

Board of Fire Commissioners

Greenfield Fire District
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May 25, 2011 Commissioners Workshop

Workshop began at 7:01 pm.

Present were: Commissioners Atwell, Barss, Spackmann, Waite, Secretary Petkus, D/P B. Bishop; please see sign in sheet for others in attendance.

Flag salute/moment of silence recognized for departed members and troops overseas.

1. **Approve Minutes:** April 27, 2011 Workshop Minutes.

RESOLUTION #141 APPROVING THE APRIL 27, 2011 COMMISSIONER WORKSHOP MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the April 27, 2011 Commissioner Workshop Minutes as written.

VOTE: All in favor, motion carried.

2. **Special Guest: Steven Bonesteel:** Chairman Spackmann noted that Mr. Bonesteel will not be attending as he was called away on business. Discussion to continue.

3. **Secretary Update – Joyce Petkus:**

- Struggling with getting 2 ballot clerks for each firehouse for the June 7th ladder truck reserve fund vote; currently Co #2 and Co #3 will have 1 ballot clerk each. Would like a Commissioner at each firehouse in case the clerks have questions: Commissioner Atwell, Co #1, Commissioner Waite, Co #2; Commissioner Barss, Co #3; Commissioner Spackmann and/or Joyce at Co #4.
- Attended the NFIRS Fire reporting training last week, found out that OFPC has not received any NFIRS reports for 2010. Issue resolved, received confirmation today from Barbara Foley at OFPC that she received 2010 this past Monday.
- 7 firefighters who she listed as not being eligible to receive LOSAP for 2010 will in fact be receiving credit for that year.
- LOSAP contribution in for 2010, would like resolution giving Treasurer permission to send check to RBC Wealth Management. Brief discussion.

RESOLUTION #142 GIVING THE TREASURER PERMISSION TO SEND LOSAP CONTRIBUTION OF \$93,628.36 TO RBC WEALTH MANAGEMENT.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to give the Treasurer permission to send LOSAP contribution of \$93,628.36 to RBC Wealth Management.

VOTE: All in favor, motion carried.

- Just completed her portion of the data entry for April 2011 LOSAP. Not sure what happened, Co #2 had 24 calls for the month, 7 of their own calls and the rest mutual aid; none of the 7 calls were logged into Firetracker. Conducted several different searches and could not find any of them, and because they were not entered by the May 15th deadline, potentially 55 LOSAP points lost to members. Commissioner Atwell noted a better job needs to be done by the data entry people or members are going to continue to lose points. Discussion continued regarding the issue, the attendance of only 3 people at the recent Fire Reporting Workshop, the importance of proper NFIRS reporting, data entry people waiting until the day before the deadline to start entering their monthly reports. Joyce noted that Ms. Foley would be willing to come to the District to host a workshop for us; Joyce will call and set up workshop.
- 2011 Physicals: some members have still not scheduled their annual physical and some have scheduled their annual physical beyond the completion deadline of May 31st. Discussion continued including whether or not to shut off access, most are not active any way, lack of responsibility of some of the membership and officers, shopping for another Physician next year. Access deactivated as of May 1st for those who have not yet scheduled their annual physicals. Anyone who called in the first week of May will not have access deactivated; all others will be deactivated effective June 1st until physical completed.
- SRS, new third party provider for W/C: Joyce noted her concerns that they may potentially limit access to only certain providers and they now require that any diagnostic/radiology tests over \$1000 must have prior authorization from SRS. Joyce stressed that if a firefighter is injured she really needs know about in order to make sure all the right paperwork is done and the firefighters are protected. Brief discussion continued.
- Chief Lant has been helping to try to secure some grant money, and she received a letter from Assemblyman Tedisco that he can't help out now, but to fill out a form and send it in. Permission granted to complete and submit form.
- Commissioner Spackmann noted that aerial ladder testing is due next month, as well as pump testing. Commissioner Atwell asked about the Town and truck inspections. A/C Middlebrook noted it is still in the process. Commissioner Spackmann also noted that Co #2 extinguishing system needs to be inspected; Commissioner Waite to call Tri-City. Brief discussion also regarding parking lot seal coating; Commissioner Spackmann to coordinate with Joyce to place ad.

4. Purchasing Update – Brian Bishop:

- Busy month for uniforms, about 6-12 people outfitted this spring with what was in stock, but stock has been depleted. Badges ordered. Has received requested prioritized list only from Co #3. Will get together with Commissioner Chandler when he returns regarding uniform supplies. Most of what officers have

requested is on order including list from the Chief of the brass; having trouble ordering the sized white hats. Uniform shoes also ordered. Brief discussion.

