

# **Board of Fire Commissioners**

Greenfield Fire District  
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The July 2010 meeting of the Greenfield Fire District was called to order at Company #4 by Chairman Don Kugler at 7:01 PM on July 14, 2010. The flag salute and a moment of silence were recognized for departed members.

## **Present were:**

Commissioners: B. Chouinard, Kugler, Robarge, Spackmann, Waite; Secretary J. Petkus, P/A J. Chouinard, Treasurer J. Bishop, Deputy Treasurer Perkins.

Please see sign in sheet for others in attendance.

## **RESOLUTION #172 TO APPROVE THE JUNE 9, 2010 COMMISSIONER MEETING MINUTES.**

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to approve the June 9, 2010 Commissioner Meeting Minutes.

VOTE: All in favor, motion carried.

## **Chairman Kugler asked for questions/comments regarding the abstract:**

D/C Ellsworth questioned Claim #10419 and 10420 in reference to the new key for 296; Treasurer J. Bishop noted it was for Dave Kenyon to research out the problem with the damaged key and then order a new key.

## **RESOLUTION #173 TO PAY CLAIM #10359 THROUGH CLAIM #10430 TOTALING \$156,916.89.**

A3410.1	\$ 4,982.19
A3410.2	14,876.67
A3410.4	21,364.53
A9025.8	115,000.00
A9030.8	693.50

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Total: \$156,916.89

MOTION: B. Chouinard

SECOND: Spackmann

RESOLVED: to pay Claim #10359 through Claim #10430 totaling \$156,916.89.

VOTE: All in favor, motion carried.

Discussion regarding payment of claims in the Building Reserve Fund; Commissioner Spackmann

requested the bills regarding Co #2 renovations be held for payment pending the special meetings scheduled specifically for Porter Corners.

Commissioner Spackmann questioned that we received all the SCBA bottles and that there were no issues this time; Commissioner Kugler noted that he personally signed for the shipment and they are currently here at Maple Avenue. Captain Bullard noted they are filled and ready for pick up if the officers want to take them this evening.

**RESOLUTION #174 TO PAY CLAIM #ER1007 THROUGH CLAIM #ER1008 FROM THE EQUIPMENT RESERVE FUND, PER PREVIOUS PERMISSIVE REFERENDUMS, TOTALING \$17,741.40.**

R3400.0	\$17,741.40
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Total:	\$17,741.40

MOTION: Waite

SECOND: Spackmann

RESOLVED to pay Claim #ER1007 through Claim #ER1008 from the Equipment Reserve Fund, per previous permissive referendums, totaling \$17,741.40.

VOTE: All in favor, motion carried.

**RESOLUTION #175 TO PAY CLAIM #RR001 FROM THE RADIO RESERVE FUND, PER PREVIOUS PERMISSIVE REFERENDUM, TOTALING \$4,500.00.**

MOTION: Waite

SECOND: Spackmann

RESOLVED to pay Claim #RR001 from the Radio Reserve Fund, per previous permissive referendum, totaling \$4,500.00.

VOTE: All in favor, motion carried.

**Correspondence: Secretary J. Petkus**

- Received a Thank You from the Roeckle Family in reference to the passing of Laura Roeckle.
- Received information regarding the Honor's Haven Conference; Commissioner Spackmann noted it is on his agenda for discussion.
- Request made to post flyer in each firehouse in reference to the Care of Carol Benefit being held; she is apparently Toby Middlebrook's mother-in-law.

**RESOLUTION #176 GIVING SECRETARY PERMISSION TO POST CARE OF CAROL BENEFIT FLYER IN EACH FIREHOUSE.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to give Secretary permission to post Care of Carol benefit flyer in each firehouse.

VOTE: All in favor, motion carried.

Commissioner Robarge reminded the Secretary to dedicate a page of the minutes to Laura Roeckle per previous resolution made. Chief Lant requested the Board dedicate a page of the minutes to Edward Harran, former member of Co #4. Chief Lant to send a card to the family.

