

Board of Fire Commissioners

Greenfield Fire District
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February 24, 2009 Commissioners Workshop

Workshop began at 6:35 pm.

Present were: Commissioners B. Bishop, Robarge, Spackmann, Waite, Secretary Petkus, Treasurer Bishop and Purchasing Agent Chouinard.

1. **Special Guest: Jama Peacock-Birsett, M.D., District Physician**: Discussion regarding physicals, including the following:
 - Scheduling of physicals: would like to spread physicals out over 3 months: March, April and May 2009. Would like all firefighters to call by April 30th and have their appointments scheduled, rather than waiting until the last minute and then not being able to get in before the deadline. Will have a variety of hours available, including mornings beginning around 7:30 or 8 AM, some evenings, most likely every other Tuesday night as it is drill night, starting March 17th & March 31st and some Saturdays, although she does not have any specific Saturday dates yet.
 - Fasting blood tests: will be a finger stick, and ideally would like firefighters fasting for 12 hours, but understands that it would be impossible for those with afternoon or evening appointments, so she would like them to fast for at least 6 hours and drink plenty of water.
 - Best time to call is during office hours, which are generally M-F 8:45 AM – noon, 1:15 - 4 pm, closed Wednesday afternoons. Important to remember the office phone number is 893-8011; if they call information they will get a different number.
 - A/C Gibbins asked about getting Hepatitis B vaccinations; he has about a dozen people who want to have them. Dr. Peacock explained that Hep B vaccinations are now mandatory and so many of the younger firefighters probably already have it. Anybody in the healthcare or institutional field should have had it as well. She can order them as they are needed and it is a 1, 2 and 6 month series of vaccinations. There is also the availability of the titer to check to see if someone needs it. Last year when she spoke to Saratoga Hospital, they said the titer would cost approximately \$5.00. The younger people should have an immunization record if they had the vaccination. She would be more concerned about the older firefighters, and anyone dealing with blood or bodily fluids, but she felt that everyone in the department should be vaccinated. If they had the Hep C vaccine, she strongly recommends the Hep B as well. Brief discussion continued, including signing a release for those who refuse to take it; A/C Gibbins to coordinate with all four companies.
 - Tetanus: she still has some vaccination left, they are due to expire at the end of March and she would hate to see them go to waste. If anyone has any questions, she has the dates of who received the tetanus, and they can call to check and see if they need it again. They last about 7-10 years, and as they are due, the office can

let them know and it won't be a big outlay as previously. She also still has some flu left if anyone needs it.

RESOLUTION #106 OFFERING HEPATITIS B TITERS & VACCINES, AND TETANUS VACCINES TO ANY MEMBER WHO WOULD LIKE TO BE IMMUNIZED, AND TO GIVE TREASURER PERMISSION TO PAY BILLS AS THEY COME IN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to offer Hepatitis B titers & vaccines, and tetanus vaccines to any member who would like to be immunized, and to give Treasurer permission to pay bills as they come in.

VOTE: All in favor, motion carried.

- No shows: Commissioner B. Bishop explained that a big concern is if someone doesn't show up for their appointment and they make no effort to contact you, the standard no show fee is \$40; he has no problem with accepting that as a fee to the firefighter. It would be up to the doctor to make the determination if enough notice was given or not and whether or not to charge the person. Dr. Peacock noted that there can be extenuating circumstances, and with that being said, she would like to give them the same courtesy of confirmation phone calls but needs correct phone numbers to confirm. Joyce noted that with the new software program they have begun to use, she has asked for updated information from firefighters because she had a lot of invalid phone numbers/addresses. She will print out a phone list and get it to Dr. Peacock by the end of the week, and hopefully they will be update/correct phone numbers. Joyce then reminded the Commissioners that at the January workshop they passed a resolution regarding no shows, and read the resolution to the Board again to make sure that it is still okay. (Resolution #74, year 2009).
- Class D membership: further defined this class as follows:

Class D: Restricted membership participation and will require further evaluation before a recommendation can be made.

Class D1: firefighter restricted to administrative duty only – this may include membership meetings, fund raisers, class room drills and administrative tasks. This will not include firematic activities.

Class D2: firefighter is prohibited from being on district premises until further medical clearance is acquired.

Dr. Peacock felt this solved the problem of those who may not be able to do firematic things but could help out with administrative tasks.

RESOLUTION #107 TO AMEND AND UPDATE THE PHYSICAL POLICY AS PER ABOVE DISCUSSION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to amend and update the Physical Policy as per above discussion.

VOTE: All in favor, motion carried.

- Standardized clearance forms: Commissioner Spackmann explained that maybe a standardized clearance form should be created so that a private physician can more clearly get an idea of what that person is doing, and they can then fill out this form and fax it directly back to Dr. Peacock. It can even be filled out ahead of time going into the physicals so as not to hold up any paperwork. Dr. Peacock noted that if she was a physical standing on the outside she would want to know exactly what the duties are under each classification, and to make it as easy as possible, preferably a check off of some sort. Brief discussion continued; Commissioner Spackmann to work up something.
- Firefighters who have had recent physicals: Joyce had the names of 7 firefighters who have recently had physicals and asked if they needed to go through the process so soon again. Dr. Peacock noted only 1 of those was a late physical, the rest were all new members, and she is comfortable with all of them not going through the process again until next year. The Commissioners agreed that as long as Dr. Peacock approved that list they were okay with it as well. Joyce noted she will attempt to notify them, and get a list to the Chief and A/C's so they know as well.

