

Minutes of Regular Meeting May 13, 2009

PRESENT: Commissioners Murray, Nappi, Daly, Weitz and Chairman Woehrle
Attorney Hayner, Secretary Versocki, Treasurer DeAngelus, Chief Lingenfelter
Chief Elliott, Cpt. Congdon, Cpt. Fritz, N. Persons and S. Vena.

The Meeting was called to order at 7:08 p.m. under the direction of Chairman Woehrle.

At this time Secretary Versocki opened (2) two sealed bids for communication equipment as advertised under legal notices in The Gazette after last month's commissioners meeting.

They are:

1. A bid from Wells Communications for \$33,409.35
2. A bid from Leonard communication for \$27,714.42

The bid information will be reviewed and recommendations will be discussed at the next monthly meeting.

Motion/ Murray, 2nd/ Nappi: To approve the minutes of the April 8, 2009 regular Meeting as read. Passed 5-0.

CORRESPONDENCE:

- A letter from The Grand Blvd. Fire Company stating they have voted to remove probationary firefighter Vincent Itri for failure to pass his probationary period due to missed calls, meetings, drills and failure to pass the firefighter -1 class he attended.
- A letter from The NYS Comptrollers Office stating that Thomas A. Nappi successfully completed the commissioners training course given at the Fire Department Law and Management Conference on April 5, 2009.
- A letter from The NYS Comptrollers Office stating that Steven H. Weitz successfully completed the commissioners training course given at the Fire Department Law and Management Conference on April 5, 2009.
- An announcement from The Schenectady County Civil Service Commission for an open competitive examination for Firefighter/Paramedic for Niskayuna Consolidated Fire District No.1

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

BILLS:

Motion/Murray, 2nd/ Nappi: To pay bills 2009 -240 thru 2009 - 300 from April 7, 2009 through May 11, 2009 totaling \$390,314.00 as reviewed. Passed 5-0.

TREASURER'S REPORT:

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

- I will be involved in an insurance audit beginning on Saturday at 11 am.
- The auditor is still reviewing the 2007 & 2008 documents.
- Outstanding issues with retired Captain A. Breault have been resolved.
- I have been in contact with Nationwide about individual paychecks and the deductions should be retroactive and shown on check stubs by the next pay period.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE: Commissioner Nappi reported that:

- 70 Minitor II pagers were taken off the supplemental insurance policy and an approximate \$500 premium refund is anticipated.
- Commissioner Nappi asked if the board of fire commissioners wanted to pursue purchasing insurance for protection against harassment claims and discrimination cases. The board agreed to at least get a quote.
- Commissioner Nappi also reported that the value of The Balltown Rd. & River Rd. fire stations were under-insured. Attorney T. Hayner recommended that each building be insured for at least 80% of the replacement cost of each building. The commissioners agreed that the insurance committee should sit down with the insurance company and get an accurate quote for increased insurance.

MEDIA RELATIONS: Commissioner Weitz asked what type of information was going to be put out during Niska-day. Chief Lingenfelter reported that we will have a booth with fire prevention literature and provide general talking points about a new fire station.

APPARATUS & EQUIPMENT: Chief Lingenfelter reported:

- Engine 401 repairs resulting from the 2008 ice storm are completed.
- Ambulance specifications have been drafted and I expect to have specifications finalized within the next two weeks. When asked about any special considerations for a new ambulance, Chief Lingenfelter briefly discussed adding 2 SCBA air packs to the new rig.
- Most of the attack hose is old and needs to be replaced therefore I am requesting authorization to purchase 1200' of 1-3/4 fire hose from Fire End & Croker at a cost of \$1932.

COMMUNICATIONS & INFORMATION SERVICES: Chairman Woehrle reported that the committee will review the bid offers and make recommendations at the next meeting.

EMS & EQUIPMENT: Chief Lingenfelter reported that the Zoll monitors have been repaired and are in the process of being sold. Because of their aggregate value, a permissive referendum may be required in addition to the motion to surplus that was passed in December 08. Attorney Hayner is reviewing the requirements. Attorney Hayner stated that a permissive referendum is required to sell the (3) three Zoll monitors.

FACILITIES: Chief Lingenfelter reported that the replacement fire alarm system has been installed by Hobson Alarms and is operational.

