

Board of Fire Commissioners

Greenfield Fire District
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The May 2014 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Richard Spackmann at 7:09 PM on May 14, 2014. The flag salute and a moment of silence were recognized for departed members and troops overseas.

Present were:

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

RESOLUTION #98 TO APPROVE THE APRIL 9, 2014 COMMISSIONER MEETING MINUTES WITH CHANGE TO ABSTRACT #4 AS FOLLOWS: VOUCHER # 140211 TO BE UPDATED TO \$443.13 FROM \$532.14, DUE TO AN INVOICE BEING DUPLICATED FROM VOUCHER # 140146 ON ABSTRACT # 3 (TONER/TAPE).

MOTION: Kugler

SECOND: Atwell

RESOLVED to approve the April 9, 2014 Commissioner Meeting Minutes with change to Abstract #4 as follows: Voucher # 140211 to be updated to \$443.13 from \$532.14, due to an invoice being duplicated from Voucher # 140146 on abstract # 3 (Toner/Tape).

VOTE: All in favor, motion carried.

Correspondence/Update: Secretary Petkus

- Read letter received from the Middle Grove United Methodist Church inviting all GFD members to a Memorial Service on May 25th 2014.
- Read letter received from Darren Barss dated April 28, 2014 resigning his position as Commissioner of the Greenfield Fire District effective immediately. A separate letter was received requesting he keep his dress uniform and access to the firehouse as he is a life member.

RESOLUTION #99 ACCEPTING WITH REGRET THE RESIGNATION OF DARREN BARSS AS COMMISSIONER OF THE GREENFIELD FIRE DISTRICT. REQUEST TO KEEP UNIFORM AND ACCESS ALSO APPROVED.

MOTION: Kugler

SECOND: Spackmann

RESOLVED to accept with regret the resignation of Darren Barss as Commissioner of the Greenfield Fire District. Request to keep uniform and access also approved.

VOTE: All in favor, motion carried.

- Greenfield country Medicine has added a final Saturday, May 31st for firefighter physicals. Reminder that physicals must be completed by May 31st.

- Received a phone call from Utica National Rep to complete loss control inspections. Scheduled for Wednesday and Thursday evenings, May 21st and 22nd. She will be escorting the reps around.
- Explained that certain LOSAP records must be kept for 55 years, and would like to collect those records used to calculate the points from 1995 through 2007 and store them in the new district office records vaults. Brief discussion continued; Joyce to coordinate with companies.

Purchasing: D/P Chouinard

- No ETA on gear.
- No additional Memorial Day flags or markers have been requested.
- Ed Jewell called the other day; he had not returned his pager. He should vbe dropping off his pager to her shortly.
- Confirmed the Chief received his deer whistle.
- Will not have any update on work uniforms until the committee is ready to place the actual purchase.
- Officers have apparently created an SCBA committee and she was asked to get some pricing.
- Gas calibration equipment for 4 gas, gas meters is set up and one meter has successfully been completed. 5 gas, gas meters will still; have to go to Latham for calibration. Creating a spreadsheet schedule.
- Reminder that hose testing is set for June 20th and 21st; A/C Middlebrook is coordinating. Will be confirming start times.
- Lawnmowers that were picked up for servicing a few weeks ago should be back in stations this Friday. Brief discussion; all companies to check their equipment when it comes back from Nick's to make sure everything is in order.
- Co #3 chain saw has been repaired and delivered back to the firehouse.
- Boot for the ladder has been ordered but it not in yet.
- Has not received a return phone call back from Winchip yet. Brief discussion continued regarding a maintenance program.
- King's Glass is going to be looking at the cracked glass at Co #4.
- Quotes came in from KME and Garrison regarding 281.
- Final invoice from Bockes Road damaged gear came in and was forwarded to the insurance carrier for hold money.
- Asked if Commissioner Chandler had heard from HD Supply regarding the wrenches; Commissioner Chandler noted they should be here next week.
- Fit testing to begin June 3rd; schedule previously sent out to the Chiefs and is also posted on the Firetracker calendar. While doing fit testing, she will be doing a portable radio inventory at the Chief's request. Please have all the XTS 1500's in house.
- Group from Hubbardton will be here this Saturday for training on 284. Brief discussion continued.
- Received only 2 quotes for the lettering and striping of the fire police truck and new M284. Brief discussion; vehicles to go to Saratoga Sign Pro as they were low bid.

RESOLUTION #100 AWARDING BID TO SARATOGA SIGN PRO TO LETTER AND STRIPE FIRE POLICE TRUCK AND NEW M284.

