

Minutes of Regular Meeting October 13, 2010

PRESENT: Commissioners: Nappi, Daly, Weitz and Chairman Woehrle
Treasurer Splendido, Secretary Versocki, Attorney Hayner, Chief Lingenfelter
Chief Elliott and Captain T. Congdon.

The Meeting was called to order at 7:06 p.m. by Chairman Woehrle.

Motion/Nappi, 2nd/ Daly: To approve the minutes of the September 8, 2010 Regular Monthly Meeting
As read. Passed 4-0.

CORRESPONDENCE:

- A letter from The U.S. Postal Service advertising personalized stamped envelopes.
- Copies of The Sentinel, a semi-annual newsletter from The NYS Local Retirement System.
- Copies of the Employer Forum for the NYS Retirement System.
- Copies of the Fire District Affairs Bulletin for August – September 2010.
- A letter from Chief Lingenfelter to Chief Muldowney of Niskayuna Fire District # 2 requesting automatic mutual aid for all structure fire alarms south of Nott Street within Fire District # 1 because of the temporary closure of the fire station on 1079 Balltown Road.
- A letter of appreciation from The Division of Homeland Security for allowing Captain Richard Fritz to serve as a panel member for The NYS 2010 Technical Rescue and Urban Search & Rescue Grant Program.
- A letter from The Niskayuna Police Department commending Niskayuna Fire District # 1/Grand Blvd. Fire Company firefighters for acting in a professional manner and displaying a high level of training related to an alarm of fire on Monday October 4, 2010 at St. James Square.
- A letter from The Association of Fire Districts of NYS stating that they have launched their website and are now beginning to use the new e-mail communication system.
- A notification from Schenectady Insuring Agency stating that an endorsement to Fire District No. 1 commercial package policy added an additional premium of \$370.00 for the leased storage containers & leased office trailer.
- A letter from The Schenectady County Fire Advisory Board stating that the appointment term for Edward Woehrle will end on December 31, 2010 and they request an appointment letter be sent to them by November 17, 2010 stating whether Mr. Woehrle will serve another term or if a new individual will receive the appointment. The letter also states that a response not received by the above date will result in no representation from our organization.

- A letter from The Grand Blvd. Fire Company asking The Commissioners to approve Nicholas Mancuso of 2236 Grand Blvd. Niskayuna, NY 12309 as a probationary Firefighter pending the results of a complete physical & arson background check.
- A letter from The Grand Blvd. Fire Company asking The Commissioners to approve Andrew Famiano of 1341 Ruffner Road Niskayuna, NY 12309 as a probationary Firefighter pending the results of a complete physical & arson background check.
- A letter from The Grand Blvd. Fire Company asking The Commissioners remove the following Grand Blvd. Fire Co. members from The Fire District roles as a result of lack of call percentage over the past 12 months as was reviewed in May 2010 and October 2010 by The Executive Committee: Daniel Bushnell of 2224 Plum St. Niskayuna, NY 12309 and Jeremy Rice of 2351 Rosa Rd. Schenectady, NY 12308.
- A letter from The Grand Blvd. Fire Company asking The Commissioners remove the following Grand Blvd. Fire Co. member from The Fire District roles for not completing the obligations of her probation including: lack of drill attendance, lack of call percentage, lack of meeting attendance and not completing the Firefighter I course within 1 year of service. April Allmon of 2351 Rosa Rd. Schenectady, NY 12308.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Nappi 2nd/ Daly: To pay bills for corresponding check #'s 11480 - 11550
From September 9, 2010 thru October 13, 2010 - totaling \$199,635.44 as reviewed. Passed 4-0.

TREASURER'S REPORT:

- Treasurer Splendido first reviewed the comparison sheet for September 2009 & 2010 and indicated that the interest received through August is recorded correctly.
- He then reported on the 2010 budget versus actual expenses through September, 2010 and stated that being 75% thru the year and spending 60% of the 2010 budget.
- The Reserve Accounts spreadsheet was reviewed.
- John also discussed the Standards & Poor documentation of the Fire District at an "AA" rating. This is the best rating a New York State Fire District has ever received. Standards & Poor rated us as such because they liked:
 - That our tax levy was guaranteed by the Town
 - Our Audited Financial Statements for the past 5 years.
 - Our in-depth budgeting process.
 - How consistent we have kept our tax levy changes.
 - How well funded our reserve accounts are funded
 - How well the reserve accounts are planned for future expenses so we will not have to go out to Bond to replace/purchase these items.

