

# **Board of Fire Commissioners**

Greenfield Fire District  
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## **July 28, 2009 Commissioners Workshop**

Workshop began at 7:05 pm.

Present were: Commissioners B. Bishop, Kugler, Robarge, Spackmann, Waite, Secretary Petkus, Treasurer J. Bishop, P/A Chouinard; Chief McConkey; A/C's Gibbins, Davis, Ellsworth, Lant, King; various other members of the Greenfield Fire District.

### **1. Special Guest: Jama Peacock-Birsett, M.D., District Physician:**

#### **RESOLUTION #271 TO GO INTO EXECUTIVE SESSION AT 7:06 PM REGARDING A FIREFIGHTER MEDICAL ISSUE.**

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to go into executive session at 7:06 PM regarding a firefighter medical issue.

VOTE: All in favor, motion carried.

#### **RESOLUTION #272 TO RECONVENE FROM EXECUTIVE SESSION AT 7:19 PM.**

MOTION: Kugler

SECOND: Robarge

RESOLVED to reconvene from executive session at 7:19 PM.

VOTE: All in favor, motion carried.

Dr. Peacock noted the following:

- Thanked everyone regarding this year's round of physicals, as it seemed to go more smoothly this year than in years past.
- Really liked the 3 month time frame with the end of the 2<sup>nd</sup> month as the cutoff date for scheduling, it give everybody a chance to get their physical in before the deadline.
- Increased the cost of the overall physical by \$5 and that is to cover the cost of materials.
- In years past she has mentioned AMBA wellness, which is the group that can do an entire series of blood work for about \$35-40, which would also include things like a PSA, and things she just could not do for that price. It is a great fundraiser and great thing for the community as well. It is a very cost effective way to be proactive.
- Hepatitis B shots are waiting, whenever we have the first 20 ready to go. She also does have a couple of other immunizations available. Have pretty much caught up on the tetanus, and has the flu vaccine as well. Regarding the flu and tetanus vaccines, she can go around to the firehouses to administer once, but she will need to know how many, but the District will not need to purchase them ahead of time, it will be pay as

you go. Also asked if we were all set up regarding the Hepatitis B titers; Joyce noted she has already set up an account at Saratoga Hospital.

- Commissioner B. Bishop asked Dr. Peacock how she felt about the multiple physical classes, is she finding that easy to work with or somewhat difficult? Dr. Peacock noted that Class A and D are just that, but it starts to become difficult when you get to Class B and Class C. She also noted that the greatest difficulty she has, after speaking to a cardiologist and several other specialists, is they are not fully aware of the some of the guidelines, and so she needs to let everyone know that when it comes to the final classification, she is going to have to be the final say, even though she knows it is not always going to be popular. She does agree that it does get a little hairy and needs to be fine tuned. One of the things she has done is to put on gear and has actually experienced the strain of wearing all that gear, which is very significant, but when it comes to breaking down the classifications sometimes it does becomes a little difficult, what duties fall under which category or classification, and there are times when people could skirt around those edges a little bit, but she is trying to make it so when there are people on scene, they can cover all the positions without putting anyone in jeopardy. Commissioner Spackmann noted it may behoove the officers to maybe classify certain tasks, in order to help Dr. Peacock identify which classification a firefighter belongs. Commissioner B. Bishop asked Dr. Peacock's opinion about the 1 bottle limitation classification; Dr. Peacock noted she rarely ever uses it. She noted that on scene everyone can react differently and at that point some of the assessment would have to be done on scene, and she is not there to make that judgment. She noted she was not crazy about that classification. Commissioner Spackmann questioned where the original criteria came from. Commissioner B. Bishop noted that the only issue that he has with the one pack qualification is, in his mind, either you are air pack qualified or you are not air pack qualified, and the second part of that becomes an enforcement or monitoring issue on scene. A/C G. Gibbins explained that is why they have rehab now; based on firefighter vitals, that determines who qualifies to use another bottle or who sits out. Commissioner Spackmann noted that is almost an argument to do away with the 1 bottle classification. Dr. Peacock noted that rehab on the scene is the most appropriate way to assess on the scene, and she tends to agree that either firefighter is okay with a pack or they are not. Commissioner Spackmann suggested again that it go to the officers and let them work with Dr. Peacock to fix the criteria. Commissioner Robarge questioned what would happen if there was no rehab set up. A/C Lant noted that any structure fire is automatic county mutual aid and an ambulance will respond. Chairman Kugler tasked Chief McConkey with discussing this at the next officers meeting. Brief discussion also regarding the relationship between spirometry and wearing a pack.

## **2. Approve Minutes: June 23, 2009 Workshop Minutes**

### **RESOLUTION #273 TO APPROVE THE JUNE 23, 2009 WORKSHOP MINUTES AS WRITTEN.**

MOTION: B. Bishop

SECOND: Waite

RESOLVED to approve the June 23, 2009 Workshop minutes as written.