Acting Chairman B. Bishop asked if there were any other comments/discussion; there were none, so he thanked Dr. Peacock for her time, noting that hopefully they made some improvements to make the process a little easier. Session concluded at 7:06 PM.

2. Special Guest: Mike Wilbur from Emergency Vehicle Response:

Session began at 7:10 PM. Mr. Wilbur thanked the Board of Fire Commissioners, fire companies and personnel for their help and cooperation. He then proceeded to go through an overview of his report, which included:

- Vehicle overweight issues that ranged from critical to severe to mild;
- Since 1994 the fire district has purchased units from 9 different fire truck manufacturers with 6 different brands of chassis. The engine tankers have 3 fire pump manufacturers and the pumps range from side mounted to top mounted to rear mounted to top mounted enclosed. He felt that one thing that was hurting the District overall is the complete lack of standardization, and with that lack of standardization it increases the maintenance costs of the vehicles. One vehicle has cost the district over \$10,000 per year for the last 3 years to maintain serviceability. He also noted that there are a couple of trucks, given the way that they turned out, that they should've have even been built in their present format. One example he used was the Porter Corners tanker pumper with a 16,000 front axle. Commissioner Waite said that it is 20,000 and 16,000 springs, which is being changed. Mr. Wilbur explained from their perspective there is a problem with that truck. Commissioner Waite also explained that there were 2 men in that truck when it was weighed, which would have brought the weight down.
- Noted that many may have been waiting for this report to see what truck should be purchased next, but he felt that is not as critical as taking the equipment that you

have now, particularly the hand equipment, and properly mounting it in the trucks and bringing the trucks up to NFPA 1901 compliance as it relates to some of these respective issues.

- Based on the whole fleet, it seemed that in some cases much of the equipment bought was probably bought on low bid, which may not necessarily be the way the district needed to go at that time, and it certainly is something that is catching up to you;
- Talked about how it may be in the district's best interest to hire a department mechanic with the amount of rolling stock you have and the amount of money that you are paying out to outside vendors to keep it up. It might not be a bad idea to employ somebody and have them take care of the fleet. As you move toward standardization of the fleet, then you can purchase parts en masse for the fleet, reducing the overall cost of maintaining the fleet.
- There should be some kind of district wide inspection, where there would be an inspection night where the commissioners would go around and inspect each of the stations and apparatus for serviceability and overall cleanliness. Felt this would be an important step the district could work towards. He did not want to hurt anybody's feelings, but to be blunt some of this stuff was just thrown into compartments, they were so filthy he had to continuously wash his hands just for one truck in order to write down notes. He also noted that on one truck there were hazardous materials equipment in the same compartment as medical equipment. He elaborated at the request of Commissioner Robarge that in the Greenfield rescue on the driver's side there were some containment booms in the same compartment as medical equipment. Some trucks had no rhyme or reason as to why they were stored that way. Another example he noted was extrication equipment in one compartment and then more extrication equipment on the other side of the truck as well. There was also a lot of equipment inside the cabs that wasn't mounted down and that's okay as long as the vehicles stays on all its wheels; if it rolls over somebody is going to get hurt. He also noted the NFPA is pretty clear that all that equipment that is going to be carried in the cab enclosure needs to be mounted on 9G brackets.
- In some cases, to him it almost looked like that maybe manufacturers and sales people came in and tried to take advantage of you on more than one occasion. Asked to elaborate by Commissioner Spackmann, Mr. Wilbur noted that a chassis was bought from one place and somebody put a body on it somewhere else; in EVR opinion that is no way to purchase a fire truck. If you have a problem with it, now you potentially have 2 manufacturers that you have to deal with, and noted one client who purchased the ladder from a Canadian firm, the chassis from Michigan and the body was put on by somebody in South Dakota. One month after they got it back to the firehouse they had an electrical problem and each manufacturer blamed another for the problem, and none were willing to fix the problem. The district paid cash for all the rigs and that is okay and there is an awful lot of equipment and that is okay too, but when it comes to longevity and serviceability, that is the really big question. He noted that some of the trucks are not very old but the rust underneath was just unbelievable and they should not necessarily be that way. Probably the best truck in the fleet as far as that was concerned is the oldest truck, the ladder truck, which did not have nearly the rust underneath as some of the other trucks. As far as recommendations to fix some of that, you do have an apparatus committee, but he felt the district needed to hire at some point an outside third party to come in to help write specifications for equipment. He recommended the apparatus committee come up with a set of specifications for the Greenfield Fire

District for an ETA, TA, Pumper and Rescue and start to standardize the fleet. He noted that he is not intimating that people here did not necessarily not know what they were doing, but he thought there were points in time, for instance looking at the Porter Corners tanker truck, somebody took advantage of the district. He felt there just shouldn't be the weight issues that you are having. Somebody didn't marry up the right axels with the right chassis with the right stuff. This district is paying good money to buy trucks that are engineered properly. Asked by Commissioner Robarge, Mr. Wilbur noted that the truck was 500 lbs. overweight, and the trucks were supposed to be weighed with one person in it, it is his understanding now that there were 2 people in it. He further compared the Porter truck to the similar one in Middle Grove, noting the difference in axle weights. Mr. Wilbur further explained that they have to go by the tags on the doors because that is what the State Police are going to go by, and that is what the attorneys are going to go by, and so that has to be the guide. Commissioner Robarge asked if 500 lbs was severely overweight; Mr. Wilbur said it depends one who the lawyers for the other side if you hit somebody. He also explained that you can run the rigs overweight all day long and it doesn't matter until it matters; as long as you can keep it on all wheels and don't hit anything, and as long as you have a ton of many and you want to put brakes and springs on it all the time. He noted a couple of examples of another city and district who have trucks that had issues from the beginning, and the biggest mistake the Commissioners made was they paid for the truck and accepted it before it was weighed. He further explained that this district should not feel like they are alone; in the last 4-5 years EVR has only done one station where all the apparatus made weights on all the axles, out of about 100 trucks - it is serious industry wide problem.

