

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833

The April 2007 meeting of the Greenfield Fire District Board of Fire Commissioners was called to order at Company #1 by Chairman Kugler at 7:01 PM on April 11, 2007. The flag salute and a moment of silence were recognized for the departed.

Present were:

Commissioners: King, Kugler, Robarge, Spackmann, Waite;
Secretary Petkus, Treasurer Bishop, P/A Howe;
Chief McConkey; Assistant Chiefs: Gibbins, Ellsworth; 2nd Assistant Chiefs: Davis. Please see sign in sheet for others in attendance.

Chairman Kugler asked for any additions/corrections to the March 2007 meeting minutes.

Treasurer Bishop noted for the March abstract, the wheel covers are not the right ones and so she had to take that bill out of the totals. The new totals are as follows:

A3410.1	\$ 2,315.52
A3410.2	7,463.75
A3410.4	64,630.58
A9040.8	1,006.00
A9080.8	5,665.00
Total:	\$ 81,080.85

RESOLUTION #85 TO ACCEPT THE MARCH 2007 MEETING MINUTES AS CORRECTED.

MOTION: Waite

SECOND: Spackmann

RESOLVED to accept the March 2007 meeting minutes as corrected.

VOTE: All in favor, motion carried.

Chairman Kugler asked for questions/comments regarding abstract.

Treasurer Bishop noted that claim #192 should be taken off as that was paid last month. Claim #205 should be \$12.20 and not \$12.90. Claim #208 should be \$68.46, not \$212.86. Claim #169 should also be taken right off.

Commissioner Waite noted that salt for the water softener should be taken off for Co #2 as their water softener has been turned off. Toby knows that it is off, although Treasurer Bishop pointed out that the bill was for salt for Co #2 and Co #3. Discussion followed. A/C Gibbins went to check and see if it was Co #1 that received the salt; in fact it was for Co #1.

Treasurer Bishop was also informed batteries on 213 should not come out of EMS, it should be Co #1 allotment; therefore that will change the totals.

Commissioner Robarge asked if claim #202 was for 291 or 281. After some discussion it was confirmed that it was in fact for 291.

Chairman Kugler asked Captain Bullard about Hale. Captain Bullard noted that there is \$450 of time spent on that foam system that Hale is going to pick up. Chairman Kugler asked Captain Bullard to coordinate this with Treasurer Bishop.

Treasurer Bishop also added that A/C Ellsworth mentioned claim #172. She looked back at the bill because he had wondered why there was such a difference from Co #2 total when there was only a 20 gallon difference; PITA charged \$2.05 for Co #3, although the contract was for \$2.549, and she has called a left a message but she has not heard back yet.

RESOLUTION #86 TO PAY CLAIM #171 THROUGH CLAIM #217, INCLUDING ALL CORRECTIONS, TOTALING \$31,635.88.

A3410.1	\$ 2,273.30
A3410.2	765.41
A3410.4	28,597.17
Total:	\$31,635.88

MOTION: Robarge
SECOND: King
RESOLVED to pay

RESOLUTION #87 TO PAY CLAIM #3 OUT OF THE GEAR RESERVE FUND TO GARRISON FIRE AND SAFETY, AS PER PERMISSION REFERENDUM, TOTALING \$12,646.00.

MOTION: Spackmann
SECOND: Waite
RESOLVED to pay claim #3 out of the gear reserve fund to garrison fire and safety, as per permission referendum, totaling \$12,646.00.
VOTE: All in favor, motion carried.

Correspondence:

*Last month Secretary Petkus had brought up the Association of Fire Districts of the Capital Area annual workshop on Saturday, May 19, 2007, to be held at Thomas Corners Fire Department in Glenville. Cost is \$25 per person. To date she has only gotten 2 responses as to who is going, Chairman Kugler and herself. Treasurer Bishop and Commissioners Robarge and Waite will not be able to attend; Commissioner Spackmann and P/A Howe responded they would attend. Commissioner King noted he would check his work schedule and get back to her.

*Received a letter from Maple Avenue Co #4 regarding the access system and their request to have their 2nd fob reissued. Secretary Petkus read the letter to all present. Copy of letter attached.

