectady Board of Elections in preparation of this year's election process.

PROTECTIVE GEAR & UNIFORMS: Commissioner Daly deferred to Chief Elliott for a report on Fire Company gear. Chief Elliott advised the board that an influx of new members has depleted turnout gear stock. Chief Elliott also explained how gear is issued and would not recommend some of the older gear to be used for interior firefighting and asked the board to consider budgeting for updated turnout equipment.

SERVICE AWARDS PROGRAM: Chairman Woehrle announced that Fire Company member Ray - Hull has been appointed as a trustee to oversee the service award program.

INSPECTION & INSTALLATION: No Report.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- Probationary Career Firefighters Powers & Wessels started their firefighter training in Utica and are doing well.
- A check for \$2,568.58 was received from Schenectady County for re-imbusement of overtime expenses of Incident Command/Homeland Security training completed by some of our staff.

- I would like to recommend that the 1996 utility pick-up and plow be declared surplus upon it's replacement being put in service and sold through a sealed bid process.
- As was mentioned in the EMS & Equipment report, Ellis Hospital made a generous donation of three (3) Lifepak -12 cardiac monitors to Niskayuna Fire District # 1 this week. The donation will have a very positive impact on cardiac care to our patients at a significant cost savings to our tax payers. It should be noted that Captain Art Breault's participation with the STEMI Committee at Ellis Hospital and the cooperation of our EMS providers working toward the committee's goals were significant factors leading to the donation. To put the units into service some accessory items need to be purchased including: two (2) battery support systems, cellular phones, interface cables and assorted disposable supplies. I request authorization for \$7,370.30 to purchase the necessary items upon receipt of the Lifepak -12 units.
- There has been interest from other local fire Departments to purchase the Zoll cardiac monitors which will be replaced by the Lifepak - 12 units. This may help to offset the cost of Lifepak related options and supplies.
- The five (5) inch supply line hose for Engine 403 is in need of replacement. Forty (40) percent of it has failed hose tests. I would like authorization to purchase one thousand, one hundred (1100) feet of five (5) inch supply line at a cost not to exceed \$7,645.
- I am requesting authorization to attend a career chief's meeting in Geneva, NY on September 15 – 16, 2008. A travel expense request has been submitted.
- Authorization is requested for the treasurer to draft checks in the amount of \$50 each payable to four (4) Niskayuna elementary schools totaling \$200 for purchase of art supplies in support of the Fire District's Annual Poster Show during fire prevention week 2008.
- I am requesting authorization to enter into agreement for Educational Offerings and CME Re-certification Management with "EMS – Edu" pending attorney and medical director review and approval. The annual cost will not exceed \$9,000. This program is of critical importance to our paramedic re-certification program.

Chief Lingenfelter and members of the board discussed this topic at great length. Points included:

- This was the course that Career Captain A. Breault was maintaining.
- Commissioner Weitz asked if the cost of \$100 per student and \$1,300 per course was sufficient.
- Attorney Hayner reviewed the contract and remarked that it had no term and it was pay as you go.
- It was also noted that the payment for classes is paid when the course is completed.

From the floor:

Stephen Vena asked why it was necessary to seek an outside source to conduct the paramedic re-certification process when A. Breault could be used. Art has proven his effectiveness as an instructor and has the knowledge of curriculum and the personnel.

Commissioner Chairman E. Woehrlé stated that according to The Fire District # 1 ethics policy (State Mandated) it forbids using a former employee of the fire district for 2 years following their prior employment.

Stephen Vena suggested the Board of Fire Commissioners take a closer look at this issue before making a final decision.

Chief Colvin:

- A seminar on Battle ready fire tactics being conducted by NYC Fire Chief Salka at The Jonesville VFD will be held on October 11, 2008 from 8am-noon. I would like the board to

approve funding for 6 Fire Company line officers to attend this seminar with the idea to bring back tactics and ideas to help aid Fire Company training.

- I would like permission from the board to utilize a piece of fire apparatus and attend the Schenectady Holiday Parade on November 22, 2008.

Chief Elliott:

- I would like to add that valuable knowledge can be gained by allowing line officers to attend the seminar on October 11, 2008.
- I ask that the board members consider supporting an increased budget for turn out gear.

