

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
Greenfield Center, NY 12833  
(518) 893-0723  
Fax: (518)893-7006

The May 2012 Commissioners Meeting of the Greenfield Fire District was called to order at Company #1 by Chairman Richard Spackmann at 7:01 PM on May 9, 2012. The flag salute and a moment of silence were recognized for departed members and troops overseas.

## **Present were:**

Commissioners: Atwell, Barss, Spackmann, Waite; Secretary Petkus, Director of Purchasing Chouinard, Treasurer Bishop, Deputy Treasurer Perkins; shows Leary, Project Manager for the District Office Building Project. Excused: Commissioner Chandler.

Please see sign in sheet for others in attendance.

## **Bid Opening: District Office Building:**

Mr. Leary noted two bids were received, and were read as follows:

1. Gallo Construction, 50 Lincoln Avenue, Watervliet, NY:
  - Total: \$508,962.00
    - Construction: \$482,962.00
    - Design: \$26,000.00
  - Alternates:
    - I. Add water well: \$285/linear foot
    - II. Add Septic: \$18,000.00
    - III. Deduct/siding: \$6,900.00
    - IV. Deduct/roof: \$7,900.00
    - V. Add Electrical: \$16,000.00
    - VI. Add flag pole: \$1,500.00
2. M.A. Schafer, 4928 Western Turnpike, Altamont, NY:
  - Total: \$537,810.00
    - Construction: \$507,450.00
    - Design: \$30,360.00
  - Alternates:
    - I. Add water well: \$7,600.00
    - II. Add Septic: \$15,000.00
    - III. Deduct/siding: \$4,000.00
    - IV. Deduct/roof: \$15,200.00
    - V. Add Electrical: \$9,100.00
    - VI. Add flag pole: \$3,400.00

Mr. Leary thanked those for submitting bids, and noted he would be evaluating the bids and calling both bidders in the next few days. Brief discussion continued; Mr. Leary will hopefully be able to make a recommendation to the Board soon, May 23<sup>rd</sup> is the current bid acceptance date.

**RESOLUTION #104 TO APPROVE THE APRIL 11, 2012 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Spackmann

SECOND: Atwell

RESOLVED to approve the April 11, 2012 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

**Chairman Spackmann asked for questions/comments regarding the abstract:**

Commissioner Waite: claim #120341, questioned if this would be the last Nextel bill. D/P Chouinard noted that we still have about 1 – 1½ months left in the Nextel billing cycle; the phones have not yet been switched over to AT&T.

Commissioner Atwell: 120279: questioned if the truck is running okay; D/C Ellsworth noted the truck is running great. Claim 120288: Co #3 generator: D/C Ellsworth noted the generator is working.

**RESOLUTION #105 TO PAY ABSTRACT #5, CLAIM #120279 THROUGH CLAIM #120353 FROM THE GENERAL FUND, TOTALING \$74,920.44.**

A3410.1	\$ 8,472.41
A3410.2	35,297.14
A3410.4	30,162.53
A9030.8	604.08
A9050.8	384.28
-----	
Total:	\$ 74,920.44

MOTION: Spackmann

SECOND: Barss

RESOLVED: to pay Abstract #5, Claim #120279 through Claim #120353 from the General Fund, totaling \$74,920.44.

VOTE: All in favor, motion carried.

**Correspondence: Secretary Petkus**

- Copies of updated spreadsheets for the District Manual Acknowledgements and OSHA training given to each of the Commissioners, Chief and four companies, as well as spreadsheet of 2012 completed physicals.
- Received, and read a thank you card from the Chouinard Family.

**Purchasing: D/P Chouinard**

- AT&T cell phones were not received today, they should be in tomorrow; please contact her to coordinate the changeover of your District cell phone.
- Handed out pager inventory sheets to each company. Brief discussion.
- Questioned what to do with Auxiliary members that have pagers. Brief discussion, officers to get pager serial numbers from their auxiliary and add to the inventory sheets or email Jill.
- Working on DEC grant with Commissioner Atwell.
- Ex-FF Kristin Hinkle had paid for her lost pager, but she found/returned it and so needs to be reimbursed. Brief discussion; Treasurer Bishop to refund her \$365.

- Letter to go out to FF Justin Reynolds requesting his dress uniform back, and letter going out to FF Andrew Lloyd requesting him to reimburse the District for his lost pager.
- Received all sheets for the SCBA bottles and will be coordinating with Tri-City.
- Co #4 Chain saw sent over to Nick's for repair.
- EMS mannequin family is in.
- Rescue ropes kits are made up.
- Co #3 wheels for generator are in and ready for pick up.
- 6 flags for the flag poles are in and inventoried.

