

Board of Fire Commissioners

Greenfield Fire District
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The November 2013 Commissioners Meeting of the Greenfield Fire District was called to order at Company #1 by Chairman Richard Spackmann at 7:05 PM on November 13, 2013. The flag salute and a moment of silence were recognized for all departed members and troops overseas.

Present were:

Commissioners: Atwell, Barss, Chandler, Spackmann, Waite; Secretary Petkus, D/P Chouinard, Treasurer Perkins. Please see sign-in sheet for all others in attendance.

Chairman Spackmann opened heating oil bids, with results as follows:

- GA Bove, Mechanicville: fixed rate of \$3.349/gallon
- CS Pita, Middle Grove: flexible rate

It is the recommendation of D/P Chouinard and Commissioner Spackmann to continue with GA Bove at the fixed rate, which is the same as last year. Brief discussion.

RESOLUTION #241 TO AWARD THE 2013-2014 HEATING OIL CONTRACT TO G.A. BOVE.

MOTION: Spackmann

SECOND: Waite

RESOLVED to award the 2013-2014 heating oil contract to G.A. Bove.

VOTE: All in favor, motion carried.

RESOLUTION #242 TO APPROVE THE OCTOBER 9, 2013 COMMISSIONER MEETING MINUTES, OCTOBER 10, 2013 SPECIAL MEETING MINUTES AND OCTOBER 23, 2013 WORKSHOP MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to approve the October 9, 2013 Commissioner Meeting Minutes, October 10, 2013 Special Meeting Minutes and October 23, 2013 Workshop Minutes as written.

VOTE: All in favor, motion carried.

Chairman Spackmann asked for questions/comments regarding the abstract:

Commissioner Atwell questioned claim #130782 on page 3; 5g pail liquid wrench. D/P Chouinard noted it is a lid wrench. Claim #130777 on page 5 Garrison holmatro tool; which account did that come out of? It was noted Repairs to Equipment. Brief discussion; to be taken out of Rescue account.

RESOLUTION #243 TO PAY ABSTRACT #11, VOUCHER #130732 THROUGH #130824 FROM THE GENERAL FUND, TOTALING \$53,600.23.

A3410.1	\$11,251.46
A3410.2	9,562.27
A3410.4	31,890.52
A9030.8	860.74
A9050.8	895.98

Total:	\$ 53,600.23

MOTION: Spackmann

SECOND: Barss

RESOLVED to pay Abstract #11, Voucher #130732 through #130824 from the General Fund, totaling \$53,600.23.

VOTE: All in favor, motion carried.

RESOLUTION #244 TO PAY ABSTRACT #11, VOUCHER #ER13011 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$3,345.00.

MOTION: Spackmann

SECOND: Waite

RESOLVED to pay Abstract #11, Voucher #ER13011 from the Equipment Reserve Fund, totaling \$3,345.00.

VOTE: All in favor, motion carried.

Secretary Petkus confirmed all vouchers regarding the District office building have been previously reviewed and approved for payment by Shows Leary, Project Manager.

RESOLUTION #245 TO PAY ABSTRACT #11, VOUCHER #BR13031 THROUGH BR13040 FROM THE BUILDING RESERVE FUND, TOTALING \$205,875.07.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to pay Abstract #11, Voucher #BR13031 through BR13040 from the Building Reserve Fund, totaling \$205,875.07.

VOTE: All in favor, motion carried.

Treasurer Perkins requested a reclass of voucher #130656 for \$370.46.

RESOLUTION #246 APPROVING RECLASS OF VOUCHER #130656 FOR \$370.46 FROM OFFICE SUPPLIES TO MAINTENANCE SUPPLIES CO #1.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to approve reclass of voucher #130656 for \$370.46 from office supplies to maintenance supplies Co #1.

VOTE: All in favor, motion carried.

Treasurer Perkins noted that there also needs to be some budget amendments out of the .4 account, it is for administrative purposes only. Would also like authorization to pay Laberge from the Building Reserve under the District office building permissive referendum. Discussion continued.

RESOLUTION #247 AUTHORIZING TREASURER TO MAKE A BUDGET AMENDMENT TO TRANSFER \$1,406.56 FROM CONTINGENCY WITH \$206.56 TO BE TRANSFERRED INTO CONVENTION AND \$1200.00 TO BE TRANSFERRED INTO REPAIRS, BUILDING MAINTENANCE.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to authorize Treasurer to make a budget amendment to transfer \$1,406.56 from Contingency with \$206.56 to be transferred into Convention and \$1200.00 to be transferred into Repairs, Building Maintenance.

