

# **Board of Fire Commissioners**

Greenfield Fire District  
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The February 2013 Commissioners Meeting of the Greenfield Fire District was called to order at Company #1 by Chairman Richard Spackmann at 7:07 PM on February 13, 2013. The flag salute and a moment of silence were recognized for departed members and troops overseas.

## **Present were:**

Commissioners: Atwell, Barss, Spackmann, Waite; Secretary Petkus, Director of Purchasing Chouinard, Treasurer Bishop; and later, Commissioner Chandler.

## **RESOLUTION #41 TO APPROVE THE JANUARY 2, 2013 ORGANIZATIONAL MEETING MINUTES AS WRITTEN.**

MOTION: Waite

SECOND: Atwell

RESOLVED to approve the January 2, 2013 Organizational Meeting Minutes as written.

VOTE: All in favor, motion carried.

## **Chairman Spackmann asked for questions/comments regarding the abstract:**

Commissioner Barss questioned if the bill for Co #3 propane has been received yet; Treasurer Bishop noted the bill for the initial propane fill was received. D/P Chouinard noted they are on automatic delivery schedule, which was also done for Co #2 pole barn. Brief discussion.

D/C Ellsworth questioned claim #130030 for the District logo design. Commissioner Spackmann noted they are re-designing the district logo so it can be used to print on shirts and stuff for the annual banquet.

## **RESOLUTION #42 TO PAY ABSTRACT #2, CLAIM #130011 THROUGH CLAIM #130116 FROM THE GENERAL FUND, TOTALING \$76,819.18.**

A3410.1	\$ 10,076.23
A3410.2	1,775.12
A3410.4	64,366.27
A9030.8	554.36
A9050.8	47.20
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Total:	\$ 76,819.18

MOTION: Waite

SECOND: Barss

RESOLVED: to pay Abstract #2, Claim #130011 through Claim #130116 from the General Fund, totaling \$76,819.18.

VOTE: All in favor, motion carried.

Commissioner Spackmann questioned if the District Secretary has been in touch with Mr. Leary in reference to the architect invoices; Secretary Petkus noted she has been, and that Mr. Leary had rejected the most recent invoice from Laberge as he felt the amount of work done based on the percentage of completion was not accurately reflected in the invoice. Tonight's invoice on the abstract is the adjusted invoice, which is much less than the one originally submitted, and was approved for payment by Mr. Leary. She also noted that any bills received regarding the District office building do not go to the Treasurer for payment until Mr. Leary has approved them.

**RESOLUTION #43 TO PAY ABSTRACT #2, CLAIM #BR13001 THROUGH CLAIM #BR13004 FROM THE BUILDING RESERVE FUND, TOTALING \$6,752.94.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to pay Abstract #2, Claim #BR13001 through Claim #BR13004 from the Building Reserve Fund, totaling \$6,752.94.

VOTE: All in favor, motion carried.

**RESOLUTION #44 TO PAY ABSTRACT #2, CLAIM #ER13001 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$530.38.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to pay Abstract #2, Claim #ER13001 Equipment Reserve Fund, totaling \$530.38.

VOTE: All in favor, motion carried.

Treasurer Bishop noted she just received the invoice for the insurance premium and asked for permission to pay it as it is due March 1<sup>st</sup>. Premium total is \$67,942.77, which is slightly over the amount allotted. Difference to come out of contingency. August agenda updated to include increasing budget line item for insurance premium to \$70,000.00.

**RESOLUTION #45 GIVING THE TREASURER PERMISSION TO PAY THE ANNUAL INSURANCE PREMIUM, TOTALING \$67,942.77.**

MOTION: Spackmann

SECOND: Atwell.

RESOLVED to give the Treasurer permission to pay the annual insurance premium, totaling \$67,942.77.

VOTE: All in favor, motion carried.

**Correspondence:**

- Received a card from the family of Jack Ellsworth, who recently passed away.
- Finalized 2012 LOSAP, there were a few county certificates from 2012 still not received, but it does not affect those firefighters as they already have over 50 points. Commissioners to sign blue sheets, and then the 2012 LOSAP will go to each company for the 30 day posting.
- 2013 physicals start March 1<sup>st</sup>; firefighters can start calling tomorrow to set up appointments. Copies of the flyers given to each company as well as enough copies of the paperwork that needs to be completed plus some extras. Will be sending it out on Firetracker as well. In addition, the forms can be downloaded from Firetracker. This year there are a variety of

hours throughout the week, including some Saturdays that are scheduled for firefighter physicals only, so there should not be a wait time. Each company also got a list of their members and when their last physicals were done for tracking purposes.

- Apparatus insurance cards dropped off today by Dave Meager; she has given them out to each company to put in all the trucks.
- There was a problem with the 2013 Officer meeting schedule, a corrected schedule was handed out, updated on Firetracker and will be updated in the bulletin boards as well.
- Working on Defensive Driver; will have more info at the February workshop.