- Felt that if the truck committee works with somebody and develops a good set of specs, he felt that a lot of the problems would go away over time as the fleet is replaced.
- Outlined throughout the report some things the district can do to bring the apparatus back into compliance.

Mr. Wilbur then said he would take questions. Acting Chairman B. Bishop explained that the truck committee got together and came up with a list of questions based on the report. They are as follows:

❖ **Engine/Engine Tanker Recommendations:**

- Hose lays and hose lengths. Where do these recommendations come from? Commissioner B. Bishop explained that some are shorter than the lengths that we currently have and there are some different recommended sizes rather than what we have. Mr. Wilbur explained that as far a cutting back on lengths you already have that was it address the weight issues, that was the quickest way to get some of the weight off and still keep the apparatus serviceable.
- Why side mount pumps? Mr. Wilbur explained that the industry standard for the walkway for top mount pumps is 20-22". The drivability of the particular apparatus is a function of wheelbase, and explained how wheelbase is measured. The longer the wheelbase, the more difficult it is to steer/turn, and particularity with the road that he was taken on, including Greenfield Center, Porter Corners and particularly the Lake Desolation area in Middle Grove, the district needs to keep its apparatus on as short a wheelbase as you possibly can, and top mount pumps adds to the wheelbase in order for somebody to stand up in. Commissioner B. Bishop asked if

an enclosed top mount pump would alleviate some of those issues of wheelbase; Mr. Wilbur noted it would to some degree but then there is the other factor of weight issues on the front axle. He further explained that some people will say you have to have a top mounted pump because the operator stands up and he's safe, but more people have gotten hurt slipping and falling trying to get up on to these pumper than operating them on a roadway. Commissioner Spackmann noted an opponent would say that getting up and down off the apparatus is something we can control whereas somebody driving recklessly and not paying attention and hitting us is out of our control, therefore it is safer to have the top mount pump instead of the side mount pump. Mr. Wilbur suggested taking your side mount pumper and placing it crossways in the road and operate on the side of the side mount and it affords you the same protection as being on the top mount. He also explained that he is not here to argue the virtues of top mounts, rear mounts, sand side mounts, but as the person you hired to look at the district, and given the driveways, roads and how you have to get this stuff around, the shorter the wheelbase is going to certainly help overall. A/C Ellsworth explained that one of the reasons Middle Grove went with the top mount enclosure was because it actually does shorten the truck by about 3 foot. Mr. Wilbur noted that was very true because now the walkway is incorporated in the cab area. A/C Ellsworth also noted the safety issue of being able to see all the way around because no matter where you are you always seem to be on the wrong side of the fire and you are freeing up a guy because now the driver can be the driver, the pump operator, and run the deck gun. Mr. Wilbur noted that if you had an unlimited amount of money, then sure go ahead, but those pump enclosures become very expensive. Enclosing the operator is also just not something they would recommend to do; if that is something you want to standardize on, then certainly you should get the best top mounted enclosed pump that the industry has to offer.

❖ **Tanker Recommendations:**

- Recommendation on page 29 having the side dumps mounted outside the body as opposed to inside a compartment as is the case on 283. Why?
Mr. Wilbur explained what if you really need it, why would want to hid it behind a compartment and what would happen if somebody hit the button to dump the thing and the door was closed? FF R. Bishop explained that they thought about that when they designed the truck and there is a safety on it. A/C Ellsworth added it keeps the salt out. Mr. Wilbur explained that again they were hired to give the best information they have and what they felt were the right things to do, but that does not make enclosing it in a compartment wrong, no, but again it is easier the other way and probably cheaper.
- Why the recommend rear dump valve? Commissioner B. Bishop gave some background on it; it used to be all the tankers had the rear dump valve and they made themselves obsolete with the placement of ponds and the way tanker shuttles are run. Is it just to have an extra valve just in case?
Mr. Wilbur explained the rationale they had was they tend to have better dump times out of rear dumps than side dumps. Can affix on the back of the truck technology called a backstop, where you can back up into a porto tank and it would set the truck and stop it and then the operator could dump it without ever having to get out of the truck and without necessarily even having somebody else there, which he felt was another benefit. On narrow roads where you set up porto tanks, backing into one and keeping everything on one side of the road sometimes tends to be more beneficial than having the tanks tie up the road.

