

Board of Fire Commissioners

Greenfield Fire District
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January 25, 2012 Commissioners Workshop

Workshop began at 7:00 pm.

Present were: Commissioners Atwell, Barss, Chandler, Spackmann, Waite, Secretary Petkus. Please see sign in sheet for others in attendance.

Flag salute/moment of silence recognized for departed members and troops overseas.

1. Special Guest: Christine Widay and Edwin Vopelak, CT Male Associates, in reference to Porter Corners Co #2 ventilation issue:

Discussion regarding the issue with the fan being too big and needing makeup air. Commissioner Spackmann noted that pre-construction makeup air was provided due to the inefficiencies of the building, and it was never the fact that there were open windows to provide that makeup air. Ms. Widay noted when they here in October they wanted to come up with a solution for the lack of makeup air for the exhaust fan, and what was proposed was to take air in through the canopy, into the attic and then down into the pantry and along the back of the hood, essentially changing the old hood into a self compensating hood. Rosch Brothers' estimate for this job is \$21,380.00, which Mr. Vopelak believes is unreasonable. They have asked Eastern Heating and Cooling to give them a price. Mr. Vopelak suggested another option, noting that the existing makeup air to that fan was way undersized, and once they took out the old exhaust fans, they had to meet code with whatever they did to the hood, which is why it is now so much bigger. An option, costing about \$3,000 would be to convert the motor on the hood and put a variable speed drive on it. But if the building is that tight, it may not be the solution, you may have to crack a window in that instance. Discussion continued about converting to three phase. Commissioner Spackmann noted that one thing that has struck him during this conversation is that you have to adhere to code, and isn't there a code that specifies makeup air as well, and wouldn't CT Male therefore be obligated to provide that in the design as well. Mr. Vopelak noted that once it was decided they wanted nothing to go through the roof, they had to replace the fans with bigger fans, and opening a window is allowed by code. Mr. Vopelak apologized because it seems the communication on this issue was not very good and they take full responsibility for that, but the major purpose was to re-side the building. Commissioner Spackmann noted that it seemed to him if you are going to re-side a building and make it much tighter than it originally was, which he noted was an excellent job, it seems to him that as engineers they would begin to think where that makeup air was then going to come from. Ms. Widay noted they work a lot with firehouses, they do open the windows as people are generally too hot not too cold, and she just assumed that was normal practice. Commissioner Waite noted that in the winter time you freeze. Commissioner Spackmann noted that

although this was not part of the original scope of work, had this been brought to the Board's attention that they were installing a fan the size of the space shuttle and there were going to be makeup air issues, it would have sent up a red flag and the Board would have been able to address it back then rather than now, which is perceived to be a completed project. Mr. Vopelak noted it is a fair thing to say, and another solution could have been to make the hood smaller. Commissioner Spackmann noted his appreciation of them bringing options to the table. Mr. Leary noted that one of the problems with this is that smoke filled the firehouse from the furnace downstairs, and we don't ever want that to happen. He is not speaking for the Board, but maybe keeping the window open would be acceptable to the Board, but the furnace is a serious concern and cannot be happening. Mr. Vopelak noted that sometimes people run a dryer vent to provide a source of air for the furnace, which is a lot cheaper than 21K. In her design, Chris put an intake fan so when the exhaust fan turns on the intake fan also turns on, becoming a self compensating system. In this scenario, heating of the air is not an issue as it goes up at the back of the system. Brief discussion continued regarding the three ranges of possibilities. Commissioner Waite noted concern regarding taking away space from the pantry. Mr. Vopelak noted they are going to have Eastern Heating and Cooling look at the fan issue sometime next week in order to give a better quote, and they will need access to the firehouse. Commissioner Spackmann noted they should call the District office and the Secretary will set that up. Session with CT Male reps concluded at 7:25 PM.

2. Special Guest: Shows Leary, in reference to the District Building Project

Commissioner Spackmann noted he emailed the attorney this afternoon regarding getting clarification on some questions regarding the requirement that an engineer must sign off on the plans. Mr. Leary noted that the performance spec is about 95% complete. Will be meeting with Jerry McKenna tomorrow to make sure there is no problem with where the building is going to go. Submitted book and 4 CD's for the Board to review all the specifications, really needs them to be read and given feedback, because although he is confident he addressed all the Board's concerns and ideas, he wants to make sure nothing has been missed. What is being provided in general is based on the documents from the Porter Corners project. Mr. Leary then gave a general overview of the many items he addressed in the documents. Also has the legal ad mocked up but will need to add the various dates/times. Mr. Leary noted he is pretty much done with his work at this point, what he needs now are the comments in order to tighten up the draft documents. Has already spoken to the attorney, has looked in various bidding opportunity places. Brief discussion regarding the possibility of electronic prints, and Mr. Leary noted there may be some legalities involved and certainly there are coordination issues especially regarding addendum issues. Has already spoken to at least 15 contractors who are interested, including someone from China. Commissioner Spackmann thanked Mr. Leary for all his hard work, and once he hears back from the attorney he will let Mr. Leary know. Session with Mr. Leary concluded at 7:45 PM.