- Extrication tools ordered.
- Working on pager verification. Roughly 30 unassigned pagers in Firetracker, 5-10 of which are assigned to auxiliary members. Received list of pagers assigned to Co #2 members that are not part of the current inventory. District purchased 15 additional pagers in 2009, none of which appear in inventory. Lengthy discussion continued regarding the potential amount of money in pagers not accounted for, whether or not the pager serial numbers assigned by the County to the District are correct, pagers going out for repair being replaced by pagers with different serial numbers, the previous Chief or purchasing agent possibly having stored extra pagers somewhere else other than at the District office, the importance once again of inventory control, receipt of approximately 170 pagers from the County plus an additional 15 that the District purchased, and currently not having 185 members. Commissioner Spackmann noted that Mr. Bishop's other part time job concludes at the end of June, and suggested that the Board increase his hours to 40 for two to three months, and devote those hours to getting inventory under control. Commissioner Spackmann to work on where to get the money from to bring Brian on full time for a couple of months.

5. Treasurer Update – Jean Bishop:

- Not Present.

6. Commissioner Updates:

- **Jack Atwell**
 - Noted firefighters are signing sheets that have had their fobs shut off, and they are not supposed to be at the firehouse. Brief discussion continued; FF Brian Gibbins commented that it should be the responsibility of the Board to send certified letters to those who have had their fobs shut off. Commissioner Spackmann disagreed, noting that when the officers are told by the Board through Joyce that firefighters are deactivated because they are not in compliance with the policies set forth by the Board, it is their duty and responsibility to make sure those firefighters do not participate. The officers are the ones that should be enforcing this and notifying their members. Brief discussion continued.
 - Fit tests are apparently starting May 31st. Questioned which class of firefighters is getting them. Brief discussion, officers had decided Class A and B and those in line to take FF1.
 - June 11th is the Greenfield School 5K Dragon Run, need fire police & EMT's.

RESOLUTION #143 GIVING DISTRICT EMT'S AND FIRE POLICE PERMISSION TO HELP OUT AT THE GREENFIELD SCHOOL 5K DRAGON RUN ON JUNE 11, 2011.

MOTION: Spackmann

SECOND: Barss

RESOLVED to give District EMT's and Fire Police permission to help out at the Greenfield School 5K Dragon Run on June 11, 2011.

VOTE: All in favor, motion carried.

- OFPC has had an 11% increase in their budget for training; let's see what we can get. Chief Lant noted he received the list only from Co #3 and is waiting for the other companies to send theirs in before he sends them to the County.
- FASNY received a \$4.2 million grant for Firefighter Recruiting & Retention.
- Jack King is working on by-laws, also worked on work place violence policy.
- Access to pole barn for fire police has been taken care of.
- Unpaid Bonesteel bill of \$366.41: received several months ago regarding generator on 282. Bonesteel has old relays and capacitors. Board already voted not to reimburse him restocking fee as no one here authorized him to place the order. D/C Kenyon noted that he was there when the initial work was done and felt it is a legitimate bill. Chief Lant noted his displeasure with Bonesteel, he never returns phone calls and we should not use him anymore. Brief discussion continued. D/C Ellsworth requested someone get in touch with Bonesteel as well regarding the sending unit for the water level he took out of 284 months ago and still not repaired. Commissioner Atwell to handle.

RESOLUTION #144 GIVING TREASURER PERMISSION TO PAY BONESTEEL BILL TOTALING \$366.41.

MOTION: Atwell

SECOND: Waite

RESOLVED to give Treasurer permission to pay Bonesteel bill totaling \$366.41.

VOTE: All in favor, motion carried.

- **Darren Barss:**
 - Matt Burnett, Supervisor from National Grid contacted Co #3 as they will be putting new power poles in the area and would like to use Co #3 back driveway to park about 7-8 employee cars during the day and 3-4 trucks in the evenings, 1 job trailer, a storage bin, port-o-potty and waste container. When they are done they will clean up and landscape; will take about 6-8 weeks. They are also willing to donate \$100 per week to the fire company. Co #3 has already said they are okay with all that. Brief discussion.

RESOLUTION #145 TO PERMIT NATIONAL GRID TO USE CO #3.

MOTION: Spackmann

SECOND: Barss

RESOLVED to permit National Grid to use Co #3.

VOTE: All in favor, motion carried.

