

Board of Fire Commissioners

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

July 18, 2007 Workshop

Workshop began at 7:00 pm.

Present were: Commissioners King, Kugler, Robarge, Spackmann, Treasurer Bishop and Secretary Petkus. Others present were: A/C Jay Ellsworth, FF Mike LaGalles and FF Ron Bishop.

Commissioner Kugler notified everyone present about Malta Ridge Firehouse hosting a seminar on processing membership applications. It will be held on Thursday, August 9th beginning at 7:30 pm. It was suggested those who should attend include Commissioners, Chiefs, Board of Directors, Social Officers, Membership Committee members. Secretary Petkus noted that Commissioner Robarge had emailed her that he would like to attend. She also noted she would email out those officers who she has in her email address book to let her know if they were interested in going. Respond by date to be July 23rd. Those who are planning to attend are: Commissioners Kugler, Robarge, Spackmann, Treasurer Bishop, Secretary Petkus, A/C Ellsworth, R. Bishop, G. Bullard, and she would notify Art Hunsinger that there would be about 12 attending so far.

Commissioner King asked if anyone had been following Renselaer Fire Department, that the state liquor authority came in and shut them down because allegedly they were selling beer to their own members.

Secretary Petkus had the following items to discuss:

- Handed out letter from Andrea Mann regarding the next step in destroying old records per MU-1. Andrea and Jean had already gone through most of the old abstracts and cleaned out one full file cabinet. Next would be any banking things, cancelled checks, copies of checks, check stubs, deposits slips, etc. She will find out what the retention schedule is and then go from there. Secretary Petkus also created a spreadsheet of destroyed records, which she gave to Treasurer Bishop as she continues with the abstracts.
- No updated information regarding the Nevele conference.
- Has not gotten the report from the Trooper regarding Maple Avenue and the Daniel's Road incident yet, as the trooper was looking for more information and A/C King was supposed to get it to him this afternoon. She will be able to get the report either Friday or Monday. In the meantime, Michele from Adirondack Insurance called and asked for the report are we are actually going to file a claim? Commissioner Kugler told Joyce to call Michele and have an adjuster come out, but he thought it might be under \$1000, and there is a \$1000.00 deductible. He also noted that they had lost a nozzle and 5 lengths of hose; Jill is going to have to get us a price on that. Commissioner King noted that Porter's had a similar incident and you made them eat the hose, and Middle Grove had to give them a nozzle. Commissioner Kugler said he really didn't remember the incident. Short discussion followed. Some firefighters from Maple Avenue went out

Saturday morning and replaced 3 of the 4 mailboxes; the 4th had already been replaced by the homeowner and he gave the receipt to Maple Avenue already.

- Received a phone call from Dick Butler of BRM yesterday and he had wanted some clarification regarding the pictures of the crack at Porter Corners and did we want him to go and take another look there? Commissioner Spackmann asked the other Commissioners if they felt that it was necessary to send BRM up there. Secretary Petkus asked if Mike Chandler had ever taken a look at it and what he thought. Commissioner Spackmann said he had and that he didn't think it was anything. The Commissioners felt that it was not necessary for BRM to go look at it, and that we would keep an eye on it. Secretary Petkus also explained that she asked Mr. Butler what type of report to expect and that he had explained it would be about 50 pages, in a binder with drawings. She also explained that Mr. Butler was planning on coming to the August 1st workshop, but he would like a little more time and could he come the following week. The Commissioners set another workshop for August 6th.
- Jeff Hickam from Porter Corners had gotten stung by bees back on 27th, but she did not find out about it until a week later; the paperwork they had done was incorrect and she had to redo it. W/C had since given a 3rd form to be filled out by the FF, which she mailed to Jeff, as well as leaving 2 messages at his home that he has not responded to that she needed it back. She spoke to Jon Davis last night about it and he said just to file it away, Jeff had told him he had private insurance and he would take care of it. She called W/C this morning and explained the situation and then filed the paperwork away. This was the reason she stayed at the officers meeting last week, to go over this again with them. More discussion followed.
- She noted that Commissioner Spackmann had said there needed to be a correction to the July 1, 2007 workshop minutes; this was discussed and Commissioner Spackmann to email the correction to Secretary Petkus. Corrected minutes will go out to everyone.
- Asked about the procedure regarding the fobs/cards for new members and auxiliary. They felt that firefighters and auxiliary were two separate issues. Detailed discussion followed; the decision was made that firefighters will not receive any form of access until they come off their six month probation and auxiliary would not have a waiting period.

Commissioner Kugler asked for a temporary fob for Fred Whipple for when he services the fire extinguishers. He will also let everyone know if they have any extinguishers upstairs that need to be serviced to bring them down and put them by the radio room. She will issue him a temporary one.

Commissioner Robarge:

Would like to pay K & J Electric for the work they did regarding the generator. Treasurer Bishop asked for the bill to put with her abstract. Joyce said there was a PO because she discussed it with Jill.

RESOLUTION #143 TO PAY K & J ELECTRIC \$17,536.00 FOR THE ELECTRICAL WORK ON THE GENERATOR, PENDING THE BILL IS RECEIVED AND THE PO IS IN ORDER.

MOTION: Robarge

SECOND: King

RESOLVED to pay K & J Electric \$17,536.00 for the electrical work on the generator, pending the bill is received and the PO is in order.

VOTE: All in favor, motion carried.

Commissioners King, Kugler, Robarge and Spackmann then continued with the review of the By-Laws. Secretary Petkus noted that as she has been updating the changes to the By-Laws she has noticed some parts that were overlooked; these were then discussed and decisions made. The Commissioners then began with page 21, Section 2, 3.2. Assistant Chief and Second Assistant Chief. There was lengthy and detailed discussion of this section with changes being made. Section 2 was moved after Section 3 as well, and the order of the officers was reversed. Meeting was concluded prior to beginning Article V: Duties of the Officers of the Fire District. Next meeting of the By-Laws will pick up at Article V. All modifications were made on the By-laws packet directly.

Commissioner Kugler decided on another workshop as well, for Monday, August 13th 7 pm at Co #1. He also asked Secretary Petkus to get some water and soda for the refrigerator in the Commissioners office.

Workshop was adjourned at 10:00 pm.

Respectfully submitted,

Joyce A. Petkus
District Secretary