Applications for membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: Deanna Roberts, under 18.

Maple Avenue Company #4: None.

Changes in membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: Kevin Older, termination due to member not meeting company requirements, Tammi Russell, termination due to new member not showing up to meetings, drills or alarms; member wishes to be dropped due to back problems which prevent her from fulfilling company requirements.

Middle Grove Company #3: Jean Bishop, to distinguished member for 20 years of service; Tom Harrington, to honorary as he is retired; Justin Arnold and Ryan Veitch, both changed from 16 and 17 year old to active firefighter as both are now 18 years of age.

Maple Avenue Company #4: None.

RESOLUTION #88 TO ACCEPT ABOVE NEW MEMBERS AND CHANGES IN MEMBERSHIP.

MOTION: Spackmann

SECOND: Waite

RESOLVED to accept above new members and changes in membership.

VOTE: All in favor, motion carried.

Purchasing - P/A Howe

*Handed out monthly allotment reports.

*Has one PO to be signed on request from Jason Gibbins and Mike Chandler to attend Fire Code enforcement classes at Montour Falls July 10-12 and July 17-19. She noted that were going to go together so they could share the books. Chairman Kugler asked if Commissioner Robarge was aware of this. He noted he was and discussed the fact that he wanted to make sure they could share the books, as well as that in July there is going to be an update to the books. A/C Ellsworth asked why we were sending people to code enforcement, when we have nothing to do with code enforcement. Chief McConkey noted that it was not necessary to discuss it at the Commissioners meeting, they could discuss it at the Officers meeting. Commissioner King noted that it's going to cost us \$500, maybe they should discuss it tonight. Discussion followed. Captain Bullard added that at one time down at the Avenue and the Town of Wilton, if they had somebody that had taken all the correct code enforcement courses, that the Town would deputize them so that we could enforce the code. A/C Davis said that you got one guy from each company except Middle Grove, you get one from there and you have one from each company then. Commissioner King noted that Kevin Veitch from Middle Grove has already been certified for code enforcement and has 13 years experience and nobody from the District has contacted him yet. Commissioner Spackmann asked if we were then going to buy a set of books for each company. More discussion followed including copyright provisions. Chairmen Kugler suggested that FF Veitch contact the Chief if he is interested in code enforcement. FF Ron Bishop asked that if the books become obsolete every six months, are they going to buy the updates for all the books. Commissioner Spackmann suggested that maybe the Officers should sit down and discuss that and make the decision because that would be a big chunk

of money coming out of the training account. There was further discussion. Chairman Kugler asked the Officers to work it out, and include FF Kevin Veitch, and get back to the Board on it.

*Last year it was discussed about possibly getting another audio/visual projector.

Reports from Companies:

Company #1 – A/C Gary Gibbins

*Asked about the garage door openers, Chairman Kugler noted that he was thinking about it, he read the minutes from last month.

*Having a major problem with the water softener. Went to clean up 261 for the wake detail and the windows were so bad, used everything they could get the stuff off the windows. Something needs to be done with the water softener or just take it out, because it's just making it worse. On sunny days, it's hard to see out the window. Lengthy discussion followed including possibly calling in Culligan and getting the water tested from the company on Maple Avenue, CNA Water. Commissioner Spackmann argued that they have probably spent more on maintenance, more headache and more time fooling around with these water systems than it would have cost doing it right the first time. A/C Gibbins noted that it was eating into the paint; just take a look at 261. FF Lagalles added that if you don't know what's in the water you can't fix it and each station might require something different. A/C Davis asked the Board if Co #2 could have their water re-tested since they turned the water softener off to see how the water is now. Chairman Kugler concluded that the Board would discuss it and get back with an answer; in the meantime if anyone is not happy with their water system, shut it off.

*Asked about years of service pins, as the 60th anniversary is coming up, and the Board made a resolution years ago to give out service awards pins and other things to honor service of firefighters. After some discussion, it was decided that A/C Gibbins would come back to the Board next month with what the committee has come up with and those who have years of service. Everything else is going smoothly, the invitations are printed and ready to go, invitation list has been started. He also received Joyce's email of the Board's request to add Senator Farley and our Attorney, Bill Young, to the invite list. The 60th Anniversary party will be on October 6th, 2007.