VOTE: All in favor, motion carried.

## **3. Secretary Update:**

Joyce previously handed out her July update and noted she had nothing else to add unless the Board had any questions for her; there were none.

#### **4. Purchasing Update:**

- Jill explained that she contacted 3 local optometrists and 1 website; the only one who had gotten back to her locally was Saratoga Vision, located on West Avenue, and they are able to do special lenses in the masks. They can do them on site if we do not require an OSHA certificate; if we do, they send them off site for that. Cost is anywhere from \$90-110, and the price difference is due to the type of prescription lens needed. Chairman Kugler noted that MES can supply us with the kits. They are open some evenings and they do have Saturday hours. She is waiting for a call from another vendor tomorrow, and then she will put it all in writing for the Board to review.

#### **5. Treasurer Update:**

- Jean noted that the Mobil gas cards are expiring July 2009, which is the end of the week, and she has not received any new ones. She will call them tomorrow.
- Asked Commissioner Spackmann if he knows about anything special with Time Warner Cable at Co #4; she received a bill noting service charge update: \$104.81 from 5/31 through 7/4. He was not aware of anything and asked for the number to give them a call.

### **RESOLUTION #274 TO USE THE \$30,000.00 WITHDRAWN OUT OF THE EQUIPMENT RESERVE FUND PER PREVIOUS PERMISSIVE REFERENDUM TO REPLACE THE FUNDS USED FROM THE GENERAL FUND TO PURCHASE THE SCBA BOTTLES.**

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to use the \$30,000.00 withdrawn out of the Equipment Reserve Fund per previous permissive referendum to replace the funds used from the General Fund to purchase the SCBA bottles.

VOTE: All in favor, motion carried.

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

- **Brian Bishop:**

- Inspection Day is Saturday September 19<sup>th</sup>. The Commissioners will be going around on that day for station, truck and uniform inspections. Will divide up the time and spend a couple of hours at each place. This will for some people, fulfill the yearly uniform requirement. Plans to have some awards on that day, and will be getting together with the Chief to come up with some award classifications.
- Co #3 is looking to move forward with the projector project. Looking to incorporate an interactive white board as part of their training display. Believe they will come in under the \$5000.00 that has been allotted for this project. Has a couple of examples of the different boards, which will bring them into the \$3500-4000 range and that includes some audio and video components, along with the board, as prices have dropped substantially. Two vendors they have looked at are Smart Products, which he is very familiar with, and Promethean, which he is not familiar with, although they are under state contract and the board is about \$1000.00. Would like permission to move forward. Board agreed to move forward; Commissioner Spackmann added that he felt Promethean is better than Smart Board.
- He and Joyce have been looking at some of the LOSAP stuff and trying to get straightened out with regards to Firetracker. Reminded everyone that Joyce is keeping 2 sets of books on the LOSAP for this year, the traditional way using the

excel spreadsheet based on the sheets that come in, the solid accurate record, while at the same time going through the growing pains with Firetracker. The word right now to get out to the membership is Firetracker is not completely up to date and accurate right now, and some issues we are currently running into are multiple inputs of the same incident, in particular Co #4 because they have the incident automatically generated. People are then creating a second one and not looking for the first one already in the system. Also a question regarding the Pilot program and asked A/C Gibbins if it is considered training or a drill; A/C Gibbins noted it is training and certificates would be coming at the end. Joyce noted then something isn't right because she has been receiving certificates and giving credit already. Commissioner Bishop also noted that there are 3 different things going on then; we are getting sign-in sheets that are being submitted/credited as drills, some people are submitting certificates for each individual module of the program as individual trainings, and now A/C Gibbins is saying it should be held off as 1 course with 1 certificate at the end. Lengthy discussion regarding on how to best accurately credit members, confusion between marking sheets a drill or training and how best to handle this situation. A/C Gibbins noted that he has those attending the pilot program sign the sheets because Paul Felts needs a record of who attends; LOSAP sheets for the pilot program do not need to be submitted to Joyce, as those who attended will receive proper credit when they turn in their certificate at the end. Commissioner B. Bishop also explained that another issue they are having is regarding the non-incident reports, and the data entry portion is becoming really screwed up in Firetracker and more work than it was supposed to be. So to alleviate that problem, going forward, Joyce will be doing the data entry for all the non-incident reports, but each company is still responsible for entering the incident reporting. Commissioner B. Bishop noted they looked at all the people who were set up to input data for each company, it has pretty much settled into a select few people, and has limited data entry people to the following: Co #1: Karen Gibbins and Justin Burwell; Co #2: Stephanie Varley and Dave Middlebrook; Co 3#: Duane Hammond and Scott Older; Co #4: Duane Bogardus, Gary Bullard, Dean Deuel Jr and Matt Herbert. If there is anyone else you would want to have that ability, please contact Commissioner Bishop. A/C Davis noted he has started to input data; Joyce to add him back on as data entry administrator. Commissioner B. Bishop also noted that Co #4 still has about 30 or so incidents from between January & March 2009 that still have not been put into Firetracker, and asked Co #4 to speak to Gary and if he could work on that, or if he needs help doing it to contact Commissioner B. Bishop, he would be happy to help or get some people to help him. Commissioner Spackmann noted that it was being worked on. Brief discussion; Commissioner Bishop noted he had also mentioned if it was becoming a difficulty to let him know and he could get some other people working on it; Commissioner Spackmann noted it obviously was becoming a difficulty. A/C Lant added this was the first he was hearing about this as well. A/C G. Gibbins also noted that the other night Karen was trying to compile the reports that she is supposed to be doing, and other people are getting tired of waiting so they are generating a report and it is messing the whole system up. Commissioner B. Bishop said he hasn't seen anything yet but he would touch base with her on that. Commissioner B. Bishop again noted Firetracker is a work in progress, and we are trying to iron out all the issues, but Joyce is still keeping the same previous system in place regarding LOSAP 2009.