**RESOLUTION #177 TO DEDICATE A PAGE OF THE MINUTES TO EDWARD HARRAN.**

MOTION: Kugler  
SECOND: Waite  
RESOLVED to dedicate a page of the minutes to Edward Harran.  
VOTE: All in favor, motion carried.

### **Purchasing: P/A J. Chouinard**

- Received email from Albany Communications regarding our pagers; all are out of warranty. It was noted this was previously discussed and the Board opted not to warranty the pagers.

### **Applications for membership:**

**Greenfield Center Company #1:** None.

**Porter Corners Company #2:** None.

**Middle Grove Company #3:** Crissy Brooks, Nicole Thurman, both present this evening to receive District Manuals.

**Maple Avenue Company #4:** None.

### **Requests for Change in Membership:**

**Greenfield Center Company #1:** Ali Ernst, change from 16/17 y/o to active member.

**Porter Corners Company #2:** None.

**Middle Grove Company #3:** Brian Bunnell, return to active duty from military leave.

**Maple Avenue Company #4:** None.

## **RESOLUTION #178 TO ACCEPT ABOVE CHANGES AND NEW MEMBERS.**

MOTION: Waite  
SECOND: Spackmann  
RESOLVED to accept above changes and new members.  
VOTE: All in favor, motion carried.

### **Grants:**

- Captain Bullard noted he has submitted, but not heard anything regarding the AFG.

### **Report of the Chief: John Lant**

- Training: recapped various company drills/training for the past month. Noted that Walt Chandler has done some chain saw training and it is very educational, members should be a lot safer. Low angle rope rescue training completed by Bob Day.
- Truck repairs:
  - 291 out of service; adjuster was out to take a report
  - Aerial inspection completed; no problems.
  - Pumps tested, most failed again. Requested to have 261 and 281 fixed first, 282 should probably be a reserve engine. Noted this is going to be an ongoing problem with all the sand and stone. Discussion continued regarding how to lessen the problem, including screening and changing from neoprene to chrome plated brass ball valves. Captain Bullard to speak to John Cameron about this.

## **RESOLUTION #179 AUTHORIZING THE CHIEF TO HAVE THE PUMPS FIXED AT HIS DISCRETION.**

MOTION: Spackmann

SECOND: Waite

RESOLVED to authorize the Chief to have the pumps fixed at his discretion.

VOTE: All in favor, motion carried.

- Miscellaneous:
  - Hose replacement: Still have not replaced the hose that was lost last year. Would like the Board to approve replacing the hose. Brief discussion regarding budgeting for new hose, whether or not all the hose needs to be replaced this year or replacing half the hose this year and the rest next year. Chief Lant also noted, and explained why, he is not in favor of annual hose testing. Commissioner Spackmann noted that he completely understands where the Chief is coming from and noted that is not the issue, the issue is that the Board has liability and how do you mitigate that liability? FF B. Bishop suggested a compromise and test large diameter hose every other year and the attack hose tested yearly. More discussion continued.

### **RESOLUTION #180 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$30,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF HOSE.**

MOTION: Robarge

SECOND: Spackmann

RESOLVED to advertise a permissive referendum to withdraw and expend \$30,000.00 from the Equipment Reserve Fund for the purchase of hose.

VOTE: All in favor, motion carried.

- Would like to see 2 dry hydrants installed this year, they are needed, especially at Dunham Pond. More discussion to continue at budget time to incorporate completing more dry hydrants next year. Discussion to also possibly include some type of filter.

### **RESOLUTION #181 AUTHORIZING THE CHIEF AND OFFICERS TO TAKE CARE OF INSTALLING TWO DRY HYDRANTS, WITH THE HELP FROM WALT BARSS AND THE TOWN OF GREENFIELD, AT LOCATIONS TO BE DETERMINED BY THE OFFICERS, NOT TO EXCEED \$4,000.00.**

MOTION: Spackmann

SECOND: Robarge

RESOLVED to authorize the Chief and Officers to take care of installing two dry hydrants, with the help from Walt Barss and the Town of Greenfield, at locations to be determined by the officers, not to exceed \$4,000.00.

