

# **Board of Fire Commissioners**

Greenfield Fire District  
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The February 2014 Commissioners Workshop of the Greenfield Fire District was called to order at the District Office by Chairman Richard Spackmann at 7:08 PM on February 26, 2014.

## **Present were:**

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

1. Flag salute/moment of silence.
2. **Approve Minutes:** January 22, 2014 Workshop Minutes and February 5, 2014 Insurance Review Meeting Minutes.

## **RESOLUTION #50 APPROVING THE JANUARY 22, 2014 WORKSHOP MINUTES AND FEBRUARY 5, 2014 INSURANCE REVIEW MEETING MINUTES.**

MOTION: Kugler

SECOND: Atwell

RESOLVED to approve the January 22, 2014 Workshop Minutes and February 5, 2014 Insurance Review Meeting Minutes.

VOTE: All in favor, motion carried.

## **3. Secretary Update – Joyce Petkus**

- CFS quote regarding installing access to the 3 offices: to hold off on it now.
- Co # 1 access has been updated. When the President's office is vacated the locks will need to be changed as there is still one outstanding key. Discussion continued; D/C Davis to coordinate with Tim Kemp and get back to the Board as to which rooms EMS to get. Lock to be replaced if key is not returned.
- Meeting last week with Data Entry Administrators, went very well. Thanked everyone that attended. Agreed that they would like to have a twice year in-service and D/C Burwell will assist. Scheduled in-services for March 20<sup>th</sup> and September 23<sup>rd</sup>.
- 2013 LOSAP finalized; Board needs to sign paperwork this evening. She will be going around to the firehouses tomorrow for their 30 day posting.
- New Member Orientation moved to March 15<sup>th</sup>. Brief discussion continued.
- Reminder that the AFDCA Officers' Reception at the Holiday Inn Saratoga Springs March 15<sup>th</sup>; if the Board is interested in going, please let her know ASAP.
- Questioned if the Board had made any decisions regarding the information

received at the Insurance review meeting. Board to first talk amongst themselves. Brief discussion continued.

- Board received copy of 2014 maintenance schedule; Co #2 kitchen extinguishing system needs to be serviced. Brief discussion; Commissioner Kugler and Jill to coordinate.

#### **4. Purchasing Update – Jill Chouinard**

- Tried for a small grant from Fire Corps for smoke alarms, denied due to overwhelming response and they ran out of alarms.
- List of names were to be in this evening of those to get dress uniforms or those that need alterations.
- Work uniforms: the work uniform committee has set up a meeting for Monday evening at the District Office, and have requested that she attend.
- Pack testing postponed until March 10<sup>th</sup> through March 14<sup>th</sup>. Co #1 will be first.
- Spoke to the Chief about setting up meeting with Tyler Fire, April 29<sup>th</sup> at District Office beginning at 7 pm; to go over NFPA changes and demo new equipment.
- Has not heard from Captain Reynolds regarding Co #1 truck bay lighting issue.
- King's Glass was here today to look at Co #1 windows. Brief discussion; waiting for quote.
- Computer towers for Co #2 and Co #3 ordered.
- Minitor 5 pagers will no longer be available; the new Minitor 6 pagers will be taking their place. Albany Communications will be getting her a demo. Brief discussion continued.
- Emails sent out regarding gear fittings; March 5<sup>th</sup> at the District Office at 6 pm.
- Received insurance payment for burned gear and destroyed equipment from the Bockes Road fire in October. Insurance is withholding \$776.53 until we start producing receipts that gear and equipment have been repaired/replaced.
- Have only heard from Co #3 that they are participating in *Is There A Fire In You* campaign on April 26<sup>th</sup> and 27<sup>th</sup>.

#### **5. Treasurer Update – D/T Chris Thurman:**

- Replacement computer up and running.
- Town checks deposited.

#### **6. Commissioner Updates:**

- **Jack Atwell**
  - Questioned if there is an update on Co #3 pick up; there is none at this time.
  - Started yearly apparatus PM with KJ Stearns. Started with Co #1 and will move to Co #2 and so on until complete. Brief discussion; they will be doing truck inspections at the same time. Commissioner Chandler already spoke to Walt Barss about it. Would like to get a schedule going where someone from each company can pick them up. Maintenance sheet that the truck committee created a couple of years ago will be completed by KJ Stearns and sent with each invoice. Copies to be made accordingly.
  - Portable pumps and small generators will need to be serviced. Brief discussion; Dave Kenyon to do the servicing.
  - Questioned the status of some of the Laberge bills received. Joyce noted that Laberge does not follow the billing schedule created when the project started, which is why there are sometime interest charges. Chris also noted

that Mr. Leary has not approved some of the work and that is also why there is an outstanding balance.

- Reminder of Wynantskill training “Street Smart Tactics”.
- PM done for aerial ladder as well.
- Co #3 air compressor stopped working. Discussion continued. D/C Ellsworth to look at it as well as Dave Kenyon. It was noted it is a new motor not even a year old. Jill to look into warranty.
- Co #2 ran out of Code Violation sheets. Discussion continued; not sure where to get them. Co #3 no longer has them either. Chief Lant to speak to the Town of Wilton.