Firefighter Brian Gibbins asked if we are getting certificates for our training if we are not EMS? We went through a bomb awareness course, had a hybrid safety course and OSHA stuff. Feels that people are getting quite short changed where

that should fall under training and not drills. You are only allowed 20 points on drills and the guys going to non EMS classes are not receiving any points for training, and if you require a certificate, then maybe the Chief or assistant chiefs should issue a certificate. All these classes are falling under drills and Firetracker is supposed to be spreading out the points. Commissioner B. Bishop clarified that what is input into Firetracker is what is presented to us, if it is presented as a drill and the topic of the drill is hybrid cars, then it is classified as a drill. In order for it to be considered training a certificate needs to be presented, so it is up to the officers if it is going to be considered a drill or training. More discussion; Joyce noted that when LOSAP was first started, that exact subject was discussed and certificates were to be given out by the Chief only, and she believes she has blank certificates in the office for someone to use. The Chief noted he has certificates, and Don asked him to pass them out to the assistant chiefs, as they can sign the certificates as well. Joyce voiced concern if the Board decided that this would be retroactive she would then have to go back and make adjustments, which would be time consuming; the Board agreed it would become effective today.

- **Don Kugler:**
  - A/C King handed in a quote on Co #4 water softener from Wel-Dun, he himself was on the phone with Toby, who is waiting for some stuff to come back. He will call Hawk tomorrow as well. Tabled to August Commissioners meeting.
- **Tom Robarge:**
  - Tomorrow morning at 10 AM National Grid is going to be at Co #4 to assess the gas line to the generator. Commissioner Spackmann asked for permission from the Board to move forward based on what National Grid has to say. Tabled to the August meeting agenda. Treasurer J. Bishop noted she is still holding the check to pay for the CAT generator. Brief discussion; Treasurer to send payment.
- **Richard Spackmann:**
  - Will keep the Board apprised of the situation regarding the generator issue;
  - Garrison will be giving us some free brush fire gear to test, not sure of how many sets just yet. Gear committee looking to September for measurements for PPE.
  - Confirming that he has permission to take the money from the hand reader account to pay for the training laptops, as the money in training has been spent.

## **RESOLUTION #275 TO PURCHASE THE TRAINING LAPTOPS AS PREVIOUSLY SPECIFIED; MONEY TO COME OUT OF THE HAND READER ACCOUNT.**

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to purchase the training laptops as previously specified; money to come out of the hand reader account.

VOTE: All in favor, motion carried.

- Discovery made after the last power outage at Co #4, not being able to get the bay doors open. This would not be a big issue once the generator is in place, but it still wouldn't hurt to have cables installed in order to open them manually. He will call Overhead Door and Winchip; tabled to the August meeting agenda.
- Pager delivery: No easy way to get into this – thinks it is really messed up, it is nobody in this room's fault, but the impression he is getting is that certain people in the County seem fit to let this department know a day or so ahead of time that

we need to let 160 volunteers show up only 1 days' notice. A/C Lant suggested the Board let Art Johnson and Dick Rowland handle it with Paul Lent. More discussion; Commissioner Spackmann to call Art Johnson and Commissioner B. Bishop to call Dick Rowland.

- **Ken Waite:**

- Received quote from Adirondack Pavement Coating for Co #4 totaling \$3550.00, which is cheaper than what it was last year.

## **RESOLUTION #276 GIVING ADIRONDACK PAVEMENT COATING PERMISSION TO DO THE SEAL COATING AT CO #4, TOTALING \$3550.00.**

MOTION: Kugler

SECOND: Waite

RESOLVED to give Adirondack Pavement Coating permission to do the seal coating at Co #4, totaling \$3550.00.

