

Board of Fire Commissioners

Greenfield Fire District
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The August 2014 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Richard Spackmann at 7:09 PM on August 13, 2014. The flag salute and a moment of silence were recognized for the Bogardus Family.

Present were:

Commissioners: Atwell, Chandler, Kugler, Spackmann; Secretary Petkus, D/P Chouinard, Treasurer Nardin, D/T Thurman. Please see sign in sheet for others in attendance.

RESOLUTION #159 TO APPROVE THE JULY 9, 2014 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Atwell

RESOLVED to approve the July 9, 2014 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Spackmann noted this month's abstract will be moved to the August workshop to give the Board more time to review it. He questioned the Treasurer if there were any bills that needed immediate addressing; Treasurer Nardin noted she would get back to him on that.

Correspondence/Update: Secretary Petkus

- Last of the filing cabinets and safe over to the District office from Co #1. Thanks to all those who helped.
- Will be contacting Tim Kemp to let him know he can now take over the records room and storage room for EMS. Brief discussion continued.
- Had informational meeting with the auxiliary on July 31st regarding the restructuring; went really well. Brenda Jennings is the new District Auxiliary Liaison. First group of auxiliary member applications will be presented to the Board for approval later in the evening.
- Reminder budget workshop is in two weeks.
- Final updated physical/fit test spread sheet given out to Chiefs.
- Fall New Member Orientation schedule previously sent out for review will be going to those firefighters who are to participate. Co #4 has a lot of new members in this round, so they may want to think about adding some mentors; please coordinate with Commissioner Atwell.
- Flu vaccinations have been ordered; once received a schedule will be made.
- Reminder that the Honors Haven Conference is coming up as well as the AFDCA fall workshop in November.
- Repairs were made to the aerial truck; paperwork was faxed over and we should be receiving certification soon.
- She and Jill were at DMV recently to register and apply for official plates for 6 vehicles; once the plates are in they will be given to the Chief.
- Will be on vacation next week.

- Read a thank you letter received from the Pilkey Family regarding the recent District response to their home after a lightening strike.

Purchasing: D/P Chouinard

- Gear was received and some has already been picked up by the firefighters.
- Final fit testing was completed last night; the machine will be going out for servicing/calibration on Friday and will be out for 2-4 weeks.
- Cranks and crank mechanisms were replaced on the windows at Co #2.
- New high def SCBA masks are in and delivery started.
- Bottle hydro has been completed for the year.
- Safety glasses and extrication gloves are in for Co #1.
- Vacuum filter in/delivered for Co #3.
- Hydraulic oil and fire line tape in for Co #4.
- Two gas meters at Co #3 went in for repair; only one can be repaired, the other is too old and parts cannot be ordered for it. Will cost \$865 to replace. Brief discussion continued, to be added to year end agenda.
- Received Forestry grant paperwork. Brief discussion; to go back to Officers meeting for discussion on what they would like to apply for. Application deadline is October 31st.
- Everyone has placed their orders for fire prevention. Asked the Board to clarify if imprinted items were to be standardizing to Greenfield Fire District or can the companies have their names imprinted? Discussion continued; decision that the big order has Greenfield Fire District and the other orders can have company names on them.
- D/C King questioned if his gas meter was back yet; D/C Chouinard noted she has not heard when it will be back yet.

Applications for Membership:

Firefighters:

- **Greenfield Center Co #1:** None.
- **Porter Corners Co #2:** Robert Myers.
- **Middle Grove Co #3:** None.
- **Maple Avenue Co #4:** Cory Reale, under 18.

Auxiliary:

- **Greenfield Center Co #1:** Current auxiliary: Terri Atwell, Betty Bowen, Marge Cornell, Pauline Levo, Evelyn Liska, Theresa Strakos, Jeri Utter.
- **Porter Corners Co #2:** Current auxiliary: Debbie Burwell, Amber Lloyd, Laurie Lloyd, Peggy Roxbury, Nancy Waite, Danielle Willard; New auxiliary: Jessica DeVoe, Logan Mello, Jr. auxiliary and Jordan Waite, Jr. auxiliary.
- **Middle Grove Co #3:** Current auxiliary: Donna Baker, Jean Bishop, Brenda Jennings, Christina Kellerhouse, Patricia Kellerhouse, Joan McGrath, Melissa Murray, Roseanne Sammler, Nicole Thurman.
- **Maple Avenue Co #4:** None.