- **Darren Barss**

- Not present this evening.

- **Michael Chandler**

- Co #1 lights fixed. D/C Davis to look at.
- Asked for update regarding Co #3 siren. Discussion continued. Commissioner Kugler has contacted NY Fire and Signal.
- Would like to get uniform fitting set up ASAP; D/P Chouinard noted she needs names of those to get uniforms.
- Thanked D/C Ellsworth for taking snow removal into own hands, Board did approve. Brief discussion continued.
- Asked for space cap update. Still waiting for final quote.
- Is there a way to get rid of the spam in the District email? Brief discussion.

- **Don Kugler**

- Nothing at this time.

- **Richard Spackmann**

- FF Sadousky requested some training at Montour Falls this year; they spoke and came to an agreement. FF Sadousky will not bill mileage; the District will pay for his gas instead. Thanked FF Sadousky for his understanding.
- Wilton EMS requested use of the district office for a public hearing regarding expanding into Greenfield. Brief discussion continued; Joyce waiting for call from Tim from REMO with several dates to make sure there are no conflicts.

## 7. Report of the Chief: John Lant

- 291 should be back by Friday.
- Had a meeting with John Cameron and Jay regarding 281 and the jaws. Chris from Garrison could not make it, but he just needs to know what should be done. Still in the works.
- Data entry meeting went well, they got a lot out of it and data entry should go a lot better.
- Asked about the radios and the meter. D/P Chouinard noted they were not actually approved, she was just asked to get quotes for the radios, and the meter was supposed to go through the Hazmat Commissioner. Brief discussion continued; it was noted Co #3 still does not have a 5 gas, gas meter. Commissioner Atwell to speak to officers after the meeting.
- Regarding the work uniforms, he was under the impression that each company

was going to have their own logos. Commissioner Chandler noted it went back to the committee for that. Brief discussion continued. D/C Davis noted Co #1 already ordered and paid for their patches.

- Would like to see where he can fit Stan Delong into the New Mentor Program. Chief to get Joyce Mr. Delong's contact info.
- Set up Mayday training on March 11<sup>th</sup> at Co #1. Cost about \$300.00. Has other training planned as well.
- Cole's accidentally overcharged the district for the bodywork done on 26. They are sending a revised invoice. Needs to go for striping as well. Brief discussion continued; Chief to get quotes.
- Recent death on Coy Road residence, then 10 days later a little girl became ill. D/C Davis concerned with CO2. Greenfield Town Supervisor called the Chief to help out, the Chief was pleasantly surprised. This is what the town needs.

## **8. Reports of the Companies:**

- **Co #1: D/C Davis**
  - Regarding that call, is there any way they can get the EMT's the CO things they pin on their coats. Brief discussion continued; coordinate with Tim Kemp.
  - Received quote from Fashion Floors for \$900 to replace two bathroom and radio room floors. Ballston Carpet and Tile never returned his call. Bill Reid said to have floor guy do it. Discussion continued, including \$2000 option to remove existing tile before replacing with new tile, and cleaning, stripping and sealing tile on an annual basis.
  - Empire Ambulance was recently toned out for call in error; D/C Davis called County to correct.
- **Co #2: D/C Burwell**
  - Having imaging camera battery issues, borrowed a camera from Co #3. Discussion continued. D/C Ellsworth noted that their cameras were bought at the same time yet the programming is different, and he has not had any problems with his.
- **Co #3 D/C Ellsworth:**
  - Has uniform list but forgot it; will drop it off in the morning. Also has a list of uniforms that just need to be altered.
  - Memorial Bell box: brief discussion regarding building the 2 piece box or just one piece. One piece to be made since bell is so heavy.
- **Co #4 D/C King:**
  - Sent Jill an email for uniforms.
  - Fire Advisory Board had noted issues came up with the Sheriff's department and if any of the Chiefs have any issues with the Sheriff's department or calls, Chiefs only should try to contact them right away. Brief discussion.

## **9. EMS Report – Tim Kemp**

- Nothing at this time.

**10. District Guideline Review:**

- Firefighter Injury Policy: No changes made.
- Physical & Fit Test Policy: No changes made.
- Restricted Duty Policy: No changes made.

**11. District Projects:**

- Current:
  - District Office Building: nothing at this time.
  - Co #3 roof: no update, waiting for warmer weather.
- Future:
  - Co #3 pavilion
  - Co #1 radio room floor
  - Co #1 and Co #2 bathrooms

**12. Special Topics of Discussion:**

- Councilman Chandler noted he had spoken with Joyce earlier today regarding the Town Emergency Plan, but Joyce does not know anything about it being field in the District Office. Discussion continued, the Town Board will be dealing with it this week and Councilman Chandler will get back to the fire district. D/C Davis noted he was previously on it, and if they want him on it again, that is fine.

**RESOLUTION #51 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Kugler

SECOND: Chandler

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Atwell with a second from Commissioner Chandler to adjourn the workshop at 8:01 PM. All in favor.

Respectfully submitted,

*Joyce A. Petkus*

Joyce A. Petkus  
District Secretary