VOTE: All in favor, motion carried.

RESOLUTION #248 AUTHORIZING TREASURER TO PAY LABERGE INVOICE TOTALING \$5,586.05 FROM THE BUILDING RESERVE, DISTRICT OFFICE BUILDING PERMISSIVE REFERENDUM.

MOTION: Spackmann

SECOND: Barss

RESOLVED to authorize Treasurer to pay Laberge invoice totaling \$5,586.05 from the Building Reserve, District Office Building permissive referendum.

VOTE: All in favor, motion carried.

Treasurer Perkins received a small electricity bill, confirmed that the new office building does have electricity to it now.

Correspondence: Secretary J. Petkus

- Needs a resolution giving the Treasurer permission to cut a check for \$160 to send six officers to the FASNY sponsored Solar Awareness and Operational Safety course in Clifton Park on November 25, 2013

RESOLUTION #249 GIVING THE TREASURER PERMISSION TO CUT A CHECK FOR \$160.00 FOR FASNY SPONSORED SOLAR AWARENESS AND OPERATIONAL SAFETY SEMINAR ON NOVEMBER 25, 2013 AT JONESVILLE FD IN CLIFTON PARK. MONEY TO COME OUT OF TRAINING ACCOUNT.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give the Treasurer permission to cut a check for \$160.00 for FASNY sponsored Solar Awareness and Operational Safety Seminar on November 25, 2013 at Jonesville FD in Clifton Park. Money to come out of Training account.

VOTE: All in favor, motion carried.

- Presented some pictures/read thank yous from more children from fire prevention day.
- Read letter of Intent received from Chief Lant requesting his name be placed on the ballot for District Chief for 2014.
- Read letter received from Donald Kugler asking his name be placed on the ballot for the upcoming Commissioner election on December 10, 2013.

Purchasing: D/P J. Chouinard

- Damaged gear from the Bockes Road fire has been sent out to be evaluated; the insurance company will not do anything until we receive an evaluation from the manufacturer. Other damaged items have all been repaired.
- Year end money requests were due tonight; has received 3 requests.
- Jaws maintenance completed at Co #1, 2 and 4 by Garrison; Co #3 to be done on 12/3.
- VRS Sales was here to look at 262 thermal imaging camera.
- Siren at Co #3 not working; Commissioner Atwell handling.
- K12 saw that is out for repairs with be back tomorrow.
- Received quote from Cornell's to paint fire police vehicle.
- 281 air horn being worked on.

Discussion regarding snow removal services. Commissioner Chandler noted the Highway department is at their limit, they will still continue to plow Co #2 and will salt all the firehouses as well as push the snow banks back, but do not have the manpower to snow plow the other three stations. Commissioner Spackmann noted they are at year end and it was not budgeted, so it needs to come from somewhere else in the budget. Discussion continued; snow removal services to go out to bid with opening of bids at a special meeting to be scheduled for December 4th. In the meantime D/C Davis offered to snow plow the other stations if it should snow before a vendor is chosen, and the firefighters will pick up the slack if necessary.

Applications for Membership:

Greenfield Center Company #1: Chelsea Denton, Brandon Desjardins, Jeremy Rolleston.

Porter Corners Company #2: None.

Middle Grove Company #3: None.

Maple Avenue Company #4: Orr Genish.

Secretary Petkus noted none have completed final paperwork yet and so cannot participate as active firefighters until completed.

Requests for Change in Membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: Erik Lloyd, requested life.

Middle Grove Company #3: Scott Murray, will be moving out of District.

Maple Avenue Company #4: Dean Deuel, moved out of District; Ed Jewell, returning from leave of absence; Matthew Herbert, returning from leave of absence.

RESOLUTION #250 ACCEPTING THE OUT OF DISTRICT CHANGES IN MEMBERSHIP FROM DEAN DEUEL AND SCOTT MURRAY AS NOTED ABOVE.

MOTION: Spackmann

SECOND: Barss

RESOLVED to accept the out of district changes in membership from Dean Deuel and Scott Murray as noted above.

VOTE: All in favor, motion carried.

RESOLUTION # 251 APPROVING THE NEW MEMBERS AND CHANGES IN MEMBERSHIP FOR ERIK LLOYD, MATTHEW HERBERT AND EDWARD JEWELL AS NOTED ABOVE.

