

# **Board of Fire Commissioners**

Greenfield Fire District  
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The January Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:05 PM on January 28, 2015.

**Present were:**

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

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** January 7, 2015 Organizational Meeting Minutes

**RESOLUTION #26 APPROVING THE JANUARY 7, 2015 ORGANIZATIONAL MEETING MINUTES AS WRITTEN.**

MOTION: Kugler

SECOND: Mann

RESOLVED to approve the January 7, 2015 Organizational Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

Commissioner Atwell questioned voucher #150046, TCI Camera. Jill noted it is for the battery that was approved in December.

Commissioner Atwell explained that he reviewed the final bills regarding 281 conversion, and is over budget by \$1,409.89. Brief discussion; overage to come out of Operations.

**RESOLUTION #27 TO PAY ABSTRACT #2, VOUCHER #150014 THROUGH VOUCHER #150050 FROM THE GENERAL FUND, TOTALING \$40,180.57.**

A3410.1	\$ 3,742.63
A3410.2	740.30
A3410.4	35,318.71
A9030.8	378.93

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Total: \$ 40,180.57

MOTION: Atwell

SECOND: Kugler

RESOLVED to pay Abstract #2, Voucher #150014 through Voucher #150050 from the General Fund, totaling \$40,180.57.

VOTE: All in favor, motion carried.

**RESOLUTION #28 TO PAY ABSTRACT #1, VOUCHER #BR15001 THROUGH VOUCHER #BR15002 FROM THE BUILDING RESERVE FUND, TOTALING \$3,899.28.**

MOTION: Kugler

SECOND: Atwell

RESOLVED to pay Abstract #1, Voucher #BR15001 through Voucher #BR15002 from the Building Reserve Fund, totaling \$3,899.28.

VOTE: All in favor, motion carried.

**RESOLUTION #29 TO PAY ABSTRACT #1, VOUCHER #ER15001 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$51,243.00.**

MOTION: Kugler

SECOND: Mann

RESOLVED to pay Abstract #17, Voucher #ER145001 from the Equipment Reserve Fund, totaling \$51,243.00.

VOTE: All in favor, motion carried.

**RESOLUTION #30 GIVING THE TREASURER PERMISSION TO APPROPRIATE AVAILABLE FUND BALANCE AS FOLLOWS: \$6,273.59 TO OPERATIONS.**

MOTION: Kugler

SECOND: Mann

RESOLVED to give the Treasurer permission to appropriate available fund balance as follows: \$6,273.59 to Operations.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- 2015 Access card overlays and Firetracker permission have been updated.
- 2015 auxiliary contact cards will be out shortly.
- Reminder that annual physicals are coming up in March.

• **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**

- Annual independent audit is set for the end of March.

• **Director of Purchasing – Jill Chouinard:**

- Minitor VI pagers will be rolled out to the Chiefs as soon as she receives the software program.
- Recruit NY is April 25<sup>th</sup> and 26<sup>th</sup>.
- SCBA pack inspections begin the week of March 2<sup>nd</sup>.
- Hoping to get tile samples in by Monday for Co #1 to choose.
- Looking into a new network solution company to help with the ongoing I Am

Responding issues.

- Co #4 siren and light were looked at; the siren needs to be rebuilt and a new light has been ordered. John DeChristofaro will be contacting D/C King and Lt. Deuel directly to make arrangements to remove the siren.
- Received a new quote from B-Lann regarding hose. Requested the officers review it for accuracy before she places the order.
- Foam Pro is on loan to Edinburg; would like to reach out to them to see if they want to keep it. Brief discussion; Jill to look into it.
- CD's are now available if anyone wants a copy of the banquet movie.
- Co #4 sent in LDDS form; items are to be replaced.

## **5. Firefighter and Auxiliary New Members/Changes in Membership**

**Firefighter Applications for Membership:** None.

Joyce questioned Co #4 regarding the application submitted in November on Brandon Thornton; as of yesterday morning he still had not called to schedule his physical. Brief discussion; D/C King to contact him and get back to Joyce as to what to do with the application.