VOTE: All in favor, motion carried.

- Has not heard anything from CT Male. A/C Davis noted he spoke to Chris last night and we have not given formal approval yet, as the Board needed time to review the revised proposal.

## **RESOLUTION #277 GIVING PERMISSION FOR CT MALE TO GO AHEAD WITH THE ADDITIONAL WORK AS PER THE REVISED PROPOSAL.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to give permission for CT Male to go ahead with the additional work as per the revised proposal.

VOTE: All in favor, motion carried.

Joyce to call Chris at CT Male tomorrow with approval to move forward.

### **7. District Guideline Review:**

- Code of Conduct Policy: no changes.
- Meeting Conduct Policy: no changes.

### **8. District Projects**

- Current Projects:
  - Discussion: Truck necessities identified by officers regarding the consultant's report: Commissioner B. Bishop explained that this was for the officers to go back and look at the needs to make their trucks compliant. Chief McConkey noted it was brought up at the last officers' meeting. A/C Davis noted he has a few things that need to be changed, and went on to explain some of them. Commissioner Spackmann noted that what the Board wanted from the officers was how to make them NFPA compliant and how much that was going to cost. Commissioner B. Bishop added that the Board would like, between now and the end of August or September's meeting is to have an estimate of what is needed and the cost so that at budget time the Board could budget money for that purpose. More discussion including the suggestion to compile a list and put it all together collectively and to be as specific as possible, possibly trying to stick to one vendor to do all the work; Commissioner Kugler to call KME, A/C Gibbins to call Travis and the Chief to call Garrison.
- Future Projects:

- Discussion: Fit-5 suppression grenade – August workshop
- Discussion: doors automatically unlocking when alarm goes off, after new paging system is complete – September workshop
- Fit Testing – September workshop

## **9. Special Topics of Discussion:**

- Truck committee: Vehicle funding priorities: The Chief noted they have not had a meeting yet, waiting to see what happens with Co #2 station. Brief discussion, taken off the agenda.
- By-Laws: Changes/Recommendations made by the By-Law committee: four pages of by-law changes and recommendations were submitted by the by-law committee for the Board's approval. Commissioner B. Bishop asked if the recommendations from the individual companies came back to the by-law committee; Commissioner Waite confirmed they have been voted on by all the companies and what has been presented to the Board came from the majority of the by-law committee based on company votes.

## **RESOLUTION #278 TO APPROVE THE 2009 BY-LAW CHANGES AND RECOMMENDATIONS AS SUBMITTED BY THE BY-LAW COMMITTEE.**

MOTION: Waite

SECOND: Spackmann

Commissioner Spackmann asked for some discussion first. He noted the one question he has is in regard to the additional recommendations at the bottom of the 2<sup>nd</sup> page under 2010 training dates. If the courses are not available the requirement can be waived if there is a valid attempt and the Chief waives it. He asked for the definition of valid attempt, as it seems a bit ambiguous to him. Commissioner Waite noted it would be up to the Chief and a valid attempt would be someone who really tried.

Commissioner B. Bishop also noted some issues, including at the bottom of the first page under application process; he really sees no reason for a new member to get a fit test before they get a physical, it is a waste of District money and they have to be air pack qualified before they even wear an air pack. Commissioner Waite noted they had that instance this year when somebody had their application in and the fit test was right here, and do it right there while the people are here. Commissioner B. Bishop asked if we are sending new applicants, new to the fire district into burning buildings. Commissioner Waite noted no, but they are going to training where they have to use air packs. Commissioner B. Bishop noted that isn't it realistic since the district is going with Gary, and Gary is saying he is flexible when it comes to doing fit tests, he does not see the necessity of having a fit test before they have their physical and get approved. Commissioner Spackmann felt the expectation of that is now changing now that we have better access to fit testing, and that now at the approval of the Chief, he can notify Gary that a member needs to be fit tested. Commissioner B. Bishop questioned again why would you give a fit test before they have the physical saying they are qualified to wear an air pack? Commissioner Spackmann noted point well taken and maybe it should be re-worded. Commissioner Bishop noted that it only makes sense that if we are going to spend money to fit test applicants, although apparently we do not know how much money as that was never discussed when it was determined Gary would be the person doing the fit testing, but when we do that there is no sense putting money towards that if the person is not going to be physically able to wear an air pack. A/C Gibbins explained that the reason for that was because the State has mandated that any courses to be taken by firefighters they have to have a fit test in order to take FFI or any of these types of courses, so that

