

Board of Fire Commissioners

Greenfield Fire District
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May 23, 2012 Commissioners Workshop

Workshop began at 7:05 pm.

Present were: Commissioners Atwell, Barss, Chandler, Spackmann, Waite, Secretary Petkus, D/P Chouinard. Excused: Treasurer Bishop. Please see sign in sheet for others in attendance.

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

1. **Award Bid: District Office Building:** Shows and Robin Leary present. Mr. Leary noted he had reviewed the bid from the apparent low bidder, Gallo Construction, which was under \$500,000.00 so is not subject to Wick's Law. There was some correspondence and a recent meeting between District Reps and Gallo Construction Reps to negotiate a more realistic price:

Original bid prices were:	Current re-negotiated price:
Construction: \$482,962.00	Construction: \$475,212.00
Design fee: \$ 26,000.00	Design fee: \$ 26,000.00

Mr. Leary questioned if the Board was comfortable with this new price, or does the scope of the work or the size of the building need to be reduced. Lengthy discussion continued as to the direction the Board should move, including acting as own general contractor, looking into modular type buildings, would they realize a significant amount of savings going in a different direction, and is it worth the potential aggravation. Mr. Leary's recommendation is not to move forward, maybe step back and look at other options. He also noted that he does not necessarily feel that the price is wrong, but rather that it is more than what the Board is willing to spend at this point. Mr. Leary to contact Gallo Construction to give them another opportunity to reduce price; otherwise next step is to advertise bid for architect. Bid opening scheduled for July Commissioners meeting.

2. **Approve Minutes:** April 25, 2012 Workshop Minutes

RESOLUTION #110 APPROVING THE APRIL 25, 2012 WORKSHOP MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the April 25, 2012 Workshop Minutes as written.

VOTE: All in favor, motion carried.

3. Secretary Update: Joyce Petkus

- GCBA Car Show June 10th: contact Brian Bishop if you are interested
- Physicals: updated reports handed out this evening. Some physicals this week had to be rescheduled as Dr. Peacock's father passed away. Those highlighted in yellow either still have not called to schedule physical or scheduled their physical in June. Brief discussion; those highlighted in yellow will have their access deactivated until such time their physicals are completed and paperwork received. Jill and Joyce to send letters to those who did not complete OSHA or their physicals.
- FF Joe Post eyeglass claim: Brief discussion; claim submitted to Utica; they denied, submitted to Workers Compensation as it is considered medical. Spoke to third party carrier this afternoon, they are waiting for paperwork from the eye doctor and then will be paying the claim.

4. Purchasing Update: Jill Chouinard

- Received pager inventories.
- 27 bottles collected to be hydro'd.
- There are some firefighters that do not have the harnesses in their pants for bailout training, and she has limited supply of sizes in inventory; some still have the old Bristol gear. Brief discussion continued regarding gear fittings.
- DEC grant for Wildland gear was sent May 10th, has not heard anything back yet.
- Sent out an email regarding gear that will be going out of service this year.
- Casella Waste vs. Valley View Waste has turned into a bigger project than anticipated; we are locked into a contract with Casella until December 2013 for 3 of the 4 firehouses. Brief discussion continued; Jill to continue working on it.
- Firefighters who have completed and passed the bailout training have had the equipment added to their Firetracker accounts.
- Heating fuel bid: reminder that we need to start looking into it. To wait until July.
- Those who received the new ATT phones, she needs old Sprint phones back.

5. Treasurer Update: Jean Bishop

- Not Present.

6. Commissioner Updates:

- Jackie Atwell:
 - Saw an email regarding the batteries to the 800 radios dying rapidly – are we having any trouble with ours? No comment from the officers.
 - Asked if Dave had gotten any prices together regarding the truck maintenance program. Dave noted he will have it by the next meeting.
 - Questioned A/C Burwell on how the bailout training is going. A/C Burwell noted it is going very well and they are on schedule, completed Co #1 active members and is about halfway through Co #2.
 - Asked for an update regarding the Town of Greenfield's ambulance service; Commissioner Chandler to report on it.
 - Heard that the Saratoga Springs Memorial Day parade has been reinstated; Chief Lant is working on it.
 - KME has new pump testing trailer. Discussion regarding which trucks to be pump tested this year; 261, 271, 273, 281, 291 and 293 to be pump tested.
 - Are the jaws on Co #4 new truck done yet, and have they figured out who is

paying for it? Captain Bullard noted that they are done, and the numbers should be ready tomorrow.

- Darren Barss:
 - New Member Orientation Policy and Pamphlet: will be making some adjustments and getting it out to the by-law committee.
- Mike Chandler:
 - EMS: Contract has been signed with the Town, radios have been purchased by Empire, but as of last Tuesday the Sheriff was still not dispatching them. It was noted it is still not happening. Brief discussion continued.
 - Had a meeting with John Barnes from Stewart's Corp; they are planning an expansion at the plant, three phases: freezer, dock area and consolidation of truck maintenance.
 - Will be scheduling a uniform meeting soon.
- Ken Waite:
 - Would like Joyce to advertise a bid for seal coating for Co #1 and Co #2.
 - Fan issue still in progress.
- Richard Spackmann:
 - Nothing at this time.

7. Chief/Officer Reports:

Report of the Chief – John Lant:

- Problem with OSHA in Co #1; to go into executive session.
- Firefighters did a great job the other night, saved a house on Spier Falls Road

Company #1 – D/C Kenyon:

- Saratoga Bridges requested tour of firehouse; currently working on it.
- Meeting with the State Home on Locust Grove Road to go over their fire plan.
- Will have the PM's and spring service for the next meeting.
- Should really try to get the Chemical Suicide and Clandestine Drug Lab Ops classes up here again, they were excellent.

Company #2 – D/C Middlebrook:

- Quiet.