Requests for Change in Membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: None.

Maple Avenue Company #4: None.

RESOLUTION #160 PERMITTING THE CHAIRMAN TO SIGN OFF ON NEW FIREFIGHTER AND AUXILIARY APPLICATIONS AS READ.

MOTION: Atwell

SECOND: Kugler

RESOLVED to permit the Chairman to sign off on new firefighter and auxiliary applications as read.

VOTE: All in favor, motion carried.

Grants:

- See above Forestry grant discussion.

Report of the District Chief – John Lant:

- Everyone trained this month, did not get everyone's sheets.
- 293 repairs completed.
- Meeting this past Monday night regarding 14/15 year old members. Commissioner Chandler requested a list of those on the committee as he has some information for them. Brief discussion continued.
- Skidmore College received \$1-2 million dollars from a grant for firefighter well being. Would like the Board to budget \$5000-\$10,000 to hire an outfit who are trained to write grants.
- State is putting on a seminar in Albany regarding PESH/OSHA; would like to see someone from the Board attend to keep us up to date.
- Asked Lt. Burwell if she received a call from the Town; she did not.
- Spoke to Tom Hug about the land; there seems to be a bit of back peddling. He will be up Travers weekend and they will walk it, so it is still in the works.
- Going to have an Old Timer's dinner in October at Co #1 firehouse. Asked if the Board would be willing to chip in a little bit.
- Would like to take Chief's vehicle to Albany County on Monday for Duane's mother's funeral.
- Asked Lt. Burwell to be on the Town of Greenfield Emergency Committee. Would like to see the Board write the Town a letter of recommendation.
- Asked if the Board looked at the Officers training that was recently forwarded to them. Would also like to bring everyone up to Hazmat tech level training. Discussion continued. The Board asked for a quote for services.
- Received call from the Navy to go to Buff Road on the 21st; they would like to have a truck there for kids who are going back to school, give out hats, etc. Co #1 has offered to do it.

RESOLUTION #161 GIVING CO #1 PERMISSION TO TAKE A TRUCK TO THE NAVAL BASE ON BUFF ROAD ON AUGUST 21, 2014 AND PARTICIPATE IN FIRE PREVENTION FOR THE KIDS.

MOTION: Atwell

SECOND: Chandler

RESOLVED to give Co #1 permission to take a truck to the Naval Base on Buff Road on August 21, 2014 and participate in fire prevention for the kids.

VOTE: All in favor, motion carried.

- Got a recent call regarding a kerosene smell at Royal Rhino; it was a gas spill, there was an abandoned trailer and septic/sewage issues. Walt Chandler was called in, took pictures and was going to speak to the Town Board about it.

Reports from Companies:

Company #1: A/C Kenyon

- 262 will be going to the Navy site.

- New daycare center opening on Spier Falls Road. Will be speaking with the owner regarding particulars.
- 261 batteries are gone and has a Kohler shore power battery charger. Would like to temporarily put new batteries in and pull the shore power out. \$779 to replace with Kussmaul, or someone can call around to Kohler. Brief discussion; to be replaced.

Company #2 – D/C Burwell:

- 271 is back in service from body and pump repairs. Brief discussion.
- Having problem with the jaws portable pump. Brief discussion; Jill to schedule jaws service.
- Co #2 will be doing a stand by for Corinth on August 23rd from 6 am to 2 pm for the County wide drill in Edinburg . Chief Lant noted Co #3 will also be involved.

Company #3 – D/C Ellsworth:

- Two engines have been requested for the Edinburg drill, and so they may wind up going out of the County. Asked Commissioner Atwell if he knew which trucks would be going for pump repairs next; Commissioner Atwell noted he has not scheduled any others yet and will make sure Co #3 is not scheduled until after the Edinburg drill.
- Firefighters Brian Bishop and Chris Thurman are putting the paperwork together for the 14/15 year old program, hope to have it ready for the workshop.
- 284 is back and all the lights are right, striping is very good, but he is not happy with the radios. Issue with the console, new console will need to be ordered and the middle seat will have to be taken out. Brief discussion continued. New console to be ordered.