person would not be held up in any type of training he or she so desires, and the State says you can't take FFI unless you have a certification to wear an air pack. Commissioner Robarge asked if that often happens; A/C Gibbins noted yes it has. Commissioner B. Bishop asked if they also have to pass a physical requirement; A/C Gibbins noted he could not answer that. A/C Lant noted that between Dr. Peacock and Gary, things should be quick now. Commissioner Spackmann noted that he did not have a problem with it because the last sentence overruled the first, especially if the Chief dictates when the fit test is going to be scheduled; Commissioner B. Bishop asked who is to say the Chief isn't going to say go ahead have your fit test before you have your physical. Commissioner Spackmann felt that then maybe the Chief thinks it is necessary. Commissioner B. Bishop also noted another question he has relates to active members and district voting, as to which members can vote at district and company elections, and is there a timeline as to when members would be notified as to whether or not they are eligible to vote in elections or are they going to show up that night and be told yes or no? Felt there should be some notification process ahead of time. Commissioner Waite noted there was and it was going to be the company presidents and assistant chiefs that would let the people know ahead of time that they couldn't vote. Commissioner B. Bishop noted there is no mention of that in the by-law recommendations and would suggest that it should be added. Commissioner Waite noted that what happens is guys show up out of the wood work and you haven't seen them in a year. After some more discussion, it was decided that the Board would go through each change/recommendation individually for a vote. Commissioner Waite rescinded his motion to approve the 2009 By-Law changes and recommendations as submitted by the by-law committee. Results are as follows:

1. Section 8.2: Transferring within District (Page 14):

**Change to read:** If a current member wishes to transfer to another company within the District a District Transfer form must be completed. The member must also receive approval from the District Chief, Assistant Chief of current and new company and a majority vote of the membership of the new companies with final approval by the Board of Fire Commissioners.

**Reasoning:** This allows the company a member is transferring to the chance to vote on the member wishing to transfer.

## RESOLUTION # 279 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

2. Section 5: Line Officer meetings (Pages 27-28):

**Question:** Should minutes of the officers meeting be submitted to the Board of Fire Commissioners.

**Recommendation:** No.

**Reasoning:** Any topic for discussion or consideration of the Board of Fire Commissioners shall be brought to them by the Chief in the Chief's report at the next Commissioners meeting of sooner if need be.

## RESOLUTION #280 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: B. Bishop, No; Kugler, Yes, Robarge, Yes; Spackmann, Yes, Waite, Yes.

Motion carried.

### 3. Section 1.1: Active members (Page 10)

**Question:** What members can vote in District & Company elections.

**Add:** The Company President along with the assistance of the Company Assistant Chief(s) shall determine if a member has met the requirements of Active Membership and whether or not a member has filed a legitimate excusal from requirements within the company.

**Reasoning:** Definition on Page 9 is acceptable and should be enforced by the Company Presidents. They along with the assistance of the Assistant Chief(s) of each company know their membership's status within their individual company and whether or not a member has filed a legitimate excusal from requirements.

## RESOLUTION # 281 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION WITH THE ADDITIONAL SENTENCE WORDED AS FOLLOWS: SAID MEMBERS SHALL BE NOTIFIED BY THE ASSISTANT CHIEF AND COMPANY PRESIDENT BY DECEMBER 1ST.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to approve the above by-law committee recommendation with the additional sentence worded as follows: Said members shall be notified by the Assistant Chief and Company President by December 1st.

VOTE: All in favor, motion carried.

### 4. Section 1: Election of District Officers (Page 17):

**Question:** Should the hours of hours of voting (i.e. 6-9 pm) be extended or allow absentee ballots be allowed for the Chief's election.

**Change:** None.

**Reasoning:** It was felt that it was not necessary to extend hours of voting or allow absentee votes. The majority of members know when the annual election is and it should remain the same.

No changes were recommended, no vote necessary.

### 5. Section 3.2: District EMS Coordinator (Page 20):

**Question:** What happens when no letters for consideration for District EMS Coordinator are submitted by the due date?

**Change:** Add new #3

If no letters have been received applying for the position of District EMS Coordinator by the Annual Meeting this shall be made known to the Chief who shall in turn make it known to the membership at the Annual Meeting. If no letters are then received by the 2<sup>nd</sup> week of January the Chief shall appoint a temporary Coordinator for that position for approval of the Board.

## RESOLUTION # 282 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

### 6. Section 2: Application Process(Page 7):

**Change:** Add new #3

If during the process of an applicant's investigation, LENS, physicals or other entry qualifications the District fit test are scheduled, a new applicant shall be scheduled to complete a fit test along with their other qualifications. The scheduling of the fit test shall be at the approval of the District Chief.

## RESOLUTION # 283 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Kugler

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: B. Bishop, No; Kugler, Yes; Robarge, Yes; Spackmann, Yes, Waite, Yes  
Motion carried.

### 7. Section 2.6: Pregnant Firefighters (Page 14):

**Currently reads:** Please refer to council.

**Change to:** Firefighter should consult with their prenatal physician for counseling as to acceptable duties with the Fire District with the final recommendation to be made by the District Physician.

