

# ***Board of Fire Commissioners***

Greenfield Fire District  
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## **March 28, 2012 Commissioners Workshop**

Workshop began at 7:08 pm.

Present were: Commissioners Atwell, Barss, Spackmann, Waite, D/P Chouinard; Secretary Petkus arrived at 8 PM. Excused: Commissioner Chandler. Please see sign in sheet for others in attendance.

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

### **1. Approve Minutes: February 22, 2012 Workshop Minutes**

**RESOLUTION #80 APPROVING THE FEBRUARY 22, 2012 WORKSHOP MINUTES AS WRITTEN.**

MOTION: Waite

SECOND: Barss

RESOLVED to approve the February 22, 2012 Workshop Minutes as written.

VOTE: All in favor, motion carried.

**2. Special Guest: Dana VanBuren from Tyler Fire Equipment, in reference to Scott air pack servicing. Gave brief overview of air pack testing and inspection, has a mobile unit that carries various replacement parts and equipment. Any hourly billing is billed in tenths of an hour. Commissioner Spackmann questioned if it is possible to do on-site hydrostatic testing; they are not able to. Commissioner Spackmann also noted that the contract is for 3 years; what are the grounds for termination. Mr. VanBuren noted the contract can be terminated at any time, it is just a price lock system. Commissioner Atwell questioned if the District would receive reports once testing is completed; Mr. VanBuren noted he can do all the print outs right from the truck and we would received them by the end of the day. Also keeps an electronic record as well. Can also assist in training personnel on weekly pack checks and mask strap replacement if the Board wanted. Commissioner Spackmann noted that the Board would look it over and that someone would get back to him. Mr. VanBuren left a packet with information.**

### **3. Purchasing Update:**

- Co #1: Holmotro tool ordered from Garrison was not correct; Garrison has correct one being shipped from factory. Drager pump should be here early next week.
- Co #2: all items requested via email should be here by Friday.
- Co #3: Gated wye has been ordered but no ship date yet. Generator service call made today, do not have a time when Cat is going to be there.

- Co #4: gear bags will be in for new truck, estimated shipping date for phantom hydrant is 4/15 and radio mount has been ordered today.
- EMS: put in the requisition system, just waiting for approval to order.
- White uniform gloves and mourning badges have been ordered.
- Rope rescue equipment ordered, Garrison has indicated that the ropes may be in in the next two weeks.
- Helmet shields have been delivered tonight. Co #1 needs more.
- MES has still not shown up with the paperwork.
- Hopes to wrap up the cell phone initiative by the April meeting. Brief presentation given.

**4. Secretary Update:**

- Pole barn door access has been moved from the side door to the front door.
- Commissioner Spackmann signed off on the 2011 LOSAP.

**5. Treasurer Update:**

- Not present.

**6. Commissioner Updates:**

- Jackie Atwell:
  - The 2 new trucks are here, thanked the truck committees, pleased with getting them into service as quickly as they did.
  - Electrical work at Co #1 and 3 is completed.
  - Window leaks are being looked at.
  - Questioned if the officers had seen the information regarding the recruitment on April 21<sup>st</sup> and 22<sup>nd</sup>. Commissioner Spackmann noted Co #4 is having an open house.
  - EVOC course being offered May 5<sup>th</sup> and 6<sup>th</sup> at Quaker Springs.
  - Last month there was discussion regarding the bill received from Overhead Door for Co #3. Brief discussion; Overhead Door misunderstood, agreed to knock the bill down to \$195.

**RESOLUTION #81 AUTHORIZING TREASURER TO CUT CHECK TO OVERHEAD DOOR FOR \$195.00.**

MOTION: Spackmann

SECOND: Atwell

RESOLVED to authorize Treasurer to cut check to Overhead Door for \$195.00.

VOTE: All in favor, motion carried.