MOTION: Spackmann

SECOND: Barss

RESOLVED to approve the new members and Changes in Membership for Erik Lloyd, Matthew Herbert and Edward Jewell as noted above.

VOTE: All in favor, motion carried.

Chief Lant questioned if the paperwork for John McEachron's stepson Tyler Bennett was received; Secretary Petkus noted she has the paperwork but he has not had his physical. Chief Lant noted his physical appointment is scheduled for December 3rd. Brief discussion continued; Secretary Petkus requested executive session.

Reports of the Commissioners:

Commissioner Atwell:

- Notified Co #4 that the two new mirrors for 291 are here this evening for them to grab when they leave. Also noted that the check was received from insurance and would like to have KME order the parts and then send 291 for repairs.

Commissioner Barss:

- Tried contacting the Deputy Chiefs regarding necessary training; had to go to Captains about classes and received some suggestions. Extrication seems to be the most important one. Will continue to work on it.

Commissioner Chandler:

- Office building septic system passed today and driveway was fixed, both by the Town highway department. Would like to have lunch sent to them at the town garage for all they have done for the district. Commissioner Chandler to coordinate with D/P Chouinard.

Commissioner Waite:

- Nothing at this time.

Commissioner Spackmann:

- Noted there some time before the 8 PM deadline; opened the floor for questions, as he sees a lot of people this evening who are not normally here. If anyone wishes to approach the Board, please give name and address.

Ruby Grande, 8 Pine Robin North, Greenfield:

- Made clear she is not here to attack the fire department, she is very grateful for all of their services.
- Has some concerns regarding the minutes from October 23rd
 - Thinks she has found a way to pay for the plowing this year from the \$5000 bill from the installation dinner. In reading she noted some of the money came from donations and asked what they are, are they from the public? Commissioner Spackmann explained Foreign Insurance money and its purpose for the betterment of the firefighters and that it can only be used for social things. The money goes to the individual companies, who in turn use that money for the open bar. Ms. Grande noted she did see where only \$1000 came out of the district's budget. Commissioner Spackmann noted the overall banquet costs about \$15,000.00. Questioned if it is fair

that that taxpayers pick up that part of the bar bill, shouldn't that \$1000 instead go to the firehouse. Commissioner Spackmann noted they have also looked into paying just for the soda and you are looking at close to that just for beverages. Commissioner Spackmann noted that it is a fair argument and if she is asking if he has a problem with pitching in a little bit to help out, he personally does not, the unfortunate reality is that \$1000 does not go that far. Ms. Grande explained that a lot of company Christmas parties, etc have maybe an hour open bar because of the cutbacks and drinking and problems with insurance, which she also saw listed is problematic. Commissioner Spackmann noted he does not see it as problematic.

- Also questioned the 3% raise every year because where she works she does not get a 3% raise. Commissioner Spackmann noted it is what they budget but it is not necessarily what they award, but it needs to be budgeted. He also explained that people may not be aware that there are no benefits offered to our full time employees, no health, dental, retirement, etc. The only thing they provide the employees is a lot of headaches and a salary. Commissioner Spackmann also noted he felt some of the discussion during the budget hearing was unfair because it was an unfair comparison to teachers with our employees, the cost of benefits to teachers is twice their salary, and taking that into consideration he does not feel 3% is too much at all. Ms. Grande noted she was not aware that they did not receive benefits, and she does not mean to sound crass, but if there are no benefits then don't work here, find someplace where you can get benefits, and bring a couple of part time people in so you don't have to pay benefits anyway, that would be more cost effective. Commissioner Spackmann noted the issue is not whether or not we have to pay benefits, the fact that the Board doesn't, they try to compensate for. Ms. Grande noted she understood, she didn't realize they don't get benefits.
- Questioned what the proposed cost for the new building was; Commissioner Spackmann noted it is around \$900,000.00. Ms. Grande questioned if it is coming in at that cost; Commissioner Spackmann noted they are currently on budget, and if they are not, there are going to be issues with the contractor, etc. Commissioner Spackmann explained that there was a two year effort to design the office building, it went through multiple iterations to cut costs, to make it not only future forward thinking for expansion and future growth of the organization but to also minimize expense of taxes. He also noted there has also been a lot of work especially from the staff to get a variety of donations; most of the furnishings of the new office have been gotten through hard work from the volunteers and staff so the Board does not have to go out and spend money on stuff like that. There has also been a gift multiple times over from the Town of Greenfield Highway department helping out with the septic, driveway, grading, etc. Walt Chandler also put a road in along the side of the building that became the driveway to the side entrance of the building. Commissioner Chandler has also gotten donations for building materials from his contacts in his field of work. Commissioner Spackmann explained that \$900,000.00 may seem like a lot, but with public works and labor law, etc, and the fact that we are a government entity, unfortunately all this applies to us.