**Firefighter Changes in Membership:**

Greenfield Center Co #1: Jeremy Martin resigned, moved out of state; Debbie Hanley moved out of District, Victoria Cunningham moved out of District.

Porter Corners Co #2: None.

Middle Grove Co #3: None.

Maple Avenue Co #4: None.

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

## **RESOLUTION #31 AUTHORIZING THE CHAIRMAN TO SIGN OFF ON ABOVE FIREFIGHTER CHANGES IN MEMBERSHIP AS READ.**

MOTION: Atwell

SECOND: Kugler

RESOLVED to authorize the Chairman to sign off on above firefighter changes in membership as read.

VOTE: All in favor, motion carried.

## **6. Report of the Chief – John Lant**

- Did not receive any training sheets for last month, but he knows they all did their training. OSHA seems to be going well.
- Gave Jill the tire size that he needs for the Chief's vehicle: 265/70/17, whatever manufacturer is cheapest.
- Would like to get going on the training proposal. Commissioner Chandler asked what classes the Chief would like to schedule; Chief Lant noted a pump course, SOGs. Discussion continued. Commissioner Atwell asked the Chief to get together with his officers and the instructor and decide what classes they want to schedule.
- Would like to give the spare radio to FF Ed Petkus; it would be P268. He is a

safety officer. Brief discussion continued; Commissioner Chandler asked Jill to take care of it.

- Thanks to John King for doing a great job while he was away.

## **7. Reports of the Companies:**

- **Greenfield Center Co #1: D/C Davis**
  - 261 has some rust spots and blemishes on it. Would like to get some body work done on it.
- **Porter Corners Co #2: D/C Burwell**
  - Will be out of town from Sunday to Friday, A/C Middlebrook will be in charge.
  - All quiet.
- **Middle Grove Co #3: D/C Ellsworth**
  - All good.
- **Maple Avenue Co #4:**
  - Ice rescue drill on Saturday went real well. Edinburg is having an ice rescue drill on February 14<sup>th</sup>.
  - All is good.

## **8. EMS – Tim Kemp:**

- Putting together a firefighter CPR class starting at Co #3, target date is Tuesday, April 7<sup>th</sup> and eventually rotate through all four stations. The goal is to get everyone a CPR card. CPR/First aid scheduled for February 21<sup>st</sup>. Brief discussion continued. He will be sending out email updates.

## **9. Reports of the Commissioners:**

- Atwell
  - Received the estimate from KME for the damage on 283. Joyce has already met with the insurance adjuster. Brief discussion continued.
  - Had a meeting with Nemer, was able to negotiate one of the bills.
  - Asked about the light bar on 280; Jill noted it is to be done tomorrow.
  - Captain Barss would like to teach the new FF1 curriculum. Lengthy discussion continued regarding the new FF1 prerequisites, getting more officers involved, and getting training set up in the district.
  - Asked Captain Bullard to speak about the new rehab bus. Captain Bullard noted it did well on its preliminary run to the ice rescue drill, heating was good, seating has been arranged. He also noted he sent a list of items needed for the bus, the auxiliary is involved in helping out with inventory. Discussion continued regarding the items on the list. Commissioner Atwell noted that the big ticket items are the painting and the generator, but they would like to get started on the interior work. D/T Thurman noted there is still \$5600 left in the permissive referendum; the Board approved using that to get started on the bus renovations.
- Kugler
  - Thank you to Co #3 for organizing the ice rescue drill at Lake Desolation.
- Mann
  - Looking forward to working on firefighter health issues, has been in contact with Dr. Peacock. Going to look at current practices to see if there anything to do to mitigate some of the exposures the firefighters may have.

- Chandler
  - Asked if everything was straightened out regarding using the District office for OSHA training; Joyce noted there was one conflicting night and notified D/C King about that.
  - Town has been after him to figure what we want to do about marking long driveways. Wants the officers to get together to get it written out to give to the Planning and Building department. Discussion continued; Chief Lant suggested D/C Davis, A/C Middlebrook and Commissioner Chandler be on the committee.
  - Would like to set a meeting with the Commissioners, Chief and Deputy Chiefs regarding the banquet. Brief discussion; Chief Lant would also like to meet about the uniforms at the same time. Meeting set for Monday, February 2<sup>nd</sup> at 7 pm at the District Office. Joyce to advertise.
- Spackmann
  - Not present this evening.