❖ **Brush Truck Recommendations:**

- The report recommends the removal of a brush truck, or rather not replacing a brush truck. Where should the truck be removed from and where should the remaining truck be housed? Commissioner B. Bishop noted there is 1 brush truck each in Greenfield Center, Porter Corners and Maple Avenue. Recommendation was to replace one of the brush trucks with a quick attack vehicle. Mr. Wilbur noted the thought process behind that was particularly where he was driven around and some of the areas you have to get to, to get a more heavier duty brush truck/class A pumper to get up some of these driveways, especially in winter with the potential of 4 wheel drive that he thought the truck committee might want to investigate. You could put it in any of the first 3 companies, certainly with the run up to Lake Desolation and the roads in and around there, which seemed to make quite a lot of sense. Some of the houses are way off the road at 6000-8000 sq. ft. with the narrowest of driveways. Recommended looking at the California Department of Forestry, they have some neat rigs, with pumps, tanks, and they carry some hose, preconnected lines and they can get to a lot of places where a standard pumper cannot. Could also use it as a bigger brush truck. Commissioner Spackmann clarified that when a brush truck comes up for replacement, we should consider getting a good attack truck to replace it with. Mr. Wilbur explained that I might be worthwhile to try out one of those trucks and basically you could run it as a little bigger brush truck and then in the winter time you could run it as a class A pumper, and although it may cost a little bit more money, over time you may actually get more use out of the equipment, in essence getting a bigger bang for your buck. A/C Ellsworth asked if he thought the current CAFS/mini-attack truck they have now is sufficient for the lake area. Mr. Wilbur noted that his partner is a foam aficionado, but he himself knows very little about CAFS. A lot of people are buying it, but if you look at the web sites and magazines, you don't see anybody squirting it. Very rarely do you see a picture with CAFS being used. His partner is a good foam guy, but it depends on the application. Mr. Wilbur also noted that some of the recommendations took cost into account, where he would rather see the district buy a really good class A pumper than to buy one that has a lot of gizmos and gadgets on it that may come from a lesser manufacturer where you are going to have problems with it and it's going to cost a lot more money to run over the life of the truck. Commissioner Robarge noted when talking about weight, one of the big proponents of the CAFS that you can triple your water.

❖ **Aerial Truck Recommendations:**

- On page 43 you cite the original recommendation of several years ago for a 75' aerial ladder but none of your current recommendations contain a 75' ladder. Option one would be a 100' aerial tower, with replacement transplant. Option 2 is for a used pre-owned aerial tower of unspecified length. Option 3 specifies a new 100' aerial ladder. What is the actual recommendation from EVR regarding the length and type of aerial device needed to provide the necessary coverage for the GFD? Why? Mr. Wilbur explained they originally came in here [2001] to do an aerial needs assessment for the Greenfield fire district that makes up all four fire companies. They were taken around and shown a lot of roads and stuff and it was their recommendation at the time that the District should have been bought a used 75' foot aerial device, the idea being so you could find out what would work and what wouldn't work and to learn how to be a truck company and then several years

down the road to come back to the Commissioners in 5-7 years when you had sufficient money to purchase a new one. The reason the 75 footer is not mentioned now because you do not own a 75 footer. You own a 100' tower and now we have to figure out what to do with it. This list of options was based on dollars. There are a lot of apparatus issues as it relates to looking at the replacement schedule. You only have a certain amount of dollars available and they were trying to keep capital expenditures in line with the money that is available and not send everybody into the tank over money. Much of the information from this report was gathered before the economy starting tanking, so now some of the recommendations make even more sense as far as money and spreading capital expenditures out. Do you really want to pony up 1.3 million now and buy a rear mounted tower? They came up with what they thought, given the amount of runs the piece does, where it goes and what it does, that those were some of the best remedies to get you to the next level, given the other attending apparatus issues that you have. The district has a really big fleet. Commissioner Spackmann asked where Mr. Wilbur came up with that figure. He explained that a 100' tower is somewhere between 1 and 1.3 million, and that is if you order it quickly as they know that in 2010 the government is coming out with another round of EPA emissions standards. One engine builder has chosen not to build engines any more, Detroit chose to align itself with Pierce and the only other engine builder is Cummings. The figures he is getting back for the cost of the new 2010 engines alone is an increase of about \$20-30 thousand, and that does not take into account the wildly fluctuating cost of raw materials. A/C Ellsworth asked for clarification on the aerial device, as well as asking if money was not an issue, is he also recommending a ladder truck in Greenfield? Mr. Wilbur explained that the best remedy to the situation is out of all 3 options for Maple Avenue, now that they are used to running a tower, is to buy a tandem axle aerial as it would probably be a lot easier to get around in the Greenfield area versus their existing truck, as it is just a big truck. at the scene of a previous fire in Middle Grove, the existing truck could not make it in, there are a lot of driveways that the truck could not make it in and that goes back to their reason why they made the original recommendation. The truck that you bought for Maple Avenue is great for Maple Avenue, but it is not great for the Greenfield fire district as a whole. Commissioner B. Bishop clarified that the issue is not so much the tower but the size of the vehicle as whole; Mr. Wilbur agreed. He noted that you have the tower now; somebody obviously chose to do that over the first recommendation that they made. The 100 foot tower was not what was recommended, not in any shape or form, but now that you have that the attending issue is, what do you want to do and how much money do you want to spend? That is why the district was given 3 options. You need to remember, this is just one truck out of a fleet of 19 or 20. Mr. Wilbur also explained that even if you bought a 100' aerial, it is far less truck than a 100' 3-section tower. The aerial is 4 sections, so each section is around 22', so right away that lessens the length of the whole vehicle. The tower ladder is a 3 section ladder so each of those sections is about 32 feet. Then you need to talk about wheelbase and putting pumps on it and all of a sudden we have this very large truck. at the time of the last report they did talk about a 75 foot single axle truck, more of a pumper ladder to get started on would cost in the neighborhood of about \$200,000 and the district had about \$240,000.00 at the time, so they could buy it, equip it, train people, put it into service and not have to borrow any money. In retrospect, given what happened he maybe should have been more explicit in the actual report. Commissioner Spackmann noted that it was important to point out that the

