

Minutes of Regular Meeting June 9, 2010

PRESENT: Commissioners: Nappi, Weitz and Chairman Woehrle, Treasurer Splendido Secretary Versocki, Chief Lingenfelter, Chief Elliott, Cpt. Fritz, P. Griffiths and D. Pacheco.

The Meeting was called to order at 7:07 p.m. under the direction of Chairman Woehrle.

Motion/Weitz, 2nd/ Nappi: To approve the minutes of the May 12, 2010 Regular Monthly Meeting as amended. Passed 3-0.

CORRESPONDENCE:

- A letter of introduction from Joe DeStefano of Stevens 112 Ford automotive dealership in Suffolk County, N.Y.
- A letter from Graphic Arts Mutual Insurance Company verifying the removal of our 1994 Ford ambulance (old A- 942) from the policy which generated a return premium.
- A letter from American LaFrance inviting us to attend the 2010 Fire Expo in Harrisburg, PA.
- A letter from The Town of Niskayuna thanking Niskayuna Consolidated Fire District No. 1 for helping make Niska-day 2010 a success.
- A follow-up e-mail letter from firefighter/paramedic Alex Traina requesting extended sick leave.

PRIVILEGE OF THE FLOOR: Nothing.

BILLS:

Motion Weitz 2nd/ Nappi: To pay bills for corresponding check #'s 11271 – 11280 & 11282 - 11312 from May 13, 2010 thru June 9, 2010 - totaling \$89,248.64 as reviewed. Passed 3-0.

TREASURER'S REPORT:

- Treasurer Splendido first reviewed the comparison sheet for May 2009 & 2010, noting a 15.1% increase in salary due to retroactive pay from contract.
- He then reported on the 2010 budget versus actual expenses through May, 2010. He stated that all accounts are on budget targets with 42% of budget spent.
- The Reserve Accounts have been updated and the spreadsheet was reviewed.
- Based on discussions with Fiscal Advisors and Marketing a short term loan based on the bond of \$500,000.00 was secured through TD Bank.
- I am also investigating changing the current credit card with Bank of America and switching to TD Bank.

ATTORNEY'S REPORT: No Report.

COMMITTEE REPORTS:

FINANCE: No Report.

INSURANCE:

Commissioner Nappi Reported:

- Our time table for insurance coverage for the renovation/addition project will begin when specifications go out to bid.

MEDIA RELATIONS:

Commissioner Weitz Reported:

- There should be periodic updates by newspaper and website pertaining to the renovation/addition project.
- Chief Lingenfelter reported that there have been updated reports about this project.

APPARATUS & EQUIPMENT:

Chief Lingenfelter Reported:

- All apparatus was weighed by the NYS Police transportation unit at no cost to the Fire District. The data was requested by and provided to the architect and entered into the maintenance records.
- Truck 405's aerial and all apparatus ground ladders have been tested. Two repairs need to be made to the Truck to obtain certification and are being scheduled with Garrison. All ground ladders passed testing with the exception of the oldest roof ladder on E-403 which is repairable.
- *I am Requesting authorization to enter into an inter-municipal agreement with participating municipal corporations for cooperative fire department purchases as outlined in the agreement attached.* The initial purchase will be for the EXO firefighter escape systems. Once the bids have been received, the board will still need to approve any purchases negotiated through this agreement.

COMMUNICATIONS & INFORMATION SERVICES:

Commissioner Woehrle Reported:

- The phone system at River Road has been upgraded and is fully operational.

EMS & EQUIPMENT: No Report.

FACILITIES:

Chief Lingenfelter reported:

- The overhead door opener for the wash bay at River Road has been replaced and safety sensors installed.
- I have received a quote for the relocation of the Balltown Road generator to the River Road station and the removal of the current generator at the River Road station upon vacating the

Balltown Road station for construction. I will be soliciting at least two additional quotes for the service. **Request authorization to enter into agreement for the generator relocation services and re-wiring at a cost not to exceed \$3500 once the additional quotes have been received and evaluated.** This cost will fall under our facility maintenance budget and is not part of the renovation/addition project budget.

- The hose dryer which was deemed surplus was disposed a Scrap Metal and we received \$42.00.

ELECTIONS: No Report.

PROTECTIVE GEAR & UNIFORMS:

Chief Lingenfelter Reported:

- Work gloves for firefighters are being offered at a cost of \$10.00 per pair. I bought 2 pairs to have tried out and they are as good quality as the gloves we currently buy for \$35.00. I will be pursuing purchasing addition gloves to outfit the entire department.
- I am currently investigating a lighter turnout gear purchase for EMS responders.