Company #2 – 2nd A/C Jon Davis:

*Did the Board get the quotes for the tanker getting painted from A/C Murray, and was there any discussion on that yet? Chairmen Kugler noted there was no discussion on it yet.

*Asked if the money for the pole barn was set aside; Chairman Kugler noted that it still stands.

*Problem with the wheel covers for the front of the truck, the four are on the back, but may have to go to Garrison for the front. Maybe we should figure out the bill and pay it, as it is already 30 days. Commissioner Waite noted that Mike Chandler is handling that.

RESOLUTION #89 TO PAY FOR THE WHEEL COVERS ON 273 ONCE THE BILL FROM LOGGERS IS FIGURED OUT.

MOTION: Waite

SECOND: Kugler

RESOLVED to pay for the wheel covers on 273 once the bill from Loggers is figured out.

VOTE: All in favor, motion carried.

Company #3 – A/C Jay Ellsworth:

*Primer on 281 is all repaired and is up and running, Paul did a real good job getting it done. He did mention that the new primer pump systems pick up a lot of sand and we should get used to going through some.

*Did anyone check with Garrison on the nozzle he is still missing. Chairman Kugler said he hasn't had a chance, he will make a note to check on it.

*Asked Commissioner Waite if he has talked to anybody about the antenna on 84. Commissioner Waite said that you were going to try it out first. A/C Ellsworth noted that last month they discussed it was working fine and the guy was supposed to come up and take care of it. Commissioner Waite said he would call on it tomorrow. A/C Ellsworth asked that the base station be checked while he's there because every time they are called the base station goes to CA and he doesn't understand why. Commissioner Waite noted if you hit the mic button once it goes away.

Company #4 – Captain Gary Bullard:

*Asked Secretary Petkus for some more membership applications; she noted she had some to give him before he went home.

*Car wash that was scheduled for last weekend was cancelled due to the weather and he would like to reschedule it for May 12th.

RESOLUTION #90 GIVING PERMISSION TO MAPLE AVENUE TO HAVE THEIR CAR WASH ON MAY 12TH.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give permission to Maple Avenue to have their car wash on May 12th.

VOTE: All in favor, motion carried.

*Would like to schedule an open house on April 28th.

RESOLUTION #91 GIVING PERMISSION TO MAPLE AVENUE TO HOST AN OPEN HOUSE ON APRIL 28TH.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give permission to Maple Avenue to host an open house on April 28th.

VOTE: All in favor, motion carried.

*Supposed to do that house demolition/burn on 50 Jones Road, but the town is holding up permission to go forward with that. Commissioner Robarge noted that we had received some information pertaining to that from our attorney on that as well. Captain Bullard will keep the Board informed.

Fire Police: Robert Roxbury:

*Waiting for some gear and needs some batteries. Chairmen Kugler asked P/A Howe to handle it. P/A Howe noted they have a lot of stuff coming in some day.

Report of Chief McConkey:

*Need 3 lengths of 5" hose for Co #1. P/A Howe to order, to come out of repairs to equipment.

*Spoke to Commissioner Waite about the pagers.

Report of EMS Coordinator Gary Gibbins:

*Doing an aspirin protocol that is going to cost a few dollars but nothing substantial. Got permission from Dr. Jagoda, he has no problem with going to EpiPens. Commissioner Spackmann asked about glucometers; A/C Gibbins noted that that one cost a bit more.

Grants – Andrea Mann:

*Did not get the CDAP grant for the Amkus tool, no reason was really given. She and Duane Hammond had worked really hard on this grant by trying to figure out every pipeline, railroad, every last critical infrastructure, and we still didn't get it.

*She's noticed a major shift about granting money and it has to do with FEMA being put under Homeland Security.

*Just got the new Assistance to Firefighters Grant 2007 and there is a new investment strategy, which is to strengthen Homeland Security preparedness including the security of America's critical infrastructure; prevent, protect, respond and recover from both terrorist attacks and catastrophic natural disasters.