- Department Activity:

	<u>2008</u>	<u>2007</u>	
August Incidents:	177	151	
EMS	126	98	
Fire/Other	51	53	
YTD Incidents:	1,352	1,308	(8/31)
Other Activities:	Emergency Callback:	20 hours	
	Fire Prevention Details:	11 hours	
	In-service Training:	76 hours	
	Fire Company Drill:	104 hours	

Report of the Niskayuna Permanent Fireman’s Association: No Report.

Report of the Grand Boulevard Fire Company: President Baker asked the board to consider painting lines for parking spaces. With the amount of members, parking has become increasingly difficult. Chairman Woehrle commented that the board will investigate the issue. Director S. Vena discussed being in receipt of a resident survey response and the directors will discuss the matter.

New Fire Station: Commissioner Nappi reported that the committee will meet on October 1, 2008 at 7 pm. In a previous meeting, the committee discussed paring down the size and scope of a new building. Architect Dave Pacheco discussed some options including adding on to the current structure with bays and bay support. More information will be available as we progress.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Daly, 2nd/ Weitz: To accept Shannon L. Powers as a Permanent Probationary Career Firefighter/ Paramedic based upon the eligibility list received from The Schenectady County Civil Service Commission. Passed 4-0.

Motion/ Weitz, 2nd/ Daly: To accept Robert T. Wessels Jr as a Permanent Probationary Career Firefighter/ Paramedic based upon the eligibility list received from The Schenectady County Civil Service Commission. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To add Louis Salano of 908 Bedford Road Schenectady to the volunteer roles. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To add Matthew Bushnell of 2224 Plum St. Niskayuna to the volunteer roles. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To sign the transfer agreement with Ellis Hospital for the donated Lifepak - 12 units. Passed 4-0.

Motion/ Daly, 2nd/ Weitz: To purchase accessories and supplies for the three (3) Lifepak cardiac monitors at a cost of \$7,370.30. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To purchase 1100' of 5 inch supply hose for reserve Engine 403 at a cost of \$7,645. Passed 4-0.

Motion/ Nappi, 2nd Weitz: To have the Treasurer draft four (4) - \$50 checks for distribution to the following Elementary schools (Craig, Glenclyff, Hillside and St. Helens) for art supplies associated with the annual poster contest during fire prevention week 2008. Passed 4-0.

Motion/ Daly, 2nd Nappi: To allow Firefighter/Paramedic Joseph Congdon to attend The EMS Conference October 2 – 5, 2008 and pay the enrollment cost of \$125.00. Passes 4-0.

Motion/ Nappi, 2nd Weitz: To allow Lt. Vena to attend the Life Star Conference on October 8-9, 2008 and pay the enrollment cost of \$115.00. Passed 4-0.

Motion/ Nappi, 2nd Daly: To allow Firefighter/Paramedic Traina to attend the Life Star Conference on October 8-9, 2008 and pay the enrollment cost of \$115.00. Passed 4-0.

Motion/ Weitz, 2nd Nappi: To allow Chief Lingenfelter to attend the Life Star conference on October 8-9, 2008 and pay the enrollment cost of \$115.00. Passed 4-0.

Motion/ Nappi, 2nd Daly: To allow Chief Lingenfelter to attend the Fire Chief's conference in Geneva, NY on September 15-16, 2008 at the cost of \$163.00. Passed 4-0

Motion Nappi, 2nd Daly: To allow six (6) Grand Blvd. Fire Company officers to attend the fire tactics seminar at The Jonesville VFD on October 11, 2008 at a cost of \$50 each. Passed 4-0.

Motion Nappi, 2nd Daly: To allow The Grand Blvd. Fire Company to utilize a piece of fire apparatus and participate in The Schenectady Holiday Parade on November 22, 2008. Passed 4-0.

On a recommendation the Commissioners agreed to wait until the new pickup truck in service before declaring the 1996 pickup as surplus.

Any Additional Business to come before the Board: None

Motion/ Nappi, 2nd/ Daly: To adjourn to Executive Session at 8:10 pm. Passed 4-0.

Motion Nappi, 2nd Weitz: To returned to Regular Session at 9:32 pm. Passed 4-0.

Motion Nappi, 2nd Daly: To enter into an agreement with EMS EDU and approve the continuing education for the paramedic recertification program. Passed 4-0.

Motion/ Nappi. 2nd/ Daly: To adjourn at 9:33 pm. Passed 4-0.

➤ **The next Regular Meeting is Wednesday, October 8, 2008, at 7:00 p.m.**

Respectfully submitted,

William J. Versocki
Secretary