

Minutes of Regular Meeting September 9, 2009

PRESENT: Commissioners: Murray, Nappi, Weitz and Chairman Woehrle, Attorney Hayner Secretary Versocki, Treasurer Splendido, Chief Lingenfelter, Lt. J. Vena & P. Griffiths.

The Meeting was called to order at 7:00 p.m. under the direction of Chairman Woehrle.

Motion/ Murray, 2nd/ Nappi: To approve the minutes of the August 12, 2009 regular Meeting as read. Passed 4-0.

CORRESPONDENCE:

- A letter of support from Senator Charles Schumer supporting the Niskayuna Fire District No.1 grant application submitted under the Fire Station Construction Grant Program.
- A notification from Fire Districts of NY Mutual Insurance Co. Inc. of a rate increase for all policies issued to it customers.
- A letter from The NYS Emergency Management Office advising Niskayuna Fire District No.1 that all eligible claims for disaster assistance under FEMA 1650 DR NY have been paid.
- A notarized copy of a bond for John A. Splendido as the Niskayuna Fire District No.1 Treasurer which was filed with Schenectady County on August 24, 2009.
- A notarized receipt and release acknowledging Niskayuna Fire District No.1 receiving the amount of \$51,800 which is a partial distribution under Article V U of the last will and testament of the estate of David H. Winne.
- A thank you card and \$100 donation for a medical call on August 10, 2009 and a Carbon Monoxide Detector Call on August 19, 2009 to Mr. and Mrs. R. Ned Landon of 1370 Rowe Road Niskayuna.

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

BILLS:

Motion/ Murray, 2nd/ Nappi: To pay bills 2009 - 468 thru 2009 - 522 from August 12, 2009 through September 9, 2009 totaling \$97,350.11 as reviewed. Passed 4-0.

TREASURER'S REPORT:

- Treasurer John Splendido reviewed the financial report through August 31, 2009.
- John also reported cleaning up many past issues including payroll.

- The 2007 and 2008 audits are continuing.

Commissioner Murray commended John Splendido for doing such a good job in such a short time and fixing many of the finance issues which have plagued the district over the past year.

COMMITTEE REPORTS:

FINANCE:

- Commissioner Murray reported that he received information that The New York State Comptroller's Office announced that the employer's contribution rates for the Employee's Retirement Systems and the Fire Retirement System will increase in 2010 and advised budget committee's to take this into consideration when drafting the proposed 2010 budget.
- Chief Lingenfelter reported that work on the 2010 budget has been delayed by the treasurer transition however, he has expanded the budget format utilized for 2009 for review by the board and the treasurer. If the format is acceptable, cost estimations available, and pending the treasurer's availability, he expects to have the first draft of the 2010 budget completed within two (2) weeks (September 23, 2009).
- Chairman Woehrle discussed the timeline for the budget process and asked for a budget workshop on September 22, 2009 beginning at 7 pm. If another workshop is needed it will be scheduled for September 29, 2009.
- The public budget meeting will be held on Tuesday October 20, 2009 at 7 pm in the commissioners meeting room at 1079 Balltown Rd. Niskayuna.

INSURANCE:

- Commissioner Nappi reported that he received an application for the Employment Practices insurance policy from The Schenectady Insuring Agency.

MEDIA RELATIONS:

- Commissioner Woehrle reported that Secretary Versocki has been working on getting the archive minutes posted on the District Web page and that year's 2008 and 2009 are now active. He also reported that each month's minutes will appear on the minute's page of the website.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Northeastern Rescue Vehicles Inc. reports that our new ambulance chassis is expected at the wheeled coach factory in late September. They did confirm that our chassis was in production and is a pre-emission 2010 chassis. The project is on track at this point for a December-January delivery timeframe.
- Preventive maintenance was completed on all Ambulances and utility vehicles this week.
- C-409 (2006 Tahoe) sustained damage to the forward passenger side door while un-occupied and parked in the driveway of my residence. Repairs have been completed at Walters Autobody and all costs were paid by me. No charges were billed to the Fire District or the District's insurance company.
- *I am Requesting authorization to purchase SCBA Equipment totaling \$19,087; \$18,132 will be paid by the 2008 AFG program and \$955 will be the Fire District cost share. This will complete the 2008 AFG grant project for SCBA.*

COMMUNICATIONS & INFORMATION SERVICES:

- Chief Lingenfelter reported that all equipment has been received from Wells Communications, installed and operational. The rebate from Motorola in the amount \$3180 has been received.