**Applications for membership:**

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

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

**Middle Grove Company #3:** Jacob Podwirny, under 18.

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

**Requests for Change in Membership:**

**Greenfield Center Company #1:** Jason Abraham, personal leave/returning from leave; Ali Ernst, termination; Kristin Hinkle, termination.

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

**Middle Grove Company #3:** Heather Lantz, medical leave; Andrew Lloyd, termination, Joseph Luse, IV, personal leave; Justin Reynolds, personal leave; Joseph Samascott, personal leave.

**Maple Avenue Company #4:** Jacob Hepner, returning from personal leave.

Secretary Petkus also noted the following:

- FF Abraham still will not have access to the firehouses as he has not completed his 2012 OSHA or signed his District Manual Acknowledgement.
- Ali Ernst's pager was returned to the District Office and FF Middleton apparently has his own pager again.
- Jacob Hepner has not completed his 2012 OSHA or signed his District Manual Acknowledgement. Brief discussion; Board granted extension, his access will be re-activated.

**RESOLUTION #106 TO ACCEPT ABOVE NEW MEMBERS AND/OR CHANGES IN MEMBERSHIP.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to accept above new members and/or changes in memberships.

VOTE: All in favor, motion carried.

**Grants:**

- Commissioner Atwell gave brief overview of DEC matching grant; District would contribute \$2000. If we receive grant of \$4000, we can only get about 15 sets of full gear or 32 of just the Nomex shirts. Discussion continued, Chief Lant recommended giving 7 full sets each to Co #3 and 4. Decision to go with full sets of woodland gear.

**Report from Chief Lant:**

- Having no luck with the base stations; will keep working on it.

- Questioned if access deactivated for those that did not complete OSHA; Joyce noted yes. Discussion continued regarding scheduling make ups, whether or not letters should be sent out, are fire police required to take the air pack refresher portion. More discussion continued regarding air pack training; decision that everyone needs to at least take the awareness portion. Secretary Petkus clarified that for her purposes all OSHA forms received will be fully completed.
- Thanked the Board for getting all the bailout equipment, training is going well. Suggested there be mats purchased.
- KME worked on punch list for new trucks. Discussion continued regarding strap owed to Co #1 on rear tarp. Brief discussion, Commissioner Atwell noted that it is a pay item and has to be taken back to the company that made the tarp. Commissioner Atwell directed the guy to leave as is for now. Commissioner Spackmann asked if the new speedy dry chute has been used yet at Co #4, it has not. KME dealing with Garrison regarding hooking up holmatro.
- He had an EMS meeting with Duane, Tim and Paul Felts; he had Joyce email out the Exposure Control Plan. Joyce noted there are areas in the draft that still need information added, Tim to handle. Added to workshop agenda for discussion and June meeting for policy adoption.
- Had asked the Board last month to adopt the Vehicle Maintenance Policy. Lengthy discussion continued; need to have an idea of what the expense would be. Dave Kenyon to work on a rough estimate to do maintenance on one truck in order to figure out what it would be for the entire fleet. Added to May workshop agenda. Joyce again asked for the electronic version to be emailed to her, she only has a paper copy.
- Joyce scheduling annual aerial ladder testing. Joyce noted it will be somewhere around June 13<sup>th</sup>, she will let everyone know once she gets an exact date.
- Need more white uniform gloves, would like each company to get a supply. Brief discussion, denied. Commissioner Barss noted there is some stock, call him and he will get them to you.
- Discussion at the officers meeting of some courses needed; Hazmat Ops can be taken in conjunction with FF1. Brief discussion.
- Took care of the problem regarding the guy from the Salvation Army.
- Asked if there has been an update regarding the Town of Greenfield's ambulance issue. Brief discussion continued. Would like to see Board send letters to ambulance companies who have been proving mutual aid. Commissioner Spackmann to coordinate with Joyce.

### **Reports from Companies:**

#### **Company #1 – D/C Kenyon:**

- Thanked the instructors who have taken the time to teach OSHA.
- Thanked A/C Burwell, Captain Barss and Lt. Cumm for the bailout training.

#### **Company #2 – D/C Middlebrook:**

- Bailout training has started, otherwise quiet.

#### **Company #3 – D/C Ellsworth:**

- Thanks to the 3 bailout training instructors, doing a great job.
- Questioned regarding the letter received from Rock City Falls that they would like to override their 45% out of District membership. Brief discussion; Commissioner Spackmann to coordinate letter with Joyce.
- Asked about the access door problem; Joyce noted the controller was replaced and everything is working again. Keep an eye on it. Striker on door at Co #1 also replaced.
- Parades are coming up.