statement he just made a few minutes ago was that the present equipment sitting at the Maple Avenue firehouse does not fulfill the report that was submitted 8 years ago by his organization and he felt that was an incorrect statement. Commissioner B. Bishop felt that this was not a necessary argument as this happened 7 years ago and it is not impacting now as it is a different set of recommendations, none of which mention a 75' ladder, so we need to move on. Mr. Wilbur said they are now recommending the 3 options based on taking the hand you have been dealt and the money available. A/C Ellsworth asked again if he is recommending a 100' ladder to be housed at Maple Avenue and the reason why he is recommending that is because back in the first recommendation, we bought a 100' ladder. Mr. Wilbur again noted they based their new recommendations on the hand that has been dealt: there was a 100' tower that was bought and housed at Maple Avenue, there is already ladder service at Maple Avenue and they have been trained, there needs to be some kind of ladder service at the mall, at some point in time you are going to have to do something with the current truck. From a cost avoidance standpoint you can save a lot of money by taking that aerial device off of that truck and having it redone and put on a new truck, people are already trained on it and they have driven it around. You could also buy something used that is similar as well. The apparatus replacement schedule also needs to be taken into account and he noted some replacements in coming up in 2012 and 2014, and the budget he was given with the tax dollars that would be available. It would be easy if all you had to do was buy a ladder truck in 2012 and call it good, but looking ahead there are major capital expenditures almost every other year. That was why the recommendations were made about the ladder. If you want to buy something new, you get a tandem axle rear mounted ladder that is shorter, but it is still going to cost way less than for a new tower. The recommendations were not just based on that one truck but rather based on the whole plan and managing the fleet and the money that you have.

- Captain Bullard noted on Page 36 he recommended the aerial respond first out to the commercial district and responds second out to the rest of the four companies structure fires, yet if we follow the recommendation of option 3 and buy a new 100' rear mounted ladder without a pump, water or hose with a pile of ladders on it, how are we going to run that truck first out to the commercial district? Mr. Wilbur explained that you won't. He asked how many house fires there were in the last 5 years? It was noted quite a few. He then asked how many commercial building fires there were? It was noted not many. Mr. Wilbur noted that trend is country wide and the NFPA minimum for a quint in portable ladders is 85 feet. There is no way that you can properly ladder all four sides of a 2½ story private dwelling and ladder the roof with 85 feet of ground ladders, nor can you do with the ladder truck minimum of 115. The reality is that most of the work that suburban ladder trucks do is portable ladder work. The pump and tank were taken off the unit because you can fit a lot of portable ladders, but if you add a tank and a pump then some things have to give way, you have to cut down the compliment of portable ladders that the truck can carry and the truck now is huge because the pump and the tank go in between the front and rear axles, so we just increased the wheel base by a lot. It is all a matter of choices. When you buy trucks one of the things you need to do is find the mission of the truck – what do you really want the truck to do? Looking at the whole fire district, with the amount of pumpers that you have and the auto aid between stations, it just made all the sense in the world with all the private dwellings that you have to get a ladder truck and stack it up with portable ladders and offer ladder service and do it on a chassis that is smaller so you can

actually get it around to a good share of the district. Commissioner B. Bishop clarified that if they chose to go with option 3, which is to go with a 100' ladder then that would change the recommendation that that truck be first out for anything. Mr. Wilbur noted that would be correct as it wouldn't have the tank and pump on it. The present truck, as it sits now, would be first out. It then gets into a whole other thing and a whole other study of staffing issues, how many trucks are getting out in the daytime, etc. There was a question he was asked a while ago, does the district have too many trucks? That may be the case but they would have to take the runs that you do, find out what trucks go to those runs, find out what trucks are left behind. EVR has generally found nationwide that almost everybody had a pumper that is like a spare.

❖ **Fleet Recommendations:**

- While meeting with the Commissioners and Truck Committee in December you discussed a possible reduction in the fleet but the report makes no mention of any reductions in the number of apparatus. Is that something you would need to do more research on, as you sounded pretty confident that night that there was a necessity in the reduction of the fleet.

Mr. Wilbur noted that he would really have to do a Phase II fire protection study, where they visit issues like staffing, how many apparatus actually leave the fire station at any given time day or night, what are the fire flow requirements of ISO. Generally speaking, most places they go, there is usually a pumper they are holding on to that rarely gets used. He also noted, that two things are simultaneously happening in the fire serve, there are more requirements of firefighters, yet the poor volunteer firefighter has to work two jobs or he and his wife each work and then there is the child care issue, so the hours that the volunteer has to give versus what is really required is just getting wider and wider, and no one yet to come up with a viable solution to fix it. The reality at the end of the day is you can buy all the fire trucks and equipment that you want, but if nobody is there to drive or ride on them and make the stuff work, that becomes the issue. People put out the fires, not the trucks, not the water. The people of the district are by far the most important asset, not the rolling stock you have. He also noted that ISO will give you credit for auto aid, but they won't give you credit for mutual aid, but you need to keep good records.

