

Board of Fire Commissioners

Greenfield Fire District
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The January 2014 Commissioners Workshop of the Greenfield Fire District was called to order at the District Office by Chairman Richard Spackmann at 7:01 PM on January 22, 2014.

Present were:

Commissioners Atwell, Barss, 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.
2. **Approve Minutes:** None.
3. **Secretary Update – Joyce Petkus**
 - CFS will be here Thursday to activate the Access System in the office building.
 - Questioned if 291 was ever repaired, as she still has it as open, although the insurance money was received. Brief discussion; mirror is in and will be repaired shortly.
 - Insurance adjuster was here last week to look at 271 damage; questioned if it has been sent to KME yet for an estimate. Brief discussion; John Cameron to send someone to take a look at it.
 - Reminder that several workshops/conferences are coming up, including the AFDCA Mid-Winter Workshop and the AFDCA Officers Reception. Commissioners Atwell, Barss, Kugler, Secretary Petkus and D/P Chouinard all interested in going to AFDCA Workshop.

RESOLUTION #34 GIVING THE FOLLOWING PEOPLE PERMISSION TO ATTEND THE AFDCA MID-WINTER WORKSHOP AT WESTMERE FD ON FEBRUARY 15, 2014: COMMISSIONERS ATWELL, BARSS, KUGLER; SECRETARY PETKUS AND D/P CHOUINARD.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to give the following people permission to attend the AFDCA Mid-Winter workshop at Westmere FD on February 15, 2014: Commissioners Atwell, Barss, Kugler; Secretary Petkus and D/P Chouinard.

VOTE: All in favor, motion carried.

- Has received requests from the following officers for permission to attend the Turning Stone Conference at the end of March; D/C Burwell, Lt. Burwell, Captain Richards, D/C Ellsworth, A/C Petkus, Captain Jennings, Captain Cumm, Lt.

Murray, D/C King. D/C Ellsworth noted that Captain Jennings can only attend one day.

RESOLUTION #35 GIVING THE FOLLOWING OFFICERS PERMISSION TO ATTEND THE TURNING STONE CONFERENCE MARCH 27-30,2014: D/C BURWELL, LT. BURWELL, CAPTAIN RICHARDS, D/C ELLSWORTH, A/C PETKUS, CAPTAIN JENNINGS, CAPTAIN CUMM, LT. MURRAY, D/C KING.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give the following Officers permission to attend the Turning Stone Conference March 27-30, 2014: D/C Burwell, Lt. Burwell, Captain Richards, D/C Ellsworth, A/C Petkus, Captain Jennings, Captain Cumm, Lt. Murray, D/C King.

VOTE: All in favor, motion carried.

- Commissioner Kugler will be registered to take the Commissioner training in March at Wilton FD.
- Finally moved into the new office space and has been hectic, and wonders how we ever functioned in 3 rooms all these years.

4. Purchasing Update – Jill Chouinard

- Co #3 new Ford truck has been ordered from Carbone.
- Dress uniform fitting coming up in February, would like to get a list from the officers by the February workshop. Reminder email will also be sent out.
- Work uniforms have NOT been ordered; cannot be ordered until sizes are received. Captain Jennings getting a committee together as decision has not yet been made regarding the patch.
- Siren at Co #3 is now being handled by commissioner Kugler.
- Tyler Fire would like to come in and do an SCBA mask and pack informational meeting, including NFPA changes/updates. Tentative date set for April 29th.
- Asked if A/C Middlebrook has ever heard from Bill Crawford regarding the pole barn light. Brief discussion; Jill to call Mr. Crawford.
- Co #1 and Co #2 generators both had problems; both Cat and GA Bove were contacted. Brief discussion.
- Listings were due tonight for 2014 gear fittings; has only received list from Co #2. Tentative gear fitting date is March 11th. Brief discussion continued. D/C King noted he sent an email to Jill this evening.
- Has been going back and forth with the insurance company regarding the damaged gear from the Bockes Road fire in October; a new claim rep was assigned yesterday and he is reviewing the claim.
- Has pulled the gear from former members Justin Reynolds and Joe Luse. Officer Fuller was contacted and was successful in getting the pager returned that Mr. Reynolds had not turned in after repeated requests to do so.
- Received the quote from Zanetti's for the Memorial Bell stand. Will cost between \$1300-1600. Brief discussion continued.
- Windows from Curtis lumber were delivered and installation should occur tomorrow depending on the weather.

