

Board of Fire Commissioners

Greenfield Fire District
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The January 2015 Organizational Meeting of the Greenfield Fire District was called to order at the District Office by Treasurer Petkus at 7:02 PM on January 7, 2015. The flag salute and a moment of silence were recognized for departed members and troops overseas.

Present were:

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

Secretary/Treasurer Petkus asked for nominations for Chairman of the Board for 2015. Commissioner Chandler nominated Commissioner Richard Spackmann with a 2nd from Commissioner Kugler.

RESOLUTION #1 TO APPOINT RICHARD SPACKMANN CHAIRMAN OF THE BOARD FOR 2015.

MOTION: Chandler

SECOND: Kugler

RESOLVED to appoint Richard Spackmann Chairman of the Board for 2015.

VOTE: All in favor, motion carried.

RESOLUTION #2 TO APPOINT JOYCE PETKUS DISTRICT ADMINISTRATOR/TREASURER, CHRISTOPHER THURMAN DEPUTY TREASURER, JILL CHOUINARD DIRECTOR OF PURCHASING AND CAROLE MILLER DISTRICT CHAPLAIN FOR 2015.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to appoint Joyce Petkus District Administrator/Treasurer, Christopher Thurman Deputy Treasurer, Jill Chouinard Director of Purchasing and Carole Miller District Chaplain for 2015.

VOTE: All in favor, motion carried.

RESOLUTION #3 TO NAME THE DAILY GAZETTE AS THE LEGAL NEWSPAPER FOR 2015 AND TO NAME ADIRONDACK TRUST COMPANY, BALLSTON SPA NATIONAL BANK AND SARATOGA NATIONAL BANK AS BANKS FOR 2015.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to name the Daily Gazette as the legal newspaper for 2015 and to name Adirondack Trust Company, Ballston Spa National Bank and Saratoga National Bank as banks for 2015.

VOTE: All in favor, motion carried.

RESOLUTION #4 TO SET 2015 MEETING NIGHTS AS SUBMITTED AND POSTED ON THE DISTRICT WEBSITE BY THE DISTRICT ADMINISTRATOR.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to set 2015 meeting nights as submitted and posted on the District website by the District Administrator.

VOTE: All in favor, motion carried.

RESOLUTION #5 TO APPOINT WILLIAM YOUNG LEGAL ADVISOR, GREENFIELD COUNTRY MEDICINE/JAMA PEACOCK-BIRSETT, M.D. AS DISTRICT PHYSICIAN, DR. LEE AND EVA NAGEL AS THE DISTRICT STRESS DEBRIEFING DOCTORS AND JILL CHOUINARD DISTRICT PHOTOGRAPHER FOR 2015.

MOTION: Spackmann

SECOND: Mann

RESOLVED to appoint William Young legal advisor, Greenfield Country Medicine/Jama Peacock-Birsett, M.D. as District Physician, Drs. Lee and Eva Nagel as the District Stress Debriefing doctors and Jill Chouinard District Photographer for 2015.

VOTE: All in favor, motion carried.

RESOLUTION #6 TO RECOMMEND TO THE TOWN OF GREENFIELD SUPERVISOR THAT LT. STEPHANIE BURWELL BE APPOINTED TO THE SARATOGA COUNTY FIRE ADVISOR BOARD.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to recommend to the Town of Greenfield Supervisor that Lt. Stephanie Burwell be appointed to the Saratoga County Fire Advisor Board.

VOTE: All in favor, motion carried.

RESOLUTION #7 TO APPOINT THE FOLLOWING FOR 2015:

- HEATING/PLUMBING: MIDDLEBROOK PLUMBING
- MECHANIC:
 - DAVE KENYON
 - KJ STEARNS
 - KME
 - LANT'S AUTO SALES & SERVICE
- GENERAL CONTRACTORS/MAINTENANCE
 - BILL REID, COMPLETE CONSTRUCTION
 - KYLE STEWART, FINE LINE BUILDERS, LLC.
- ELECTRICIAN:
 - SARATOGA ELECTRIC & GENERATOR
- DRIVEWAY/PARKING LOT MAINTENANCE

○ KING ENTERPRISES

MOTION: Spackmann

SECOND: Mann

RESOLVED to appoint the following for 2015:

- Heating/Plumbing: Middlebrook Plumbing
- Mechanic:
 - Dave Kenyon
 - KJ Stearns
 - KME
 - Lant's Auto Sales & Service
- General Contractors/Maintenance
 - Bill Reid, Complete Construction
 - Kyle Stewart, Fine Line Builders, LLC.
- Electrician:
 - Saratoga Electric & Generator
- Driveway/Parking Lot Maintenance
 - King Enterprises

VOTE: All in favor, motion carried.