In addition, as of now we only have a budget increase of 2.23% for our 2011 operating budget – further showing our dedication to the taxpayers.

Treasurer Splendido also reported that at the time the bond was approved by the voters, the original tax rate was 4.45%.

- The bond sold last week at a rate of 2.595%. This means that over the 15 years the interest savings by the Town taxpayers will equate to \$781,500.00.

ATTORNEY'S REPORT:

Attorney Hayner reported:

- At a request by Commissioner Woehrle, I drafted a letter to be sent to The City of - Schenectady stating that the Board of Fire Commissioners are concerned with layoff of Schenectady City Firefighters as part of the 2011 budget deliberations. The Commissioners want to go on record that Niskayuna Consolidated Fire District No.1 will honor its mutual aid commitment with the city however, the taxpayers of Niskayuna Fire District No. 1 are not in a position to routinely provide support to The City of Schenectady arising from the shortage of personnel arising from said layoffs.

COMMITTEE REPORTS:

FINANCE:

Commissioner Woehrle reported:

- The finance committee met on September 22, 2010 at 5 pm at The River Rd. station.
- The public budget meeting will be held October 19, 2010 beginning at 7 pm at The Craig Elementary School conference room.
- There will be a special meeting following the budget hearing to adopt the 2011 Fire District Budget.

Treasurer Splendido reported:

- Treasurer Splendido reported that a meeting was held yesterday with the finance committee, Denise Palyo and Niskayuna Fire District Career retirees about the Blue Cross retiree health plan. New insurance plans will change with \$40,000.00 less in premiums but with higher co-payments. As a result of this meeting it was agreed that any change in retiree out of pocket costs would be absorbed by the district.

INSURANCE:

Commissioner Nappi reported:

- Additional insurance was added to the storage trailers and the office trailer as mentioned in the correspondence.

MEDIA RELATIONS:

Commissioner Weitz reported:

- Since the bond was passed, town residents have been asking, "What's going on"? I think it's about time to let the public know exactly what's been happening. A brainstorm session took place between the board members about how best to accomplish this task. The ideas included:
 - A groundbreaking ceremony for the renovation/addition project.
 - A comprehensive report and press release.Other facts to amplify included:
 - An operating budget lower than 2010.
 - An "AA" rating by Standards & Poor resulting in the best rating of a New York State Fire District ever.
 - Saving Niskayuna Fire District # 1 taxpayers over ¾ of a million dollars in interest.Commissioner Weitz volunteered to work on drafting a press release.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- Engine 403 tires have been replaced and the engine is now in service with the Schenectady Fire Department as agreed upon.
- The transmission on Engine 401 (1997 Simon Duplex) was rebuilt at a cost of \$6553.46. This also included repair of various oil leaks on and around the engine.
- Both alternators were replaced on A-941 (1998 Ford Ambulance).
- An antifreeze leak on Truck 405 turned out to be a minor hose clamp adjustment.
- The EXO firefighter escape systems have been received. Training is being scheduled with the vendor.
- Gear lockers for River Road have been received and installed.
- Specifications have been drafted for the group purchase of 5 thermal imaging cameras; three for NFD 1 and two for NFD 2. The GBFC had donated \$24,000 towards the cost of the 3 imagers which is estimated to cost an additional \$13,000 totaling approximately \$37,000. **I am Requesting authorization to solicit competitive bids for the thermal imaging cameras.**

COMMUNICATIONS & INFORMATION SERVICES: No Report.

EMS & EQUIPMENT: No Report.