- Is There A Fire in You promo is beginning again for April 26-27, 2014. If any of the companies are interested please let her know.
- Check was received from our insurance carrier regarding A/C Bogardus' damaged radio. New one to be ordered.
- Ring cutter ordered for Co #1 as the other one was broken at a recent call.
- Brief discussion regarding the defibrillator that was sent to us in error.
- A1 Professional Cleaners was the only one to submit a quote for the new office building cleaning. Brief discussion; will be contacting them to move forward.

5. Treasurer Update – D/T Chris Thurman:

- Nothing at this time.

6. Commissioner Updates:

• **Jack Atwell**

- Thanked the girls for doing another great job with the installation banquet.
- OSHA classes have begun for 2014. Understands they are boring having to do it every year, but thanked the firefighters for their patience.
- 273 should be back tomorrow; D/C Burwell asked to be updated on it.
- Chief Lant has spoken about small vehicle EVOC; Secretary Petkus noted she sent out an email about it last week about getting a list in to her; so far she has received one from Co #3. Due date January 31st.
- Went with Bob Roxbury yesterday to see Todd about the fire police truck. Tentative appointment scheduled for the second week in March to get it done.
- Asked if there has been any progress regarding the cap for Co #3 new truck. D/C Ellsworth noted they really don't wasn't get started on that until they get a delivery date for the new truck.
- Reminded everyone to make sure the water is out of the brush trucks.
- Spoke to D/C Davis; looks like Co #1 is going to be more active as they already had 32 calls since January 1st. Thanks to everyone for all your effort.

• **Darren Barss**

- Asked if Jody Thew went life. Secretary Petkus noted she doesn't remember seeing any paperwork on it. She will check in Firetracker after the meeting.
- The bathrooms at Co #2 are in really bad shape. Discussion continued. D/C Burwell to take it to the company to see if they wanted to renovate the bathrooms themselves and the district will pay for materials.
- Would really like to get the Captains involved with the 'Is There A Fire in You' program. Please get back to him if anyone is interested in doing it. Brief discussion continued. To be brought back to the companies for their input; added to the February workshop agenda.

• **Michael Chandler**

- Chief's truck is out getting the fender repaired and should be done in the next day or two.
- Asked what is going on with the lights at Co #1; Joyce noted that she is waiting for a quote from the electrician. Brief discussion continued.
- Would like to have carpet protectors for the new office.
- Reminder that there is a truck committee meeting after this meeting.

- **Don Kugler**
 - Would like to have the new office basement floors sealed before we start moving all the inventory in. Materials cost about \$1630.00 and Bryan Chouinard would do it for \$500.00 labor. Brief discussion continued, would like to use leftover allowance money for this. D/T Thurman noted that there is about \$140,000.00 left in the building fund; Joyce noted that last week Shows asked the contractors for an update on their allowances, but she has not seen anything come through on that yet.

RESOLUTION #36 GIVING BRYAN CHOUINARD PERMISSION TO SEAL THE NEW DISTRICT OFFICE BASEMENT FLOOR.

MOTION: Kugler

SECOND: Barss

RESOLVED to give Bryan Chouinard permission to seal the new district office basement floor.

VOTE: All in favor, motion carried.

- Waiting for a phone call back from Chris Jones at NY Fire and Security regarding Co #3 siren.