- Requested printout of recent gear inventory. Jill will get one to him once Firetracker report is modified.
- Boy Scout/Explorer Program: for ages 14-21, they will supply insurance certificate, need 2 people from each company to be mentors. Officers agreed it is a good program to be involved in. Brief discussion, Board gave permission to move forward as long as insurance is taken care of. Joyce confirmed that they would need to add Greenfield Fire District as additional insured. Tim Kemp is coordinating on officers' side.

**Company #4 – D/C King:**

- Thank you for the bailout training.
- Thanks to everyone who helped out regarding Ferdie Chouinard's wake and funeral.
- Thanks for the help at Wilton Baseball Opening Day.

**Report of District EMS Coordinator – Tim Kemp:**

- CPR training class held this past Saturday, 8 people attended.
- Working with REMO and Dr. Jagoda regarding new protocols for EMT's regarding Albuterol and epi-pens. Paul Felts to give in-service when ready. There is some expense, epi-pens are \$150 each and last about 1 year.
- Still working on getting more defibrillators.

**Planning Board:**

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

- Not present.

**Reports of the Commissioners:**

**Commissioner Atwell:**

- Rep from Valley View Sanitation stopped by and spoke to him and Jill and gave quote for garbage pickup at all four stations. Brief discussion, Jill to call Casella for a quote as well.
- Received Tyler's quote for air pack maintenance. Will get moving on that as there are packs that need to be repaired. All companies to put those packs in a designated spot in the firehouses and to let Jill know where that is.
- KME now owns a pump testing trailer. Brief discussion; Commissioner Spackmann noted they should now be going to each station to do the pump testing.
- Thank you to the instructors for doing the bailout training.
- Questioned the booth at the County fair; it was noted the officers are handling.
- Dave Kenyon handling the request from Saratoga Bridges.
- Co #2 lost length of 2" hose; is it going to be replaced? Discussion continued regarding the standardization the hose. Captain Bullard to be emailed as he headed up committee.
- Safety glasses: asked for clarification; D/P Chouinard explained that Captain Davis had requested safety glasses, she put in the request and Commissioner Chandler sent an email that he wants something more substantial. Brief discussion continued; no safety glasses to be ordered at this time.
- Last week Co #4 took 10 Scott bottles, Lt. Chouinard noted that they need them until the others are hydro tested.

**Commissioner Barss:**

- Working on new member orientation policy with Commissioner Atwell, would like 1 person from each company to participate and Tim Kemp to handle the EMS part of it. Brief

discussion continued. Matt Reynolds, Brandon Ray, Jake Jennings and Dean Deuel to participate.

**Commissioner Waite:**

- Would like to add discussion of Co #2 fan issue and windows in the Fire District to the May workshop.

**Commissioner Chandler:**

- Not present.

**Commissioner Spackmann:**

- Working on updating District logo.
- FF Michael Bogardus is returning from school, has extension to complete OSHA, he is almost done with it anyway.
- Will not be able to make the June meeting. Added to May workshop for further discussion.

**Special Topics of Discussion:**

- Captain Deuel has an out of District applicant; Brief discussion; permission to move forward with application of Thomas Bishop.
- Greenfield School needs EMT's for their annual 5K Dragon run on June 10th.

**RESOLUTION #107 TO SUPPLY EMT'S FOR GREENFIELD ELEMENTARY SCHOOL'S 5K DRAGON RUN ON JUNE 10, 2012.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to supply EMT's for Greenfield Elementary School's 5k Dragon Run on June 10, 2012.

VOTE: All in favor, motion carried.

- A/C Burwell thanked both Jill and Joyce for all their help as well with the bailout system and ongoing training.
- Treasurer Bishop requested permission to make the annual contribution to the LOSAP, it is \$102,435.06. Brief discussion.

**RESOLUTION #108 AUTHORIZING THE TREASURER TO MAKE A LOSAP CONTRIBUTION OF \$105,000.00**

MOTION: Spackmann

SECOND: Barss

RESOLVED to authorize the Treasurer to make a LOSAP contribution of \$105,000.00.

VOTE: All in favor, motion carried.

**RESOLUTION #109 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Waite

SECOND: Barss

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Waite with a second from Commissioner Barss to adjourn the meeting at 8:45 PM. All in favor, meeting adjourned.

Respectfully submitted,

*Joyce A. Petkus*

Joyce A. Petkus  
District Secretary