- Drove around last week with MES to take care of the packs, it is still not straightened out, he has done everything he can to get it worked out. Brief discussion.
- Chain saw course this Saturday at Co #2 and Brookhaven Town Park.
- Hope Co #3 is pleased with the new roof. Has spoken to Jack King and Chris regarding the antenna mounts. Brief discussion.
- Darren Barss:
  - When co-ax comes in, Jack will get in touch with one of the Commissioners.

- Michael Chandler:
  - Not present.
  
- Ken Waite:
  - Received a report from CT Male, will talk about it later, needs to have Joyce get copies out to everyone. Added to April Workshop agenda.
  
- Richard Spackmann:
  - Commissioner Spackmann noted that Commissioner Chandler gave him the final tally for Co #3 roof replacement:
    - Original contract value: \$42,125.00
    - Additional cost for white roof: \$3,500.00
    - Additional cost for replacement/addition of insulation: \$787.50
    - Siren support fabrication: \$800.00
    - Addition of brown steel to gable ends: \$2,692.00
    - Final cost: \$46,906.70
  - Issue of what to do with tin taken off roof; Commissioner Chandler had noted that it was part of Munter's contract to remove the tin, and the price was factored with them being able to scrap it. Brief discussion.

## RESOLUTION #82 GIVING MUNTER ENTERPRISES PERMISSION TO TAKE CO #3 OLD ROOF AWAY.

MOTION: Atwell

SECOND: Waite

RESOLVED to give Munter Enterprises permission to take Co #3 old roof away.

VOTE: All in favor, motion carried.

### 7. Chief/Officer Reports:

#### **Report of the Chief – John Lant:**

- Thanked the Board for the two new trucks, thanked both committees for all their hard work. Fleet is right where it should be, we are pretty self sufficient.
- Questioned D/P Chouinard if all the Deputy Chiefs contacted her with who the purchasing person is going to be from each firehouse; she noted no, Co #4 has not; she assumed it is going to be Gary Bullard.
- Spoke to Bill Peck, Northumberland Supervisor and Chairman of the Public Safety Committee regarding the radios, and he is going to speak to Supervisors Rowland and Johnson regarding what we still need. Brief discussion. Captain Jennings to have Chris Northrop call Commissioner Atwell. Mobiles have been jerry-rigged, but nothing is permanent.

#### **Company #1 – D/C Kenyon:**

- Thanked the Board for the new truck.
- Jon Davis elected Co #1 Captain, Larry Ramsey acquired from Co #4.
- Requested that the bathrooms be fixed. It was noted the year end money proposals are due October 31<sup>st</sup>.
- Will be working on the rescue with the officers from the other 3 companies.

#### **Company #2 – D/C Middlebrook:**

- Pole barn door access moved to the front door. Secretary Petkus reminded everyone not to manhandle the door.
  - Someone is interested in becoming a member, they live on Walnut Street in Corinth. Brief discussion, further discussion to continue after the meeting.
  - A/C Burwell gave a brief presentation regarding the ARGO:
    - To replace Rhino and Snowmobile, resale values from KBB & NADA
      - Rhino valued at \$4,000 - 6,000.00
      - Snowmobile valued at \$2500-3500.00
    - Estimated annual maintenance approximately \$300.
    - 2010 demo unit available, has 135 miles/40 hours, cost \$16,500.00
    - Add: track kit for \$3,260.00 and stretcher kit for \$1,360.00
    - Subtotal for the 2012 ARGO: \$21,120.00.
    - Skid tank is \$6,500.00, but would look into it in the future.
    - Stokes basket is \$650.00.
    - Final total just under \$22,000.00 and includes full factory warranty.
    - 2012 model ARGO currently costs about \$22,240.00.
- Brief discussion continued; Commissioner Spackmann noted the Board would consider the proposal.

**Company #3 – Captain Jennings:**

- Nothing at this time.

