

# **Board of Fire Commissioners**

Greenfield Fire District  
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The October Commissioners Workshop of the Greenfield Fire District was called to order at the District Office by Chairman Richard Spackmann at 7:04 PM on October 22, 2014.

## **Present were:**

Commissioners Atwell, Chandler, Kugler, Spackmann; Secretary Petkus, D/P Chouinard, D/T Thurman. Please see sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. Bid Opening: 2014-2015 Heating oil/propane bids
  - One bid received from G.A. Bove & Sons:
    - Fuel oil: \$3.199 per gallon fixed pricing
    - Propane: \$1.899 per gallon fixed pricing

It was noted that bids were forwarded to 7 vendors, with only this one response.

3. **Approve Minutes:** September 24, 2014 Workshop Minutes

## **RESOLUTION #214 APPROVING THE SEPTEMBER 24, 2014 COMMISSIONER WORKSHOP MINUTES AS WRITTEN.**

MOTION: Spackmann

SECOND: Kugler

RESOLVED to approve the September 24, 2014 Commissioner Workshop Minutes as written.

VOTE: All in favor, motion carried.

## 4. **Secretary Update – Joyce Petkus**

- Reminder flu vaccinations at District Office Tuesday, October 28<sup>th</sup> from 6 – 9 pm.
- She and Jill will be away at the Honors Haven Conference and so the office will be closed Thursday and Friday, October 30 and 31<sup>st</sup>.
- Reminder to Co #1, 2 and 3 that the general election is being held on November 4th from 6 am to 9 pm.
- Reminder that there is no November workshop scheduled.
- Read letter received from Andrea Mann asking that her name be placed on the ballot at the December Commissioners election for the 5 year term commencing January 1, 2015 and ending December 31, 2019.
- Read letter received from Richard Spackmann asking that his name be placed on the ballot at the December Commissioners election for the 3 year term commencing January 1, 2015 and ending December 31, 2017.

**5. Purchasing Update – Jill Chouinard:**

- Console ordered for 284.
- There have been some problems with I Am Responding; Tech II will be on site again tomorrow. Brief discussion.
- Met with a contractor earlier tonight in reference to Co #1 bathroom and radio room; meeting with another contractor tomorrow.
- Fan is back from servicing; seems to be working fine.
- Still have not received pager and dress uniform back from Garrett Jenkins and Roger Bechard's pager and gear. If she needs to send letters, please let her know. Chris Northrop returned his equipment earlier this week.
- Ground ladder testing completed; one of Co #2 ladders needs repairs, and parts have been ordered.
- Has called and emailed FF Aaron Deuel that his pager is waiting for him at the office.
- EMS stuff received and is downstairs.

**6. Treasurer Update - D/T Chris Thurman:**

- Joyce noted that she, Chris and Jill met with a representative from Adirondack Trust last week in reference to some recent credit card issues. Some changes were made to the credit cards, and new resolutions are needed. Brief discussion continued.

**RESOLUTION #215 GIVING THE CHAIRMAN, TREASURER AND DEPUTY TREASURER AUTHORITY TO ENDORSE CHECKS, MAKE, COLLECT, DISCOUNT, NEGOTIATE, ENDORSE, ASSIGN AND DEPOSIT ANY MONIES ON BEHALF OF THE GFD WITH ANY AND ALL BANKS APPROVED BY THE BOFC AT THE ANNUAL ORGANIZATIONAL MEETING.**

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give the Chairman, Treasurer and Deputy Treasurer authority to endorse checks, make, collect, discount, negotiate, endorse, assign and deposit any monies on behalf of the GFD with any and all banks approved by the BoFC at the Annual Organizational Meeting.

VOTE: All in favor, motion carried.

**RESOLUTION #216 GIVING THE CHAIRMAN, TREASURER, DEPUTY TREASURER DIRECTOR OF PURCHASING AUTHORITY TO OBTAIN/NEGOTIATE CREDIT ON BEHALF OF THE GFD.**

MOTION: Spackmann

SECOND: Atwell

RESOLVED to give the Chairman, Treasurer, Deputy Treasurer Director of Purchasing authority to obtain/negotiate credit on behalf of the GFD.

VOTE: All in favor, motion carried.

**7. New Members/Changes in Membership**

**Firefighter Applications for Membership:**

Greenfield Center Co #1: None.

Porter Corners Co #2: None.

Middle Grove Co #3: Brandon Murray, under 18; Jacob Podwirny.

Maple Avenue Co #4: None.

**Firefighter Changes in Membership:**

Greenfield Center Co #1: None.

Porter Corners Co #2: None.

Middle Grove Co #3: None.

Maple Avenue Co #4: None.

**Auxiliary Applications/Changes for Membership:** None.

**RESOLUTION #217 AUTHORIZING THE CHAIRMAN TO SIGN OFF ON ABOVE FIREFIGHTER APPLICATIONS AS READ.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to authorize the Chairman to sign off on above firefighter applications as read.

VOTE: All in favor, motion carried.

**8. Commissioner Updates:**

- Atwell
  - Meeting at Co #3 tomorrow night with John Cameron to do final walk through on 281. It will be out of service about 3 weeks. Brief discussion continued. D/C Ellsworth noted that the bumper damage will be taken care of at the same time, and the fuel gage is not working.
  - Would like to declare the old storage trailer surplus and then get rid of it.

