

Minutes of Regular Meeting April 8, 2009

PRESENT: Commissioners Murray, Nappi, Daly and Chairman Woehrle
Attorney Hayner, Secretary Versocki, Treasurer DeAngelus, Chief Lingenfelter
S. Powers, Cpt. T. Congdon, P. Griffiths and D. Pacheco.

The Meeting was called to order at 7:03 p.m. under the direction of Chairman Woehrle.

Motion/ Murray, 2nd/ Nappi: To approve the minutes of the March 11, 2009 regular Meeting as amended. Passed 4-0.

CORRESPONDENCE:

- An e-mail letter from FF/P S. Powers notifying the board of a change of address.
- A thank you card from Dawn & Joseph Czaban of 66 East Street Niskayuna for EMS response on March 9, 2009.
- A thank you card from Jim Davis of 2285 Cayuga Rd. Niskayuna for EMS response on November 18, 2008.
- A thank you card from Martha Cusack of 1500 Dorwaldt Blvd. Niskayuna for fast fire response to her home in 2008.
- A note of thanks from Andrea Kelly & family on Tracey Ave Niskayuna for EMS response on January 14, 2009.
- The March-April 2009 Bulletin for Fire District Officers.
- A letter from Security Mutual Life Insurance Co. of NY confirming the submission of the group life insurance policy.
- An e-mail correspondence from Dennis Ross of Pacheco Ross Architects discussing Building, Design and Construction & related costs.
- A letter from The Schenectady County Board of Elections stating that current lever voting machines will become obsolete in the latter portion of 2009 and probably will not be available for our commissioner elections in December 2009.
- A reply letter from Senator Hugh Farley concerning legislation to restore the commercial driver's license (CDL) exemption for persons who drive fire trucks.
- A conference request form from FF/P Lt. Sims to attend the Life Net EMS conference at The Gideon Putman Hotel in Saratoga, NY on May 8, 2009
- A conference request form from FF/P Powers to attend the Life Net EMS conference at The Gideon Putman Hotel in Saratoga, NY on May 8, 2009

PRIVILEGE OF THE FLOOR: There was nothing from the floor.

BILLS: Chief Lingenfelter questioned 2 items from the bill spread sheet:

1. Item # 2009-231 – paramedic stipends are added to payroll checks, not to the district bill sheets. The secretary amended the bill sheet and omitted item 09-231.
2. Item #2009-219 – This item appears to be paid by the board when in fact it is a payroll deduction from the paid firefighter's individual checks. This should also be omitted from this bill sheet and future sheets. Secretary Versocki asked for guidance on this issue.

Motion/ Nappi, 2nd/ Daly: To pay bills 2009 -192 thru 2009 - 239 from March 10, 2009 through April 6, 2009 totaling \$64,800.22 as amended. Passed 4-0.

TREASURER'S REPORT:

Treasurer K. DeAngelus reviewed the financial report through March 31, 2009. Kristin also reported:

- I have been working on the 2007 & 2008 financial audits and the auditor will be reviewing those documents next week.
- A dishwasher bought in 2007 has been repaired twice for a total of \$489. Commissioner Murray suggested that a commercial dishwasher may only have a 1 year warranty. Chief Lingenfelter added that one repair was the electrical wiring to the dishwasher and not the appliance.
- Commissioner Murray asked Treasurer DeAngelus to add a column to the monthly report for a 2 year budget comparative.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: Commissioner Nappi reported that while taking the commissioners training course it was suggested that all insurance policies be compared to other insurance companies during the 2 year renewal timeline for potential savings.

MEDIA RELATIONS: No Report.

APPARATUS & EQUIPMENT: Chief Lingenfelter reported:

- Engine 401 repairs are near completion. A windshield was located and replaced.
- Engine 403 and Engine 401 have had preventive maintenance completed. A list of recommended repairs for all fire apparatus has been received from Garrison and is being addressed.
- The Zoll monitors have been repaired and are in the process of being sold.
- Ambulance specification development continues. Expect a committee review this month.
- The accounting has been set up for the Assistance to Firefighters Grant program for our 2008 AFG award for SCBA. Initial payment request for (pre-award) funds spent in December 08 was denied. Appeal is in process. Attached is a NYS contract price quote for the equipment specified in our grant application. *Request authorization to purchase the equipment as quoted for a total of \$53,713.59.* Funds will be reimbursed by AFG program less the district share of \$2685.68.

COMMUNICATIONS & INFORMATION SERVICES:

- I am still working on communication equipment specifications for narrow band upgrades. Specifications will be reviewed with the communications and information services committee prior to distribution.
- An Online account has been established with Motorola to facilitate ordering of communications equipment and supplies off NYS contract.
- One portable radio was run over by an Engine and damaged beyond repair. The insurance company was notified and will forward a check upon its replacement.

EMS & EQUIPMENT: No Report.