Company #4 – D/C King:

- Center pane window in the radio room leaks. Brief discussion; Bill Reid to be called.
- Coin drop on the 23rd.

RESOLUTION #162 GIVING CO #4 PERMISSION TO HOLD THEIR COIN DROP ON AUGUST 23, 2014.

MOTION: Kugler

SECOND: Atwell

RESOLVED to give Co #4 permission to hold their coin drop on August 23, 2014.

VOTE: All in favor, motion carried.

Report of District EMS Coordinator – Tim Kemp:

- Not present this evening.

Planning Board:

***For Town of Greenfield, Mike Chandler:**

- Nothing really new on the docket, still going through the park expansion on 9N. Prestwick Chase is still up in the air and there is a small mixed use going up on Maple Avenue next to the old firehouse.

***For Town of Wilton, Gary Bullard:**

- Nothing at this time.

Reports of the Commissioners:

Commissioner Atwell:

- Co #1 is having their coin drop August 29th and August 30th.

RESOLUTION #163 GIVING CO #1 PERMISSION TO HOLD THEIR COIN DROP ON AUGUST 29TH AND AUGUST 30TH, 2014.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give Co #1 permission to hold their coin drop on August 29th and August 30th, 2014.

VOTE: All in favor, motion carried.

- Reminder that there is an upcoming class "Response to Oil Train Fires".
- Asked if there were any bills received from the firefighter injuries at the Spier Falls Road; Secretary Petkus noted none have been received as yet.
- Saw the request from the County regarding the fall schedule; he hopes that if any are needed the requests have been sent in to get some classes here.
- New Member Orientation class is beginning soon.
- Working with KME for annual pump servicing/testing.
- Another solar training class has been scheduled in Lake George.
- Reminder that there is a new procedure for EMS dispatches.
- Reminder that the data entry needs to get done; deadline is the 15th of each month. Important to the members that we do our jobs for the LOSAP program.

Commissioner Chandler:

- Gave Commissioners two proposals from Complete Construction; one for Co #1 pole barn and one for Co #2 bathroom remodel. Commissioner Spackmann explained that the Board is looking into putting up a pole barn for Co #1 since their sheds were displaced when the district office building went up, and that Co #1 is looking to put in about \$6000 and split the cost with the District; this new building would be shared equally by the district and Co #1. Brief discussion continued. Commissioner Atwell to take the proposal to Co #1 meeting next week. Co #2 bathroom renovation approved; money to come out of Building Reserve Fund.
- Met with Toby Middlebrook earlier tonight regarding Co #3 humidity issue; estimate to install larger air conditioner and commercial grade dehumidifier is about \$7000. D/C Ellsworth asked if the air conditioning in the office can be fixed at that time as well.

RESOLUTION #164 GIVING THE SECRETARY PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$15,000.00 FROM THE BUILDING RESERVE FUND FOR THE BATHROOM REMODEL AT CO #2 AND THE DEHUMIDIFIER PROJECT AT CO #3.

MOTION: Kugler

SECOND: Chandler

RESOLVED to give the Secretary permission to advertise a permissive referendum to withdraw and expend \$15,000.00 from the Building Reserve Fund for the bathroom remodel at Co #2 and the dehumidifier project at Co #3.

VOTE: All in favor, motion carried.

- Lengthy discussion regarding delivery of the recently received new gear, whether or not to allow firefighters to keep their old set of gear if they are scheduled to get a new set of gear,

current low gear inventory, possibility of having to recall second sets of gear if necessary. Decision made to allow firefighters to keep their second set of gear, and if any needs to be recalled the officers will be involved in the decision making.

Commissioner Kugler:

- Nothing at this time.

Chairman Spackmann:

- Commissioner Spackmann asked about the district office bulletin board project; Commissioner Kugler noted he still needed to bring them up to Cornell's.
- Commissioner Spackmann explained that they have incorporated Sexual Harassment training into the New Member Orientation, and those firefighters that missed it last year will be able to take it this year. It is scheduled for Thursday November 13th. Copy of those who need to take the class will be given to the Chiefs.
- Reminder that the 2014 physical/fit test spreadsheets were put in each company basket in the Chiefs office. Brief discussion continued regarding re-classifications; October 1st is the deadline.
- Brief discussion regarding firefighter Roger Bechard. Moved to inactive status and access deactivated until he completes his clearance.