- Has received the count for gloves and hoods from everyone except A/C Bogardus. Brief discussion; order to go in; Co #4 to go in as a second order. Noted that D/C Ellsworth has the old style gloves; would like to first use up the old style gloves for the new members that recently joined.

- **Mike Chandler:**
 - Not present.
- **Ken Waite:**
 - Maria was up to do the final inspection the other day, found about 4-5 things. Rosch already answered that they will fix them ASAP. Electrical wainscoting confirmed finished as well as the flag pole lights. Brief discussion continued.
 - Will call Tri City tomorrow regarding the servicing of the extinguishing system.
- **Richard Spackmann:**
 - Nothing at this time.

7. Report of the Chief – John Lant

- County was here last night to do radio testing for Co #4 and Co #1.
- Spoke to John Cameron about apparatus maintenance including pumps and generators.
- D/C Kenyon noted that in reference to putting the District building in the back of Co #1, he would like permission to see if the Town can take the trees down, and fill will be needed. Brief discussion continued.

8. District Guideline Review:

- Code of Conduct Policy: no changes made.
- Code of Ethics Policy: no changes made.
- Meeting Conduct Policy: no changes made.

Discussion went briefly back to the pagers: D/P B. Bishop noted he has 133 pagers assigned to actual people.

9. District Projects

- Current Projects:
 - District Office Building: committee met and looked at some options regarding building space. The two main priorities to come out of the discussion were District office space and storage space, as well as some discussion regarding District meeting space. A few committee members met with SEFCU regarding the old firehouse across from Co #1; it would require extensive renovations. SEFCU wanted \$241,000 for the building, although they admitted they knew they were not going to get anywhere near that amount for the building. It was the consensus of those present that it would be like throwing good money at a bad idea. Currently looking at putting in a building behind the back parking lot. Still in the idea/design stages. Committee will be meeting again on June 9th. FF Brian Gibbins noted he could show the committee where the property boundaries are. Brief discussion also regarding the possibility and cost of having to potentially sprinker a meeting area.
- Future Projects:
 - None.
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10. Special Topics of Discussion:

- Commissioner Spackmann noted the ex-Captain of Wilton EMS had his son were killed in an unfortunate car accident while in Australia. Would like to send a condolence card to Wilton EMS on the District's behalf.
- Meeting with Penflex and RBC: tentatively set for 6/27. Joyce to confirm.
- Commissioner Spackmann noted they will be getting into discussion regarding the trucks, but first addressed a variety of rumors floating around including the alleged 2 sets of jaws at Co #4 and the 3 thermal imaging cameras and one at Co #2. Long and lengthy discussion then continued regarding the purchase of apparatus, with the following highlights:
 - Last week Co #1 voted that they wanted a 3000 gallon ETA;
 - Commissioner Atwell called a meeting last week with the officers; had 8 different opinions from 6 different guys;
 - Need to start looking at this as one department, one operation;
 - Need to seriously look at "wants" versus "needs", what is best for the District as a whole;
 - District truck committee had met but Commissioner Atwell has never seen the report;
 - Need to find balance between what is best for both firefighters & taxpayers;
 - Not enough thought given to what was needed before the process was originally started;
 - Co #4 truck pretty well set;
 - Commissioner Barss also noted the need to get the District truck committee back together. Would like to see report as well as to what they think is needed in the District;
 - D/C Ellsworth noted that the District truck committee got together to set the guidelines for the specifications of what is to be on the trucks;
 - Commissioner Spackmann noted that the Future Plan Committee met and talked about the next truck in Co #1, and the idea of an ER was brought up but not given due diligence, so the committee moved on and said the next truck at Co #1 should be a tanker and the next truck at Co #3 should be a tanker. Also identified an ER for Co #4, but a definite timeline was never set;
 - Recent dry hydrant installations;
 - Lack of water not being the issue, but rather with water supply operations;
 - Surrounding fire districts and their tanker availability;
 - Importance of teamwork;
 - District truck committee to be as follows: Chief Lant, D/C Kenyon and A/C Coffey, A/C Middlebrook, D/C Ellsworth, Captain G. Bullard, Commissioner Atwell and Commissioner Barss. Co #1 to only have 1 vote;
 - Commissioner Atwell noted Co #1 should have a say in what is on the truck, but the decision needs to be made as to what kind of truck they are buying;
 - Need to look toward the future regarding apparatus in the District;
 - The need to show why we need certain apparatus;
 - ER allows District to downsize fleet, cut costs, optimize;
 - Indecision regarding Co #1 truck is holding up the purchase of Co #4 truck;
 - Lack of a valid argument from Co #1 on the need for a tanker over an ER;
 - D/C Kenyon pointed out that the rescue they are thinking of getting rid of does about 5 jobs, not just rescue: EMS, FAST, rehab, air. The new ER would not be able to do all that, and 261 would be used as a spare;