VOTE: All in favor, motion carried.

- Asked if prices received regarding uniforms. Commissioner B. Chouinard noted they will be about \$600-800 each. Discussion continued regarding ordering new uniforms, recalling uniforms from members who have not worn their uniforms, a requirement of the Uniform Policy. Commissioner Robarge commented that a lot of uniforms would be coming back to the District. Chief Lant noted his disappointment at the lack of membership participating in funerals & parades. Commissioner B. Chouinard noted that parade season pretty much ends in September and if you go through the list, he felt a lot of uniforms will be pulled.
- Chief Lant asked Secretary Petkus to create flyers for EVOC and 1<sup>st</sup> Due Operations, both to be held in September. The Chief also noted that he received notice that the District will be responsible for any damage done or cleaning needed at the training

facility due to the membership using the facility. D/C Ellsworth noted it is his understanding that the County is going to be hiring someone to inspect/take care of the training center as there have been a lot of problems with it not getting cleaned out. Brief discussion continued.

- Asked if more gear is going to be ordered; Commissioner Spackmann noted it should be added to the August meeting agenda for discussion.
- Thanked the Board for everything they do.

Commissioner Spackmann asked what the Board wanted to do regarding the uniforms. Discussion continued; Commissioner Spackmann noted that to Commissioner Robarge's point, maybe come January 1<sup>st</sup>, records will be reviewed and if you have not been using the uniform it is being recalled. Chief Lant noted that the uniform committee would be sitting down with Commissioner B. Chouinard to review and possibly suggest amendments to the Uniform Policy.

## **RESOLUTION #182 GIVING COMMISSIONER B. CHOUINARD PERMISSION TO PURCHASE UNIFORMS, MISCELLANEOUS AND REPLACEMENT ITEMS AS NECESSARY.**

MOTION: Spackmann

SECOND: B. Chouinard

RESOLVED to give Commissioner B. Chouinard permission to purchase uniforms, miscellaneous and replacement items as necessary.

VOTE: All in favor, motion carried.

### **Reports from Companies:**

#### **Company #1 – D/C Gary Gibbins:**

- No one present from Co #1.

#### **Company #2 – A/C Dave Middlebrook:**

- Will be sending 271 to the County fair on July 24 from 12-3 PM. Chief Lant noted all four companies would be covering at some point.

## **RESOLUTION #183 APPROVING ALL FOUR COMPANIES TO COVER AT THE SARATOGA COUNTY FAIR, AND CO #4 TO GO TO THE ANNUAL BIG TRUCK DAY AT THE CHILDREN'S MUSEUM.**

MOTION: Kugler

SECOND: Waite

RESOLVED to approve all four companies to cover at the Saratoga County Fair, and Co #4 to go to the Annual Big Truck Day at the Children's Museum.

VOTE: All in favor, motion carried.

- Notified Secretary Petkus that the two new applicants have not been seen or heard from for a while and so their applications can be destroyed.
- Shore lines have been installed.
- Thanked the Board for allowing Bob Day to come out and teach the Low Angle Rope Rescue course.

#### **Company #3 – D/C Jay Ellsworth:**

- 281 radio working real well. Would like to have channel 6 taken off the scan because it keeps locking up. Commissioner Waite to take care of.
- Would like to have a fundraiser on August 15<sup>th</sup> for one of their members who has fallen on hard times.

## **RESOLUTION #184 GIVING CO #3 PERMISSION TO HOST A FUNDRAISER TO HELP OUT ONE OF THEIR MEMBERS.**

MOTION: Robarge

SECOND: Waite

RESOLVED to give Co #3 permission to host a fundraiser to help out one of their members.

VOTE: All in favor, motion carried.

- Needs 3 pagers as he has some new members. To see Chief Lant after the meeting.

### **Company #4 – D/C John King:**

- Nice and quiet.
- Chief Lant asked if they could have another valet key for 296 in case the doors get locked. Secretary Petkus noted she still has the damaged key fob. Brief discussion; Secretary to get key fob to the Chief.

