

## **Minutes of Regular Meeting September 14, 2022**

---

**PRESENT:** Commissioners Murray, Weitz, Pacheco and Chairman Woehrle

**Also Present:** Chief Lingenfelter, Captain T. Congdon, Captain J. Vena, Attorney Hayner  
Treasurer Splendido, Secretary Versocki, and Deputy Secretary K. McGill

Commissioner Daly was absent and excused.

The Meeting was called to order at 7:05 p.m. by Chairman Woehrle.

**Motion/ Murray, 2<sup>nd</sup>/ Weitz:** To approve the August 10, 2022, monthly meeting minutes.  
As Read. Passed 4-0.

### **CORRESPONDENCE:**

- A Thank You card from FF/P Ruth.
- An email from Chief Lingenfelter about a phone call and text message he received from neighboring chiefs recognizing the impressive work at a difficult medical scene involving FF/P Powers and FF/P Anderson.
- Association of Fire Districts of the State of New York Newsletter.
- Association of Capital District Fire Districts training program
- Law conference training

**PRIVILEGE OF THE FLOOR:** No Report.

**BILLS:** Commissioner Woehrle stated that he has reviewed all the bills.

**Motion/ Murray, 2<sup>nd</sup>/ Weitz:** To pay bills for corresponding check #'s 17348 - 17351, 18523 - 18558  
From August 11, 2022, thru September 14, 2022 totaling \$108,677.33 as reviewed. Passed 4-0.

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

#### **Treasurer Splendido Reported:**

- The reserve accounts as of the end of August 2022 were reviewed.
- The comparison sheets for August 2022 vs. 2021 were reviewed.
- Budget versus actual expenses through August 2022 were reviewed.
- We are 67% thru the year and have spent 65.3% of the budget.

- Health insurance for 2023 will have an increase of 6.7% and will no longer cover retirees.
- Working on the budget for 2023 now and new computers are needed for treasurer and secretary.
- Requested Attorney Hayner to get the tax return for retiree Reimenschneider to verify compliance for 207A payments.

### **ATTORNEY'S REPORT:**

- Reviewed laws concerning requirement that 45% of fire company members be out of district fire residents.  
Found 2 ways to bypass requirement.
  1. By special state legislation or second approval from State Fire Administrator.
  2. The Fire Company must define "actual membership of Fire Company." Bylaws of the Fire Company can define the 45%. (Reference – Town Law 176-B(7)(A))

### **COMMITTEE REPORTS:**

#### **FINANCE:**

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

- Budget Workshop scheduled for September 22, 2022 at 5:00 PM.

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

- Received the candidate canvas results from Civil Service with only 4 names on it. Two have already been hired by Schenectady FD. Will be reviewing the complete list of candidates to determine if any are near completion of their paramedic training.
- Preparation and procedures for billing are still under way. Anticipated start date has been pushed to October 1. Application for Medicaid has been completed and submitted.
- Meet with Assemblyman Steck for a photo opportunity thanking him for the grant funding for paving of the River Road station driveway and parking lot.

#### **INSURANCE:**

##### **Commissioner Weitz Reported:**

- We may need to increase our coverage due to increases in supply costs. Currently we have a dollar value, not full replacement on facilities.

#### **MEDIA RELATIONS:** No Report

### **APPARATUS & EQUIPMENT:**

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

- Repairs to Truck 4075 have been completed. Garrison will be sending drivers down next week to transport it back to us. Summary of repair costs are as follows:
  - Repair of tree strike damage and associated costs - \$47,924.32
  - Additional repairs for certification - \$15,584.86
  - Insurance Reimbursement - \$50,224.32
  - Net cost to district - \$13,284.86

- One ambulance has a moldy smell that needs to be looked at.

**COMMUNICATIONS & INFORMATION SERVICES:** No Report

**EMS & EQUIPMENT:**

**Chief Lingenfelter Reported:**

- New gate valves put in service and training conducted on their usage.