George Habig, Route 9N, Greenfield Center:

- Requested that on the posted minutes where there is a line that says "see attached", he would like a notation below that stating "the above attachment requires a FOIL request for the attainment of this information", so that you would know it is a FOIL thing. He had to call to find out it is a FOIL attachment. Commissioner Spackmann noted they could work on that, but every official document of a government is a FOIL request.
- Noted that in 2010, 2011, 2012 and 2013 under the heading of Proposed Budget and Adopted Budget, there was the breakdown of the A200 and A400 accounts. All of a

sudden this year for 2014 there is no such breakdown, just one great big number. Commissioner Spackmann noted it was supposed to be posted and it will.

- Wanted to give an update about the tax rate for the Town of Greenfield; from 2014 the tax rate is 1.1011, in increase from 2013 which was 1.0352, and for the Town of Wilton for 2014 it is 1.1012, an increase from last year of 1.0550. Commissioner Spackmann noted that the final budget went up 2.07%; he is not sure what those other figures are or where he got them.

Mary Wright, 28 South Greenfield Road

- Thanked everyone for what they do and the volunteerism, you are great at what you do. The concerns that trickle down are the monies. Noted she is a little naïve about the building going up, who is it for, who is going to be in this large, \$900,000.00 building, and do all of these companies have these kinds of things? Commissioner Spackmann noted that the office building is the District Office and explained that the Board of Fire Commissioners and the companies started an initiative about six years ago, looking at spending, inventory and costs at a district level, comparing the district and firehouses to a school district that has multiple schools; the fire district is one entity with multiple firehouses, and what they are trying to do is think of it as one uniform body. The new office building is focused primarily on storage, record keeping, future growth, district centered inventory that will reduce duplication of purchases, maintain expenditures properly, properly disposing of inventory when they go out of service, properly putting purchases into inventory and proper use. All this will be focused at the district office; it is not for the individual fire companies. Ms. Wright questioned if the companies will all still have their own assistant and own space for their record keeping, or is there one assistant for all the districts? Commissioner Spackmann noted he did not understand what she meant by “assistant”; Ms. Wright clarified administrative assistant. It was clarified that Joyce is the secretary for the whole district. Commissioner Spackmann explained that in his opinion the District office building is for the entire district as one entity, and is the culmination of the effort in trying to stop looking at things individually and looking at it as one business, and to optimize that. He further noted it is quite the task and takes a lot of effort; he himself spends 20-40 hours per week volunteering, as well as the other Board members. Commissioner Spackmann also noted the unfunded mandates that the district is required to adhere to, including record keeping, OSHA and HIPAA standards, and currently there is not adequate space to do all that. In answer to her questions, the office building is for the District, but it is much bigger than that, it is the next stage in the evolution of the organization. Commissioner Atwell noted that the largest room in the new building is for recording keeping, there are records that have to be kept forever. Ms. Wright questioned if this was all paper copies and couldn't they be put on microfilm. Secretary Petkus noted that they had looked into it and it is a major undertaking, they even tried to get a grant; it is labor intensive and she just doesn't have the time. Since she has started working here, we are doing more things digitally, but there is still 50 years of stuff. Over the course of two years, there was a resident who volunteered her time to help clean up the records, and has been a huge help to the fire district; it was she who tried to get the grants for the district.

Report of the Chief – Chief Lant:

- All four companies trained over the past month as usual.
- 272 has a major oil leak, would like to have KJ Stearns look at it. Brief discussion.
- 261 thermal imaging camera not working; problem might be similar to Co #4 issue.
- Car 26 is at DePaula; had to order body module.
- Firefighters and officers did a heck of a job on the knockdown of the recent YMCA fire.

- Ed Tremblay called yesterday; they are on for January for EVOC, and we have 20 seats. Live Burn I and II will be in January or February for those who need that.
- Still thinks Bob Day should come in and put everyone through vehicle extrication.
- If there some money left at year end, there should be some serious thought to electric fans, a new thermal imaging camera for Co #1 and some gas meters.

