

Board of Fire Commissioners

Greenfield Fire District
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May 25, 2010 Commissioners Workshop

Workshop began at 7:01 pm.

Present were: Commissioners B. Chouinard, Kugler, Waite, Secretary Petkus, Treasurer J. Bishop; please see sign in sheet for others in attendance.

Flag salute and moment of silence recognized for departed members.

1. Special Guest: Maria Sciocchetti, Senior Project Architect, CT Male:

Ms. Sciocchetti present this evening to discuss potential exterior modifications of Porter Corners firehouse as it relates to the chronic water issue along the north side of the building. Created some drawings, came up with some ideas that may work for this project and sent them off to two local contractors, one of which was sent to the local reps for American Building Systems; the original structure is a pre-engineered American building structure. Problem with the building is that when it was built, it was built under a different code and because of the pre-engineered structure they cannot verify the loads it was designed for, so they had to go back to the original company and just this afternoon they heard back from both companies who gave pricing and two different options on how to design the structure for this. Issue is to get the snow and water away from that side of the building.

Proposed:

- Take down the 2 existing canopies;
- Remove siding along entire length of building;
- Remove the 2 existing slabs and rebuild porch almost the entire length of building; existing flag pole is to stay;
- Cut some existing asphalt away from the building and filling in with gravel;
- Doors to be handicapped accessible;
- Stove exhausts to be re-vented through the new roof;
- New canopy to be at the same slope as existing roof with basically same roofing material, built just below fascia that is there;
- Row of columns in front will sit on sono-tubes;
- Possible addition of snow guards, but not sure if they will work as there is a question as to how to anchor them to the existing roof. If snow guards not an option, gutters and downspouts will have to go as well;
- Add 2 peaks over the doors to divert water/snow.

The first contractor proposed going back to America Buildings and have their engineers design something like the Town garage has with a canopy attached with brackets to the side of the building; the existing building would take the load of the whole structure, thereby eliminating the columns. Price came in at \$75,000 – 80,000.

The second builder who deals with American proposed doing something similar to what CT male came up with, and not going back to American buildings and not having their engineers involved and associated costs. The difference is they would have to add a row of columns not only at the front, but at the back of the structure, against the building, and the canopy would stand as its own separate structure. Would only be attached with flashing so there is no leaking between the 2 structures. Contrasting color siding noted at the bottom of the structure, so that if the panels ever get damaged again you are only removing a portion of the siding on the building and aesthetically it looks better. Roofing color can be the same or contrasting as current roof. Things have changed with addition of second row of columns; she has thought of using the existing foundation walls that are under the existing slabs and having the back columns rest on those foundation walls, running the siding around them so they are not so obvious. New windows to go in to replace leaking windows, and they will need to be set inside the building. Problem is there is no blocking, and so will have to remove some gypsum board to get blocking in there. Siding around the windows will have to be replaced and will probably be a different color. All work will happen outside except for some work to be done in the radio room and in kitchen area. Will also probably has to add some handicapped striping and curbs.

Ms. Sciocchetti also noted that they will need to dig down at the slabs to figure out if there is a foundation wall underneath and how deep they are. Once that is known, they will know if they can sit the columns on top of that. If someone can do it, it will save some money. May also want to consider getting some lettering on the new porch. The second contractor gave a rough estimate of \$60,000 – 70,000.

She also noted several other things to be considered:

- Adding vapor barrier;
- Replacing insulation, especially if wet;
- Parking lot lighting/flag pole lighting/lighting under canopy;
- Possible planting bed around flag pole.

Brief discussion continued; another meeting with Ms. Sciocchetti to be scheduled for Wednesday June 2nd at 6:00 PM At Co #1. Commissioner Waite to speak to Walt Barss about digging up asphalt.

2. Approve Minutes: April 27, 2010 Workshop Minutes.

RESOLUTION #130 TO APPROVE THE APRIL 27, 2010 WORKSHOP MINUTES AS WRITTEN.

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to approve the April 27, 2010 workshop minutes as written.

VOTE: All in favor, motion carried.