MOTION: Kugler

SECOND: Spackmann

RESOLVED to award bid to Saratoga Sign Pro to letter and stripe fire police truck and new M284.

VOTE: All in favor, motion carried.

- No update on SpaceKap.
- Per previous request, received quotes for the flammable storage cabinets; they run from \$600 – \$1000. Brief discussion; get best quote and purchase some. Money to come from Operations.

Applications for membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: None.

Maple Avenue Company #4: None.

Requests for change in membership:

Greenfield Center Company #1: Justin Siskavich, change from 16/17 year old to active firefighter.

Porter Corners Company #2: Aaron Chandler requested 6 month extension of leave of absence through December 2014; John Duffney, resignation; Brandon Ray, resignation.

Middle Grove Company #3: Scott Murray, moved on LeRoux Road, Middle Grove.

Maple Avenue Company #4: Roger Bechard, requested to come back to active status from life-inactive, has not had his physical; Tyler Bennett, change from 16/17 year old to active firefighter; Ed Fink moved to Vanderbilt Terrace, Saratoga Springs; Logan Frederick, resignation.

RESOLUTION #101 PERMITTING THE CHAIRMAN TO SIGN OFF ON ALL CHANGES IN MEMBERSHIP AS READ WITH THE EXCEPTION OF ROGER BECHARD, ACCEPTING HIS CHANGE IN MEMBERSHIP PROVIDED HE PASSES THE DISTRICT PHYSICAL.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to permit the Chairman to sign off on all changes in membership as read with the exception of Roger Bechard, accepting his Change in Membership provided he passes the district physical.

VOTE: All in favor, motion carried.

Grants:

No updates at this time.

Report of the District Chief – John Lant:

- Everybody trained last month, including OSHA training and Solar Panel training.
- Doing physicals.
- 280 needs a fuel pump.
- Questioned if we are all set for the parades; Commissioner Spackmann noted no resolutions have been made. Brief discussion continued.

RESOLUTION #102 APPROVING PARTICIPATION OF THE GREENFIELD FIRE DISTRICT IN THE FOLLOWING PARADES: BALLSTON SPA ON MAY 24, 2014, CORINTH ON MAY 30, 2014, GALWAY ON MAY 26, 2014, ROCK CITY FALLS ON MAY 17, 2014, SARATOGA SPRINGS ON JUNE 14, 2014.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve participation of the Greenfield Fire District in the following parades: Ballston Spa on May 24, 2014, Corinth on May 30, 2014, Galway on May 26, 2014, Rock City Falls on May 17, 2014, Saratoga Springs on June 14, 2014.

VOTE: All in favor, motion carried.

- Co #4 is setting up the flags at Gavin Park on Saturday for Baseball Day.

RESOLUTION #103 GIVING CO #4 PERMISSION TO PARTICIPATE IN WILTON BASEBALL AT GAVIN PARK ON MAY 14, 2014.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to give Co #4 permission to participate in Wilton Baseball at Gavin Park on May 14, 2014.

VOTE: All in favor, motion carried.

- Professional Emergency Planning can do the 16 hour Hazmat Operations course. Can also develop an officer training program just for us. Brief discussion.

Reports from Companies:

Company #1: Lt. Pratt

- Questioned the black covers for the light bars for funerals. D/P Chouinard noted that they were individually handmade and given to each company last year. Brief discussion; Jill to look into getting new ones made for new car 26.
- Requested status of the garden hose for the back truck bay; D/P Chouinard noted she has not had a chance to get one yet.

Company #2 – D/C Burwell:

- Will be holding their coin drop May 23rd and May 24th.

RESOLUTION #104 GIVING CO #2 PERMISSION TO HOLD THEIR COIN DROP FUNDRAISER ON MAY 23, 2014 AND MAY 24, 2014.

MOTION: Chandler

SECOND: Kugler

RESOLVED to give Co #2 permission to hold their coin drop fundraiser on May 23, 2014 and May 24, 2014.

VOTE: All in favor, motion carried.

- Will be supporting the FFI class at the fire training center on May 17, 2014 with an engine.
- A/C Middlebrook's truck was damaged by a resident at a recent alarm to a house. Brief discussion; they will be paying for the replacement of the mirror.
- Questioned who would be the representing Commissioner now that Commissioner Barss has resigned. Brief discussion; tentatively Commissioner Chandler will go to Co #2 and Commissioner Kugler will go to Co #3.

Company #3 – D/C Ellsworth:

- Questioned the next round of bottle hydro; it was noted to be in June.
- Saturday's parade at Rock City Falls is being moved from 8:30 to 10:30 due to weather.