Company #3 – D/C Ellsworth:

- Quiet.

Company #4 – D/C King:

- KME would like to take 292 to the Chief's Show. Brief discussion; no problems with it provided that the money issue is squared away and they sweeten the pot; i.e. supply brass plaques for both new trucks. KME will pick up the truck, clean it, wash it and return it to us after the Chief's Show.

8. District Guideline Review:

- Harassment and Discrimination Policy: no changes made.
- Sexual Harassment Policy: no changes made.

9. District Projects

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

10. Special Topics of Discussion:

- Exposure Control Plan: to be given to the Board at the June meeting and added to June workshop agenda for discussion.
- District Vehicle Maintenance Policy: looks good, just need quote from Dave to move forward on this. No electronic version forwarded to Joyce; Captain Bullard to forward.

RESOLUTION #111 TO ADOPT THE DISTRICT APPARATUS MAINTENANCE SCHEDULE POLICY AS SUBMITTED.

MOTION: Spackmann

SECOND: Barss

RESOLVED to adopt the District Apparatus Maintenance Schedule Policy as submitted.

VOTE: All in favor, motion carried.

- Carpet Cleaning: Co #3 scheduled to have their carpets cleaned. Brief discussion; District to schedule firehouse cleaning annually each spring, Joyce to coordinate. If the companies want/need to have carpets cleaned more than once a year, they should first come to the Board before automatically paying for it on their own.
- Co #2 and Co #4 windows: received a general estimate for about \$15,000 and that it will probably have to be bid out. Brief discussion continued; to talk with Shows to see if he can get a bid together.

RESOLUTION #112 TO ADVERTISE TO WITHDRAW AND EXPEND \$30,000 FROM THE BUILDING RESERVE FUND FOR REPAIR/REPLACEMENT OF CO #2 AND CO #4 WINDOWS.

MOTION: Spackmann

SECOND: Waite

RESOLVED to advertise to withdraw and expend \$30,000 from the Building Reserve Fund for repair/replacement of Co #2 and Co #4 windows.

VOTE: All in favor, motion carried.

- Possibly rescheduling June meeting: Commissioner Spackmann will not be able to make that meeting. Brief discussion; meeting to remain on June 13th.
- Commissioner Spackmann to swear in 2nd Captain Matt Reynolds and 1st Lt. Larry Ramsey.

RESOLUTION #113 TO GO INTO EXECUTIVE SESSION AT 8:30 PM IN REFERENCE TO OSHA COMPLIANCE INVOLVING FIREFIGHTERS

JASON ABRAHAM, GARY GIBBINS, JASON GIBBINS, KAREN GIBBINS AND CAPTAIN DAVIS.

MOTION: Atwell

SECOND: Chandler

RESOLVED to go into executive session at 8:30 PM in reference to OSHA compliance involving firefighters Jason Abraham, Gary Gibbins, Jason Gibbins, Karen Gibbins and Captain Davis.

VOTE: All in favor, motion carried.

RESOLUTION #114 TO RECONVENE FROM EXECUTIVE SESSION AT 9:25 PM.

MOTION: Spackmann

SECOND: Barss

RESOLVED to reconvene from executive session at 9:25 PM.

VOTE: All in favor, motion carried.

RESOLUTION #115 IN THE MATTER RELATING TO OSHA COMPLIANCE INVOLVING FIREFIGHTERS JASON ABRAHAM, GARY GIBBINS, JASON GIBBINS, KAREN GIBBINS AND CAPTAIN DAVIS, THE BOARD DOES NOT ACCEPT THE OSHA QUALIFICATIONS AS SUBMITTED ON FIREFIGHTERS JASON ABRAHAM, GARY GIBBINS, JASON GIBBINS AND KAREN GIBBINS; FIREFIGHTERS ARE RESPONSIBLE TO COORDINATE AS NECESSARY TO FULFILL THEIR OSHA QUALIFICATIONS.

MOTION: Spackmann

SECOND: Barss

RESOLVED that in the matter relating to OSHA compliance involving firefighters Jason Abraham, Gary Gibbins, Jason Gibbins, Karen Gibbins and Captain Davis, the Board does not accept the OSHA qualifications as submitted on firefighters Jason Abraham, Gary Gibbins, Jason Gibbins and Karen Gibbins; firefighters are responsible to coordinate as necessary to fulfill their OSHA qualifications.

VOTE: All in favor, motion carried.

RESOLUTION #116 TO GO INTO EXECUTIVE SESSION AT 9:26 PM IN REFERENCE TO OSHA QUALIFICATIONS INVOLVING FIREFIGHTER PHIL PARENTEAU.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to go into executive session at 9:26 PM in reference to OSHA qualifications involving firefighter Phil Parenteau.

VOTE: All in favor, motion carried.

RESOLUTION #117 TO RECONVENE FROM EXECUTIVE SESSION AT 9:31 PM.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to reconvene from executive session at 9:31 PM.

VOTE: All in favor, motion carried.

RESOLUTION #118 IN THE MATTER PERTAINING TO FIREFIGHTER PHIL PARENTEAU, THE BOARD WILL PLACE A LETTER IN FF PARENTEAU'S FILE REGARDING NEGLIGENCE OF RULES AND REGULATIONS OF THE GREENFIELD FIRE DISTRICT.

MOTION: Spackmann

SECOND: Chandler

RESOLVED that in the matter pertaining to firefighter Phil Parenteau, the Board will place a letter in FF Parenteau's file regarding neglect of rules and regulations of the Greenfield Fire District.

VOTE: All in favor, motion carried.

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

Motion made by Commissioner Waite with a second from Commissioner Chandler to adjourn the workshop at 9:33 PM. All in favor.

Respectfully submitted,



Joyce A. Petkus
District Secretary