### **Purchasing: D/P J. Chouinard**

- Tonight was deadline for the officers to submit lists of those who need new gear. Gear fittings are scheduled for March 7<sup>th</sup> and 28<sup>th</sup>. Posted on Firetracker as well.
- Reminder that dress uniform fitting is this Sunday, February 17<sup>th</sup> at Co #1 starting at 10 am, as well as if anyone needs alterations.
- Kaspersky Security will be due at the end of the month; will be updating that as it expires.
- Co #4 windows complete.
- Ground ladder testing is completed.
- Locked in with Casella regarding waste removal until the end of this year. Brief discussion.
- Gas meter inventory completed; Chief Lant given copy.
- Still have not received pager back from Co #4 from Chris Courtois. Brief discussion.
- Still have not received an LDDS form on Ed Fink's dress uniform.
- Light bar mourning covers received, once distributed, please make sure they fit correctly, and if not contact her ASAP.
- Still have not heard anything on the AFG.
- Officer safety coats have been handed out.
- Nozzles for Co #1 should be coming in soon.
- Brake cutter ordered but not yet received.
- So far no bids have been received for the Rhino or the Cat.

### **Applications for membership:**

**Greenfield Center Company #1:** Tyler LaHart, under 18.

**Porter Corners Company #2:** Daniel Drumm, under 18; Nicholas Drumm.

**Middle Grove Company #3:** None.

**Maple Avenue Company #4:** None.

### **Requests for change in membership:**

**Greenfield Center Company #1:** None.

**Porter Corners Company #2:** None.

**Middle Grove Company #3:** Ken Kohl, requested life membership; Amanda MacWhinnie, returned from military leave; Heather Lantz, moved out of the district, Justin Reynolds, return to active duty from leave of absence.

**Maple Avenue Company #4:** None.

## **RESOLUTION #46 TO ACCEPT NEW MEMBERS AND CHANGES IN MEMBERSHIPS AS NOTED ABOVE.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to accept new members and changes in memberships as noted above.

VOTE: All in favor, motion carried.

**Grants:**

- See above.

**Report of the Chief – John Lant:**

- Truck repairs:
  - 294: oil leak fixed and tranny serviced by Dave Kenyon
  - 297: air line put on brakes
  - 272: short was found and fixed, and tranny serviced.
- Reported on various company training over the past month, including OSHA. Noted that the new OSHA schedule is working very well.
- Feels that the New Member Orientation is really going to pay off in the future.
- Massive pile up on the Northway a few weeks ago; it was reported that there were 30 cars, but it had to be much more than that. Co #1, 3 and 4 were involved and did a great job; at the same time Co #2 was helping to protect the Village of Corinth all night.
- Scott Hickey will be doing training on rescuing trapped firefighters at the training center; can only take 24 firefighters each session. May have to have several sessions to get all members through it. Also has an officers training program, waiting for it to be sent to review.
- Thanked the Board for keeping all the Chief's safe with the new jackets.

**Reports from Companies:**

**Company #1 – A/C Kenyon:**

- OSHA program is going well.

**Company #2 – D/C Middlebrook:**

- Pole barn furnace was installed.

**Company #3 – D/C Ellsworth:**

- Asked if there is an update on the roof issue. Brief discussion, including the recent walk thru with Commissioner Atwell.

**Company #4 – D/C King:**

- Everything is beautiful.

Chief Lant asked for the balance in the Hazmat account; it is currently \$4000. A/C Bogardus had gotten some quotes on the 5-gas gas meters, \$1220 each. Also spoke about doing in house calibration, cost is \$2100. Commissioner Atwell and D/P Chouinard have also looked into it. May save the District money to do in-house calibrations. Added to August workshop agenda.

**Report of District EMS Coordinator – Tim Kemp:**

- Nothing at this time.

**Planning Board:**

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

- Not present at this time.

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

- Not present.

**Reports of the Commissioners:**

**Commissioner Atwell:**

- Questioned the imaging cameras; D/P Chouinard has still heard nothing on the grant.
- Questioned if everyone is registered for the Turning Stone conference; Joyce noted that everyone that the Board has approved is registered, sent an email earlier today that FF Brian Bishop would like to attend. Permission granted.
- Saw email about Bonton fundraiser; it was noted that Dean Deuel is looking into it.
- Spoke to Jack King regarding installing air vents, fans, and painting. D/P Chouinard noted that Toby Middlebrook was contacted to get those vents installed. Brief discussion.
- Recent overhead door issues at Co #3 and Co #4 should have been taken care of. Discussion continued; D/C Ellsworth to check on door that was not working to make sure it has been fixed; if not contact Jill.
- Thanked A/C Burwell for teaching the New Member Orientation class last night.
- Questioned the status of the Rip and Run computer: Commissioner Spackmann noted Tech II is still working on it; affects the purchasing program as well.
- Reminded everyone that there is a Scene Support class coming up.
- Questioned if the new reels and power have been taken care of at Co #4; it was noted they have been.

