

## Minutes of Regular Meeting March 9, 2011

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**PRESENT:** Commissioners: Daly, Nappi and Chairman Woehrle.

Also Present: Treasurer Splendido, Secretary Versocki, Attorney Hayner, Chief Lingenfelter  
1<sup>st</sup> Assistant Chief Elliott and David Pacheco.

The Meeting was called to order at 7:04 p.m. by Chairman Woehrle.

Motion/ Daly, 2<sup>nd</sup>/Nappi: To approve the minutes of the February 9, 2011 Regular Monthly Meeting  
As Amended. Passed 3-0.

### **CORRESPONDENCE:**

- An announcement from The Association of Fire Districts of NYS for 2011 annual meeting and training conference for April 28 – May 1, 2011 in Lake Placid, NY.
- A thank you letter from Sondra Stephens of Sondra's Fine Jewelry representing The Marine Corp Toys for Tots program thanking Niskayuna District No. 1 for their continued support of the program.
- A conference request form from Firefighter/Paramedic John Baker to attend the "Fire Behavior, Arson Awareness and the Principles of Fire Investigation" class being held May 2 – May 6, 2011 at The Montour Falls Fire Academy to include the use of a district vehicle at a cost not to exceed \$216.00.
- A conference request form from Chief Lingenfelter to attend The Career Fire Chief's meeting in Elmira, NY on March 14 & 15, 2011 at a cost not to exceed \$201.00.

**PRIVILEGE OF THE FLOOR:** Nothing.

### **BILLS:**

Motion Nappi 2<sup>nd</sup>/ Daly: To pay bills for corresponding check #'s 11774 – 11834

From February 10, 2011 thru March 9, 2011 - totaling \$256,633.65 as reviewed. Passed 3-0.

### **TREASURER'S REPORT:**

- The reserve accounts were reviewed and John stated the total amounts equal just over 1 million dollars.
- The comparison sheet for February 2010 & 2011 were reviewed by each line item.
- Budget versus actual expenses through February 2011 were reviewed. John stated that we are on target being 17% through the budget year.
- The break out for "The Renovation/Addition project expenses" was reviewed.
- A 60 day extension was approved for the NYS report.

- Finally, Treasurer Splendido reported that the accountant has all information pertaining to the 2010 audit.

**ATTORNEY'S REPORT:** No Report.

## **COMMITTEE REPORTS:**

### **FINANCE:**

#### **Commissioner Woehrle Reported:**

- We received a bill from Crystal Rock for \$602.00. Treasurer Splendido will be researching the bill.
- In the future if there is an issue involving a bill, a change order or any other Fire District business requiring immediate action, I will send an e-mail to each commissioner. If this correspondence is sent, please respond ASAP by either e-mail or telephone call.

**INSURANCE:** No Report.

**MEDIA RELATIONS:** No Report.

## **APPARATUS & EQUIPMENT:**

#### **Chief Lingenfelter Reported:**

- Repairs to the 2005 Tahoe, C-429 have been completed and the car is back in service.
- U-421's tires have been replaced.
- All fire apparatus have passed their annual NYS vehicle inspection.
- Mounting boards are being installed in Engine 401 and Truck 405 for mounting of equipment in the passenger compartments such as hand lights, thermal imagers, and other tools.
- Schenectady Fire Department has expressed interest in purchasing Engine 403. Chief Farstad was invited to submit an offer to the Board of Fire Commissioners for the Engine. Based on review of the engine's impact on our ISO rating and its very low usage frequency, my recommendation is to surplus the engine and sell it. If no offer is received from SFD by the next Board meeting, I would suggest that we notify SFD of our intent to sell the engine and advertise it accordingly.

## **COMMUNICATIONS & INFORMATION SERVICES:**

#### **Commissioner Woehrle Reported:**

- The Schenectady County Fire Advisory Board is aware of the problems with pagers and each area within the county is being tested for glitches.

## **EMS & EQUIPMENT:**

#### **Chief Lingenfelter reported:**

- The Life Pack (LP12) units are in the process of a battery change over from NICAD to Lithium.
- The 13 rechargeable hand lights have been ordered and received.
- A near miss training incident occurred with the integrated harness turnout pants during the escape system training. No injuries were sustained and a report on the cause and corrective action is being drafted.

## **FACILITIES:**

### **Chief Lingenfelter Reported:**

- The ceiling opening noted during the inspection in the River Road workshop has been patched.
- The hot water heater has been installed at the River Road station. A faulty mixing valve was identified on the emergency shower. It will be replaced.
- Shop air hose reels are being mounted in the apparatus bays along with an addition garden hose reel on the east wall.

**ELECTIONS:** No Report.

## **PROTECTIVE GEAR & UNIFORMS:**

### **1<sup>st</sup> Assistant Chief Elliot Reported:**

- Fire Police gear has been ordered and is beginning to come in.