*Has talked to Chairman Kugler about possibly getting a truck, but the funding for the entire US for trucks is \$34 million for the ENTIRE US, and we are talking about an \$800,000.00 truck. If we want to go after a truck, we would be considered a rural community and priority one is pumper, brush attack, tanker tender or Quint aerial < 76 feet.

*Has been very vocal to local officials about interruptibility of communications, but they are a little late on that, and that we could get grants to do this, but now it's too late because the NYS wide system is starting to take off and there can be no duplication.

*Felt that they are going to need to change their strategy, take a look at what moves are being made on the state level for volunteer fire companies, is going to write a letter to Eliot Spitzer about it.

*Going to need to put ourselves in the position of getting smaller grants, making sure paperwork is in place for the non profit designation, and if that is in place, she can go after the smaller grants.

*Has all the information to close out the Oliver Merlin grant, which she feels may turn out to be one of our best sources of grant money.

*Working on the record keeping grant with Secretary Petkus, she and Joyce started to clean and organize the office and storage area. The guy from the NYS Archives had to cancel his appointment to meet, but hopefully they will be meeting with him soon. It will be a couple of year project; will address how long to keep records, how they should be stored, etc.

*Training trailer, not sure what is going to happen with that in the fall. Feels that she would be willing to put in the effort for writing the grant if they wanted to get the trailer as a cooperative, but if FEMA decides fire prevention is not as important as bridges, then we may have to go after this money somewhere else, like Mary Lou Whitney or someone like that.

*Pretty mad about the way grants are going, but she will see what she can do.

Chairman Kugler added that going after the small amounts of money may be our only answer now. About a year or so ago, he wrote a letter to Senator Farley requesting grant money for generators, and got \$25,000.00. Another letter was written to Senator Farley in November, explaining the cost of the generators and just a week or so ago, received another letter that we should be getting another \$17,5000.00 more, pending Spitzer's okay.

Planning Board:

*For Town of Greenfield, Mike Chandler: not present. A/C Davis noted that the letter that was written regarding the water issue at Saratoga Polo was received by the Town and they are addressing the issue.

*For Town of Wilton, Gary Bullard: Nothing really going on except Walgreen's is started.

Reports of the Commissioners:

Commissioner Robarge:

*Spoke with Mr. Higgins toady regarding the generator. Will keep it down there until we are ready for it. Received the Certificate of Insurance from K & J Electric for \$2 million dollars. Asked the Chief about how many portable generators he thinks we may need in the District; he had no idea.

Chairman Kugler noted that P/A Howe was checking on some prices for portable generators. Discussion followed regarding portable generators, sizes, motors, and reliability, etc.

*Called Mr. Van Dyk on two different occasions regarding the flashing and has not heard back from him. Would like to find someone else since he has gotten no answer back from him. Discussion was held; Commissioner Robarge said he would try to get in touch with him one more time. Chairman Kugler noted Mr. Van Dyk has been very generous not billing for his time for the work he does around the District.

*Created a training requisition form that must be filled out and approved before anyone can take a training course.

RESOLUTION #92 INSTITUTING A TRAINING REQUISITION FORM, TO BE USED BY FIREFIGHTERS WISHING TO TAKE TRAINING COURSES.

MOTION: Robarge

SECOND: King

RESOLVED to institute a training requisition form, to be used by firefighters wishing to take training courses.

VOTE: All in favor, motion carried.

Commissioner Waite:

*Fire police radios have been ordered and they will probably be in the sometime next week.

*Talked to the Chief about pagers, got a price quote from state bid at \$445 apiece for a total of \$8900.00 with a 5 year warranty on them. He would like to see if 20 could be ordered and the Chief take care of them the way we did the last time by handing them out as needed. Commissioner Spackmann questioned how they would be inventoried if they went to the Chief. Discussion was held on the importance of inventory as the District just had their audit and inventory was the big problem and needs to be addressed. Chairman Kugler noted that if it is not handled right, then stuff is not going to be bought unless properly inventoried and taken care of. A/C Gibbins noted a problem with serial numbers on the pagers. P/A Howe also noted that we may need to do a damage and destroy. More discussion followed. Commissioner Waite needed a PO form to fill out for the pagers.