RESOLUTION #8 GIVING TREASURER PERMISSION TO PAY VARIOUS BILLS INCLUDING FUEL, LIGHTS, WAGES, FEDERAL AND STATE TAXES, POSTAGE, TELEPHONE/FAX, INTERNET, GAS AND DIESEL, HEATING OIL, GARBAGE PICK UP EVERY MONTH.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to give Treasurer permission to pay various bills including fuel, lights, wages, federal and state taxes, postage, telephone/fax, internet, gas and diesel, heating oil, garbage pickup every month.

VOTE: All in favor, motion carried.

RESOLUTION #9 TO ADOPT SECTION 104B OF THE GENERAL MUNICIPAL LAW REGARDING DISTRICT PURCHASING PRACTICES AND THAT THE HOME COMMISSIONER SHALL SIT ON THE COMMITTEE THAT IS PURCHASING A NEW TRUCK FOR THEIR COMPANY.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to adopt Section 104B of the General Municipal Law regarding District Purchasing Practices and that the Home Commissioner shall sit on the committee that is purchasing a new truck for their company.

VOTE: All in favor, motion carried.

RESOLUTION #10 THAT TRUCK REPAIRS SHALL BE COORDINATED BY THE CHIEF AND COMMISSIONER ATWELL.

MOTION: Spackmann

SECOND: Mann

RESOLVED that truck repairs shall be coordinated by the Chief and Commissioner Atwell.

VOTE: All in favor, motion carried.

RESOLUTION #11 TO FORM AN AUDIT COMMITTEE TO AUDIT THE BOOKS WHEN THE TREASURER HAS THEM READY. AUDIT COMMITTEE SHALL BE COMMISSIONERS ATWELL, KUGLER, MANN.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to form an audit committee to audit the books when the Treasurer has them ready. Audit committee shall consist of Commissioners Atwell, Kugler, Mann.

VOTE: All in favor, motion carried.

RESOLUTION #12 TO ADOPT 2015 DISTRICT GUIDELINE REVIEW SCHEDULE AS PROVIDED AND POSTED.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to adopt 2015 District Guideline Review Schedule as provided and posted.

VOTE: All in favor, motion carried.

RESOLUTION #13 THAT THE GREENFIELD FIRE DISTRICT MAINTAIN MEMBERSHIP IN THE FOLLOWING ORGANIZATIONS:

- FIREMAN'S ASSOCIATION OF THE STATE OF NY (FASNY)
- ASSOCIATION OF FIRE DISTRICTS OF THE CAPITAL AREA (AFDCA)
- ASSOCIATION OF FIRE DISTRICTS OF THE STATE OF NY (AFDSNY)
- NEW YORK STATE ASSOCIATION OF FIRE CHAPLAINS
- NEW YORK STATE ASSOCIATION OF FIRE CHIEFS (NYS AFC)
- NFPA
- FIRE DEPARTMENT SAFETY OFFICERS ASSOCIATION

MOTION: Spackmann

SECOND: Mann

RESOLVED that the Greenfield Fire District maintain membership in the following organizations:

- Fireman's Association of the State of NY (FASNY)
- Association of Fire Districts of the Capital Area (AFDCA)
- Association of Fire Districts of the State of NY (AFDSNY)
- New York State Association of Fire Chaplains
- New York State Association of Fire Chiefs (NYS AFC)
- NFPA
- Fire Department Safety Officers Association

VOTE: All in favor, motion carried.

RESOLUTION #14 TO APPOINT ELECTION INSPECTORS FOR 2015:

- BETTY BOWEN
- PAT BRUST
- DEBBIE BURWELL
- ANN CORNELL
- MARGE CORNELL
- DIANE CZECHOWICZ
- DIANE KLEMENTOWSKI
- ALICE LOMONACO
- BONNIE OLDER
- DORIS OLDER
- PEGGY ROXBURY
- GLENDA VANDUSEN

- PETER CZECHOWICZ JOYCE WOODARD

MOTION: Spackmann

SECOND: Chandler

RESOLVED to appoint Election Inspectors for 2015:

- Betty Bowen Diane Klementowski
- Pat Brust Alice Lomonaco
- Debbie Burwell Bonnie Older
- Ann Cornell Doris Older
- Marge Cornell Peggy Roxbury
- Diane Czechowicz Glenda Vandusen
- Peter Czechowicz Joyce Woodard

VOTE: All in favor, motion carried.