### **Report of District EMS Coordinator: Justin Burwell**

- Requested discussion of the CIC Instructor be tabled to next month, as he just spoke to Joyce Eichorst and would like to speak to the other coordinators first. Tabled to the August meeting.

### **Planning Board:**

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

- Not present.

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

- Quiet.

### **Reports of the Commissioners:**

#### **Commissioner B. Chouinard:**

- Received HVAC engineer report regarding Co #1,2 and 3. Handed out copies to each Commissioner and requested discussion be tabled to the workshop.

#### **Commissioner Robarge:**

- Nothing at this time.

#### **Commissioner Waite:**

- Would like to use the same guy for seal coating as last year; Co #1, 3 and 4 to be done this year. Commissioner Robarge suggested that we really should advertise for bids. Brief discussion; Secretary to advertise for bids with bid opening set for July 27<sup>th</sup> Workshop.

## **RESOLUTION #185 GIVING THE SECRETARY PERMISSION TO ADVERTISE FOR BIDS FOR SEAL COATING THE PARKING LOTS AT CO #1, 3 AND 4.**

MOTION: Robarge

SECOND: Spackmann

RESOLVED to give the Secretary permission to advertise for bids for seal coating the parking lots at Co #1, 3 and 4.

VOTE: All in favor, motion carried.

**Commissioner Kugler:**

- Questioned the status of 291; Dave Kenyon noted that Keith is to come up and take care of the transmission and hydraulic unit. Still waiting for the shield to be ordered; Commissioner Kugler noted he called Spartan this morning and had it ordered. Brief discussion continued. Commissioner Robarge asked if there was anything we learned from this incident, he is certainly not blaming anybody. Captain Bullard explained the circumstances surrounding the accident with 291, noting that the driver now has to train with 3 different drivers before he can drive apparatus again.
- Noted he has seen the tentative schedule for the Honors Haven conference and recommends that the officers in the District take a look and if they can get the time off, should really try to go. Secretary Petkus noted she made copies of the schedule for anyone interested. Commissioner Spackmann noted some seminars be given and some of the speakers that will be there as well.

**Commissioner Spackmann:**

- Would like to see some outdoor signage at the District office. Brief discussion.

**RESOLUTION #186 TO ORDER SIGNAGE FOR THE DISTRICT OFFICE.**

MOTION: Robarge

SECOND: Waite

RESOLVED to order signage for the District office.

VOTE: All in favor, motion carried.

- Noted the damage done previously to FF Sam Livsey's vehicle and was denied by the insurance carrier. Question arises what if something serious happens and the insurance company says they are not going to pay it, and how are we going to deal with it. Seems to him that nobody should have their property damaged as a volunteer of this organization and not have it covered. Secretary Petkus noted it is not covered under the auto policy and the only way to seek coverage would be that FF Livsey would have to sue the District for damages. More discussion continued; the Board requested Secretary Petkus to call and see if Dave Meager could meet with the Board again at the July workshop.
- Recent issue with TWC at Co #4; took a few days but it is finally taken care of. Tech II was also involved and we will be receiving a bill from them, should come off our labor contract.
- Still have some outstanding invoices with Tech II including the office computer and Power Point for the laptops. Included in the bills is the service contract to purchase hours at a discounted rate.

**RESOLUTION #187 GIVING TREASURER PERMISSION TO PAY BILLS RECEIVED FROM TECH II.**

MOTION: Spackmann

SECOND: Robarge

RESOLVED to give Treasurer permission to pay bills received from Tech II.

VOTE: All in favor, motion carried.

- Has been working on the purchasing issue, the way the system works now is not the best. Started researching out software to buy, but has not found anything suitable for the District

so he has started to create one. Will keep working on it with an update to be given at the July workshop.