**HEALTH & SAFETY:** No Report.

**FACILITIES:**

**Chief Lingenfelter Reported:**

- Mezzanine storage cage project waiting on contractor.
- Quotes for sealcoating of the Balltown Road station asphalt were solicited from four vendors with only one vendor responding. **Request authorization to have Smith's Paving sealcoat and strip the Balltown Road station asphalt at a cost of \$4800.**

**STRATEGIC PLANNING:**

**Commissioner Pacheco Reported:**

- The committee continues to meet and make progress.

**ELECTIONS:**

**Commissioner Woehrle Reported:**

- Commissioner Daly's spot is up for election this year.

**PROTECTIVE GEAR & UNIFORMS:** No Report.

**SERVICE AWARDS PROGRAM:**

**Commissioner Pacheco Reported:**

- There is a new company taking over the service award program. There will be a committee meeting in October.

**INSPECTION & INSTALLATION:** No Report

**REPORT OF THE CHIEFS:**

**Chief Lingenfelter Reported:**

- Overtime summary report vs budget thru 8/31/2022 is attached.

- EMS Charts fire reporting software is now being utilized in parallel with Firehouse Software as we transition to ensure data accuracy. Anticipate discontinuing use of Firehouse for incident reporting on 10/1/2022.
- Planning under way to hold our annual Halloween Open House on October 29<sup>th</sup>.
- GBFC annual fund drive will be commencing in late September.
- **Request authorization for Captain Vena and Lt. Sims to attend the NYS Fire Marshalls and Inspector's conference in Syracuse for codes in-service training at a total cost not to exceed \$2000.00 and 48 hours of overtime.** Note: Authorizing the option to use a district vehicle would lower the total by approximately \$300.
- **Request authorization to attend the Career Fire Chiefs of NYS meeting in Westchester on September 20<sup>th</sup> & 21<sup>st</sup> at a cost not to exceed \$250 and use of the district vehicle.**
- 2022 YTD incident participation report is attached. Approximately 34% of the incidents had no volunteer response.
- Department Activity
 

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
August Incidents	209	182	198	209
EMS	134	127	118	123
Fire/Other	75	55	80	86
Total YTD (8/31)	1703	1407	1380	1616

Other Activities:

Emergency Callback	34 Staff Hours
Department Training	199 Staff Hours

**Chief Fritz:** No Report.

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

**Report of the Grand Boulevard Fire Company:** No Report.

### **OLD BUSINESS:**

- It was discussed the Board of Fire Commissioners should have control over the hardship policy. The billing company can also handle this. Also discussed was the legislation stating people without insurance can't be billed.
- Discussed the operation authority to be granted to the billing company, but final authority is reserved by the Board of Fire Commissioners. As it pertains to collection, only the Board can authorize sending someone to collections.

### **NEW BUSINESS:**

**Motion/ Murray/ Second/ Pacheco:** To have Smith's Paving sealcoat and strip the Balltown Road station asphalt at a cost of \$4800. Passed 4-0.

**Motion/ Pacheco/ Second/ Weitz:** To authorize Captain Vena and Lt. Sims to attend the NYS Fire Marshalls and Inspector's conference in Syracuse for codes in-service training at a total cost not to exceed \$2000.00 and 48 hours of overtime. Passed 4-0.

**Motion/ Weitz/ Second/ Pacheco:** To authorize Chief Lingenfelter to attend the Career Fire Chiefs of NYS meeting in Westchester on September 20<sup>th</sup> & 21<sup>st</sup> at a cost not to exceed \$250 and use of the district vehicle. Passed 4-0.

**Motion/ Pacheco/ Second/ Murray:** To authorize extended sick leave to FF/P Agans to October 12, 2022. Passed 4-0.

**Motion/ Murray / Second/ Pacheco** To authorize the replacement of 5 district computers at a cost not to exceed \$6,000.00. Passed 4-0.

**Motion/ Murray / Second/ Pacheco** To authorize fire district personnel to attend the Association of Fire Districts of the Capital District training workshop at a cost not to exceed \$100.00. Passed 4-0.

**Motion/ Murray / Second/ Pacheco:** To adjourn the meeting at 7:45 p.m. Passed 4-0.

The next regular business meeting will be held October 12, 2022, at 7:00 pm.

The 2023 public budget meeting will be held October 18, 2022 at 7:00 pm.

Respectfully submitted by: Fire District No. 1 Secretary,

*Kevin J. McGill*