Chairman Woehrle reported:

- The old commissioner chairs will pick up next week and donated to the Salvation Army.
- Flashing on the rear and east corner of The River Rd. station is exposed.
- Commissioner Woehrle commended Chief Lingenfelter for the work of the duty crews who repaired walls and painted at The Balltown Rd. station bays.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: Chief Lingenfelter reported that Turnout gear repairs are scheduled in June. Dress uniform inspections are almost complete. We are looking to purchase 14 – 16 new sets of Turn out gear and are looking closely at replacing turn out pants with the integrated harness system. The old turn out gear will be thoroughly inspected for serviceability but we do not expect must extra gear with the influx of new members. Commissioner Nappi stressed the importance of turn out gear and asked the board to consider channeling additional funding to purchase additional turn out gear.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION: No Report.

NEW FIRE STATION: Commissioner Nappi reported:

- The new fire station committee met last night and working toward actively pursuing a FEMA/AFG stimulus grant to help build a new fire station at the Balltown Rd, site.
- We have asked for feedback from the Fire Company members and the career staff. In addition, there is a copy of the design for the new fire station posted in the commissioners meeting room. Please take time tonight to look over the design and add comments to post-it notes. The committee is seeking any and all comments, suggestions, ideas and/or concerns. If you add your name to the note, we will gladly answer your questions.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- Captain Peter Barber; 2008 Firefighter of the Year, and FF. Jason Moskowitz; 2008 Rookie of the Year were recognized on April 28th at the regular meeting of the Niskayuna Town Board.
- Reimbursement from Schenectady County was received for Incident Command/NIMS training attended over the last 6 months in the amount of \$4,502.79 to cover overtime costs.
- We are awaiting the arrival of the 2008 Ice Storm reimbursements.
- We received a check from Emmanuel Lessis for \$1941.64 to cover his medical benefit extension in full.
- Planning for Niska-day 2009 is well under way. Fire and EMS coverage will be provided by NFD No.1 with the cooperation and assistance of NFD No.2 and Stanford Heights FD.
- The NYS Association of Fire Chiefs offers on line code enforcement in-service training to members only. As code enforcement is one of our agency's responsibilities, the on-line training offered is a cost effective way of providing necessary in service training to our career staff. By obtaining memberships for each of our career staff, we would have access to this training and would also realized reduced rates for seminars that are offered regionally should any member

want to attend. *To implement this program I am requesting authorization to purchase 14 memberships in the NYS Association of Fire Chiefs for the career staff at an annual cost of \$35.00 per person for a total of \$490 which would debit from the fire training budget.*

- *Request authorization to attend the Career Fire Chiefs of NY meeting in Glens Falls, NY on May 19, 2009.*

Department Activity:

	<u>2009</u>	<u>2008</u>	
March Incidents:	153	138	
EMS	110	99	
Fire/Other	43	39	
YTD Incidents:	598	667	(4/30)
Other Activities:			
Emergency Callback:			29 hours
In-Service Training:			115 hours
Fire Company Drill:			153 hours
Outreach Training:			27 hours

Chairman Woehrle asked Chief Lingenfelter to provide more detail to the In -Service training by separating Fire and EMS training.

Chief Colvin: No Report.

Chief Elliott: For the dress uniform inspection we purchased some dress uniforms and had others altered. I would like permission to utilize C-428 to drive to Utica for the NYS Chief’s convention during the 1st week of June. A stone flew up and damaged the windshield of C-428. I sent it to Niskayuna Glass who replaced it with no deductible needed.

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS:

- Chief Lingenfelter reported that The Governor has included language in the budget to partially address the CDL issue for incident response however it falls short of addressing the training and other non-incident concerns. The two bills proposed last month are still in committee. Continued support is needed to push this legislation through. A notice was received from our insurance carrier indicating that we are covered despite the law changes. I will defer to Attorney Hayner for further guidance.
- Attorney T. Hayner handed out a memorandum to the board members and discussed the issue of whether or not fire department personnel should be permitted to operate motor vehicles which are classified as commercial motor vehicles without a Commercial Drivers License. Within this discussion (2) two concerns are **unlicensed operation** and **liability**. Mr. Hayner discussed correspondence he received from our motor vehicle insurance carrier who stated that, “we do not plan to take any adverse underwriting actions at this time on departments that allow volunteer members without a CDL to operate the emergency vehicle”. After some discussion on this issue the following resolution was adopted in the form of a motion:

MOTION Weitz/**SECOND** Murray that Niskayuna Fire District No. 1 will, until corrective legislation is adopted; utilize CDL (Commercial Drivers Licensed) District personnel to operate Fire District Apparatus; specifically Fire District Engines and Ladder Truck in Non-emergency situations such as parades and public events. Furthermore, considering the operational needs of Niskayuna Fire District No. 1, personnel who are not CDL licensed but have met the Fire District driver training requirements, should be permitted to utilize District vehicles in emergency situations and non emergency situations such as drills and training.