EMS & EQUIPMENT: No Report.

FACILITIES: No Report.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS: Chief Lingenfelter reported that turn out gear is on order.

SERVICE AWARDS PROGRAM: Commissioner Woehrle reported that the LOSAP was paid last month.

INSPECTION & INSTALLATION: Commissioner Weitz and Woehrle discussed planning for the January 2010 Inspection and installation dinner. A new venue was suggested and the entire committee will meet to discuss our options.

NEW FIRE STATION:

Commissioner Nappi Reported:

- The informational meeting was held on, August 18, 2009 at The Balltown Road station to provide the community an overview of the grant project to date. There were very few attendees.
- The next building committee meeting is scheduled for September 15, 2009. We will be working on the completion of our failure mode analysis and formulating an action plan going forward.

Chief Lingenfelter added:

- Letters of support for the grant application have been received from Congressman Tonko, Senator Schumer and Niskayuna Town Supervisor Landry.
- No communication from the Fire Station Grant program has been received as of this date.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- Lieutenant/Paramedic Jim Vena and Volunteer 2nd Asst. Chief Dave Dietrich were recognized on September 8, 2009 at the Schenectady County Legislature meeting for their EMS provider of the year awards.
- Payroll issues have been resolved to date. I will be reviewing our payroll processing system with the treasurer for potential improvements.
- I sent two email requests to former treasurer DeAngelus requesting the return of any records she may have in her possession. No response was received.
- *I am requesting authorization to attend the NYS Career Fire Chief's meeting on September 15th in Geneva NY. A Conference Attendance Request Form has been submitted.*
- *I am requesting authorization to attend the NYS OFPC Instructor's Conference in Montour Falls NY from 10/12/09 – 10/16/09. A Conference Attendance Request Form has been submitted.*
- The Niskayuna Town Fire Chiefs met on September 2, 2009. Items discussed included mutual aid, cooperative training, and the utilization of specifically trained NFD 2 personnel as drivers for our ambulances on mutual aid calls. The benefits of this concept are two-fold. First, it promotes

cooperation between the districts response personnel which improves safety and response efficiency. Second, it will allow for improved personnel resource utilization which will improve coverage of both districts. Our insurance carrier was contacted regarding the utilization of non-member drivers. Their response noted that any driver we authorize may drive our apparatus. Membership in our agency is not required however training is recommended if practical. At this time we are moving forward with revision of the Class 1 driver training program prior to any further action.

- The annual Poster Contest program is under way. Each year the art department within the Niskayuna School District elementary schools provides the NFPA theme to each student and the students create posters reflecting that theme. This year's theme is "Stay Fire Smart". The program culminates with a school wide assembly hosted by fire department personnel to convey the importance of fire safety to the students.

Department Activity:

	<u>2009</u>	<u>2008</u>
August Incidents:	177	177
EMS	137	126
Fire/Other	40	51

YTD Incidents: 1201 1352 (8/31)

Other Activities: Emergency Callback: 20 hours
 Fire/EMS/Codes In-Service Training: 23 hours
 Fire Company Drill: 114 hours

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

Report of the Grand Boulevard Fire Company: No Report.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Murray, 2nd/ Weitz: To purchase SCBA equipment not to exceed \$19,087. \$18,132 will be reimbursed to the district from the 2008 AFG program grant. The total district cost will be \$955.00
Passed 4-0.

Motion/ Nappi, 2nd/ Murray: To approve Chief Lingenfelter to attend the career chief's meeting on September 15, 2009 in Geneva, NY. Passed 4-0.

Motion/ Nappi, 2nd:/Murray: To approve Chief Lingenfelter and the MTO (Municipal Training Officer) to attend the NYS OFPC Instructor's Conference in Montour Falls, NY from October 12 – 16, 2009.
Passed 4-0.

Any Additional Business to come before the Board: None

Motion/ Nappi. 2nd/ Murray: To adjourn to executive session at 7:53 pm. Passed 4-0.

Motion/ Nappi. 2nd/ Weitz: To return to regular session at 9:14 pm. Passed 4-0.

Motion/ Nappi. 2nd/ Daly: To adjourn at 9:18 pm. Passed 4-0.

The next Regular Meeting is Wednesday, October 14, 2009 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

Secretary