3. Special Guest: John Cameron, KME Apparatus, in reference to the costs associated with apparatus maintenance/repairs.

Commissioner Spackmann noted they are all very concerned about the spending on the apparatus. They are so far very pleased with the level of work done by KME, including the mounting of tools and quality of service. Their concern is the amount

of money that it does cost, but believes there may have been some communication issues regarding the past couple of bills. Lengthy discussion continued regarding various bills received from KME, including the repairs to the LED water level lights on 281, perceived unrelated repairs to apparatus not related to pump repairs, difficulty trouble shooting on apparatus, cap on 284, no one ever knows when KME is at the firehouses, or what repairs are being done. Mr. Cameron noted that a repair list is generated and they never do repairs unless they receive approval, and there is nothing easy about troubleshooting repairs on the apparatus regardless of make/model, and at \$85 per hour it does add up and he does know that and understands the Board's concerns. KME charges 90 cents per mile, not their hourly rate. Mr. Cameron also noted there are times that KME does not charge for some things they do, like the generator on 282. He will also happily refund the cap on 284, but he would like to put the cap back in stock. D/C Ellsworth noted they just found out the other day that 284 is leaking like a sieve. He also suggested having the KME techs fob both in and out so the District knows when and for how long they are here. Co #3 never knows if anyone has been there. Mr. Cameron noted that their techs are all electronic now, but that does not mean they can't leave a note on what was done. Discussion also continued regarding pump testing. Commissioner Atwell also noted that if a KME tech is at one of the firehouses, and someone walks in and says "while you are here, how about fixing..." it is not authorized. If the tech is here to fix a particular problem, there is no reason he should look at anything else without the Board's knowledge, which Commissioner Spackmann noted is not a KME issue. Discussion returned to pump testing, repairs were made to trucks for things that had nothing to do with getting trucks to pass pump testing. All agreed communication need to be better; Commissioner Atwell, Chief Lant and Mr. Cameron to meet and work out a plan for better communication/notification. D/C Ellsworth also noted that 284 has a manual on it; Secretary Petkus noted KME has no access to Co #3 Chief office, where manuals are housed. Session with Mr. Cameron ended at 8:20 PM.

4. Approve Minutes: None.

Chief Lant noted that 291 has a bent rim and is currently out of service.

Commissioner Spackmann noted there are still a lot of things to discuss; he is going to rearrange the agenda for the evening. Commissioner Barss questioned the door issue at Co #3; Secretary Petkus noted she forgot to call Bill Reid and will call him tomorrow to look at it. Brief discussion continued.

Commissioner Chandler noted that the material is here, Munter is waiting until better weather to start the roof replacement at Co #3. D/C Ellsworth suggested just waiting until April 1st; the bucket brigade is doing a great job. Commissioner Chandler noted he will contact Munter tomorrow, and also ask about the certificate of Insurance; Secretary Petkus had noted she has still not received it.

5. Report of the Chief – John Lant

- There was a meeting on Monday about EMS, if something happens in Saratoga or Greenfield they will come up with a plan to have the fly cars respond, including a roster. Brief discussion continued.
- Spoke briefly about the ability to take online OSHA training, handed flyer to the District Secretary to look into. Brief discussion.

6. Commissioner Updates:

- **Jack Atwell**

- Had previously questioned the bill regarding the base stations, supposed to send a new adjusted bill. 800's are cobbed in for now. Chief Lant suggested calling Dick Rowland for the County to eat this, the agreement was that the District was supposed to be taken care of, not that we were going to be charged extra. Brief discussion continued.
- Co #1 is scheduled for a risk assessment review from the OSC beginning Monday. Not sure why this has happened. Secretary Petkus noted she had contacted the President of the AFDCA to see if he had heard about other fire companies being reviewed, he noted he is only aware that the OSC is just finishing up their risk assessments on Districts in Rensselaer County, and called it "groundbreaking".

Commissioner Spackmann noted there are going to be several executive sessions this evening, the first of which will be in reference to the Director of Purchasing position, and invited the officers into this session.

RESOLUTION #39 TO GO INTO EXECUTIVE SESSION AT 8:35 PM IN REFERENCE TO THE DIRECTOR OF PURCHASING POSITION.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to go into executive session at 8:35 PM in reference to the Director of Purchasing position.

VOTE: All in favor, motion carried.

RESOLUTION #40 TO RECONVENE FROM EXECUTIVE SESSION AT 9:55 PM.