Captain Bullard noted there is a public hearing in Wilton regarding Lant's Garage and senior housing on Perry Road is probably going to happen. Chief Lant noted he is going to go against the Town board regarding the right turn only at the light. Brief discussion continued.

#### **10. District Guideline Review:**

- Duties of Fire Officers Policy: no changes made.
- Firefighter Training and Officer Requirements Policy: no changes made. Commissioner Atwell asked the officers to look at this policy again and make suggestions.
- Training Approval Policy: Moved to March 25<sup>th</sup> meeting agenda
- Uniform Policy: Moved to April 22<sup>nd</sup> meeting agenda

#### **District Projects**

- Current:
  - District Office Building
  - Co #1 Radio room floor/bathrooms. See above discussion.
- Future:
  - Co #3 pavilion

#### **11. Special Topics of Discussion:**

- Turning Stone Conference. Lengthy discussion continued regarding the cost, the number of people that were sent to the conference last year, limiting attendance to only certain people.

### **RESOLUTION #32 LIMITING ATTENDANCE AT THE LAW AND MANAGEMENT CONFERENCE AT THE TURNING STONE RESORT TO THE CHIEF POSITIONS ONLY.**

MOTION: Atwell

SECOND: Kugler

RESOLVED to limit attendance at the Law and Management Conference at the Turning Stone Resort to the Chief positions only.

VOTE: All in favor, motion carried.

- Captain Bullard asked if they were going to talk about Co #4 Firetracker data entry people; Commissioner Chandler noted it is on the February 11<sup>th</sup> agenda for discussion.

**RESOLUTION #33 TO GO INTO EXECUTIVE SESSION AT 7:50 PM IN REFERENCE TO FIREFIGHTER SUSPENSIONS.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to go into executive session at 7:50 PM in reference to firefighter suspensions.

VOTE: All in favor, motion carried.

**RESOLUTION #34 TO RECONVENE FROM EXECUTIVE SESSION AT 9:20 PM.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to reconvene from executive session at 9:20 PM.

VOTE: All in favor, motion carried.

Commissioner Chandler asked if there were any comments from Chief Lant at this time. Chief Lant noted because of the circumstances over the last couple of weeks, his recommendation is Firefighter McEachron's suspension be over this evening.

**RESOLUTION #35 TO CONTINUE THE SUSPENSION OF FIREFIGHTER JOHN MCEACHRON, SR. UNTIL MIDNIGHT FEBRUARY 11, 2015.**

MOTION: Chandler

SECOND: Atwell

RESOLVED to continue the suspension of firefighter John McEachron, Sr. until midnight February 11, 2015.

VOTE: All in favor, motion carried.

**RESOLUTION #36 TO GO INTO EXECUTIVE SESSION AT 9:22 PM IN REFERENCE TO PROPOSED LITIGATION INVOLVING THE DISTRICT OFFICE.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to go into executive session at 9:22 PM in reference to proposed litigation involving the district office.

VOTE: All in favor, motion carried.

**RESOLUTION #37 TO RECONVENE FROM EXECUTIVE SESSION AT 9:40 PM.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to reconvene from executive session at 9:40 PM.

VOTE: All in favor, motion carried.

**RESOLUTION #38 TO GO INTO EXECUTIVE SESSION AT 9:41 PM IN REFERENCE TO A POSSIBLE COMMISSIONER RESIGNATION.**

MOTION: Chandler

SECOND: Atwell

RESOLVED to go into executive session at 9:41 PM in reference to a possible Commissioner resignation.

VOTE: All in favor, motion carried.

**RESOLUTION #39 TO RECONVENE FROM EXECUTIVE SESSION AT 10:05 PM.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to reconvene from executive session at 10:05 PM.

VOTE: All in favor, motion carried.

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

**RESOLUTION #40 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Kugler

SECOND: Mann

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 meeting at 10:06 PM. All in favor.

Respectfully submitted,



Joyce Petkus  
District Administrator/Treasurer