FACILITIES:

Chief Lingenfelter reported:

- The fire alarm system replacement was awarded to Hobson Alarms after facilities committee review and approval. Installation is pending the arrival of equipment.
- A light ballast was replaced in the downstairs meeting room

Chairman Woehrle reported:

- The wire stops at River Rd were removed. He thanked Chief Lingenfelter for his help to abate the issue.
- 9 chairs ordered from K-Log Government Business Furniture arrived and are now in service. The old chairs should be declared surplus and removed.
- The bulletin board at The Balltown Rd. station was repaired.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: Turnout gear repair is scheduled in June. Members in need of gear replacement will be measured this month. Dress uniform inspections are in process.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

NEW FIRE STATION: Commissioner Nappi reported:

- The LEED Green Building Council application which was approved for \$600 is actually \$400.
- Our attorney reviewed the contract draft from Pacheco Ross Architects and approves the language. The contract will be brought up under new business.
- The new fire station committee has been meeting regularly and working toward actively pursuing a FEMA/AFG stimulus grant to help build a new fire station at the Balltown Rd, site.
- The new fire station committee is also working to assess the reasons for a failed bond vote in hopes of convincing our community of the need for a new building.

Commissioner Nappi asked Dave Pacheco to address the Board and discussed:

- The schedule for grant approvals.
- Criteria and probable cap limits per project.
- The positive and negative aspects for Niskayuna Fire District # 1's chances to obtain a grant.
- Pre-approval for construction and working toward that end.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- The 2008 Ice Storm reimbursements have been submitted to SEMO/FEMA and our application was approved for a total amount of \$13,632.83. The federal share will be \$10,224.62. A project completion and certification report has been signed and submitted.
- Our insurance schedule of equipment currently lists 70 pagers that are outdated and will be declared surplus by years end. Recommend removing these items from our supplemental declarations.
- CDL issue is still ongoing. Budget legislation that partially addresses the problem is pending and the two bills are still in committee and being supported by the fire service. Emails were sent from the chief's office to all senators and assemblymen that serve on the governing committees, Senator Farley and Assemblyman Tedisco.
- *Request authorization to attend the NYS Association of Fire Chiefs Conference in Verona from June 10, 2009 thru June 12, 2009.* Conference Attendance Request has been submitted.
- *Request authorization to attend an ICS 300 instructor in-service in Warren County April 21, 2009 – April 23, 2009.*
- GE Global Research allowed four of our staff to participate in a confined space training program at GE's expense. Lt. Vena, FF Persons, FF Griffiths, and FF Pelliccia successfully completed the 4 day course.

Department Activity:

	<u>2009</u>	<u>2008</u>	
March Incidents:	150	199	
EMS	122	138	
Fire/Other	28	61	
YTD Incidents:	443	527	(3/31)
Other Activities:	Emergency Callback:	17 hours	
	In-Service Training:	88 hours	
	Fire Company Drill:	148 hours	
	Outreach Training:	13 hours	

Chief Colvin: No Report.

Chief Elliott: No Report.

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: No Report.

NEW BUSINESS:

Motion/ Murray, 2nd/ Nappi: To authorize Chief Lingenfelter to attend The NYS Chief's conference in Verona, NY from June 10 -12, 2009 and pay associated costs per conference request form. Passed 4-0.

Motion/ Murray, 2nd/ Nappi: To authorize Chief Lingenfelter to attend an ICS 300 instructor in-service in Warren County, NY from April 21 -23, 2009. Passed 4-0.

Motion/ Murray, 2nd/ Nappi to sign the amendment to The Professional Services Agreement with Pacheco Ross Architects PC. Passed 4-0.

Motion/ Murray, 2nd/ Daly: To remove 70 Minitor II pagers from the supplemental Insurance Schedule. Passed 4-0.

Motion/ Nappi, 2nd/ Murray: To declare the old commissioner chairs as surplus. Passed 4-0.

Motion/ Murray, 2nd/ Daly: To approve the purchase of SCBA equipment at the quoted cost of \$53,713.59 with the understanding that the funds will be reimbursed by the AFG program grant less the district share of \$2,685.68. Passed 4-0.

Motion/ Murray, 2nd/ Daly: To authorize FF/P Lt. Sims to attend the Life Net EMS Conference on May 8, 2009 at the Gideon Putman Hotel in Saratoga, NY and pay the associated costs per conference request form. Passed 4-0.

Motion/ Murray, 2nd/ Daly: To authorize FF/P Powers to attend the Life Net EMS Conference on May 8, 2009 at the Gideon Putman Hotel in Saratoga, N.Y and pay the associated costs per conference request form. Passed 4-0.

Any Additional Business to come before the Board: None

Motion/ Nappi, 2nd/ Murray: To adjourn to executive session at 7:51 pm. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To return to regular session at 8:38 pm. Passed 4-0.

Motion/ Nappi, 2nd/ Daly: To adjourn at 8:39 pm. Passed 4-0.

The next Regular Meeting is Wednesday, May 13, 2009 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Secretary