**RESOLUTION #218 DECLARING THE STORAGE TRAILER SURPLUS.**

MOTION: Kugler

SECOND: Atwell

RESOLVED to declare the storage trailer surplus.

VOTE: All in favor, motion carried.

- Asked about carpet cleaning; Jill noted she will call them tomorrow.
- Asked if the radios in 266 and 272 are installed; Jill noted they are done.
- Fire Police cap lights have not been working since it was painted. Brief discussion; if under \$100, Bob Roxbury can have them fixed.
- Thanks to D/C Burwell for handling the ARGO repairs.
- Fire Police are needed for the Haunted House on Young Road. Brief discussion.

## RESOLUTION #219 GIVING THE FIRE POLICE PERMISSION TO ASSIST AT THE HAUNTED HOUSE ON YOUNG ROAD ON OCTOBER 25<sup>TH</sup> AND 26<sup>TH</sup>, 2014.

MOTION: Atwell

SECOND: Kugler

RESOLVED to give the Fire Police permission to assist at the Haunted House on Young Road on October 25<sup>th</sup> and 26<sup>th</sup>, 2014.

VOTE: All in favor, motion carried.

- Appreciates the work being done by Co #4 on the new rehab bus.
- Read letter received from Stillwater Fire District thanking D/C Davis for his assistance at a recent rescue call. Brief discussion continued.
- Chandler
  - Fill for the pad out back is completed, and black top to be done next.
  - A/C Bogardus and FF Reynolds are on their way out to the Vital Signs Conference in Rochester.
- Kugler
  - Nothing at this time.
- Spackmann
  - Will set up an in-service for I Am Responding if the officers think it will be beneficial.

### 9. Chief Report:

- Not present this evening.

### 10. Company Reports:

- **Co #1: D/C Davis:**
  - Lion's Club is having their Children's Halloween party this weekend.

## RESOLUTION #220 GIVING THE LION'S CLUB PERMISSION TO HOST THEIR ANNUAL CHILDREN'S HALLOWEEN PARTY AT THE GREENFIELD CENTER FIREHOUSE ON OCTOBER 26, 2014.

MOTION: Atwell

SECOND: Chandler

RESOLVED to give the Lion's Club permission to host their annual Children's Halloween party at the Greenfield Center firehouse on October 26, 2014.

VOTE: All in favor, motion carried.

- Someone from the Tiger Scouts contacted him regarding using the firehouse for meetings. Brief discussion; Brian Gibbins to contact Joyce.
- Asked if Justin Siskavich's change in membership was handed in; Joyce noted that that it is in the Chief's office waiting to be signed by the Chief. Brief discussion continued; to be signed by Board at November's meeting.
- **Co #2: D/C Burwell:**
  - Both the fan and ARGO are back and were repaired for free.

- **Co #3 D/C Ellsworth:**
  - Everything is good.
- **Co #4 D/C King:**
  - Everything is good.

**11. EMS Report – Tim Kemp:**

- Getting some information from the County regarding Ebola; going to try to make some preparations for that. Have also spoken to WEMS.

**12. District Guideline Review:**

- Code of Conduct Policy: no changes made.
- Code of Ethics Policy: no changes made.
- Meeting Conduct Policy: No changes made.

**District Projects**

- Current:
  - Co #3 roof: Toby Middlebrook still has not started. Commissioner Chandler noted that the equipment ordered came in wrong and had to be reordered; it is in but Toby just has not gotten to it. Commissioner Kugler to call again.

**13. Special Topics of Discussion:**

- 14/15 year old youth program: Lt. Thurman noted that he and FF Bishop put a proposal together and it went to the by-law committee for review. Based on that they are going to get together again about it. D/C Ellsworth noted that all the Chief were involved as well.
- Special Guest invitations for the installation/inspection banquet. Discussion continued regarding the guests that should be invited, including the spouses/significant others of departed members. Each company to get a list together of spouses of departed members, including mailing addresses. Each company is also allowed to invite 2 special guests; please contact Joyce if you cannot remember who you invited last year. Deadline to submit names and addresses is November 10<sup>th</sup>.
- Co #4 President Dean Deuel has an out of District applicant; brief discussion, Board approval to move forward with Brendan Thornton application.
- Co #4 President Dean Deuel noted Co #4 is in need of some repair, including the leaking bay door windows, paint is peeling, rust around doors, truck bay floor is becoming more of an issue, carpet in meeting room needs to be replaced. Brief discussion continued.
- A/C Petkus noted the back bay door weather stripping at Co #3 is still not fixed. Discussion continued Jill to make a phone call.
- Commissioner Atwell noted a memo was sent out about a November meeting regarding Motorola changing radios. Brief discussion continued.
- Co #4 President Dean Deuel noted that this year Co #4 will not be holding their haunted hayride; instead they will be teaming up with WEMS to pass out glow sticks/necklaces and candy on Halloween.

**RESOLUTION #221 GIVING CO #4 PERMISSION TO ASSIST WEMS ON HALLOWEEN, OCTOBER 31, 2014.**

MOTION: Spackmann

SECOND: Kugler.

RESOLVED to give Co #4 permission to assist WEMS on Halloween, October 31, 2014.

VOTE: All in favor, motion carried.

**14. Dispense with the reading of the minutes**

**RESOLUTION #222 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Spackmann

SECOND: Atwell

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Kugler with a second from Commissioner Chandler to adjourn the workshop at 7:46 PM. All in favor.

Respectfully submitted,

*Joyce A. Petkus*

Joyce A. Petkus  
District Secretary