

Board of Fire Commissioners

Greenfield Fire District
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November 24, 2009 Commissioners Workshop

Workshop began at 7:00 pm.

Present were: Commissioners B. Bishop, Kugler, Robarge, Spackmann, Waite, Secretary Petkus, Treasurer J. Bishop, P/A Chouinard; A/C's G. Gibbins, Middlebrook, Ellsworth, FF J. Atwell, R. Bishop, N. Waite.

1. Approve Minutes: October 27, 2009 Workshop Minutes

RESOLUTION #396 TO APPROVE THE OCTOBER 27, 2009 WORKSHOP MINUTES AS WRITTEN.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to approve the October 27, 2009 Workshop Minutes as written.

VOTE: All in favor, motion carried.

2. Secretary Update:

- By-law updates completed and will be picked up at Kinkos in the next day or two;
- Several members still have not received the last Guideline update and now we are going through another round of updates; what to do about those members? All updates will be handed out to each A/C at the Annual meeting for distribution to membership and signature sheets are due back to the office by the January workshop.
- Ballot clerks set up for December 8th annual election at each firehouse. Commissioner Kugler and Jill to be at Co #1, Commissioner Waite to be at Co #2, Commissioner B. Bishop to be at Co #3 and Joyce to be at Co #4 in case any issues arise. Spoke with Carol at Board of Elections, has been very helpful regarding the issue with election district 8 and thinks they have the problem solved.
- Still waiting to hear about changes made regarding Firetracker
- Spoke to Commissioner B. Bishop about some changes to LOSAP; she will have the October LOSAP posted by the end of November.
- Membership questions: Jon Jones is transferring from Co #1 to Co #4 and according to the new by-law change, Co #4 needs to vote to approve the transfer and she has not heard if they voted or not. Commissioner Spackmann noted they did vote on it and it was approved. Joyce to make notation on Change in Membership form. Noticed on new applicant Oliver Phinney's forms that he is a Wilton firefighter and she asked him if he had resigned because he cannot be a member in more than one department. He said he did but he did not have a copy of his letter. First time this has happened, not sure of the proper procedure. Brief discussion; Joyce to update check list and contact

- Co #4 President to have him get something from Wilton. Co #2 new member Glenn Azon resigned a week after being approved; Co #2 to do Change in Membership form.
- Still 4 members who have not had physicals; none of them are active anyway, access is turned off.
 - Hep B and flu vaccines ongoing;
 - Records clean up: she and Jill started to organize some filing cabinets for equipment and buildings, updated trucks including maintenance records for 2010;
 - Dates for Year End and Reorganization meetings: Year End to be December 30th and Reorganization meeting on January 6, 2010.
 - Ladder test reports are in and copies for each company made; Jill to hand them out with hose test reports.
 - Sent an email to Adirondack regarding the radio lost during the search for the 2 year old child.

3. Purchasing Update – Jill Chouinard:

- Handed out hose test and ladder test reports;
- Allotments are due on Monday.

4. Treasurer Update – Jean Bishop:

- Nothing at the moment.

5. Commissioner Updates:

- **Brian Bishop:**
 - Forwarded to Joyce information on the board and projector for Co #3; company needs a PO. \$5000 set aside for that. Quote for \$2700 for the board and \$970 for the installation. Other miscellaneous expenses including lumber for box to house VCR, computer, etc next to it. Spoke to John DeChristofaro regarding electrical work. Asked about 283 problem to go over with John when they meet next week.

RESOLUTION #397 GIVING THE TREASURER PERMISSION TO PAY BILLS AS THEY COME IN FOR CO #3 PROJECTOR/BOARD PROJECT, UP TO \$5000.00.

MOTION: B. Bishop

SECOND: Robarge

RESOLVED to give the Treasurer permission to pay bills as they come in for Co #3 Projector/board project, up to \$5000.00.

VOTE: All in favor, motion carried.

- The Board is aware as well as a few other people, that he will be resigning from the Board effective at the end of the year. Commissioner B. Bishop noted that personally and professionally, he simply does not have the time to do it any more. He thanked everyone for the wonderful time he has had as a Commissioner and will miss it very much. It was not an easy decision to make and one that he has been thinking about since the spring. Commissioner Kugler noted he is sorry to see him leave the Board and appreciates all the time and effort he has put into it. Commissioner Robarge thanked him for his service as well.