## RESOLUTION # 284 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Waite

SECOND: Robarge

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

### 8. Section 1: Election of District Officers (Page 17):

**Currently reads:** On the company's meeting night

**Change to:** Following Election of District Chief

## RESOLUTION # 285 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

9. Section 2: Assistant Chief's (Page 21):

**Currently reads:** Members of the fire department of the fire district.

**Change to:** Members of the fire companies of the fire district.

**RESOLUTION # 286 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

10. Section 6: Recording Secretary (Page 25):

**Currently reads:** Notify applicants for membership of their election or rejection to present them with copies of the by-laws and procure their signature thereto

**Recommendation:** This should be deleted as the District Secretary now does this.

**RESOLUTION # 287 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

11. Section 1.1: Active Members (Page 10):

**Revise paragraph to read:** All members are required to take an annual physical to be administered by the fire district physician. This physical is required to determine the firefighter's classification. Personal; doctors or other physical documentation will not be accepted as replacements of the annual physical to perform job duties in the Greenfield Fire District.

**RESOLUTION # 288 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.**

MOTION: Waite

SECOND: Spackmann

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

12. Section 2.2: Assistant Chief and Second Assistant Chief (Page 18):

**Question:** the Assistant and Second Assistant Chiefs shall live within the Fire District.

**Recommendation:** Delete the requirement that the Assistant and Second Assistant Chief's shall live within the Fire District.

**Reasoning:** If an individual has been accepted by the Board as a member and worked their way up through the ranks putting in their time and training required that they should be allowed to hold one of the Chief positions.

## RESOLUTION # 289 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: B. Bishop, No; Kugler, No; Robarge, No; Spackmann, Yes; Waite, Yes.

Motion not carried.

### 13. Section 2.4: District Chief (Page 18):

**Question:** The District Chief shall live within the Fire District.

**Recommendation:** Delete the requirement that the Chief shall live within the Fire District.

**Reasoning:** If an individual has been accepted by the Board as a member and worked their way up through the ranks putting in their time and training required that they should be allowed to hold one of the Chief positions.

## RESOLUTION # 290 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the above by-law committee recommendation.

VOTE: B. Bishop, No; Kugler, No; Robarge, No; Spackmann, Yes; Waite, Yes.

Motion not carried.

### 14. Sections 2.6 & 2.7: District and Company EMS Coordinators (Page 19):

**Change:** Scene Support and Safety

**To read:** Scene Support

## RESOLUTION # 291 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

### 15. Section 3.4 Dept. Chaplain (Page 20):

**Change:** Department Chaplain

**To read:** District Chaplain

## RESOLUTION # 292 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: B. Bishop

SECOND: Robarge

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

Before moving on, Commissioner B. Bishop noted that he would like to make an additional motion:

**RESOLUTION # 293 THAT THE ASSISTANT CHIEFS AND SECOND ASSISTANT CHIEFS READ THAT THE FIRST AND SECOND ASSISTANT CHIEFS SHALL LIVE WITHIN ONE MILE OF THE FIRE DISTRICT BOUNDARIES.**

MOTION: B. Bishop

Commissioner Spackmann noted he understands that this is a compromise, and commends the Commissioner for doing so, but he felt that he was circumventing the by-law procedure a little bit. His suggestion would be to kick it back to the by-law committee and see how they feel about that. If the officers in the room think that is overkill, he just does not want to side step procedure. Commissioner Waite explained the reason those two were brought up was if you join this fire district and the number of years that you have to go through and work your way up through command to get to these positions, somebody put in 10 years that you are not getting these people any more. It's up to us as Commissioners do we let them in the fire district or don't we? Further discussion; Commissioner Waite recommended sending it back to the by-law committee. Commissioner B. Bishop noted he was just trying to speed up the process with this compromise. The officers were asked for their opinions. Brief discussion; Commissioner B. Bishop rescinded his motion to allow it to go back to the by-law committee.

Resolution 293 rescinded.

Under Additional Recommendations:

**16. 2010 Training Dates:**

**Add:** If required courses are not available for the 2010 training date requirement the requirement should be waived if a valid attempt was made to meet the requirement and it has the Chief's approval.

**Reasoning:** The committee feels it is not always possible for all individuals to attend a class simply by going to the Academy on their scheduled dates or to other County or even within County due to obligations such as work, family, etc.

**RESOLUTION # 294 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.**

MOTION: Waite

SECOND: B. Bishop

RESOLVED to approve the above by-law committee recommendation.

VOTE: All in favor, motion carried.

**17. Training:**

Add: Individuals will be grandfathered in attending classes if: They have previously held the position –or- they have previously taken the course under a similar name (i.e. Officer's Training, Preparing for Command and Introduction to Fire officers). Add or change to all training course notations the wording "or equivalent".