2. Secretary Update – Joyce Petkus:

- Asked what to do with the people on her list who have not signed for their District Manual updates. Have been on the list since February; some of those people have not received their physicals either. Brief discussion; Chief Lant to make some calls and get back to Joyce.
- 2009 LOSAP was finalized and statements have been sent. Would like to send an email through Firetracker to remind them to look at their beneficiaries and possibly update their beneficiary list.
- Physicals: Brief update; two members from Co #1 did not make their scheduled physical appointments and did not reschedule; access to be turned off.
- Has received a lot of tickets for the Chief's show, if anyone is interested please let her know.

3. Purchasing Update – Jill Chouinard:

- Not present.

4. Treasurer Update – Jean Bishop:

- Requested resolution for permissive referendum for change order from CT Male that was approved at the May meeting. Reminded the Commissioners that when a bid is accepted they should also remember to do a permissive referendum at the same time.

RESOLUTION #131 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$3,000.00 FROM THE BUILDING RESERVE FUND TO PAY FOR THE CHANGE ORDER RECEIVED FROM CT MALE.

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to advertise a permissive referendum to withdraw and expend \$3,000.00 from the Building Reserve Fund to pay for the change order received from CT Male.

VOTE: All in favor, motion carried.

5. Commissioner Updates:

- **Bryan Chouinard:**
 - Nothing at this time.
- **Ken Waite:**
 - Construction company has done a great job at Porters. All the steel is up, framing is complete on the inside, can finish off one side of the downstairs

but can't do anything on the parking lot side until the water stops coming in. meeting room and kitchen floors are now level. Commissioner Kugler asked if there was going to be as punch list that the Commissioner could go over; Board needs to accept the job before the bid bond goes back to them. CT Male and Town building inspector have been coming to check on the job.

- **Tom Robarge:**

- Not present.

- **Richard Spackmann:**

- Not present.

6. **District Guideline Review:**

- Code of Conduct Policy: no changes made.
- Code of Ethics Policy: no changes made.
- Meeting Conduct Policy: no changes made.
- Firefighter Injury Policy: Joyce noted she has not been able to review this policy with everything else going on; requested it be tabled to the June workshop.

7. **District Projects**

- Current Projects:
 - Porters Corners construction update, meeting room floor repairs, exterior alterations: please see above.
- Future Projects:
 - None.

8. **Special Topics of Discussion:**

- Dry hydrants: D/C Davis asked if the Board is going to approve money for this. Commissioner Kugler asked if any prices were received; D/C Davis noted he told them last week he thinks it is between \$1000.00 and \$1200.00 and there are about 18 of them. The officers made lists of where they want them; Commissioner B. Chouinard asked for priority list; Chief Lant noted he would take care of next Wednesday. Brief discussion continued.
- I AM RESPONDING: D/C Davis noted we should get it, it is only \$800.00. Joyce had spoken to the Rep, he did not want to come up again, as he was already in the area a few months ago. They also have a website to review.
- EMS: Paul Felts: Justin Burwell noted he has not had a chance to sit down with his company coordinators to talk about it. Requested further discussion is tabled to next month. In the meantime he is only scheduling generic classes, not core content classes.

9. **Special Reminders:**

- Aerial Ladder Testing: to be towards the end of June.
- Pump Testing: Commissioner Kugler clarified that KME is going to come up and do all pump testing in one day; Chief Lant noted yes. Commissioner

Kugler asked if they would be bring extra people, as then there would be an additional cost per helper; Commissioner B. Chouinard noted that they were planning on coming up on a Saturday, and if so, we could probably get some guys to help out instead. Chief Lant noted he would check on that.