- Would like numbers from each company of those who are planning to attend the United Methodist church service on May 25th. Needs the numbers by the weekend.

Company #4 – D/C King:

- All good.

Report of District EMS Coordinator – Tim Kemp:

- CPR class scheduled at Wilton Ambulance on May 31st. This is for those who do not have any CPR training. This is not for re-certification.

Planning Board:

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

- Minor subdivision going up off Plank Road. Working with the owner to be able to get our trucks in there if necessary.

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

- Building across from the Middle School ongoing; still supposed to be able to get in it and do a one night training. Brief discussion continued.
- Price Chopper on Route 50 is going through a rebuild process.

Reports of the Commissioners:

Commissioner Atwell:

- Spoke to John Cameron regarding 271 regarding setting up a date to get that body work done. Will be doing pump service at the same time. Brief discussion continued.
- Fire Police truck has been painted and went over to Cornell's for its maintenance. Brief discussion continued. Chief Lant noted 296 will be serviced this week.
- Co #3 is looking really nice since they painted the hall; they requested extra paint to do the small hallway and the Chief's office. Jack King is in charge of the project.
- Need to remove the radios from 284. Brief discussion; Jill to call Pittsfield or Adirondack.
- Had a couple of bills from Cornell's. Brief discussion; to be added to next abstract.
- Brief discussion regarding Co #1 truck bay lighting. Was able to get only 2 quotes: Saratoga Electric & Generator for \$6600.00 and SmartWatt for \$3353.74.

RESOLUTION #105 APPROVING SMARTWATT TO REPLACE THE CO #1 TRUCK BAY LIGHTS IN THE AMOUNT OF #3353.74. MONEY TO COME OUT OF BUILDING REPAIRS.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve SmartWatt to replace the Co #1 truck bay lights in the amount of #3353.74. Money to come out of Building Repairs.

VOTE: All in favor, motion carried.

- Last night FF Marshall spoke to the Chief asking permission to get dropped off at Prom this Saturday in 262. Chief Lant also noted that Lt. McEachron would also like to take his 2 kids as well. Lengthy discussion continued. Not approved by the Board.

Commissioner Chandler:

- Spoke to Munter regarding Co #3 roof; Munter would like to see the data that was collected by Co #3. Munter has collected the data from their sensors and would like to

correlate it with the data received from Co #3. It was noted that George Miller was in charge. Commissioner Chandler asked if D/C Ellsworth could have it emailed to him.

- Co #1 and Co #3 did the repairs to the lawns damaged by the plowing. Discussion continued; bill still outstanding and Commissioner Chandler to speak to Mr. Davis about his invoice.

Commissioner Kugler:

- Will be taking over supervision of the gear account.

Chairman Spackmann:

- Thanked everyone involved in the first two rounds of bottle hydro, including FF Marshall, A/C Petkus and A/C Middlebrook, D/C Burwell and Captain Chouinard. Teamwork is appreciated.
- There are some computer issues throughout the district. Brief discussion; firewalls have to be updated in Co #1,2 4. Co #3 will be done next year. Co #4 firewall needs to be replaced as well. Need license for Outlook software for the District Secretary. Needs Window 7 license for the refurbished computer for the new Chief's office. Total cost \$3,250 for above computer upgrades. There is currently \$941 left in the computer account; suggests taking the difference from Operations.

RESOLUTION #106 APPROVING THE ABOVE NOTED COMPUTER UPGRADES FOR A TOTAL COST OF \$3250.00. \$941.00 TO BE TAKEN FROM THE COMPUTER ACCOUNT AND THE BALANCE DUE TO COME OUT OF THE OPERATIONS ACCOUNT.

MOTION: Atwell

SECOND: Spackmann

RESOLVED to approve the above noted computer upgrades for a total cost of \$3250.00. \$941.00 to be taken from the Computer account and the balance due to come out of the Operations account.

VOTE: All in favor, motion carried.

- A GFD Accident/Incident report completed by Corinth that involved ETA215 was received at the district office. The accident happened on 9N, while returning from mutual aid to Greenfield Center on January 4, 2014 and the District was not notified until May 5th. Discussion continued; Chief Lant noted that he believes that they are not seeking reimbursement; this was just for our records. Chief Lant to contact Chief Kelley to confirm this is true.
- Reminder that there needs to be more diligence at the company level on getting permission from the Board to hold fundraisers. Co #4 just had a coin drop and Co #2 just had a breakfast fundraiser and neither were approved. LOSAP credit will not be given.