Vote Taken:

Woehrle – Yes

Murray – Yes

Daly – Yes

Weitz – Yes

Nappi – No

MOTION CARRIED 4-1.

NEW BUSINESS:

Motion/ Weitz, 2nd/ Murray: To purchase 14 individual memberships to The Association of Fire Chief's for the career staff at an annual cost of \$35 each for a total of \$490 to assist with on line code enforcement training. Passed 5-0.

Motion/ Daly, 2nd/ Weitz: To authorize Chief Lingenfelter to attend the career chief's of NY meeting in Glens Falls, NY on May 19, 2009. Passed 5-0.

Motion/ Nappi , 2nd/ Murray to allow the purchase of 1200 feet of 1 ¾ inch attack line hose from Fire End and Croker at the cost of \$1932. Passed 5-0.

Motion/ Murray , 2nd/ Nappi: To remove probationary firefighter Vincent Itri from the Fire District roles. Passed 5-0.

Motion/ Weitz, 2nd/ Daly: To approve a permissive referendum for allowance to sell three (3) Zoll monitors. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To allow Chief Colvin and Chief Elliott to utilize district vehicles to attend The NYS chief's convention in Verona, NY during the first week in June. Passed 5-0.

Motion/ Daly, 2nd/ Nappi: To authorize the apparatus committee to solicit sealed bids for a 2009/2010 ambulance upon committee approval of specifications with bids to be opened on June 22, 2009, at 7:00pm by the Fire Chief and the Secretary of the Board of Fire Commissioners. The specifications will then be forwarded to the committee for review and a recommendation from the committee presented to the Board of Fire Commissioners for consideration at the July 8, 2009 regular meeting. Passed 5-0.

Chairman Woehrle discussed planning for the 2010 budget. He stated that we contributed \$253,000 into The NYS retirement fund in 2008. There is talk of a 50% increase which would be significant.

Any Additional Business to come before the Board: None

Motion/ Nappi. 2nd/ Murray: To adjourn to executive session at 8:44 pm. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To return to regular session at 10:06 pm. Passed 5-0.

Commissioner Murray discussed mail that has gone missing over the past 8 months. He stated that these key pieces of mail included NYS retirement payments, tax levies and other important documents and bills. Commissioner Murray also reported that he contacted the Niskayuna Branch of the U.S. Postal Service and the Station Manager stated that he knows that with the volume of mail that is sent to The Balltown Rd. station 8 -10 key pieces of mail that were missing are a significant amount. When asked what we can do, the Postal Manager replied that a formal investigation can be requested to enquire into the missing mail. Commissioner Murray asked the board members what they wished to do about this situation.

It was mutually agreed upon by the board members, Secretary Versocki, Treasurer DeAngelus and Chief Lingenfelter to take the following precautions first:

1. Install a locked mailbox for delivery from the U.S. Postal Service.
2. Give key access to: The Board Chairman, Secretary, Treasurer and Career Chief.
3. Move the copy machine, paper cutter and fax machine to the meeting room.
4. Arrange to install and lock the Secretary/Treasurer office and give keys to board members and The Career Chief.

MOTION/ Nappi, 2nd/Daly: To purchase and install a locking mail box for incoming mail and give keys to the board chairman, secretary, treasurer and career chief. Passed 5-0.

MOTION/ Weitz, 2nd/Nappi: To give authorization to Chief Lingenfelter and Chairman Woehrle to re-arrange the upstairs office and hire someone to install doors & locks. Passed 5-0.

Motion/ Nappi, 2nd/ Daly: To adjourn at 10:10 pm. Passed 5-0.

The next Regular Meeting is Wednesday, June 10, 2009 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Secretary