- Future Plan Committee: Feedback previously been given by the residents and officers of the district. Suggested that there be a meeting each month beginning in August with a different topic to be discussed each month, and vary the nights each month. Will start putting stuff together; tabled for further discussion at the July workshop.
- Asked if there's been anything on the Clerk of the Works; Secretary Petkus noted nothing.

### **Special Topics/New Business:**

- Treasurer J. Bishop received a bunch of bills from KME, gave the Board a summary of the bills. Brief discussion; Chief Lant noted 262 will be going next week for tarps.

### **RESOLUTION #188 GIVING TREASURER PERMISSION TO PAY BILLS RECEIVED BY KME INCLUDING THE AERIAL INSPECTION BILL, EXCEPT THE BILL FOR \$2365.00 FOR THE TARPS AND MOUNTING ON 272 UNTIL NOTIFIED IT IS COMPLETE.**

MOTION: Waite

SECOND: Robarge

RESOLVED to give Treasurer permission to pay bills received by KME including the aerial inspection bill, except the bill for \$2365.00 for the tarps and mounting on 272 until notified it is complete.

VOTE: All in favor, motion carried.

- Ladies Auxiliary/District Chaplain: Commissioner Spackmann noted there are different types of insurance converges: District insurance, County insurance, VFBL. Lengthy discussion continued regarding what would be adequate coverage for the groups and that they are not currently covered by County insurance or VFBL as they are not considered active members; uniform to go to Reverend Miller, possible by-law changes to make them active members. To go to by-law committee for review. Question also arose as to whether or not Jeff Butler had returned his Chaplain uniform; President Deuel is handling this.
- Secretary Petkus noted that Reverend Miller would like to join the NYS Association of Fire Chaplains; the cost is \$15.

### **RESOLUTION #189 GIVING THE SECRETARY PERMISSION TO JOIN THE NEW YORK STATE ASSOCIATION OF FIRE CHAPLAINS.**

MOTION: Kugler

SECOND: Spackmann

RESOLVED to give the Secretary permission to join the New York State Association of Fire Chaplains.

VOTE: All in favor, motion carried.

- Firefighter Injury Policy: Commissioner Spackmann noted that due to a firefighter being recently injured in the line of duty that through investigation, if a firefighter is injured in the line of duty, even though they are placed on Worker's Compensation they still can qualify for light duty at the firehouse. If you are injured outside of firematics you are not allowed on premises and the policy needs to be re-worded to include those criteria. Secretary Petkus also noted that there was also a problem with the definition of inactive status that needs to be looked at as well. Brief discussion; Commissioner Spackmann noted that the issue is that inactive status needs to be reworded to make it more consistent with policy and practice. Commissioner B. Chouinard noted that you would still be allowed to be on district



premises if you got injured at work and were on Worker's Comp if your doctor wrote you back to work with restrictions. Secretary Petkus noted there is a problem that has to do with a policy of the District Physician not to clear anyone on Workers' Comp due to a non-firematic injury until they are totally off W/C. She will have to speak with the office manager again about this; Commissioner Kugler asked for it to be put in writing so there is no further confusion. Clarification of inactive status to also be sent back to the by-law committee for review/recommendation.

- Proposed submitted by law changes dated 6/3/10: The Board went through each of the recommended changes submitted by the by-law committee as follows:
  - Article III Section 12: Limits on Membership: By-law committee recommendation to increase membership limits to 60 members and 10 16/18 year olds. Secretary Petkus noted that currently age 18 falls in both junior and active member categories and the juniors should be changed to 16/17 year olds.

### **RESOLUTION #190 TO ACCEPT THE ABOVE BY-LAW COMMITTEE RECOMMENDATION INCREASING MEMBERSHIP FROM 50 TO 60 MEMBERS AND FROM 7 TO 10 16/17 YEAR OLDS.**

MOTION: B. Chouinard

SECOND: Spackmann

RESOLVED to accept the above by-law committee recommendation increasing membership from 50 to 60 members and from 7 to 10 16/17 year olds.

VOTE: All in favor, motion carried.