RESOLUTION #15 TO APPOINT/ACCEPT 2015 OFFICERS AS FOLLOWS:

- DISTRICT CHIEF: JOHN LANT
- COMPANY #1 OFFICERS:
 - DEPUTY CHIEF JONATHAN DAVIS
 - ASSISTANT CHIEF DAVID KENYON
 - CAPTAIN MATTHEW REYNOLDS
 - LIEUTENANT WILLIAM PRATT
- COMPANY #2 OFFICERS:
 - DEPUTY CHIEF JUSTIN BURWELL
 - ASSISTANT CHIEF DAVID MIDDLEBROOK
 - 1ST CAPTAIN DERRICK BARSS
 - 2ND CAPTAIN PHILIP RICHARDS
 - 1ST LIEUTENANT STEPHANIE BURWELL
 - 2ND LIEUTENANT CHRISTOPHER STANTON
- COMPANY #3 OFFICERS:
 - DEPUTY CHIEF JAY ELLSWORTH
 - ASSISTANT CHIEF JAKE JENNINGS
 - 1ST CAPTAIN SCOTT MURRAY
 - 2ND CAPTAIN DANIELLE CUMM
 - LIEUTENANT CHRISTOPHER THURMAN
- COMPANY #4 OFFICERS:
 - DEPUTY CHIEF JOHN KING
 - ASSISTANT CHIEF DUANE BOGARDUS
 - 1ST CAPTAIN GARY BULLARD
 - 2ND CAPTAIN BRYAN CHOUINARD
 - 2ND LIEUTENANT DEAN DEUEL, JR.

MOTION: Spackmann

SECOND: Mann

RESOLVED to appoint/accept 2015 officers as follows:

- District Chief: John Lant
- Company #1 Officers:

- Deputy Chief Jonathan Davis
- Assistant Chief David Kenyon
- Captain Matthew Reynolds
- Lieutenant William Pratt
- Company #2 Officers:
 - Deputy Chief Justin Burwell
 - Assistant Chief David Middlebrook
 - 1st Captain Derrick Barss
 - 2nd Captain Philip Richards
 - 1st Lieutenant Stephanie Burwell
 - 2nd Lieutenant Christopher Stanton
- Company #3 Officers:
 - Deputy Chief Jay Ellsworth
 - Assistant Chief Jake Jennings
 - 1st Captain Scott Murray
 - 2nd Captain Danielle Cumm
 - Lieutenant Christopher Thurman
- Company #4 Officers:
 - Deputy Chief John King
 - Assistant Chief Duane Bogardus
 - 1st Captain Gary Bullard
 - 2nd Captain Bryan Chouinard
 - 2nd Lieutenant Dean Deuel, Jr.

VOTE: All in favor, motion carried.

RESOLUTION #16 THAT EFFECTIVE JANUARY 1, 2015, REIMBURSEMENT FOR MILEAGE FOR FIRE CALLS AND DISTRICT BUSINESS WILL BE 56¢ PER MILE, TO BE MONITORED BY THE TREASURER FOR ANY CHANGES. MILEAGE VOUCHERS HELD LONGER THAN TWO MONTHS WILL NOT BE ACCEPTED; ANY SUBMISSION MUST BE RECEIVED BY THE THURSDAY MORNING PREVIOUS TO THE NEXT BOARD MEETING.

MOTION: Spackmann

SECOND: Atwell

RESOLVED that effective January 1, 2015, reimbursement for mileage for fire calls and District business will be 56¢ per mile, to be monitored by the Treasurer for any changes. Mileage vouchers held longer than two months will not be accepted; any submission must be received by the Thursday morning previous to the next Board meeting.

VOTE: All in favor, motion carried.

RESOLUTION #17 TO APPOINT COMMISSIONER MIKE CHANDLER 2015 DISTRICT LIAISON TO THE GREENFIELD PLANNING BOARD AND GARY BULLARD 2015 DISTRICT LIAISON TO THE WILTON PLANNING BOARD.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to appoint Commissioner Mike Chandler 2015 District liaison to the Greenfield Planning Board and Gary Bullard 2015 District liaison to the Wilton Planning Board.

VOTE: All in favor, motion carried.