**Company #4 – D/C King:**

- Thanked the Board for the new truck.
- There is apparently someone who is following Maple Avenue around on calls, taking videos and putting them on you tube. Brief discussion continued.
- There are a couple of old hand lights that won't hold a charge, need 5 new ones, 2 on the rehab bus and 3 on 294. Brief discussion, including whether or not it is a safety issue. D/P Chouinard to get quotes.
- Chief Lant noted that Co #1 pike pole should be replaced. Brief discussion; to be straightened.
- YMCA called regarding fire prevention: A/C Bogardus handling.

**8. District Guideline Review:**

- Access Card and Fob Policy: no changes made.
- Discipline Policy: no changes made.
- DMV/LENS Policy: no changes made.
- New Policy: Workplace Violence Policy: drafted by Jack King.

**RESOLUTION #83 ADOPTING THE WORKPLACE VIOLENCE PROGRAM, PENDING REVIEW AND APPROVAL OF DISTRICT COUNSEL, BILL YOUNG.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to adopt the Workplace Violence Program, pending review and approval of District Counsel, Bill Young.

VOTE: All in favor, motion carried.

## 9. District Projects

- Current Projects:
  - District Office Building: nothing new to report
- Future Projects:
  - None.

## 10. Special Topics of Discussion:

### RESOLUTION #84 APPROVING 280 TO GO TO THE LAW AND MANAGEMENT CONFERENCE AT TURNING STONE, MARCH 31 – APRIL 1ST 2012.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve 280 to go to the Law and Management Conference at Turning Stone, March 31 – April 1st 2012.

VOTE: All in favor, motion carried.

- Purchase of AED's: EMS Coordinator Kemp noted that the quotes are state contract. Each AED will cost about \$1500.00, includes carrying case, extra pads, extra battery pack and infant/child key. Philips offers a software upgrade for the 10 we already have, cost is \$300/unit or \$1500.00 package that includes disc and training battery and we do the upgrade. Pediatric/small adult sensors for RAD57 is \$750 each, there is currently 1 housed at Co #1. Total for the 3 companies is \$2250.00. Additional pads for existing AEDs is \$400.00, trainer for the new AED's is \$400.00 and \$550.00 for another CPR mannequin family. Total for above EMS equipment is about \$8000.00, requested to be taken out of the EMS Reserve Account. Brief discussion continued. Captain Davis noted that it sounds like rest of the company coordinators need to be involved a little bit more. FF Kemp noted he would welcome that, he is getting really no participation from the other coordinators. Commissioner Spackmann noted he is hesitant to approve this as Commissioner Chandler is not here and he is in charge of the EMS account. The permissive referendum can be advertised and everything can be worked out in the next 30 days. Chief Lant noted to FF Kemp to set up a meeting with the other coordinators, himself and Commissioner Chandler to find out why they are not getting along.

### RESOLUTION #85 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$8,000.00 FROM THE EMS RESERVE ACCOUNT FOR THE ABOVE EMS EQUIPMENT.

MOTION: Spackmann

SECOND: Barss

RESOLVED to advertise a permissive referendum to withdraw and expend \$8000.00 from the EMS Reserve Account for the above EMS Equipment.

VOTE: All in favor, motion carried.

- Commissioner Atwell reminded everyone about the deadlines for signing the

Acknowledgement for the District Manual updates (4/25/12), physicals (5/31/12) and OSHA (5/1/12) training. A/C Coffey noted some guys are taking OSHA classes online and will they be accepted. Lengthy discussion continued, including whether or not to accept OSHA from paid firefighter's employers, accepting documentation that someone took certain OSHA training, practicals, training with fellow members, ongoing make up OSHA sessions. It was noted the officers have gone above and beyond to make all the OSHA training widely available. Chief Lant noted firefighters should be training with their own people. Decision that OSHA training must be done in-house and subject given over to by-law committee to draft a policy.

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

Motion made by Commissioner Spackmann with a second from Commissioner Barss to adjourn the workshop at 8:37 PM. All in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce A. Petkus".

Joyce A. Petkus  
District Secretary