

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
(518) 893-0723

December 6, 2007 Workshop

Workshop began at 7:00.

Present were: Commissioners King, Kugler, Spackmann; Secretary Petkus and Purchasing Agent Howe.

Others in attendance: Chief McConkey, A/C Gibbins, A/C Ellsworth, A/C Lant, FF B. Bishop.

Commissioner Kugler noted that last week there had a been a workshop in which they had started to go over District policies and procedures, and they would be continuing this evening.

Prior to working on the policies and procedures:

Secretary Petkus had only a few things:

- Locksmith will be coming tomorrow sometime to look at the fireproof cabinet donated by GE;
- She and Jill are having a problem with Rosen's regarding the uniforms – things Jill had ordered back in September are still not in, she only just got a quote the other day. Would like permission to shop around in January for possibly another uniform company. Rudnick's in Schenectady was suggested.
- Has not heard from Vernon Brownell regarding the phone/fax work at Middle Grove; she will call him tomorrow for an update.

Commissioner Spackmann had the following:

- Noted they had received a bill from Time Warner Cable for \$20.00; Joyce to call tomorrow and look into it.
- He also explained the issue Maple Avenue is having with the County Rip and Run program and the inability to receive faxes from the County. Further discussion was held; Commissioner Spackmann will continue to work on it to try to solve the problem.
- Received quotes from Total Electric to add additional outlets to each firehouse for all the technology equipment; Joyce to call Tom at Total Electric tomorrow.

RESOLUTION # 217 GIVING PERMISSION TO TOTAL ELECTRIC TO INSTALL OUTLETS IN ALL FOUR FIREHOUSES FOR TECHNOLOGY EQUIPMENT, MONEY TO COME FROM THE COMPUTER ACCOUNT.

MOTION: Spackmann

SECOND: King

RESOLVED to give permission to Total Electric to install outlets in all four firehouses for technology equipment, money to come from the computer account.

VOTE: All in favor, motion carried.

- Tech II trying to fax TWC contract for GFC; Joyce to call tomorrow to get the contract for Commissioner Spackmann to sign.

Jill picked up the phones for Porter Corners pole barn and office, as they used their fax as the phone as well, and now the fax was put on a dedicated line in the radio room for the Rip and Run; someone from PC should be coming tonight to pick them up. She also picked up a new phone/answering machine for the District office, since the fax was also the answering machine and it now also has its own dedicated line.

Commissioner Kugler got an estimate to fix the two thermal imaging cameras, \$2965.00 + about \$150 for shipping and insurance. Not sure where the money is going to come from, he will coordinate with the Treasurer so a decision can be made at the Commissioners meeting next week.

He also got an update regarding the price to fix the Ansel system, which is about 17 years old and is outdated, at Porter Corners from Tri-City Fire Extinguishers: UL-300 fire system \$1975.00. Commissioner King noted they were told they couldn't have those kinds of systems in the firehouses because the District was not going to maintain them, which is why Maple Avenue, Middle Grove and Greenfield Center went with two separate stoves. More discussion continued; Commissioner Kugler will give this to Commissioner Waite to get another quote anyway.

There was also lengthy discussion regarding Porter Corners pole barn and that they may be looking for money for a furnace, although it was noted that the pole barn was originally intended for cold storage only. It was noted that they were given a budget of \$20,000.00 and that would be it. Commissioner Kugler requested that the Chief let them know at Porter Corners that they want an updated report regarding the pole barn at next week's Commissioner meeting. Jill noted she would speak with Jean and get an update on how much money has been spent so far and email it to the commissioners.

A/C Lant asked about the residency written into the by-laws for the Chiefs, it was brought up last night at the officer's meeting that it is not fair to Maple Avenue's officers and the officers all supported it. A/C Ellsworth noted that not all the officers supported it. More discussion was held; Commissioner Kugler felt the by-laws should go into affect next week as planned and then there would be a by-law committee created to meet regularly to review the by-laws and he could bring it up then. It was also noted that Brian Bishop would be the Commissioner sitting on the by-law committee.

Chief McConkey advised the Commissioners that the ladder truck was going to be looked at on Monday, December 10th at 1 pm, and he would also notify Dave Kenyon.

A/C Gibbins stated that there were extra flu(38) and tetanus(58) left over and that he would like to offer it to the ladies auxiliary before Dr. Peacock used the left over flu for her patients. The tetanus is good until March 2009. A/C Gibbins also noted that Dr. Peacock went to all four stations to administer the shots and everyone has had ample time to receive them. Commissioner Kugler asked Joyce to divide the shots by 4 so that the each auxiliary gets the same amount. Joyce will email the auxiliary

RESOLUTION #218 TO OFFER THE FLU AND TETANUS SHOTS TO THE LADIES AUXILIARY FOR THIS YEAR ONLY, AS THERE IS A SURPLUS SUPPLY.

MOTION: Kugler

SECOND: King

RESOLVED to offer the flu and tetanus shots to the ladies auxiliary for this year only, as there is a surplus supply.

VOTE: All in favor, motion carried.

Joyce noted that she would give the auxiliary a time limit to get these shots done, and then any left over flu after that, Joyce would work it out with Dr. Peacock regarding the credit.

The Commissioners then began working on the following policies, with some minor changes being made.

- Communication Policy
- District Photographer Policy
- Membership Application Policy
- Meeting Conduct Policy

There was also discussion regarding adding something about the Adirondack Trust Insurance policy to the Firefighter injury policy. There was discussion held regarding the District Photographer, Alicia Tuller, and the Chief was asked to get in touch with her.

Commissioner Kugler asked that the Commissioners review the policies before the Commissioners meeting next week, so they can vote to approve them to be sent to the attorney for his review and any recommendations. Commissioner King asked what was the attorney's position regarding the policies? Joyce noted she had spoken with him again yesterday and that they need to be done by mid December in order to get them to the attorney, so he will have time to review them and make any recommendations if necessary, and he wants them passed at the reorganization meeting in January. After that he wants them handed out to all the officers, give them time to review them and then Bill will come here, sit down with the Board and the officers to go over everything, which he would like to do at the end of January or beginning of February. Commissioner King also asked how long did the attorney say he would take to review them and at how much an hour? Joyce noted that if she could get these to him by mid December he will have them done before the reorganization meeting, and she did not ask how much it would cost; Commissioner Kugler noted it was part of the retainer that we pay him.

Workshop was adjourned at 8:50 pm.

Respectfully submitted,

Joyce A. Petkus
District Secretary