RESOLUTION #18 TO APPROVE THE DECEMBER 29, 2014 YEAR END CLOSE OF BOOKS MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to approve the December 29, 2014 Year End Close of Books minutes as written.

VOTE: All in favor, motion carried.

Chairman Spackmann asked for questions/comments regarding the abstract:

Commissioner Atwell noted that the 271 generator is all set and confirmed the bill from Tri-City was for service done to Co #2 kitchen extinguishing system.

RESOLUTION #19 TO PAY ABSTRACT #1, VOUCHER #150001 THROUGH VOUCHER #150013, FROM THE GENERAL FUND, TOTALING \$12,707.14.

A3410.1	\$3,646.08
A3410.2	37.00
A3410.4	8,654.90
A9030.8	369.16

Total:	\$12,707.14

MOTION: Kugler

SECOND: Chandler

RESOLVED to pay Abstract #1, Voucher #150001 through Voucher #150013, from the General Fund, totaling \$12,707.14.

VOTE: All in favor, motion carried.

RESOLUTION #20 GIVING THE TREASURER PERMISSION TO PAY ALL BILLS ASSOCIATED WITH THE ANNUAL BANQUET AS THEY ARE RECEIVED.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give the Treasurer permission to pay all bills associated with the annual banquet as they are received.

VOTE: All in favor, motion carried.

Correspondence - Joyce Petkus

- Previously sent out the new 2015 mileage form with the incorrect mileage on it, so a new form was sent out. She also fixed the issue with the locked boxes. The correct one is on Firetracker if needed.

Purchasing – Jill Chouinard

- Stored Tech will be here February 3rd to give a presentation on the district phone system.
- Fine Line Builders was awarded the bid to redo the floors at Co #1; she will touch base with President Gibbins once she receives the samples.
- Ryan Feulner was given a new pager and it back in service.
- Chain saw for Co #2 was ordered and will take about 2 weeks to receive.
- Set up the auxiliary Liaison, Brenda Jennings on I Am Responding. It was also noted that the 2015 auxiliary contact list will be coming out shortly.

Firefighter/Auxiliary Applications for membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: None.

Maple Avenue Company #4: None.

Firefighter/Auxiliary Requests for Change in Membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: Firefighters Diane and Peter Czechowicz requested life membership, and they would like to keep their uniforms and access.

Maple Avenue Company #4: Firefighter Sara Orvis requested change from probationary to active firefighter, and Firefighter Cory Reale requested change from 16/17 year old to Active Probationary.

RESOLUTION #21 GIVING CHAIRMAN SPACKMANN PERMISSION TO SIGN THE ABOVE NOTED CHANGES IN MEMBERSHIP ON BEHALF OF THE BOARD OF FIRE COMMISSIONERS.

MOTION: Atwell

SECOND: Chandler

RESOLVED to give Chairman Spackmann permission to sign the above noted Changes in Membership on behalf of the Board of Fire Commissioners.

VOTE: All in favor, motion carried.

Joyce also noted that the new VFIF forms are taking about 3 weeks to come back, but she expects that time to shorten as times goes on.

Grants: Nothing at this time.

Report of the Chief – John Lant:

- Not present at the moment; Commissioner Spackmann noted they discussed prior to the meeting that the Chief wanted to appoint Tim Kemp at the District EMS Coordinator for 2015; Spackmann congratulated Tim Kemp on the appointment.

Reports from Companies:

Company #1 – D/C Davis:

- Good to see Commissioner Spackmann back, congratulations to Commissioner Mann.
- Would like to get a new computer tower.

Company #2 – D/C Burwell:

- Would like approval for the 2015 auxiliary breakfast fundraisers.

RESOLUTION #22 GIVING CO #2 AUXILIARY PERMISSION TO HOLD THEIR BREAKFAST FUNDRAISERS AT CO #2 ON THE FOLLOWING DATES: FEBRUARY 1, 2015, MARCH 1, 2015, MAY 3, 2015, OCTOBER 4, 2015,

NOVEMBER 1, 2015 AND DECEMBER 6, 2015, AND A CORNED BEEF SUPPER FUNDRAISER ON MARCH 21, 2015.

MOTION: Kugler

SECOND: Chandler

RESOLVED to give Co #2 auxiliary permission to hold their breakfast fundraisers at Co #2 on the following dates: February 1, 2015, March 1, 2015, May 3, 2015, October 4, 2015, November 1, 2015 and December 6, 2015, and a Corned Beef Supper Fundraiser on March 21, 2015.