Commissioner Spackmann:

*Would like to finalize the reports regarding Co #1 and Co #2 building issues, but there still are a few issues to work out.

RESOLUTION #93 TO ADVERTISE A WORKSHOP TO MEET WITH BUTLER, ROWLAND AND MAYS, ARCHITECTS, AND ANY OTHER BUSINESS AS SHALL COME BEFORE THE BOARD ON APRIL 24TH, 2007 AT COMPANY #1 AT 7 PM.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to advertise a workshop to meet with Butler, Rowland and Mays, Architects, and any other business as shall come before the Board on April 24, 2007 at Company #1 at 7 pm.

VOTE: All in favor, motion carried.

*Gear order should be placed this week hopefully. Already spoke with A/C Gibbins and A/C Davis, needs to speak with A/C Ellsworth and Captain Bullard after the meeting real quick for a final check.

*Website is on track for April completion and hopefully be online in May.

*Has gear cards that need to be handed out to each company, see him after the meeting to get them.

*Situation going on with volunteer firefighters having heart attacks and strokes and then being denied benefits, concerns him not only as a commissioner but as a firefighter as well. The reason he is

bringing this up is there's been a lot of controversy over the years about rules and regulations that the Board, as well as the Chief have been trying to instill regarding physicals, and procedures for going back into service and physical fitness, and although these rules and regulations may seem to be a pain they are there to protect our people.

Commissioner King:

*Next week there is going to be a large week long meeting with the County regarding the radio system. Hopefully after that there will be some more information on that.

*Reverse 911 system: data base has been loaded, loading the streets and are going to go out and test that and then talk about the training on it. Over 130,000 phone numbers are being loaded into the system and will be maintained off site at 5 different locations and there is confidentiality. They are going to come up with a way for people to voluntarily load their cell phone numbers into the system. Hoping that it will be up and running around May 1st.

*Asked if all the suggested changes to the by-laws have been received. It was noted Co #3 and Co #4 have handed theirs in. Chief McConkey noted that the 4 companies have a meeting Monday night to go over the by-laws together. Commissioner Spackmann felt they had made it explicitly clear that everything was due tonight. Lengthy discussion followed. There was some confusion as to how the process was supposed to go and the lack of communication between the Board and Officers. Clarification was needed as to how the process was supposed to go; Chairman Kugler read the January minutes from the meeting held after the Re-organization meeting regarding the by-laws.

After more discussion it was decided that the FINAL deadline for the Officers to hand in their ONE finalized copy of changes, additions, deletions, etc. to the Board would be the June 13, 2007 Commissioners meeting.

RESOLUTION #94 TO CONTRACT WITH EMPIRE STATE TRAINING ASSOCIATES, INC., IN THE AMOUNT OF \$375 FOR THE SEXUAL HARASSMENT CLASS.

MOTION: King

SECOND: Waite

RESOLVED to contract with Empire State Training Associates, Inc., in the amount of \$375 for the sexual harassment class.

VOTE: All in favor, motion carried.

*Asked the Chief it would be worth it now that we are getting more code enforcement people to follow Maple Avenue to see if we can't get the Town to deputize our people to be able to cite violations. The Chief replied the Town doesn't have any Fire Marshall.

Commissioner Kugler:

*Starting a four year rotation for audio/visual equipment, asked A/C Gibbins if he is ready for that. A/C Gibbins responded that he would like to speak to Captain Bullard because there were a few problems. Chairman Kugler noted there was \$3500.00 in the budget for that and asked him to work with P/A Howe on that.

*Physicals will be coming up and the Board is going to appoint a new Physician this year.

RESOLUTION #95 APPOINTING GREENFIELD COUNTRY MEDICINE AND DR. JAMA PEACOCK AS DISTRICT PHYSICIAN FOR 2007.

MOTION: Kugler

SECOND: Waite

RESOLVED to appoint Greenfield Country Medicine & Dr. Peacock as District Physician for 2007.
VOTE: All in favor, motion carried.