Commissioner Spackmann noted he assumed that the District was going to be purchasing salt for the Town of Greenfield again for the firehouse parking lots; D/C Middlebrook noted he would be getting an invoice for that.

RESOLUTION #252 TO GO INTO EXECUTIVE SESSION AT 8:11 PM IN REFERENCE TO NEW APPLICANT TYLER BENNETT.

MOTION: Spackmann

SECOND: Waite

RESOLVED to go into executive session at 8:11 PM in reference to new applicant Tyler Bennett.

VOTE: All in favor, motion carried.

RESOLUTION #253 TO RECONVENE FROM EXECUTIVE SESSION AT 8:36 PM.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to reconvene from executive session at 8:36 PM.

VOTE: All in favor, motion carried.

RESOLUTION #254 TO ACCEPT CO #4 NEW APPLICANT TYLER BENNETT CONTINGENT ON HIM COMPLETING HIS PHYSICAL ON DECEMBER 3, 2013; OTHERWISE HIS APPLICATION WILL BE REJECTED AND HE WILL HAVE TO WAIT ONE YEAR TO RE-APPLY.

MOTION: Spackmann

SECOND: Barss

RESOLVED to accept Co #4 new applicant Tyler Bennett contingent on him completing his physical on December 3, 2013; otherwise his application will be rejected and he will have to wait one year to re-apply.

VOTE: All in favor, motion carried.

RESOLUTION #255 TO GO INTO EXECUTIVE SESSION AT 8:37 PM WITH MIKE MUNTER FROM MUNTER ENTERPRISES, IN REFERENCE TO CO #3 ROOFING ISSUES.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to go into executive session at 8:37 PM with Mike Munter from Munter Enterprises, in reference to Co #3 roofing issues.

VOTE: All in favor, motion carried.

RESOLUTION #256 TO RECONVENE FROM EXECUTIVE SESSION AT 9:31 PM.

MOTION: Spackmann
SECOND: Waite
RESOLVED to reconvene from executive session at 9:31 PM.
VOTE: All in favor, motion carried.

D/C Ellsworth asked about Co #3 roof. Brief discussion continued; Commissioner Chandler to address it at Co #3 monthly meeting as well.

RESOLUTION #257 TO GO INTO EXECUTIVE SESSION AT 9:35 PM IN REFERENCE TO FIREFIGHTER WILLIAM COFFEY'S OFFICER QUALIFICATIONS.

MOTION: Spackmann
SECOND: Atwell
RESOLVED to go into executive session at 9:35 PM in reference to firefighter William Coffey's officer qualifications.
VOTE: All in favor, motion carried.

RESOLUTION #258 TO RECONVENE FROM EXECUTIVE SESSION AT 9:45 PM.

MOTION: Spackmann
SECOND: Atwell
RESOLVED to reconvene from executive session at 9:45 PM.
VOTE: All in favor, motion carried.

RESOLUTION #259 TO GO INTO EXECUTIVE SESSION AT 9:46 PM IN REFERENCE TO FIREFIGHTER EDWARD ACKLEY'S OFFICER QUALIFICATIONS.

MOTION: Spackmann
SECOND: Barss
RESOLVED to go into executive session at 9:46 PM in reference to firefighter Edward Ackley's officer qualifications.
VOTE: All in favor, motion carried.

RESOLUTION #260 TO RECONVENE FROM EXECUTIVE SESSION AT 9:56 PM.

MOTION: Spackmann
SECOND: Atwell
RESOLVED to reconvene from executive session at 9:56 PM.
VOTE: All in favor, motion carried.

RESOLUTION #261 WAIVING HAZMAT OPERATIONS UNTIL APRIL 1, 2014, BUT WAIVING NO OTHER COURSES FOR FIREFIGHTER WILLIAM COFFEY TO RUN FOR THE OFFICE OF ASSISTANT OR DEPUTY CHIEF.

MOTION: Spackmann
SECOND: Barss

RESOLVED to waive Hazmat Operations until April 1, 2014, but waiving no other courses for firefighter William Coffey to run for the office of Assistant or Deputy Chief.

VOTE: All in favor, motion carried.

RESOLUTION #262 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Barss

SECOND: Atwell

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Spackmann to adjourn the meeting at 10:00 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus

Joyce A. Petkus
District Secretary