MOTION: Spackmann

SECOND: Barss

RESOLVED to reconvene from executive session at 9:55 PM.

VOTE: All in favor, motion carried.

RESOLUTION #41 TO GO INTO EXECUTIVE SESSION AT 10:00 PM IN REFERENCE TO CO #1 2012 OFFICER APPOINTMENTS

MOTION: Spackmann

SECOND: Atwell

RESOLVED to go into executive session at 10:00 PM in reference to Co #1 2012 Officer appointments.

VOTE: All in favor, motion carried.

RESOLUTION #42 TO RECONVENE FROM EXECUTIVE SESSION AT 10:10 PM.

MOTION: Spackmann

SECOND: Barss
RESOLVED to reconvene from executive session at 10:10 PM.
VOTE: All in favor, motion carried.

RESOLUTION #43 TO APPOINT DAVE KENYON AS CO #1 DEPUTY CHIEF FOR 2012, WILLIAM COFFEY AS CO #1 ASSISTANT CHIEF FOR 2012 AND STEVE HARDER AS CO #1 2nd LIEUTENANT FOR 2012.

MOTION: Spackmann
SECOND: Barss
RESOLVED to appoint Dave Kenyon as Co #1 Deputy Chief for 2012, William Coffey as Co #1 Assistant Chief for 2012 and Steve Harder as Co #1 2nd Lieutenant for 2012.
VOTE: All in favor, motion carried.

RESOLUTION #44 TO ALLOW CO #2 TO BRING THE OFF ROAD RESCUE EQUIPMENT TO TINNEY'S AT LAKE DESOLATION THIS SUNDAY, JANUARY 29, 2012 FOR THE ANNUAL OUTHOUSE RACES.

MOTION: Spackmann
SECOND: Barss
RESOLVED to allow Co #2 to bring the off road rescue equipment to Tinney's at Lake Desolation this Sunday, January 29, 2012 for the annual Outhouse races.
VOTE: All in favor, motion carried.

RESOLUTION #45 GIVING THE TREASURER PERMISSION TO WRITE A CHECK FOR \$500 AS DEPOSIT FOR THE JANUARY 12, 2013 INSTALLATION BANQUET AT THE HOLIDAY INN SARATOGA.

MOTION: Waite
SECOND: Barss
RESOLVED to give the Treasurer permission to write a check for \$500 as deposit for the January 12, 2013 Installation Banquet at the Holiday Inn Saratoga.
VOTE: All in favor, motion carried.

RESOLUTION #46 GIVING D/C ELLSWORTH PERMISSION TO TAKE 280 TO ATTEND THE EDINBURG AND PROVIDENCE BANQUETS ON FEBRUARY 11, 2012 AND FEBRUARY 24, 2012, RESPECTIVELY.

MOTION: Spackmann
SECOND: Chandler
RESOLVED to give D/C Ellsworth permission to take 280 to attend the Edinburg and Providence banquets on February 11, 2012 and February 24, 2012, respectively.
VOTE: All in favor, motion carried.

RESOLUTION #47 GIVING FF BRIAN GIBBINS, COMMISSIONER JACKIE ATWELL, D/C DAVE KENYON AND A/C BILL COFFEY PERMISSION TO TRAVEL TO THE KME FACTORY IN

NESQUEHONING, PA TO INSPECT THE NEW TRUCK, ON DATE TO BE PROVIDED BY D/C KENYON. PERMISSION ALSO TO USE 266 FOR TRANSPORTATION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give FF Brian Gibbins, Commissioner Jackie Atwell, D/C Dave Kenyon and A/C Bill Coffey permission to travel to the KME factory in Nesquehoning, PA to inspect the new truck, on date to be provided by D/C Kenyon. Permission also to use 266 for transportation.

VOTE: All in favor, motion carried.

D/C Middlebrook thanked both Commissioner Spackmann and Secretary Petkus, and everyone else involved, for all the work they did on the banquet, he has received many great compliments from the members at Porter Corners, they had a great time.

D/C Kenyon noted he is watching Bove with the fuel and they are cutting it close. Commissioner Waite noted that they had to change the nozzle twice at Co #2, probably due to dirty fuel, as the tank is less than a year old. Brief discussion; Commissioner Atwell will contact them.

7. District Guideline Review:

- Officer Requirements Policy
- Training Approval Policy
- Uniform Policy

Above guidelines not discussed at this meeting.

8. District Projects

- Current Projects:
 - District Office Building: see above.
- Future Projects:
 - None.

Motion made by Commissioner Spackmann with a second from Commissioner Barss to dispense with the reading of the minutes. All in favor.

Motion made by Commissioner Chandler with a second from Commissioner Waite to adjourn the workshop at 10:15 PM. All in favor.

Respectfully submitted,

Joyce A Petkus
District Secretary