- **Richard Spackmann**
 - Over the summer Zanetti was contacted to build a stand for the Memorial Bell; he finally supplied a quote the other day, and it will cost between \$1400-1600.00. Brief discussion continued; added to February workshop agenda.
 - Asked about the progress of the donation of the old fire police van. D/C Ellsworth noted that Edinburgh FD came and looked at it and would like it. Brief discussion continued. Captain Reynolds will take any GFD identifiers off it tomorrow. Insurance needs to be taken off it at some point as well. D/C Ellsworth will deliver it when all the paperwork is in order.

RESOLUTION #37 APPROVING THE DONATION OF THE OLD FIRE POLICE VAN TO THE EDINBURGH FIRE DISTRICT PROVIDING ALL PROPER PAPERWORK IS SIGNED.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to approve the donation of the old fire police van to the Edinburgh Fire District providing all proper paperwork is signed.

VOTE: All in favor, motion carried.

7. Reports of the Chief/Chief Officers:

- **Chief Lant:**
 - Not present this evening.
 - D/C King noted that 297 is back in service.
 - Ray Bush from Corinth went into the hospital last week; doing okay so far.

- **Co #1: A/C Kenyon**
 - Used some fire extinguishers last night at George Dahl's house; Jill is going to get hold of Tri City to get them filled. Brief discussion.
 - New Town EMS is doing much better than the previous provider.
 - Co #1 has at least 6 windows that need to be replaced. Brief discussion.
 - Been a busy month already, appreciate everyone working so well together.
- **Co #2: D/C Burwell**
 - Previously spoke to Commissioner Barss, and company approved purchasing a new light bar for A/C Middlebrook from company funds. There is the possibility that they will ask for reimbursement from the District. Brief discussion continued.
 - Asked the Secretary for new gear tags for the new officers.
- **Co #3 D/C Ellsworth:**
 - Suggested looking into what gear will be expiring over the next several years. Lengthy discussion continued, including replacing bail out ropes as well; D/P Chouinard to print up gear reports through 2018.
- **Co #4 D/C King:**
 - Blood Drive coming up on February 1, 2014.

RESOLUTION #38 GIVING CO #4 PERMISSION TO HOLD THE JOHN LANT JR. MEMORIAL BLOOD DRIVE ON FEBRUARY 1, 2014.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to give Co #4 permission to hold the John Lant Jr. Memorial Blood Drive on February 1, 2014.

VOTE: All in favor, motion carried.

- Lou Pasquarell, Sr. funeral is this Friday, January 24th in Jonesville, and they have asked for some fire police to help out. Will be taking several apparatus as well.

8. District Guideline Review:

- Officer Requirements Policy
- Firefighter and Officer Training Policy
 - Above policies overlap; Board requested that By-Law committee to review the two policies and make recommendations to combine them into one policy.
- Training Approval Policy: no changes made.
- Uniform Policy: Commissioner Spackmann noted that it needs to be updated to include the work uniforms; D/P Chouinard noted that there is no provision in the policy for Commissioners that are not members. No changes made at this time.
- Honorary Deputy Chief Policy: no changes made.

9. District Projects:

- Current:
 - District Office Building: brief discussion; to be kept on agenda as there are

still projects related to the office building that need to be completed in the spring.

- Co #3 roof: Commissioner Chandler noted that Munter has been monitoring, and Co #3 President should be documenting any related water issues.
- Future:
 - Co #3 pavilion
 - Co #1 radio room floor
 - Co #1 and Co #2 bathrooms

10. Special Topics of Discussion:

- Commissioner Kugler noted Co #4 meeting room carpet needs to be replaced.
- Commissioner Kugler requested that Jack King and Nancy Waite sit on the by-law committee as liaisons. Brief discussion continued; not approved as it is a violation of the by-laws.

.RESOLUTION #39 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

SECOND: Barss

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 8:05 PM. All in favor.

Respectfully submitted,

Joyce A. Petkus

Joyce A. Petkus
District Secretary