Asked Secretary Petkus to give an overview, which she did. Explained that Dr. Peacock will be doing a more thorough physical which will still include PFT and EKG, as well as now doing blood work for lipids and blood sugar, and a hearing test. A/C Gibbins asked if all firefighters were going to get physicals or just interior firefighters. Secretary Petkus clarified that all firefighters on the roster need to see the Physician every year; Chairman Kugler added that included fire police. He also asked if new applicants were going to be getting physicals before they joined; Secretary Petkus noted she had not addressed that with the Board yet. More discussion followed. A/C Ellsworth asked what happens if a firefighter refused to go for a physical. It was explained that they could not be a firefighter then.

RESOLUTION #96 GIVING TREASURER PERMISSION TO PAY RICHARD SNYDER OF LC INSURANCE FOR THE DEFENSIVE DRIVING COURSES AS THE BILLS COME IN.

MOTION: Kugler

SECOND: Waite

RESOLVED to give Treasurer permission to pay Richard Snyder of LC Insurance for the defensive driving courses as the bills come in.

VOTE: All in favor, motion carried.

*Received one tire bid for the tires declared surplus property, from Robert Roxbury, who entered a bid of \$20.65 per tire, for a total of \$82.60. A question was asked if there had been a minimum bid requirement; there was not.

RESOLUTION #97 AWARDING THE TIRES BID TO ROBERT ROXBURY

MOTION: King

SECOND: Spackmann

RESOLVED to award the tires bid to Robert Roxbury.

VOTE: All in favor, motion carried.

Chairman Kugler explained that as soon as Mr. Roxbury paid the Treasurer he could have the tires.

Chairman Kugler asked if there was anything else that needed to be brought up:

Commissioner Waite referred back to the letter from Maple Avenue about the fobs; was wondering if we'd be better off with 2 fobs as most families have 2 cars. There was some discussion; Commissioner King asked if there was a policy if they were loaned out. Secretary Petkus and P/A Howe noted that it has already happened. It was brought up that there were no written rules. Secretary Petkus explained that each firefighter had to sign the form, which specifically states that they are not to be lent out. Chairman Kugler suggested it be discussed further at the workshop on the 24th.

Commissioner Robarge noted he would like to dedicate a page of the minutes to Frank Orisek.

RESOLUTION #98 DEDICATING A PAGE OF THE MINUTES TO PAST CHIEF FRANK ORISEK.

MOTION: Robarge

SECOND: Kugler
RESOLVED to dedicate a page of the minutes to Past Chief Frank Orisek
VOTE: All in favor, motion carried.

Chairman Kugler noted the wake would Thursday at Burke's Funeral Home and the funeral would be Friday morning.

RESOLUTION #99 GIVING PERMISSION TO THE SECRETARY TO SPEND \$50 ON FLOWERS FROM JAN'S FLORIST FOR FRANK ORISEK.

MOTION: Robarge
SECOND: Waite
RESOLVED to give permission to the Secretary to spend \$50 on flowers from Jan's Florist for Frank Orisek.
VOTE: All in favor, motion carried.

2nd A/C Davis asked about the second phase of the access system; Chairman Kugler noted it would take some time and they were working on it. Brief discussion followed.

Treasurer Bishop noted she has gotten a couple of bills that came in late, but are sizeable:

1. Snap On tools for \$449.95 for impact wrench from rescue account Co #4;
2. NYS Association of Fire Chief's seminar at South Glens Falls for \$405 out of training;
3. Spa Automotive Supply from Dave Kenyon, miscellaneous items, \$463.13;
4. Charge on the VISA card for emergency responders portable barricades, cones for fire police, for \$1263.71.

RESOLUTION #100 GIVING TREASURER PERMISSION TO PAY ABOVE BILLS.

MOTION: Kugler
SECOND: King
RESOLVED to give Treasurer permission to pay above bills.
VOTE: All in favor, motion carried.

RESOLUTION #101 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: King
SECOND: Robarge
RESOLVED to dispense with the reading of the minutes.
VOTE: All in favor, motion carried.

Motion was made by Commissioner Spackmann with a second from Commissioner Robarge to adjourn the meeting at 9:04 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus
District Secretary