

# ***Board of Fire Commissioners***

Greenfield Fire District  
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## **September 26, 2012 Commissioners Workshop**

Workshop began at 7:03 pm.

Present were: Commissioners Atwell, Barss, Chandler, Spackmann, Waite, Secretary Petkus, D/P Chouinard, D/T Perkins. Excused: Chief Lant

Please see sign in sheet for others in attendance.

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

1. **Approve Minutes:** None

2. **Secretary Update:** Joyce Petkus

- Questioned who is attending the AFDCA fall workshop this Saturday as the Deputy Treasurer is going to need to cut a check; Jill and Joyce to attend, Vanessa to cut check for \$70.
- Asked if Co #2 extinguishing system had received annual service; Commissioner Waite to call Tri City and set up.

3. **Treasurer Update:** Vanessa Perkins

- Budget coming up. Brief discussion regarding hearing on October 16<sup>th</sup> and then submitting budget to the State after the Board approves final budget.
- Would like to go on vacation at the end of October, will submit the budget info to OSC before she leaves.

4. **Purchasing Update:** Jill Chouinard

- Has received pager complaints recently; this is a County issue. An email has already been sent to both Paul Lent and Ed Tremblay.
- Firefighter from Co #4 was in today; he apparently lost his pager. A LDDS form was completed by him. Brief discussion continued, no insurance claim to be submitted.
- Crissy Brooks from Galway FD was in last night to borrow gear until her Galway gear comes in; she has it until December 1<sup>st</sup>.
- Gear wash soap is in; if you need it contact her.
- Gloves are now in; no extrication gloves ordered.
- Never got emails from anyone on the measurements for the black mourning covers for the 1<sup>st</sup> line truck light bars and ladder truck. Brief discussion; please get measurements to Jill ASAP.
- Hose testing on October 19<sup>th</sup> at Co #2. Time to be determined.
- Working on scheduling ground ladder testing.
- Handed out name/date joined spreadsheets to each company; please check for

accuracy and have firefighter initial any changes; otherwise name badges will be made per the spreadsheet. Due back by the October 24<sup>th</sup> workshop. American flag pins are also in.

- Co #4 mold issue; results faxed over this evening and they will be calling back to set up an appointment. Windows are in at Allerdice; they are booked three weeks out. Brief discussion; Co #2 to be scheduled as soon as possible.

## **5. Commissioner Updates:**

- Jackie Atwell:
  - Reminder to post budget info on firehouse sign boards.
  - New Member Orientation program going quite well. Schedule posted on Firetracker Home Page and calendar.
  - 262 repairs seem to be straightened out.
  - 263 frog unit burned out. Brief discussion; new one to be ordered, old one to be thrown away.
  - Asked about the recent auto pulse training; Tim Kemp noted it was this past Monday night, it went well and one is in service at Co #3, the other to go into service once batteries purchased.
  - Noted the last sentence on the recently submitted Live Burn Policy needs to be re-worded. Brief discussion, Joyce and Commissioner Spackmann to work on it, email it over to the Board for review. Added to October meeting agenda for approval.
- Darren Barss:
  - Asked if light was installed on Co #3 garage. Joyce noted she never called on it. Brief discussion; light to go at peak of garage and motion light to go inside. Joyce to call electrician; he can then call Brian Bishop as he knows exactly what is needed.
  - Asked if Nick Colucci's uniform and pager were returned. D/C King noted they were not. Commissioner Barss to call Chief Lant.
  - 2 pagers went bad last night and were replaced.
  - Thanked everyone for helping out with the New Member Orientation.
- Kenny Waite:
  - Air to air parts came in and will be put in tomorrow morning. The electrician will start wiring tomorrow afternoon. Have to change the motor and pulleys on it because it won't work with the rheostat. Commissioner Spackmann asked how much more this will cost and if they could replace the pulley; Commissioner Waite noted he is not sure how much it is going to be just yet and they need to change the motor to reduce the RPMs, the pulley would not have done it. Commissioner Spackmann asked if the electrician was okay with all this and has no problems with this and is everything good to go? Commissioner Waite noted yes.
- Mike Chandler:
  - Meeting regarding truck maintenance with Walt Barss had to be cancelled this week and will try to reschedule for next week.
  - Received several quotes for Co #3 furnace replacement; copies handed out to the Board to review. Added to October meeting agenda.
  - Co #2 roof was looked at Monday, they spent several hours fixing some

things; bill not together just yet. Regarding the leak in Co #3 roof, Munter will look at it either Thursday or Friday. Brief discussion continued. Should be covered under warranty. Joyce asked if Munter should have a vendor access card; to contact Munter to issue.

- Ambulance committee met again and handed out assignments. Next meeting at end of October.

- Richard Spackmann:
  - Nothing at this time.

## 6. Chief/Officer Reports:

### Report of the Chief – John Lant:

- Not present this evening.

### Company #1 – D/C Kenyon:

- Trucks are running fine.

### Company #2 – D/C Middlebrook:

- October 13<sup>th</sup> from 11 – 3 pm Co #2 is going to Greenfield School for the Fall Festival; will be taking a truck over for fire prevention.
- Co #2 going to the training center on October 28<sup>th</sup>.

### Company #3 – D/C Ellsworth:

- Tanker going to the training center on October 13<sup>th</sup> for Firefighter II class.
- EMS call tonight with Empire was a mess; paperwork being faxed to the District office.

### Company #4 – D/C King:

- Budget info added to the signboard.
- Paul Lent wants to know right away about the phantom pages, etc.

## 7. District Guideline Review:

- Computer Use Policy: no changes made.
- Employee Privacy Policy: no changes made.
- Internet Use Policy: no changes made.
- Pregnant Firefighter Policy: no changes made.
- Firefighter Injury Policy: Moved to October 24<sup>th</sup> workshop agenda for discussion.
- Training Approval Policy: no changes made.

## 8. District Projects

- Current Projects:
  - District Office Building: Received letter from Laberge requesting some clarifications. Discussion continued.
    - Septic system: Commissioner Chandler to speak to Walt Barss about excavating.
    - Emergency generator: Joyce to call our electrician to have him look at it.
    - Soil borings: Questioned if this a requirement or recommendation. Joyce to ask Mr. Leary, as well as approximate cost.
    - Building area: basement: eliminate office area, bathrooms and sanitary rough ins. Keep windows on the north wall.

Joyce to coordinate all this with Mr. Leary in the morning.

- Future Projects:
  - None.

**9. Special Topics of Discussion:**

- Commissioner Spackmann noted the sign at Co #4 is in need of replacement. Firefighter is very ill and his wish is to have the sign replaced. Co #4 willing to pitch in substantial amount of money but cannot realistically afford the whole thing. All the companies need signs. Asked to the Board to think about it; Co #4 will come to the Board when they make a decision.
- Commissioner Chandler noted that 273 needs replacement tires. Would like to do it before the end of the year. Brief discussion; to be decided after completion of pump testing.
- Discussion continued regarding purchasing the new ARGO and related equipment for Co #2.

**RESOLUTION #192 GIVING THE SECRETARY PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$35,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF AN ARGO AND RELATED EQUIPMENT.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to give the Secretary permission to advertise a permissive referendum to withdraw and expend \$35,000.00 from the Equipment Reserve Fund for the purchase of an ARGO and related equipment.

VOTE: All in favor, motion carried.

- D/C Middlebrook noted the radio room computer at Co #2 has been acting up.

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

Motion made by Commissioner Chandler with a second from Commissioner Atwell to adjourn the workshop at 7:59 PM. All in favor.

Respectfully submitted,



Joyce A. Petkus  
District Secretary