- How were the vehicle in service weights calculated?

Mr. Wilbur explained that they took the axle weights given to them by the district and took the tags, allowed 200 lbs for the driver and subtracted it and used the new 250 lbs the NFPA is now requiring, which again is what the state troopers and lawyers are going to look at. The new standard came out January 1st. A/C Gibbins noted he weighed all his trucks with 4 personnel in each cab.

Commissioner B. Bishop explained that they were supposed to weigh the truck with just the driver in it, and Mr. Wilbur noted he was not aware that A/C Gibbins had a full crew in each of his trucks. Mr. Wilbur noted that if he had his trucks weighed with a full crew and then they added more weight to it not knowing there were more people on it, then the weights are incorrect.

❖ **Miscellaneous:**

- Page 47, paragraph 3, regarding the placements of fire stations and associated response distances. Commissioner B. Bishop read the paragraph in full and asked what Mr. Wilbur was trying to say.

Mr. Wilbur explained that at the bottom of page 47 was the Insurance Service Office (ISO) response distance criteria, which recommends the distance of from the fire station for all properties in the built upon areas of the fire district. He noted the example that a first due Engine Company properly equipped should be within 1.5 miles of whatever is on fire. It is also recommend that the first due ladder or special service vehicle be within 2.5 miles. He further explained that the maximum distance of a first due engine from a commercial property is 3 miles. He then asked the question: Are you within 3 miles of Stewart's from here? If the plant has sprinklers, it changes everything though. It was noted that the Stewart's plant is completely sprinklered. The Lake Desolation area is well over 6 miles from Middle Grove and so under the ISO formula they would be credited with no fire protection. That what he means when they talk about being over distance and travel distances. This is not something he made up this is what the insurance companies go by, but it is fairly complex, like the sprinkler example.

Acting Chairman B. Bishop asked if the Board had any other questions. Commissioner Spackmann asked we can improve our ISO ratings, there has been discussion about possibly going through an ISO eval to try to lower our rating and hopefully save residents money. If we were to move a firehouse, would that ultimately negatively impact ratings, sprinklered or not? Mr. Wilbur explained that it goes back to the earlier discussion of what puts fire out? People do. If you relocate a fire station to be closer to stuff, but all your firefighters that are manning it live somewhere else, what have you just done? All these questions really surround doing a fire protection study. He strongly recommended, whether you hire EVR or another firm, he strongly recommends getting a fire protection study done, especially given the fact that ISO has not been here in a while. Some recommendations made in the report as far as pump testing shows you how much ISO credit you are missing out on, and how someone like them can help in reducing the ISO rating. Commissioner Spackmann noted that he suggested that 293 not be run as first out to the commercial sector because it doesn't have a pump on it; would that negatively impact ISO rating in the commercial sector? Mr. Wilbur explained that it wouldn't because under ISO you get only partial credit for a pumper and a ladder. In other words, if it is going to act as a ladder, you will get full ladder credit for that, so if you make it a full ladder and keep in that commercial sector, you will actually improve their rating based on what ISO does.

Acting Chairman B. Bishop asked if there were any other questions. Firefighter Mike Lagalles asked if a mandatory NFPA 13D in the fire district be a better buy for taxpayers than spending \$5 million on equipment? Mr. Wilbur noted there is a big move to have residents put sprinklers in, and there has been a big fight in the home building industry and they fought against it. The reality is at this point in time that residential sprinklers are unfortunately not going to be an option in most districts. Even if it was required of new housing, there is still the issue of retrofitting existing houses, and so he feels you are going to need a strong fire department here for years to come.

Mr. Wilbur again thanked each of the fire companies for allowing EVR in. He noted that he is sure there are officers and firefighters here that read stuff in the report that they liked and didn't like. EVR was asked to come in to give an honest, fair, unbiased evaluation of the equipment and sometimes we don't like to hear bad news, and he hopes you take what was written here to heart and try to implement some of the changes because it has to do with fleet safety, firefighter safety and protecting the public. If there is anything that EVR can do to help, they would be more than happy to.

Session ended at 8:45 PM.

3. Approve Minutes: January 26, 2009 workshop and February 4, 2009 Insurance meeting minutes.

Commissioner B. Bishop noted he had the following changes with regard to the January workshop:

- For the rescinding of the motions regarding Lant and King he said he would entertain a motion to rescind but did not think it was necessary;
- He did not vote in favor of rescinding resolutions 42 and 43 from the previous meeting.

RESOLUTION #108 TO APPROVE THE JANUARY 26, 2009 WORKSHOP MINUTES WITH CORRECTIONS AS NOTED ABOVE.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the January 26, 2009 workshop minutes with corrections as noted above.

VOTE: All in favor, motion carried.

RESOLUTION #109 TO APPROVE THE FEBRUARY 4, 2009 INSURANCE MEETING MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to approve the February 4, 2009 Insurance meeting minutes as written.

VOTE: All in favor, motion carried.