FACILITIES:

Commissioner Woehrle Reported:

- A water leak was detected at the River Rd station. It appears that there was a sizable hole in the water drain of the kitchen sink. The new hardwood flooring in the kitchen area was severely damaged and water leaked into the former exercise room & carpeting. The leak was repaired and the best recommendation for floor replacement is Armstrong 18" tile. It looks like ceramic and is better for the kitchen area. The cost to replace the tile and add the runner area from the bay door past the bathroom is an additional \$200.00 and for removal and full installation total cost is \$2,300.00 minus \$2,100.00 from the insurance company.
- Also, the stove and refrigerator were replaced. They were the original appliances when the station was built in 1982 and not worth repairing.

ELECTIONS:

Commissioner Daly Reported:

- Commissioner Murray's board seat will be up for election this year. I have spoken to Bob and he has agreed to run for the seat for another 5 year term. The election date is December 14, 2010 from 6 – 9 pm.
- In January 2010 we set the election committee for this year's election; however changes had to be made due to one election committee member not being a Niskayuna District # 1 resident. Therefore, we will be using the same committee that was utilized for the bond vote.
- Motion Daly, Second Nappi to authorize Secretary Versocki to make the changes necessary for this year's election process including assigning the election committee used for the bond vote, order necessary equipment & supplies from the Board of elections and schedule the election committee meeting to review the signature books. Passed 4-0.

Commissioner Woehrle Reported:

- Since the District Commissioner election is scheduled for December 14, 2010 I am recommending that we change our monthly meeting from December 8, 2010 to December 15, 2010.

PROTECTIVE GEAR & UNIFORMS:

Chief Lingenfelter Reported:

- Light Turn-out gear being purchased for EMS members.

SERVICE AWARDS PROGRAM: No Report.

INSPECTION & INSTALLATION:

Commissioner Woehrle Reported:

- The Inspection/Installation Banquet will be held January 29, 2011 at The Lighthouse Restaurant.

FIRE STATION ADDITION/RENOVATION:

Commissioner Nappi Reported:

- Commissioner Weitz, Chief Lingenfelter, Ray Hull, Jim Vena and I met last week and reviewed all the construction plans. Everything seems to be in order and everything looks good.
- Bids are due to go out on the week of October 25th and the goal is to get them back and approved before Thanksgiving.
- The Haz-Mat abatement is currently underway.

Chief Lingenfelter Reported:

- The Balltown Road station was evacuated on September 13th, 2010. Both storage units were filled and operations are running smoothly out of the River Road station. Niskayuna Fire District 2 has been placed on automatic mutual aid for all fire responses south of Nott Street to help insure a timely response to the south end of the fire district.
- All phone lines have been relocated to the River Road station.
- The project team met with Pacheco Ross Architects for a project status review meeting. Specifications are nearing completion and the estimator's results were reported on. While the estimates are still being reviewed, we are currently anticipating a \$63,000 over budget on the project costs. This does not take into account the \$169,883 contingency reserve. Bidding alternatives are being designated to allow for adjustment of the final project cost after bids are submitted and the actual costs are known. Specifications are anticipated to be ready to go out for bid the week of October 25, 2010. **The project team requests that the Board of Fire Commissioners authorize the Project Team to put the specifications out to bid with appropriate public notifications being made by the fire district secretary when the bid specifications are completed to the satisfaction of the project team and the fire district attorney.**

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- FF Joe Congdon sustained an injury and will be out on duty injury leave until further notice. Worker's Compensation paperwork has been filed.
- PFF Chris Lonergan sustained an injury and will be out of service until further notice. Worker's Compensation paperwork has been filed.
- We have received 2010-2011 contract renewal with Capital EAP. The service had proven valuable to us and is being utilized by the membership. **I am Requesting authorization to renew the contract with Capital EAP.**
- The annual fire prevention poster shows are now under way. St. Helens completed their show last week. Additional assemblies are being scheduled for the other schools.
- We have received a request from the Schenectady County Fire Advisory Board to recommend a representative from our department to be appointed and serve on the Fire Advisory Board (FAB) for the next 3 year term. This request was addressed to the Board of Fire Commissioners. **I am requesting that the board transfer the authority to the fire chief for this and all future appointment recommendations to the Fire Advisory Board.**
A discussion pertaining to the rational for the authority transfer took place between Chief Lingenfelter & the Board of Fire Commissioners.