Commissioner B. Bishop asked for discussion on this and noted that any individual who has already previously held that position, going back in the history of time, if you have previously been a captain for example, you can still come back at that captain level if they have previously held that position or they have previously taken a similar course. Commissioner Waite noted yes because most people that have been captain have gone through another course; Commissioner B. Bishop pointed out that many haven't and that is his only concern, that even our own recommendations/requirements weren't as strict 10 or 20 years ago as they are now. Brief discussion on fighting fires in the past versus now.

## RESOLUTION # 295 TO APPROVE THE ABOVE BY-LAW COMMITTEE RECOMMENDATION.

MOTION: Waite

SECOND: Robarge

RESOLVED to approve the above by-law committee recommendation.

VOTE: B. Bishop, No; Kugler, Yes; Robarge, Yes; Spackmann, Yes, Waite, Yes

Motion carried.

**18.** Make all gender neutral changes throughout document (rough list attached).

## RESOLUTION #296 TO MAKE ALL GENDER NEUTRAL CHANGES THROUGHOUT DOCUMENT AS LISTED ON ATTACHED SHEET.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to make all gender neutral changes throughout document as listed on attached sheet.

VOTE: All in favor, motion carried.

Commissioner Spackmann urged the by-law committee to review the issue regarding the living out of district limitation of one mile. Tabled to August Commissioners meeting.

- Commissioner Kugler noted that A/C G. Gibbins' business was approved to do fit testing, but the Board never got a price out of him. A/C G. Gibbins noted it would be \$24 per fit test and he would be doing the AV2000 and AV3000. He handed out the certification for his machine, noting they stated that there is no need for any type of insurance because the machine does it all and there is nothing he can do to modify or change that. He also spoke with 12 other insurance companies and nobody will provide that type of insurance for that testing. Commissioner Kugler asked for that in writing; A/C G. Gibbins noted he would get it. Commissioner Spackmann did not believe it was necessary to get and the whole reason for the COI's is to protect district property and he does not see how any fit test is going to end up messing up the equipment or the facilities. A/C G. Gibbins also gave copies to the District Secretary of the manufacturer's certifications for himself, Karen, Jason, and Joshua that they had proper training. Fit testing for FF Josh Clothier was also handed in at that time, with short explanation of what the District would be receiving each time he did a fit test; the cards would go to the A/C's. Commissioner B. Bishop asked what the process would be for contacting him for fit testing; A/C G. Gibbins noted that on his business card were his phone numbers and the individual or the A/C could contact him, however they would like to do it. Brief discussion; it must go through the A/C first.
- Chief McConkey had a couple of truck repair issues as follows:

- 283: shaft is pitted, Waterous looked at it. More discussion including description of problem by Dave Kenyon; Commissioner B. Bishop to get a 2<sup>nd</sup> opinion. Tabled to August meeting agenda.
- 291: intake flange gasket/water leak issue; Chief McConkey to get in touch with Paul.

## RESOLUTION #297 GIVING THE CHIEF PERMISSION TO HAVE 291 FIXED.

MOTION: Kugler

SECOND: Spackmann

RESOLVED to give the Chief permission to have 291 fixed.

VOTE: All in favor, motion carried.

- 292 transmission problem: The Chief asked if the Board would be following Dave's recommendation to have the transmission fixed. There was lengthy discussion regarding whether or not to drive 291 down or have it towed, the issue of the radiator, if there is a warranty, possible additional expense after Alison takes a look at the radiator. Dave Kenyon's recommendation is to tow 292. Commissioner Spackmann thanked the Board for their support to get this issue resolved ASAP, which is what we all want, but we may differ on what the next step should be. He has spoken to a lot of people too, and there are a lot of opinions, but our own people think all we need to do is flush it. Brief discussion, including flushing first, then replacement later if necessary, the concern if that truck goes down during a fire with somebody in a building, 292 being a second line truck. Dave Kenyon noted he would have to ask for a revised quote if they were going to take care of the radiator as well.

## RESOLUTION #298 GIVING THE CHIEF PERMISSION TO HAVE 292 FIXED PER DAVE KENYON'S RECOMMENDATION, INCLUDING TOWING IT TO ATLANTIC DETROIT DIESEL ALISON.

MOTION: B. Bishop

SECOND: Kugler

RESOLVED to give the Chief permission to have 292 fixed per Dave Kenyon's recommendation, including towing it to Atlantic Detroit Diesel Alison.

VOTE: All in favor, motion carried.

## RESOLUTION #299 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$15,000.00 FROM THE EQUIPMENT REPAIR RESERVE ACCOUNT FOR THE REPAIRS OF ETA291 AND ETA292.

MOTION: Kugler

SECOND: Waite

RESOLVED to advertise a permissive referendum to withdraw and expend \$15,000.00 from the Equipment Repair Reserve account for the repairs of ETA291 and ETA292.