## **SERVICE AWARDS PROGRAM:**

### **Commissioner Woehrle Reported:**

- LOSAP Trustee Ray Hull has posted the results of the service awards for 2010. They will remain posted for 30 days after which they can be voted upon.

**INSPECTION & INSTALLATION:** No Report.

## **FIRE STATION ADDITION/RENOVATION:**

### **David Pacheco Reported:**

- The interior demolition is well underway. We are pushing hard to have the present building work done while waiting for the new construction to begin.
- While doing interior demolition it was discovered that the attic floor was done in 2X4 construction which is totally inadequate. As a result a change order will be proposed for 2X6 floor joists.
- The Clerk of Works discovered water in the basement of the East & North walls.
- The General Contractor is currently behind schedule and progress is slow, which is holding up the other contractors.

### **Chief Lingenfelter Reported:**

- Payment and Performance bonds were received from SRI. All prime contractor insurance and bonding documents have been received.
- Interior demolition of 1079 Balltown is nearing completion. Framing of some of the interior walls and roughing in of plumbing will commence in the next week or two.
- Special Inspection contract with ATL is in attorney's office for review.
- The abatement of remaining asbestos has been completed. Additional material was identified during removal. A change order for \$900 was approved by the project team to abate the material. A final report addressing the abatement of the additional materials is available.
- The project sign is being painted by the GC and should be up soon. A Copy is attached.

- Two underground tanks are suspected to be present on the south side of the building. Warren Panzer has provided some guidance on their removal and will be sending a proposal to assist with the monitoring and removal as required by law.
- The web page has been updated with the resident letter and two additional images. The bond vote information has been removed. Will continue to develop a photo gallery.

**REPORT OF THE CHIEFS:**

**Chief Lingenfelter:**

- Volunteer FF/EMT Louis Solano has been returned to duty from Medical Leave.
- The MOU with KAPL is being revised. May have draft copy available for board review by next meeting.
- All initial training has been completed on the emergency escape systems. Completion of the training and annual refresher training will now be a mandatory requirement for interior firefighters in our district.
- Request authorization to attend the March meeting of the Career Fire Chiefs of NYS in Elmira, NY on March 14<sup>th</sup> and 15<sup>th</sup>. Conference attendance request has been submitted for a total estimated cost of \$201.00.
- Request authorization to send FF/Paramedic John Baker to the NYS Fire Academy in Montour Falls, NY for training in arson investigation from May 2, 2011 thru May 6, 2011 to include use of district vehicle for transportation. Conference attendance request has been submitted for a total estimated cost of \$216.00.

**Department Activity:**

	<u>2011</u>	<u>2010</u>	
February Incidents:	136	154	
EMS	101	93	
Fire/Other	35	61	
YTD Incidents	320	316	(2/28)
Other Activities:			
Emergency Callback		11	Hours
Fire Company Drill		74	Hours
Fire/EMS/Codes In-Service Training		145	Hours

**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:**

- A copy of the letter sent to Firefighter/Paramedic Joshua Colvin was read stating that according to records he owes the District \$5,451.17 relating to tuition & fees for his paramedic education.
- A copy of the letter sent to Mr. Christopher Apa was read stating that according to records he owes the District \$5,990.00 relating to tuition & fees for his paramedic education.

There was a discussion about how future paramedic classes should be paid for. With these 2 a member and a former member the tuition for paramedic classes were paid up front. When career members take college classes there are reimbursed based on their final grades. The commissioners and Chief Lingenfelter will meet on this subject and decide what action to take for future paramedic classes.

**NEW BUSINESS:**

Motion/Daly, 2<sup>nd</sup>/ Nappi: To authorize Chief Lingenfelter to attend the Career Chiefs meeting held in Elmira, NY on March 14 & 15, 2011 at the estimated cost of \$201.00. Passed 3-0.

Motion/Daly, 2<sup>nd</sup>/ Nappi: To authorize Firefighter/Paramedic Baker to attend the Principles of Fire Investigation class at The NYS Fire Academy in Montour Falls, NY on May 2 - 6, 2011 at the estimated cost of \$216.00. Passed 3-0.

Motion/Nappi, 2<sup>nd</sup>/ Daly: To accept the resignation of probationary Grand Blvd. Fire Company EMS member Janet Hyrcaj and have her name removed from the Fire District roles. Passed 3-0.

Motion Daly/Second Nappi : To adjourn the meeting at 8:09 p.m. Passed 3-0.

**The next Regular Meeting will be held At the Craig Elementary School Conference Room on Wednesday, April 13, 2011 at 7:00 p.m.**

**Respectfully submitted,**

*William J. Versocki*

District Secretary