- Captain Coffey noted that D/C G. Gibbins requested that Toby Middlebrook be put on the agenda next month to discuss the furnaces, still waiting on other prices. Commissioner Kugler noted he had spoken to Toby, who suggested we want to have a heating engineer come in and take a look first.
- D/C Davis noted 272 is at KME to get some work done. He is also still waiting on those shore lines for the brush truck and trailer. Chief Lant noted he spoke to Dave today, something is missing and he is going away. D/C Davis noted that he has been waiting 6 months, requested that if Gary does not have time to do it maybe we can get someone else on it. Commissioner B. Chouinard noted he would call Gary and get an update.
- D/C Davis asked Commissioner B. Chouinard what is going on with uniforms. Parade season is here and guys don't have uniforms. Is there going to be a fitting? Commissioner B. Chouinard is waiting for the bill for all the badges to come in to see how much money is left in the uniform account before he has the vendor come up and do a fitting. D/C Davis noted he has guys who have been in for 5 years and don't have uniforms; Commissioner B. Chouinard suggested that maybe he should grab some uniforms from people that don't go to parades. He also noted the uniform situation is getting out of control, we are here to fight fires not parade around and would rather spend money on firefighting stuff instead of dress uniforms that no one wears. D/C Ellsworth noted that Commissioner B. Chouinard previously had 2 uniform fittings and only 3 people showed up. D/C Davis noted we shouldn't have to have our guys try on 6 pairs of pants to get fitted; we ought to respect our guys. Chief Lant noted we need to see we where stand on money.
- D/C Ellsworth requested approval for a new light bar for A/C E. Petkus; his current one burned out. Cost is roughly \$450.00. Chief Lant may have one; he will speak to A/C E. Petkus. Commissioner Kugler noted if the Chief doesn't have one, they will make arrangements to get him one.
- D/C King asked who should be contacted regarding uniforms; some of his guys just need certain pieces. Commissioner B. Chouinard to be contacted. D/C Davis requested it be done on a Tuesday night and he will send his guys over to Co #3. Will contact Commissioner B. Chouinard on which Tuesday night he would like it scheduled.
- George Habig, resident: read a statement he prepared regarding his May 12, 2010 letter to the Board and the special meeting held on May 19, 2010. (attached).
- EMS Coordinator Justin Burwell received a call from Joyce this afternoon that the Saratoga Regatta is being held this weekend and they need EMT's to volunteer over at Saratoga Lake. He is having trouble finding available EMT's on such short notice, but would like permission from the Board if he does get any volunteers.

RESOLUTION #132 GIVING PERMISSION FOR GREENFIELD EMS PERSONNEL TO VOLUNTEER TO HELP OUT AT THE REGATTA AT SARATOGA LAKE FROM MAY 28 THROUGH MAY 30, 2010.

MOTION: B. Chouinard

SECOND: Waite

RESOLVED to give permission for Greenfield EMS personnel to volunteer to help out at the Regatta at Saratoga Lake from May 28 through May 30, 2010.

VOTE: All in favor, motion carried.

- D/C Davis noted he spoke to Joyce Eichorst about the recert pilot program; asked if we are turning in the receipts from Paul to the State because they will be refunded. EMS Coordinator Burwell noted that as far as he knows we can get a voucher for \$300 per person. He will work on that once he gets the paperwork back.
- Chief Lant noted all the 1st line trucks are done. Problem with the springs o Porters; truck, that got done, and they left their brush truck there. 293 is there now getting its yearly service done. Some latches need to be fixed on 294. There is house on Daniels Road that the owner would like us to burn, but Chief Lant noted it is too close to the other house. They would like to instead do a ladder drill there, some other training, then drop it into the cellar and burn it there. Let the owner know everything he needs to do first; Commissioner Kugler noted we need a letter stating there is no insurance on the house.
- Regarding purchasing, Chief Lant noted he would like to see certain changes and made some suggestions, and if anything comes up, he will talk to Jill directly. Commissioner Kugler noted he would speak to Jill.
- FF B. Bishop noted he had sent a letter to the Board last week and asked if any consideration had been given regarding the formation of a committee. Commissioner Kugler noted the Board is still thinking on it and they will probably have an answer in a week or so.

Motion made by Commissioner Waite with a second from Commissioner B. Chouinard to dispense with the reading of the minutes. All in favor.

Motion made by Commissioner B. Chouinard with a second from Commissioner Waite to adjourn the workshop at 7:55 PM. All in favor.

Respectfully submitted,

Joyce Petkus
District Secretary