New Business/Special Topics:

- D/C Ellsworth noted that they would like permission to participate in the Whispering Pines campground parade/fire muster and fundraiser. All proceeds will go to Co #3.

RESOLUTION #107 GIVING CO #3 PERMISSION TO PARTICIPATE IN THE WHISPERING PINES CAMPGROUND PARADE/FIRE MUSTER AND FUNDRAISER ON JUNE 7, 2014.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give Co #3 permission to participate in the Whispering Pines Campground parade/fire muster and fundraiser on June 7, 2014.

VOTE: All in favor, motion carried.

- Review of FF Ackley's qualifications: Board reviewed his degree to determine if it will be accepted as an equivalent to Fire Officer 1.

RESOLUTION #108 ACCEPTING FIREFIGHTER ACKLEY'S COLLEGE DEGREE AS EQUIVALENT TO FIRE OFFICER I AND TO ALLOW HIM TO BE APPOINTED CO #1 LIEUTENANT.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to accept Firefighter Ackley's college degree as equivalent to Fire Officer I and to allow him to be appointed Co #1 Lieutenant.

VOTE: All in favor, motion carried.

It was noted Mr. Ackley was not present this evening as he was attending the Hazmat Operations class. He will need to be sworn in as an officer. D/C Ellsworth noted in his opinion this is ridiculous, the Board is making his people jump through hoops to take 50 hours of Fire Officer class and Mr. Ackley did not take it. Commissioner Spackmann noted Mr. Ackley has a college degree in Fire Management, he feels that exceeds Fire Officer I training. There was a question posed, and a subsequent outburst by Firefighter Brian Bishop regarding an officer who was a previous Deputy Chief, to which Commissioner Spackmann repeatedly told him he was out of order. FF Bishop said it was a travesty and they were all ridiculous and stormed out of the meeting.

RESOLUTION #109 TO GO INTO EXECUTIVE SESSION AT 8:15 PM IN REFERENCE TO A DISCIPLINARY ACTION PERTAINING TO FIREFIGHTER BRIAN BISHOP.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to go into executive session at 8:15 pm in reference to a disciplinary action pertaining to Firefighter Brian Bishop.

VOTE: All in favor, motion carried.

RESOLUTION #110 TO RECONVENE FROM EXECUTIVE SESSION AT 8:45 PM.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to reconvene from executive session at 8:45 PM.

VOTE: All in favor, motion carried.

RESOLUTION #111 TO PLACE A LETTER, TO BE PERMANENTLY RETAINED, IN FIREFIGHTER BRIAN BISHOP'S FILE PERTAINING TO HIS BEHAVIOR THIS EVENING.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to place a letter, to be permanently retained, in Firefighter Brian Bishop's file pertaining to his behavior this evening.

VOTE: All in favor, motion carried.

- Discussion regarding snow removal services. To advertise for services in August with RFP's received at September meeting. Added to August meeting agenda.
- Discussion regarding seal coating: Co #1 and Co #2 are on the schedule to be done this year, but obviously Co #1 / District office still under construction. Commissioner Chandler spoke to Walt, who can schedule in the paving. D/C Ellsworth asked that when the sealcoating is completed, he would like to have Co #3 re-stripped as it is almost all gone. Commissioner Spackmann noted that he believes they are not going to advertise it, they will have King Enterprises do it, and all the striping may need to be redone. D/P Chouinard to call Nate King regarding schedule. Added to August meeting agenda.
- Discussion regarding OSHA deadline: May 31st. Exceptions to be made for students away at college. They will have until June 30th to complete OSHA.
- Lengthy discussion regarding converting 281 to engine/rescue. Commissioner Atwell noted that he made copies of the quotes for each of the Board members to review. Total bill to convert 281 is \$73,983.00. Commissioner Atwell to make phone calls to those involved to get the equipment ordered.

RESOLUTION #112 GIVING THE SECRETARY PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$80,000.00 FROM THE EQUIPMENT RESERVE FUND TO CONVERT ETA281 TO ER281.

MOTION: Kugler

SECOND: Chandler

RESOLVED to give the Secretary permission to advertise a permissive referendum to withdraw and expend \$80,000.00 from the Equipment Reserve Fund to convert ETA281 to ER281.

VOTE: All in favor, motion carried.

- Brief discussion regarding striping and list on fire police truck and 284. Fire police vehicle to be done first; 284 to go for striping and lights after the SpaceKap installation.