SERVICE AWARDS PROGRAM:

Treasurer Splendido reported that the LOSAP bill was submitted and paid.

INSPECTION & INSTALLATION: No Report.

FIRE STATION ADDITION/RENOVATION:

Dave Pacheco Reported:

- We are working with a very aggressive schedule. We are planning to be moved out of The Balltown Rd. station by September 1, 2010.
- Design meetings have been held with the electrical and mechanical engineers and marked up drawings have been forwarded to the architect for the design work.
- Geotechnical drilling has been completed and the report has been received by the architect and the fire district. The results were within expected parameters.
- A request for proposals was sent out for Hazardous Materials Abatement Engineering Services for the renovation of the current station. Proposals were received from Warren Panzer, Ambient Environmental, Inc., and CT Male Associates. Based on review of the proposals by the architect, the recommendation is to award the contract to Warren Panzer in the amount of \$7,750. The actual cost will vary depending on actual number of samples required. \$3000 was the estimated cost of lab samples and is included in the above noted amount.
- **Our recommendation is to award the contract for Hazardous Materials Abatement Engineering Services to Warren Panzer and authorization is requested to enter into agreement with Warren Panzer.** With the option of adding the abatement of 1073 Balltown Rd. to the contract.
- The structural engineer did not recommend the addition of columns since the current main bays will be designated as a classroom, however no current columns can be removed.

Chief Lingenfelter Reported:

- The attic was cleaned out this week and any district records were moved to the district office. The district will need to decide whether to or review and possibly dispose of those that are not necessary to keep or simply store them all for the construction period. Tubes are being obtained for the historical drawings that were found. *Please advise the project team once a decision is made.*
- To date our activities appear to be on schedule.
- The board room at town hall has been reserved for September 8th and October 13th Board of Fire Commissioner's meetings.
- The Schafer room has been reserved for November 10th and December 8th. The board room is also reserved thru June 2011 but confirmation will not be received until a later date.

REPORT OF THE CHIEFS:

Chief Lingenfelter:

- Application for the 2010 AFG grant was submitted with a funding request of \$26,959 for exercise equipment and equipment to support the firefighter health and wellness initiative.
- A rebate check was received from Schenectady Insuring for the removal of the 1994 ford ambulance from our policy.
- Jacob Jenkins, a senior at Niskayuna High School has been working as an administrative assistant in the Chief's office through the high school's internship program.
- Captain Congdon has completed the Fire Instructor II training at Montour Falls and has been appointed as Municipal Training Officer for the fire district.
- A structure fire was suppressed at 2282 Nott St. extension on May 31, 2010 at about 2:15pm. Damage was limited to the room of origin due to the quick and efficient action of the first arriving units. No civilian or firefighter injuries were sustained.

Chief Elliott: No Report.

Department Activity:

	<u>2010</u>	<u>2009</u>	
May Incidents:	164	149	
EMS	105	123	
Fire/Other	59	26	
YTD Incidents:	736	747	(5/31)

Other Activities:

Emergency Callback:	27 hours
Fire/EMS/Codes In-Service Training:	68 hours
Fire Company Drill:	N/A hours

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

Report of the Grand Boulevard Fire Company: Chief Elliott reported that based on the GBFC executive committee review of fire company members call attendance records for the past 6 months we have 3 resignations pending and 2 more on the fence.

OLD BUSINESS: NONE

NEW BUSINESS:

Motion/ Weitz, 2nd/ Nappi: To enter into agreement for the generator relocation & re-wiring services at a cost not to exceed \$3500 once the additional quotes have been received and evaluated. Passed 3-0.

Motion/Nappi, 2nd/ Weitz: To award the contract for Hazardous Materials Abatement Engineering Services to Warren Panzer and enter into agreement with Warren Panzer as per the quoted price of \$7,750.00. Passed 3-0.

Motion/ Weitz, 2nd/ Nappi: To enter into an inter-municipal agreement with participating municipal corporations for cooperative fire department purchases as outlined in the agreement attached. Passed 3-0.

Motion/ Nappi, 2nd/ Weitz: To approve extended sick leave to firefighter/paramedic Alex Traina up to July 14, 2010. Passed 3-0.

- We received many positive comments during the Niska-day celebration with all the calls throughout the day and the dumpster fire.
- The commissioners collectively praised the job of Chief Lingenfelter, Chief Colvin, Chief Elliott and Chief Dietrich during the Niska-day activities.

Motion Nappi/Second Murray: To adjourn the meeting at 7:53 p.m. Passed 3-0.

The next Regular Meeting is Wednesday, July 14, 2010 at 7:00 p.m.

Respectfully submitted,

William J. Versocki

District Secretary