- Article IX Section 1: Amendment Process

### **RESOLUTION #191 TO APPROVE THE BY-LAW COMMITTEE RECOMMENDED CHANGE TO THE AMENDMENT PROCESS AS SUBMITTED.**

MOTION: Robarge

SECOND: Waite

RESOLVED to approve the by-law committee recommended change to the amendment process as submitted.

VOTE: All in favor, motion carried.

- Article III Section 1.1: Active Members: Commissioner Kugler read the 4 page amendment proposed by the by-law committee. Lengthy discussion continued, including the confusion and questioning of truck checks/station duties/Tuesday night drills. Discussion also continued regarding the eligibility to vote requirements suggested by the by-law committee. Commissioner Spackmann suggested using the definition used to determine eligibility to vote as the definition for active status instead. Then if you are active, you can vote. Question arose as to all the language about excusals if it does not affect your points at all. Commissioner Spackmann noted that the way he reads it as that a member you are expected to communicate with your officers and expected to participate and if you can't make them for legitimate reasons, let someone know. FF B. Bishop questioned that if a member does not fulfill their 50 points, are those excused absences used as credit toward active status? Commissioner Spackmann noted that his answer would be no, but that is not spelled out in the by-laws. Commissioner Spackmann also pointed out that a member could earn enough points to be eligible to vote, but still not be considered an active member, which does not make sense. Secretary Petkus noted that the November 20<sup>th</sup> deadline is cutting it a little too close as data entry for Firetracker is not due until the 15<sup>th</sup> of each month. Brief

discussion; recommended date change to December 1<sup>st</sup>.

## **RESOLUTION #192 TO SEND ARTICLE III SECTION 1.1: ACTIVE MEMBERS PROPOSED CHANGES BACK TO THE BY-LAW COMMITTEE WITH RECOMMENDATIONS AS DISCUSSED ABOVE.**

MOTION: Spackmann

SECOND: Robarge

RESOLVED to send Article III Section 1.1: Active Members proposed changes back to the by-law committee with recommendations as discussed above.

VOTE: All in favor, motion carried.

- Vehicle Extrication Seminar in CT: So far Paul Coneski, Justin Burwell and Jay Ellsworth to attend. Tabled to the July workshop for final number and then resolution to be made.
- Roles/abilities/protection of a "Life Member" and an "Active Life Member" – tabled to the workshop as part of discussions with Dave Meager.
- Fire Police Captain Jack Atwell thanked the Board for the new fire police radios, they are working great, have been inventoried and the Purchasing Agent was given a list. Was approached by the Town of Greenfield to help out at their open house at the caboose on August 13 and 14, 2010.

## **RESOLUTION #193 GIVING FIRE POLICE PERMISSION TO HELP OUT THE TOWN OF GREENFIELD AT THEIR OPEN HOUSE AT THE CABOOSE ON AUGUST 13 AND 14, 2010.**

MOTION: Kugler

SECOND: Spackmann

RESOLVED to give Fire Police permission to help out the Town of Greenfield at their open house at the caboose on August 13 and 14, 2010.

VOTE: All in favor, motion carried.

Captain Atwell also noted they are going to begin working on the fire police van, and would like a couple hundred dollars to purchase various supplies. Commissioner Robarge noted they should make a list of the things they think they may need and bring it to the Board at the July workshop. In the meantime, he can call anyone on the Board if necessary.

Captain Atwell also noted that they will be storing the van at Co #2 pole barn to do the work. Once completed the van will be permanently housed at Co #1.

- Resident George Habig requested that when the red banner alert on the web site is used, to please send out an email to those registered on the web site.

## **RESOLUTION #194 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Robarge

SECOND: Waite

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Robarge with a second from Commissioner Waite to adjourn the meeting at 9:05 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus  
District Secretary

*IN MEMORY OF OUR*

*DEPARTED SISTER*

*LAURA ROECKLE*

*YOU WILL BE*

*MISSED BY ALL*

*IN MEMORY OF OUR*

*DEPARTED BROTHER*

*EDWARD HARRAN*

*YOU WILL BE*

*MISSED BY ALL*