Chairman Spackmann asked for questions/comments regarding the abstract:

Commissioner Spackmann noted on Page 2, Voucher #140252 submitted by co #1 for Fierro's Pizza & Deli totaling \$38.31. D/P Chouinard noted it was food for a work detail the night before "Is There a Fire in You" weekend. Commissioner Atwell noted he was not aware of this, reminded everyone present that they need approval from a Commissioner prior to any purchases, and there is a reason there is a Director of Purchasing, whose job it is to buy stuff; it is not the firefighter's job to do it. Brief discussion continued; voucher #140248 and 140252 to be moved to Company Drills and Annual Meeting.

D/T Thurman noted that regarding the Building Reserve, the approved Riverview invoice was actually \$24,724.78, but \$19,124.78 came out of the Retainage Payable. Commissioner Chandler questioned the total for Riverview; D/T Thurman noted it is \$578,095.00.

RESOLUTION #113 TO PAY ABSTRACT #5, VOUCHER #140215 THROUGH VOUCHER #140302 WITH CHANGES TO VOUCHER #140248 AND 140252 AS READ, FROM THE GENERAL FUND, TOTALING \$84,457.86.

A3410.1 \$	12,795.73
A3410.2 \$	8,481.34
A3410.4 \$	61,846.21
A9030.8 \$	978.88
A9050.8 \$	61.50
A9055.8 \$	294.20
A9060.0 \$	9,629.00

Total: \$	84,457.86

MOTION: Spackmann
SECOND: Chandler
RESOLVED to pay Abstract #5, Voucher #140215 through Voucher #140302 with changes to Voucher #140248 and 140252 as read, from the General Fund, totaling \$84,457.86.
VOTE: All in favor, motion carried.

RESOLUTION #114 TO PAY ABSTRACT #5, VOUCHER #BR14018 THROUGH VOUCHER #BR14020 FROM THE BUILDING RESERVE FUND, TOTALING \$6,929.53.

MOTION: Kugler
SECOND: Atwell
RESOLVED to pay Abstract #5, Voucher #BR14018 through Voucher #BR14020 from the Building Reserve Fund, totaling \$6,929.53.
VOTE: All in favor, motion carried.

RESOLUTION #115 APPROVING THE INCREASE OF PETTY CASH FROM \$50 TO \$100.

MOTION: Kugler
SECOND: Chandler
RESOLVED to approve the increase of petty cash from \$50 to \$100.
VOTE: All in favor, motion carried.

Received correspondence from Penflex advising LOSAP contribution of \$89,000.00. Brief discussion; Board approved contribution of \$100,000.00; Treasurer to pay as soon as invoice is received from RBC.

RESOLUTION #116 GIVING TREASURER PERMISSION TO SUBMIT LOSAP CONTRIBUTION OF \$100,000.00.

MOTION: Kugler
SECOND: Chandler
RESOLVED to give Treasurer permission to submit LOSAP contribution of \$100,000.00.
VOTE: All in favor, motion carried.

Discussion regarding invoice received from J & K Trucking regarding snow removal services moved to May workshop agenda to give Commissioner Chandler time to speak with Mr. Davis about it.

D/C King requested permission for 293 and crew to go to Stewarts on route 50 on May 17th for PR. Brief discussion.

RESOLUTION #117 GIVING CO #4 PERMISSION TO PARTICIPATE IN PUBLIC RELATIONS AT STEWARTS ON ROUTE 50 ON MAY 17, 2014.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give Co #4 permission to participate in public relations at Stewarts on Route 50 on May 17, 2014.

VOTE: All in favor, motion carried.

D/C Middlebrook noted the SCBA committee includes himself, Captain Reynolds, A/C Petkus and A/C Bogardus. Commissioner Spackmann in charge of SCBA account.

Captain Jennings gave overview of station uniforms; committee's recommendation is to go with Claire's Embroidery. Quote received from her, and what the committee would like are short sleeved men's blue shirt, Dickie flat front pants and leather belt that comes to about \$64. It is a few dollars more for a women's shirt. Larger pant sizes are an additional \$3.00. Other quotes they got are comparable, but she is close by and she can do the women's and larger sizes for us as well. He will also be speaking with Captain Chouinard regarding adding station uniforms to the dress uniform policy. D/P Chouinard noted the proposal that was previously approved by the Board using year end money is from a totally different vendor, including pricing and product. Brief discussion continued; the committee has \$8,000.00 to work with.

RESOLUTION #118 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

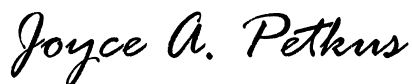
SECOND: Kugler

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Atwell with a second from Commissioner Chandler to adjourn the meeting at 9:19 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Secretary