- **Tom Robarge:**
 - Received some numbers on the extended warranties on the generators, as well as service contracts. Service contract price is \$7341 for the 4 units for 3 years, about \$2400.00/year. Co #2 generator is still under factory warranty until 12/9/10 and Co #4 generator still under factory warranty until 8/30/2011. Cat cannot do an extended warranty on the Kohler. Extended warranty on Co #1 generator is \$2250 for 5 years. Co #2 and 4 would be \$1240/year. Brief discussion; added to December meeting agenda.
 - Saratoga Electric and Generator was up and looked at Co #1 lights, put dusk to dawn sensors on all of them.

RESOLUTION #398 GIVING TREASURER PERMISSION TO PAY BILL FOR \$600.00 FROM SARATOGA ELECTRIC AND GENERATOR FOR ELECTRICAL WORK DONE AT CO #1.

MOTION: Robarge

SECOND: B. bishop

RESOLVED to give Treasurer permission to pay bill for \$600.00 from Saratoga Electric and Generator for electrical work done at Co #1.

VOTE: All in favor, motion carried.

Commissioner B. Bishop noted that A/C Ellsworth was over at Rock City and talked with their Chiefs about what they do for maintenance on the trucks; Town of Milton does all the maintenance on their apparatus. A/C Ellsworth explained that he spoke with Town of Greenfield Highway Supervisor Walt Barss about possibly doing the maintenance on our trucks, and was interested in possibly doing it, but of course he would need approval from the Town Board, etc. He can only charge for parts as part of the General Municipal Shared Services law. They would be able to do repairs including tires, brakes, differentials, oil changes, etc. He cannot currently do pump repairs. Spoke to his guys and they are willing to do it, again pending approval from the Town of Greenfield, and do the same thing the Town of Milton does for their fire department, including free labor on all the trucks and put them on a regular maintenance schedule. They would pick up the trucks and bring them to the Town garage for servicing and bring them back, and maybe sometime down the road he would send someone to get pump certified so he could pump testing as well. A/C Ellsworth also called Supervisor Rowland today, but he was away on vacation, so he will try again next week. Rock City's budget for repairs last year for 11 trucks was \$5000.00, and they haven't even spent \$4000.00 yet.

A/C Ellsworth noted he did some more research on pump testing, and noted the following: Rock City Falls previously used Wildfire and they charge about \$400-450 per truck. Bonesteel supposedly does it, but he did not have time to call him about it yet. Spoke to Travis at Arrowhead, and he said Rock City's failed all the pump tests. He also said if he gets all the pump work he could probably work something out where there is no travel charge, it costs \$300 for the first truck for a pump test and after that is \$250. They come down and spend a day doing the vacuum tests, which are *free*. They give a computer generated print out of exactly what each truck needs in order to pass the pump tests. A/C Ellsworth commented that it sounds pretty professional. Brief discussion continued.

- **Richard Spackmann:**
 - Still working on FCC licensing for hi-band frequencies, cost is about \$400.00 for 3 frequencies. More discussion; to go back to the officers after the first of the year to see how many frequencies they may want.
 - Training going to be held at Johnstown High School on Saturday January 16, 2010; Fire Department Leadership in the 21st Century, Operations, Liability and Decision making. Presented by Mark Butler, Esq. Commissioner Spackmann noted he did the Legal Issues seminar last year, is a great lecturer, he will be going if he is still Commissionr, would really like to see the officers go. Commissioner B. Bishop commented that in talking with Tom Rinaldi, if we are going to try to improve our ISO rating, a component of that is continuing education for our officers, and this would help fulfill that requirement.

- **Ken Waite:**
 - Bill Reid called, will be working on Co #2 roof. Also a problem with the siding on the side, he will look at it and see if he could put in a couple of screws for now.
 - Asked if anyone heard from CT Male yet. Commissioner Kugler asked Joyce to send them an email, Commissioner Waite to start calling them. Commissioner B. Bishop noted this is probably one of those things where the squeaky wheel gets oiled, we are not a multi-million dollar project and we are low on their priority list.

- **Don Kugler:**
 - Thanked Commissioner Spackmann for taking on the AFDCA website. Commissioner Spackmann noted he has not actually taken it on yet.

6. District Guideline Review:

- DMV/LENS Policy: No change.
- Pregnant Firefighter Policy: No change.