4. Secretary Update:

Secretary Petkus previously handed out her February update and noted the following:

- Insurance claims: 261 bumper damage: Claims adjuster requested that any estimates to repair the damage be sent directly to her ASAP. A/C Gibbins noted he should have one soon.
- 2008 alarm totals are not complete for Co #4 for the month of August. More discussion; Captain Bullard to have copies put in the LOSAP box by tomorrow; Joyce to go and pick them up.
- Fit tests: scheduled the Tuesday dates as requested by the officers, except RPT is not available for Co #3 on March 17th. They are available on Tuesday, March 31st or another time if they would like. A/C Ellsworth noted March 31st is okay.
- Joyce asked about the Fire Tracker training; Commissioner B. Bishop explained that it would be Saturday, March 7th at 9 AM at Greenfield Center, and asked the officers to have whoever is going to be doing the fire report data entry to please bring some reports to input for practice. He also asked that if anyone coming has a laptop to please bring it as well.
- Has called Mr. Hickam and left a message on his cell phone and called home as well and left a message with somebody; he needs to fill out paperwork in order for her to submit it to the insurance company, and she still has not heard from him. Asked that if anybody from Co #2 sees him, she needs him to come to the office.

- Received a notice from the Town of Greenfield regarding a special election to be held at Co #1, 2 and 3 on March 31st from 6 AM to 9 PM. She will make sure the doors automatically open and close on that day and she will also notify all the Presidents as well.
- What does the Board want to do about William Pratt; A/C Gibbins notified her yesterday that he had a non-firematic related injury. Brief discussion including whether or not notification of an injury needs to be in writing; Joyce to also send clearance letters go to Dave Kenyon and ken Waite.
- The Chief asked Joyce to read the dates for the IFO Course that is being held at Middle Grove; April 2, 6, 9, 16, 20, 21, 28, 30 and May 4, 2009. Copies made and handed out to each Assistant Chief.

5. LOSAP form questions:

- Joyce noted she had a bunch of questions and started going over them. After going through some of them, Acting Chairman B. Bishop it was decided that there were too many to go over and that it needs to be done more incrementally so there is not such a big stack; Joyce pointed out they did not have the time at the January workshop and that is why she had so many this month. Commissioner B. Bishop said they should meet to discuss these at another time and then bring back to the officers those that need answers.

6. Purchasing Update:

- The Chief requested a copier for his office; with the new laser faxes being ordered, will we have any surplus coming back from the companies? Commissioner b. Bishop noted they should be coming back and when one of those becomes available it can go the Chief.
- Pager programming: Met with Wayne from Albany Communications and will be meeting with him again because she has spent hours trying to get it running and now apparently the program cannot be loaded on to her laptop, only a desktop. Also, the frequencies she was given are not the frequencies the pagers are reading and so they need to get this straightened out.

7. Treasurer Update:

- Had nothing this month.

8. Commissioner Updates:

- **Brian Bishop:**
 - Wireless laser printers should be coming in this week sometime, appear to be much more durable than the other ones. Jill noted she has a spare cartridge stored at the office for each company.
- **Tom Robarge:**
 - Overhead door openers: Received a quote from Overhead Door company, totaling \$3795.00 as follows:
 - Co #1 gets 5 receivers and 5 transmitters
 - Co #2 gets 3 receivers and 3 transmitters
 - Co #3 gets 3 receivers and 3 transmitters
 - Co #4 gets 5 receivers and 5 transmitters

A/C Gibbins noted he only has 4 doors; Commissioner Robarge noted it will have to be adjusted. Commissioner Robarge said they also suggested getting PM on them, and to PM all the doors in the district it will cost \$1295.00 per year with 10% off any parts needed. He will also get a quote from Winchip. The Chief asked if the weather-stripping could be taken care of on the sides; Commissioner Spackmann noted it was a nightmare down at the Avenue. Acting Chairman B. Bishop noted that if anyone has any issues with weather stripping, to let Commissioner Robarge know.

- **Richard Spackmann:**

- Received quotes from Tech II regarding the laptops: the cost is \$5000.00 for 5 laptops. S & H is \$130.00 each. Jill noted she has not gotten the quote back from Dell yet. Commissioner Spackmann added that Tech II would at least meet the Dell quote, if lower. Commissioner B. Bishop asked why 5 laptops; Commissioner Spackmann explained that the Chief's laptop is 5-6 years old and is currently not working. Brief discussion, tabled to March meeting.
- Fire tracker: sent out an email regarding API in order to upload data for the Rip and Run, there is a \$15/month charge. Current quote is \$150.00, which would take us through the rest of the year.

RESOLUTION #110 TO APPROVE, AND GIVE TREASURER PERMISSION, TO PAY FOR THE FIRE TRACKER API, TOTALING \$150.00. MONEY TO COME OUT OF THE COMPUTER ACCOUNT.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to approve, and give Treasurer permission, to pay for the Fire Tracker API, totaling \$150.00. Money to come out of the computer account.

VOTE: All in favor, motion carried.

- Gear committee met yesterday. Discussed an issue that he was not aware of, but the apparently the shields from Co #1, 2 and 3 do not have apparently what was envisioned to be the specs for the leather shield for officers. There is a color scheme associated with that as well as having the company name, officers' ranks and names on them. He would like to order new shields according to the specifications, as well as ordering shields for Ex-A/C's Mike Chandler and Tim Kemp. The cost is about \$30-35 each.

RESOLUTION #111 TO APPROVE ORDERING THE LEATHER SHIELDS AS DISCUSSED ABOVE, AND TO GIVE TREASURER PERMISSION TO PAY THE BILL WHEN IT COMES IN.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to approve ordering the leather shields as discussed above, and to give Treasurer permission to pay the bill when it comes in.