- Commissioner Waite noted he was not in favor of getting rid of rescue truck;
- Chief Lant noted we do not have a FAST team in this department, we don't have training. Most departments with a FAST team bring an engine;
- Commissioner Waite noted that if you put air on a pumper at the scene it will be a mess trying to fill bottles with everything else. Chief Lant noted he has never heard that we have run out of bottles;
- Cascade system can go on an ER;
- Question arose regarding trucks vs. manpower, and is it really a wise idea to downsize the fleet, and how to then transport manpower. Commissioner Spackmann noted that there would still be 17 trucks in the fleet;
- Caution regarding changing the truck specs so much and not awarding a legal bid;
- Deciding what is the best expenditure of funds, downsizing the fleet, lowering maintenance expenses;
- Commissioner Barss noted there is a FAST team, money was spent on a FAST team, it's our fault we did not keep up with the training, we have the equipment, let's use it, let's get training. We need to look at this together, need to work as a team, make a decision. Co #4 did a fantastic job on their truck; let's not hold them up any longer;
- D/C Ellsworth noted some of the problems regarding the FAST team, including: equipment was bought 5 years ago, we should have trained on it more, FAST team is not for us but for others, each firehouse may not have enough members for a FAST team, maybe dedicate another engine for the FAST team, not the rescue;
- Another tanker will not improve our ISO rating;
- Very long driveways eat up a lot of hose and water;
- Co #1 truck committee meeting with KME to be cancelled until decision made to go with ETA or ER;
- Current bid is only good until next month; should go back to truck committee, make a final decision and come back with an answer at the June meeting;
- D/C Ellsworth noted that Co #3 would like to organize a fundraiser on June 19th for the Samascott family. Moving forward with the pavilion, but will need building permit, engineered plans and engineered septic system. Co #3 truck bays leak with heavy rains, need to start thinking about roof replacement at Co #3. Joyce noted that Bill Reed was in the District office earlier today and had mentioned that we should really look at the roof at Co #1 as well. Brief discussion; Commissioner Barss to contact Munter regarding Co #3 roof.
- D/C Ellsworth noted that regarding hose testing and long driveways, they have lost a lot of 5" hose. Commissioner Atwell noted that this year we should not lose any as he feels we should not test the 5" this year. Testing that hose is throwing money away. Brief discussion.
- D/C Ellsworth was contact by the Glens Falls YMCA today regarding their hosting a swim program at Lake Desolation on July 16th. They are expecting over 100 kids and have requested fire police and EMS to assist. Brief discussion.

RESOLUTION #146 GIVING CO #3 PERMISSION TO HOST THE SAMASCOTT FUNDRAISER ON JUNE 19, 2011.

MOTION: Waite
SECOND: Barss
RESOLVED to give Co #3 permission to host the Samascott Fundraiser on June 19, 2011.
VOTE: All in favor, motion carried.

RESOLUTION # 147 TO ALLOW CO #3 TO ASSIST THE GLENS FALLS YMCA ON JULY 16, 2011 AT THEIR LAKE DESOLATION SWIM PROGRAM.

MOTION: Barss
SECOND: Atwell
RESOLVED to allow Co #3 to assist the Glens Falls YMCA on July 16, 2011 at their Lake Desolation swim program.
VOTE: All in favor, motion carried.

- D/C Ellsworth also noted that we need to start thinking about the jaws. Rock City used their new jaws at the recent car accident and had no problem, then later went back and used their old jaws and could not cut through it, the same problem Co #3 had with the old set. Brief discussion.
- A/C Middlebrook noted the Saratoga County Fair is coming up; some companies are going to be there.

RESOLUTION #148 GIVING ALL FOUR COMPANIES PERMISSION TO PARTICIPATE IN THE 2011 SARATOGA COUNTY FAIR.

MOTION: Waite
SECOND: Barss
RESOLVED to give all four companies permission to participate in the 2011 Saratoga County Fair.
VOTE: All in favor, motion carried.

Motion made by Commissioner Spackmann with a second from Commissioner Barss to dispense with the reading of the minutes. All in favor.

Motion made by Commissioner Spackmann with a second from Commissioner Waite to adjourn the workshop at 9:50 PM. All in favor.

Respectfully submitted,

Joyce Petkus
District Secretary