7. District Projects

- Current Projects:
 - Laptops: Commissioner Spackmann will start working on them this weekend loading the antivirus and handing them out to the officers.
- Future Projects:
 - None.

8. Special Topics of Discussion:

- Employee evaluations: Schedule at the end of the December meeting.
- Commissioner Kugler asked A/C Middlebrook if A/C Davis has done anything about the propane at Co #2; he did not know; tabled to the December meeting.
- Turbo flares for Fire Police: Jack Atwell and Ron Bishop present. Commissioner B. Bishop noted that they both have been working on a few different things to get fire police equipped for the upcoming inclement weather and appreciates the work they have done, and have gotten further in 1 week than many have in several years. Discussion continued regarding the amount of money fire police has left and whether or not stuff has already been ordered. Mr. Atwell explained that he took over fire police as of last week, and as far as he knows there has been no fire police gear ordered this year at all. Most fire police have decent coats and pants but do not have boots and gloves, so Ron looked around to find a place they could go to try the boots

on before purchasing; spoke with both the store manager and department manager at Dick's Sporting Goods and they are willing to work with the Fire District. R. Bishop explained how the process will work. Fire police meeting on Dec 7th and will give them 2 weeks to get fitted. Figures will need to be brought to the year end meeting.

RESOLUTION #399 GIVING FIRE POLICE PERMISSION TO EXPEND UP TO \$2500.00 TO PURCHASE BOOTS AND GLOVES; TREASURER HAS PERMISSION TO PAY BILLS AS THEY ARE SUBMITTED.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to give Fire Police permission to expend up to \$2500.00 to purchase boots and gloves; Treasurer has permission to pay bills as they are submitted.

VOTE: All in favor, motion carried.

- Mr. Atwell also explained that turbo flares were supposed to be purchased, but he has no idea how many or what the status is. Joyce noted that at the November meeting they were told that Bob Roxbury had the order or PO, but paperwork never came in. Brief discussion continued; number of flares needed to go to Jill to look up prices for discussion at the December meeting. Commissioner B. Bishop suggested Mr. Atwell make a wish list, prioritize it and present it to the Board. He further noted that fire police has long been neglected, and they are our most senior members that have put in the most time and built this department, and when it comes time for them to step out of the active roles and fill a support role, they just get brushed aside, and we have taken great steps in recent years to really change that and it needs to continue. A/C Ellsworth noted each year the A/C's are asked for a list of inventory and suggested that maybe it was time to do an inventory of fire police; both Mr. Atwell and Mr. Bishop noted it was on their to do list. Commissioner Spackmann noted that maybe they should keep the ordering to only 1 or 2 people next year for consistency and control.
- Commissioner Waite asked for a resolution to allow fire police to attend the Christmas parade in Ballston spa on December 4th.

RESOLUTION #400 GIVING FIRE POLICE PERMISSION TO ATTEND THE CHRISTMAS PARADE IN BALLSTON SPA ON DECEMBER 4, 2009.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to give Fire Police permission to attend the Christmas Parade in Ballston Spa on December 4, 2009.

VOTE: All in favor, motion carried.

- A/C G. Gibbins noted he spoke to the Chief and serviced the portable generators. There was no acid in some of the batteries; cost of \$86 each for new batteries. Jill to also look into the cost of the batteries.
- A/C Ellsworth asked about the hose testing and are the failed hose going to be replaced? \$2000 in the budget for hose; Jill to look up prices for 1¾", 2" and 5" hose for year end. Commissioner B. Bishop noted that not every length of hose needs to be replaced because some of it was just sitting there dry rotting. Each company to submit list of what they need.

- A/C Ellsworth took his A/C vehicle up to Adirondack to have the radios installed, took all day and they did a heck of a job including fixing a ton of wiring. Put in the hi band and the radio in the back as well. They did a real good job and only charged \$170 for labor. A/C Ellsworth also noted that they make a charger now that you can put different style radios in so you don't have to buy different chargers. You just have to buy the different pods; he will get some prices.
- A/C G. Gibbins noted the snow sheds for Co #2 and Co #3 fabrication should be completed tomorrow. Still waiting to see if Co #2 has matching metal.

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

Motion made by Commissioner B. bishop with a second from Commissioner Robarge to adjourn the workshop. All in favor.

Workshop session ended at 8:20 PM.

Respectfully submitted,

Joyce Petkus
District Secretary