VOTE: All in favor, motion carried.

- **Ken Waite**

- 273 manifold: He heard tonight they do not know anything about Paul yet. He would like permission for the Board to research it and if Paul can't do it get someone else to get that truck fixed. The Chief noted he should know more tomorrow. Moved to March meeting for an update, if necessary.

RESOLUTION #112 TO GIVE THE CHIEF AND COMMISSIONER WAITE PERMISSION TO CHANGE VENDORS TO DEAL WITH 273 MANIFOLD ISSUE, IF NECESSARY.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to give the Chief and Commissioner Waite permission to change vendors to deal with 273 manifold issue, if necessary.

VOTE: All in favor, motion carried.

- Engineer bid specs: Has not heard anything from the insurance company but he would like to put out a bid for an engineer to look at Porter Corners firehouse. Commissioner Spackmann noted he already has permission. Joyce noted in her update that she had spoken with the insurance company and it is currently under review and that it will go to the main office. She also noted the reason this was on the agenda is they were supposed to set up a date, and change the numbers to A/C Davis' contact number and he was supposed to decide if he wanted a certain date for anyone to come and look at it or for them to make an appointment. He was also supposed to have a list ready for tonight to go over what they wanted the engineers to look at. A/C Davis said it wasn't much. Brief discussion; A/C Davis was told he was the assistant chief of Porter Corners and was asked to handle the situation, that he was supposed to have had it written before tonight and presented to the board tonight, and they were not going to take time out of a meeting for him to dictate a list to somebody. After more discussion it was decided that the bid that Commissioner Spackmann wrote would be the one used with the contact number changed to A/C Davis, with bid opening at the March meeting.

9. District Guideline Review:

- **Access Card and Fob Policy:** No changes made.
- **Purchasing Policy:** Recap of following changes previously made in January:
 - Previously moved to change the cutoff date from October 31st to November 30 for all accounts.
 - Deliveries are now to come directly to the office; Commissioner B. Bishop noted they would work with Center for Security to make a secure area.
 - New 2009 PO forms are ready.

Commissioner Spackmann suggested they dictate and specify what happens with contractual procurements. It was suggested we get 3 contractors each, for example 3 electricians and have them submit bids in November and then approve them at the organizational meeting. Commissioner B. Bishop noted he would entertain to changes but have them take effect in 2010. Further discussion of the proposed changes for 2010 and Board approval tabled until the October workshop.

- **Training Policy:** No changes made. Joyce suggested some changes that she would like made on the training requisition form, including:
 - Adding a section where the FF can note if they signed up for the course, or is the staff to do it for them;
 - Add a place for the EMS Coordinator to sign off on if it is an EMS course.

The Commissioners approved the changes, to be made the next time more forms need to be ordered. Joyce also requested, and asked the officers to remind their members, that a copy of the course description be attached to the training requisition form, which is also stated in the Training Approval Policy. Commissioner Spackmann also brought up discussion of what happens when a firefighter signs up for a course that we pay for and then they can't make it. Brief discussion; the training policy already covers it in general terms. Joyce suggested that if someone can't make a course that maybe we could get word out that there is a spot open for someone else to go.

- **Travel Policy:** No changes made.

10. District Projects

- Current Projects
 - Anti-virus protection: Commissioner Spackmann explained that 21 licenses are needed, for a total of \$428.29 with free shipping for Kaspersky. Once receive he will make the rounds to install it. Commissioner B. Bishop suggested that when the licenses come in to get the word out that he will need people to assist in installing them.
- Future Projects
 - None.

11. Special Topics of Discussion:

- Safety Officer Association: previously approved by the Board;
- Employee handbook – tabled to March workshop;
- Commissioner Spackmann explained that Dave Kenyon is still out and he was asked if Gary Gibbins got his certificate of insurance for minor repairs until Dave returns; Joyce noted she received his Certificate of Insurance yesterday. Commissioner Spackmann asked if it was okay with the Board, Gary could coordinate with the Chief to take care of some of the minor stuff while Dave is out. Brief discussion; Mr. Gibbins noted he charges \$45 per hour.

RESOLUTION #113 GIVING GARY GIBBINS PERMISSION TO TAKE CARE OF MINOR REPAIRS AND SMALL ENGINE WORK WHILE DAVE KENYON IS OUT.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give Gary Gibbins permission to take care of minor repairs and small engine work while Dave Kenyon is out.

VOTE: All in favor, motion carried.

- A/C Gibbins asked who was doing the hydro this year; he has 13 outdated at Co #1; Commissioner Spackmann noted it was Commissioner Kugler's department to

handle. Brief discussion about who could do it; Commissioner B. Bishop said he would find out. A/C Davis added that he needs 3 extinguishers.

RESOLUTION #114 TO APPROVE PAYMENT, AND GIVE TREASURER PERMISSION TO PAY BILL FOR THE NEWSLETTER WHEN IT COMES IN.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to approve payment, and give Treasurer permission to pay bill for the newsletter when it comes in.

VOTE: All in favor, motion carried.

Motion made by Commissioner Robarge with a second from Commissioner Waite, to dispense with the reading of the minutes. Motion made by Commissioner Waite, with a second from Commissioner Robarge to adjourn.

Workshop session ended at 9:31 PM.

Respectfully submitted,

Joyce Petkus
District Secretary