New Business/Special Topics:

- Snow removal RFP: Brief discussion; to advertise by the workshop, with bid opening at the September meeting and acceptance at the September workshop.
- Sealcoating/paving: Brief discussion; District office area to be paved starting next week, and then Co #2 after that. Contractor working downstairs will need to be notified.
- Hose purchase: Captain Bullard noted the committee has met a couple of time and it looks like the only hose needed this year is 2½", and about 500' for each station. Captain Bullard will get a report to the Board.
- Commissioner Spackmann noted the Sexual Offender bill did get passed, there is still much discussion about it, looks like it goes into effect on February 2015. Does not address current members and does not necessarily automatically exclude someone from becoming a member. As a district, a procedure will need to be created to address this. Will probably just become part of the application process. As more information becomes available, we will work through it.
- Treasurer Nardin noted there are two bills that she would like approved; Tech II and the VISA bill. Brief discussion; Board holding bills until the workshop on the 27th.
- I Am Responding: Commissioner Spackmann noted he met with the electrician, and he would do all the electrical work, mount and paint plywood black, run all the CAT5 cable for approximately \$3000.00. He was also able to get an electrical lift in case one is needed to run cabling, at no charge. Amounts for project are as follows: \$3000 for electrical, \$2000 for computers, \$400 for UPS', about \$600 for monitors, totaling about \$6000 plus some labor for Tech II to connect everything together. Brief discussion continued, including working with Firetracker to have all the call information automatically pre-populated, which will address some of the data entry concerns.

RESOLUTION #165 GIVING THE SECRETARY PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$7,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE INSTALLATION OF THE I AM RESPONDING SYSTEM.

MOTION: Atwell

SECOND: Kugler

RESOLVED to give the Secretary permission to advertise a permissive referendum to withdraw and expend \$7,000.00 from the Equipment Reserve Fund for the installation of the I Am Responding System.

VOTE: All in favor, motion carried.

- Captain Bullard received a price of \$1200 for the new lights on 280.
- Captain Bullard has had many discussions over the past couple of weeks about the replacement of the rehab bus. Has been a good concept over the last few years, but everyone is aware of the issues regarding the engine, rust, etc. Did a lot of research and found a bus down in Missouri, a 2003 with 55,000 miles on it. Previously a government bus and they are trying to get the maintenance records on it. Basically the same as the current bus and could easily be retrofitted. They are asking just shy of \$20,000, and he has spoken to the gentleman several times, who will be sending more pictures to him soon. Also waiting to hear about the transmission, as the thought process is to take the hydraulic generator from 281 and put it on the bus. In order to hold the bus, he will need a \$500 deposit. Co #4 has not sat down to actually form a committee to look at what is needed and the cost to do the retrofit but all the lights will come off and be installed on the new one, the wheel covers are exactly the same, the PTO put in, kitchen, etc at a cost of just shy of \$30,000 total. Captain Bullard also noted that anyone in the district who is interested can certainly help. They also discussed at the officers meeting last week about having the auxiliary help out with the cooking, etc in the bus when on scene. Brief discussion also continued regarding the cost to transport the bus once purchased. Captain Jennings questioned the purchase of the bus when the district is tight for money; Commissioner Spackmann noted the money would be coming out of the Equipment Reserve fund, not the general fund balance.

RESOLUTION #166 AUTHORIZING CAPTAIN GARY BULLARD TO REPRESENT THE BOARD IN REFERENCE TO THE PURCHASE OF THE BUS.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to authorize Captain Gary Bullard to represent the Board in reference to the purchase of the bus.

VOTE: All in favor, motion carried.

- D/C Ellsworth noted that he has spoken to Community Ambulance, and in reference to billing for rehab, they will never bill for any on scene treatment, although transport is different.

RESOLUTION #167 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Atwell with a second from Commissioner Chandler to adjourn the meeting at PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus

Joyce A. Petkus
District Secretary