VOTE: All in favor, motion carried.

Company #3 – D/C Ellsworth:

- The auxiliary is going to have a blood drive on January 17th; would like approval.

RESOLUTION #23 GIVING CO #3 AUXILIARY PERMISSION TO HOLD A BLOOD DRIVE AT CO #3 ON JANUARY 17, 2015.

MOTION: Spackmann

SECOND: Mann

RESOLVED to give Co #3 auxiliary permission to hold a blood drive at Co #3 on January 17, 2015.

VOTE: All in favor, motion carried.

- I Am Responding has been down for a week now, any ideas what we are doing. Commissioner Spackmann noted that they are having different people look at it.
- Spoke with Jill regarding 284 battery going dead, the radios are staying on intermittently. Brief discussion continued; Adirondack 2-way to be contacted.

Company #4 – D/C King:

- Everything is beautiful.

Chief Lant:

- Hasn't been around too much lately, how did they make out with Saratoga Chrysler? Commissioner Atwell gave a brief explanation, and has an appointment tomorrow to get it all straightened out.
- Addressed the problem regarding EMS calls with Walt Chandler. Brief discussion continued.
- Will be on vacation until from January 11-26th; John King will be Acting Chief in his absence.

Report of District EMS Coordinator – Tim Kemp:

- Asked about CPR cards; Joyce noted she put copies in his basket.
- 2015 CME schedule has been created and list sent to Joyce. She will get the information on the Firetracker calendar.
- The next CPR renewal class should be in the beginning of May, but he can also schedule a new CPR class as well.

Planning Board:

***For Town of Greenfield, Mike Chandler:**

- Plank Road development is currently in front of the Planning Board consisting of another road and three more lots. Brief discussion continued.

***For Town of Wilton, Gary Bullard:**

- Present this evening.

Reports of the Commissioners:

Commissioner Chandler:

- Received a call from D/C Ellsworth this past Sunday and met him down at Co #3; there were puddles on the floor. Did get a hold of Mike Munter today. Brief discussion continued.
- Co #3 new furnace is scheduled to be installed sometime this week, and then the air handling system.
- Captain Bullard has been in contact with the surveyor in reference to the property adjacent to Co #3. Brief discussion continued.

Commissioner Kugler:

- Questioned if a resolution needed to be made this evening regarding the dividend check; Joyce noted not until the January 28th meeting.

Commissioner Atwell:

- Asked if the officers have decided how OSHA is going to be handled this year; Chief Lant noted we should keep it the way we've been doing it unless someone wants to take the Saturday course and get it done in one day. Chief Lant will talk about it tonight with the officers at their meeting after this one.

Commissioner Mann:

- Thanks to everyone that came out vote, and promises to try her best to do a good job for everyone. Commissioner Atwell asked if she knew all the Chief Officers; Commissioner Mann noted she does. Chief Lant explained that the officers meet the first Wednesday of every month and she is always welcome to attend. Brief discussion continued.

New Business:

- Commissioner Atwell noted that truck maintenance will begin in March.
- Commissioner Spackmann noted they are still looking at quotes on how to retrofit the generator on the new rehab bus. Brief discussion continued.
- A/C Jennings asked if the officers could hold their 50/50 raffle at the District banquet. Brief discussion continued; Board okayed. Joyce suggested asking the auxiliary to do a fundraiser for the officers.
- A/C Jennings noted that there will be an ice rescue drill at Lake Desolation on January 24th; all companies are invited to attend.
- D/C Ellsworth noted that the yearly ice rescue drill in Northville is tentatively set for February 14th.

RESOLUTION #24 GIVING THE GREENFIELD FIRE DISTRICT MEMBERSHIP PERMISSION TO ATTEND THE NORTHVILLE ICE RESCUE DRILL AT SACANDAGA LAKE ON FEBRUARY 14, 2015.

MOTION: Atwell

SECOND: Kugler

RESOLVED to give the Greenfield Fire District membership permission to attend the Northville ice rescue drill at Sacandaga Lake on February 14, 2015.

VOTE: All in favor, motion carried.

RESOLUTION #25 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

SECOND: Chandler
RESOLVED to dispense with the reading of the minutes.
VOTE: All in favor, motion carried.

Motion was made by Commissioner Spackmann with a second from Commissioner Kugler to adjourn the meeting at 7:40 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus

Joyce A. Petkus
District Administrator/Treasurer