**Commissioner Barss:**

- Nothing at this time.

**Commissioner Chandler:**

- Nothing at this time.

**Commissioner Waite:**

- Co #2 auxiliary would like permission to put on their pancake breakfasts the first Sunday of the months of March thru June and October thru December.

**RESOLUTION #47 GIVING CO #2 AUXILIARY PERMISSION TO HOLD THEIR BREAKFASTS THE FIRST SUNDAY OF THE MONTHS OF MARCH THROUGH JUNE AND OCTOBER THROUGH DECEMBER.**

MOTION: Waite

SECOND: Barss

RESOLVED to give Co #2 auxiliary permission to hold their breakfasts the first Sunday of the months of March through June and October through December.

VOTE: All in favor, motion carried.

- Regarding the generator, Cat says it is a National Grid problem; National Grid was up today, they are getting 117 on each leg so it shouldn't be doing it. The company that put it in was there with their electrician and had everything on and were using 117 amps. Service was confirmed at 200. Brief discussion, need to confirm voltage.

**Commissioner Spackmann:**

- Co #4 generator did not start during the wind storm; was low on coolant even though it was serviced 2 months ago and there were no issues. Cat is now saying the radiator is leaking and needs to be replaced, and that according to Cat apparently someone tried to solder it. Will cost \$2700 to replace. Brief discussion, including that the generator is locked and not everyone can get to it. Commissioner Atwell to handle. D/P Chouinard to meet Lt. McEachron tomorrow morning at Co #4 to take pictures of it.

- Co #3 generator also had low coolant due to a loose hose; Kinsley took care of it.

**Special Topics of Discussion:**

- Brief discussion regarding creating a reserve fund for SCBA; Joyce to create timeline for vote.

**RESOLUTION #48 TO CREATE AND ESTABLISH AN SCBA RESERVE FUND PURSUANT TO GENERAL MUNICIPAL LAW.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to create and establish an SCBA Reserve Fund pursuant to General Municipal Law.

VOTE: All in favor, motion carried.

**RESOLUTION #49 TO APPROVE THE UNIFORM POLICY CHANGES AS DISCUSSED AT THE JANUARY WORKSHOP.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve the Uniform Policy changes as discussed at the January workshop.

VOTE: All in favor, motion carried.

**RESOLUTION #50 TO APPROVE THE 2012 BY-LAW CHANGES AS PREVIOUSLY POSTED.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to approve the 2012 by-law changes as previously posted.

VOTE: All in favor, motion carried.

Secretary Petkus requested each company have their 3 District Manual books out in the radio rooms so she can update them.

- Commissioner Spackmann noted that there were a few members who were denied LOSAP for 2012 because they did not meet the current active status requirements, even though they did make their 50 LOSAP points. Would like by-law committee to work on addressing this issue. Brief discussion, would like answer from the by-law committee as soon as possible.
- Mohawk Community College is offering a Junior firefighter boot camp from June 24<sup>th</sup> through June 28<sup>th</sup>. Any firefighter under 18 interested in taking it to please contact your Chiefs.
- Lt. Chouinard noted that some food on the rehab bus had to be thrown out as some of it was past the expiration date, and also believes there may be a mice issue. Would like to buy some plastic containers to store the food as well as replenish the food supplies. Brief discussion, to coordinate with Jill.

**RESOLUTION #51 TO GO INTO EXECUTIVE SESSION AT 8:00 PM IN REFERENCE TO APPLICANT THOMAS MABB.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to go into executive session at 8:00 PM in reference to applicant Thomas Mabb.  
VOTE: All in favor, motion carried.

**RESOLUTION #52 TO RECONVENE FROM EXECUTIVE SESSION AT 8:30 PM.**

MOTION: Spackmann  
SECOND: Atwell  
RESOLVED to reconvene from executive session at 8:30 PM.  
VOTE: All in favor, motion carried.

**RESOLUTION #53 TO POSTPONE ACTION ON THE APPLICATION OF THOMAS MABB UNTIL THE APRIL 10, 2013 COMMISSIONERS MEETING.**

MOTION: Spackmann  
SECOND: Barss  
RESOLVED to postpone action on the application of Thomas Mabb until the April 10, 2013 Commissioners Meeting.  
VOTE: All in favor, motion carried.

**RESOLUTION #54 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Spackmann  
SECOND: Chandler  
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 Barss to adjourn the meeting at 8:31 PM. All in favor, meeting adjourned.

Respectfully submitted,

*Joyce A. Petkus*

Joyce A. Petkus  
District Secretary