Department Activity:

	<u>2010</u>	<u>2009</u>	
September Incidents:	136	143	
EMS	103	104	
Fire/Other	33	39	
YTD Incidents	1307	1346	(9/30)

Other Activities:

Emergency Callback	9	Hours
Fire/EMS/Codes In-Service Training	129	Hours
Fire Company Drill	78	Hours

Chief Elliott:

- 2nd Assistant Chief Dave Dietrich is currently out on medical leave and should be back in service by October 18, 2010.

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/ Weitz, 2nd/ Nappi: To change the December Commissioners Regular meeting from December 8, 2010 to December 15, 2010. Passed 4-0.

Motion/ Weitz, 2nd/ Daly: To add Ann Elliott of 2213 Garden Drive Niskayuna, NY 12309 as a ballot clerk for the 2010 Commissioner Election Passed 4-0.

Motion/ Weitz, 2nd/ Nappi to appoint Edward Woehrle Jr. to the Schenectady County Fire Advisory Board. Motion withdrawn by Weitz, Second withdrawn by Nappi.

Motion/ Weitz, 2nd/ Nappi: To transfer the authority to the Fire Chief for this and all future appointment recommendations to the Fire Advisory Board. Passed 4-0.

Motion Nappi /, 2nd /Daly: To approve Nicholas Mancuso of 2236 Grand Blvd. Niskayuna, NY 12309 as a probationary firefighter member pending the results of a full physical and arson background check. Passed 4-0.

Motion Nappi /, 2nd /Daly: To approve Andrew Famiano of 1341 Ruffner Rd. Niskayuna, NY 12309 as a probationary firefighter member pending the results of a full physical and arson background check. Passed 4-0.

Motion Nappi /, 2nd /Weitz: To remove Probationary firefighter April Allmon of 2351 Rosa Rd. Schenectady, NY 12308 from the Fire District roles as recommended by the chief's. Passed 4-0.

Motion Nappi /, 2nd /Weitz: To remove firefighter Jeremy Rice of 2351 Rosa Rd. Schenectady, NY 12308 from the Fire District roles as recommended by the GBFC Executive committee. Passed 4-0.

Motion Nappi /, 2nd /Weitz: To remove firefighter Daniel Bushnell of 2224 Plum St. Niskayuna, NY 12309 from the Fire District roles as recommended by the GBFC Executive committee. Passed 4-0.

Motion Nappi /, 2nd /Daly: To surplus the IDS – 42 Executone telephone system. Passed 4-0.

Motion Nappi /, 2nd /Daly: To surplus the Norstar ICS telephone system. Passed 4-0.

Motion Nappi /, 2nd /Daly: To authorize Chief Lingenfelter to sell or dispose of the IDS-42 Executone & Norstar ICS telephone systems. Passed 4-0.

Motion Nappi /, 2nd /Daly: To authorize the letter drafted by Attorney Hayner to City of Schenectady Mayor Brian U. Stratton be sent on behalf of The Commissioners of Niskayuna Fire District No. 1. Passed 4-0.

Motion/ Weitz, 2nd/ Nappi: To renew the contract with Capital EAP for an amount not to exceed \$1,400.00. Passed 4-0.

Motion/ Daly, 2nd/ Nappi: To authorize the New Renovation/Addition Project Team to put the specifications out to bid with appropriate public notifications being made by the fire district secretary when the bid specifications are completed to the satisfaction of the project team and the Fire District attorney and report their recommendations to the Commissioners of Fire District No. 1. Passed 4-0.

Motion/ Nappi, 2nd/ Weitz: To purchase 11 Knox Box units for a price not to exceed \$6,000.00. Passed 4-0.

Motion/ Nappi, 2nd/ Weitz: To authorize Chief Lingenfelter to solicit competitive bids for the thermal imaging cameras. Passed 4-0.

Motion Nappi/Second Daly: To adjourn the meeting at 8:53 p.m. Passed 4-0.

The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday, November 10, 2010 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

District Secretary