VOTE: All in favor, motion carried.

- Pump testing: The Chief will call Paul tomorrow. Tabled to the August meeting agenda. Hose testing already scheduled.
- Picnic August 15<sup>th</sup> – make sure you sign up and thanks to the companies for their donations; still waiting for Co #2 donation. A/C Davis noted it was passed, just need to get the check out.

- Hepatitis B titers/vaccinations: A/C G. Gibbins noted he has received the following 65 authorizations:
  - 14 would like to have the shots
  - 37 would like to have the titer and vaccine if necessary
  - 10 refused to take it
  - 4 received it elsewhere

20 vaccines have already been purchased, so the 14 who want the vaccine can begin. Joyce noted again she has already set up an account with Saratoga Hospital and cost of the titer is \$39.00 each, which would total \$1443 for the 37 titers so far requested. Treasurer J. Bishop noted there is already a permissive referendum approved for this and there is \$4500.00 that can be used. After payment for the titers that would leave about \$3000.00 to purchase more Hepatitis B vaccinations. Discussion regarding the procedure to get this moving; Joyce will organize and coordinate with Dr. Peacock, and briefly explained what the procedure should be.

- A/C G. Gibbins requested executive session regarding a staff problem with an email that was sent out; requested that the Chief and all the 1<sup>st</sup> Assistant Chiefs be present.
- A/C Davis had another bottle that failed hydro; Commissioner Kugler explained that Commissioner Waite had told him and he already spoke to Jill about getting a new 45 minute bottle. Would also like to get someone to look at the bracket in the tanker since they are going to a 45 minute bottle. The Board suggested A/C Davis look around to see who could do that and bring the information to the August meeting. Tabled to August meeting agenda.

### RESOLUTION #300 TO GO INTO EXECUTIVE SESSION AT 9:35 PM REGARDING AN EMAIL SENT OUT TO EVERYONE IN THE GREENFIELD FIRE DISTRICT AND THE ACTIONS OF THE COMMISSIONERS AND SECRETARY.

MOTION: Kugler

SECOND: Waite

RESOLVED to go into executive session at 9:35 pm regarding an email sent out to everyone in the Greenfield Fire District and the actions of the Commissioners and Secretary.

VOTE: All in favor, motion carried.

### RESOLUTION #301 TO RECONVENE FROM EXECUTIVE SESSION AT 11:02 PM.

MOTION: Robarge

SECOND: Spackmann

RESOLVED to reconvene from executive session at 11:02 PM.

VOTE: All in favor, motion carried.

### RESOLUTION #302 IN THE MATTER PERTAINING TO THE EMAIL THAT WAS SENT OUT IN ERROR, BRIAN BISHOP AND JOYCE PETKUS TO SEND AN EMAIL APOLOGY TO THOSE EMAIL RECIPIENTS, AND THE CHAIRMAN OF THE BOARD WILL SEND AN APOLOGY LETTER TO KAREN GIBBINS ON BEHALF OF THE BOARD OF FIRE COMMISSIONERS.

MOTION: Kugler

SECOND: Spackmann

RESOLVED that in the matter pertaining to the email that was sent out in error, Brian Bishop and Joyce Petkus to send an email apology to those email recipients, and the Chairman of the Board will send an apology letter to Karen Gibbins on behalf of the Board of Fire Commissioners.

VOTE: All in favor, motion carried.

- A/C Lant would like to be notified when the credit cards come in.
- A/C Lant brought up at the last meeting about the trailer; Jill was nice enough to get prices on the diamond plate: \$1289.40, \$2253, \$2400. He spoke to Fred Bull and said it would probably take him a week to do it at \$40 an hour, but he can't do it alone, he will also need a helper at \$16 per hour. He got a price from someone in Gansevoort \$1320.19 and our lowest bid is \$1289.40. Brief discussion.

### RESOLUTION #303 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$4000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE AND INSTALLATION OF DIAMOND PLATING TO THE MULTI-USE TRAILER.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to advertise a permissive referendum to withdraw and expend \$4000.00 from the Equipment Reserve Fund for the purchase and installation of diamond plating to the multi-use trailer.

VOTE: All in favor, motion carried.

- A/C Lant noted he had spoken with Andrea Mann and she is going to sit down with Co #4 on Tuesday night to get started in the right direction for the Oliver B. Merlyn grant.
- Asked Joyce to forward information regarding the Mayfield parade on 8/22.

Motion made by Commissioner Waite with a second from Commissioner B. Bishop to dispense with the reading of the minutes. All in favor.

Motion made by Commissioner Robarge with a second from Commissioner B. Bishop to adjourn the workshop. All in favor.

Workshop session ended at 11:17 PM.

Respectfully submitted,

Joyce Petkus  
District Secretary