

Board of Fire Commissioners

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

The October 2008 Meeting of the Greenfield Fire District Board of Fire Commissioners was called to order at Co #3 by Chairman Kugler at 7:00 pm on October 8, 2008. The flag salute and a moment of silence were recognized for the departed.

Present were:

Commissioners: B. Bishop, Kugler, Robarge, Spackmann, Waite; Secretary Petkus, Treasurer J. Bishop, P/A Chouinard; Chief McConkey
A/C's: Gibbins, Chandler, Ellsworth, Lant; 2nd A/C's: Davis, Kemp, J. King
Please see sign in sheet for others in attendance.

Chairman Kugler then opened the proposals for the emergency generator and generator installation for Porter Corners firehouse:

Generator:

Cummins Northeast, Inc. 101 Railroad Avenue Albany, NY 12205	\$23,608.00
Milton Cat 500 Commerce Drive Clifton Park, NY 12065	\$22,450.00

Generator Installation:

Curran Electric 25 Greenfield Manor Road Porter Corners, NY 12859	\$7,947.77
Saratoga Electric and Generator 308 Centerline Road Middle Grove, NY 12850	\$2,364.00

Generator and Installation:

Prize Construction P. O. Box 2000 Scotia, NY 12302	\$31,130.00
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Chairman Kugler then noted that the proposals would be handed over to the generator committee for review.

Chairman Kugler asked for any additions/deletions/corrections to the September 4, 2008 Special meeting minutes.

RESOLUTION #301 TO ACCEPT THE SEPTEMBER 4, 2008 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to accept the September 4, 2008 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Kugler asked for any additions/deletions/corrections to the September 10, 2008 Commissioner meeting minutes.

A/C Lant noted that on the top of page 5 it should read 20 bags of Speedy Dry, not 50 and on page 9 Paul Lent is not sending a letter to the supervisors, he wanted the Commissioners to send the letter to the supervisors.

RESOLUTION #302 TO ACCEPT THE SEPTEMBER 10, 2008 COMMISSIONER MEETING MINUTES AS CORRECTED.

MOTION: Waite

SECOND: Spackmann

RESOLVED to accept the September 4, 2008 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Kugler asked for questions/comments regarding the abstract.

Treasurer J. Bishop noted a correction on voucher #572; was charged to Co #3 allotment but it should be charged to Co #2 allotment. 2nd A/C King noted that on voucher #548 there is a problem with the lights. P/A Chouinard noted that we have the lights, there is a problem with the cord and there is a meeting with them next Thursday at Maple Avenue.

RESOLUTION #303 TO PAY CLAIM #514 THROUGH CLAIM #594, WITH CORRECTION MADE TO #572, AND HOLD CLAIM #548 UNTIL ISSUE IS RESOLVED, TOTALING \$104,954.89.

A3410.1	\$ 3,446.38
A3410.2	56,266.80
A3410.4	45,241.71
Total:	\$104,954.89

MOTION: Robarge

SECOND: Waite

RESOLVED to pay claim #514 through claim #594, with correction made to #572, and hold claim #548 until issue is resolved, totaling \$104,954.89.

VOTE: All in favor, motion carried.

RESOLUTION #304 TO PAY CLAIM #14 FROM THE BUILDING RESERVE FUND, PER PREVIOUS PERMISSIVE REFERENDUM, TOTALING \$10,800.00.

MOTION: Robarge

SECOND: Waite

RESOLVED to pay claim #14 from the Building Reserve Fund, per previous permissive referendum, totaling \$10,800.00.

VOTE: All in favor, motion carried.

Treasurer J. Bishop also had other bills that had recently come in:

Karen Gibbins: fire prevention refreshments \$225.32

Cudney's cleaners: clean uniforms \$71.35

Total: \$296.67 to come out of the General Fund

She also asked for permission to pay on October 17th, 30 days after the advertisement of the permissive referendum, Larry Devault LGD Marketing for the 2 light bars for 266 and 296 totaling \$2000.00, to come out of the Equipment Reserve fund.

RESOLUTION #305 TO PAY ABOVE BILLS; \$296.67 TO COME OUT OF THE GENERAL FUND, AND \$2000.00 TO COME OUT OF THE EQUIPMENT RESERVE FUND PER PERMISSIVE REFERENDUM, AFTER OCTOBER 17, 2008.

MOTION: Waite

SECOND: Robarge

RESOLVED to pay above bills; \$296.67 to come out of the General Fund, and \$2000.00 to come out of the Equipment Reserve Fund per permissive referendum, after October 17, 2008.

VOTE: All in favor, motion carried.

Correspondence:

- Received a letter from Commissioner Kenneth Waite asking to have his name placed on the ballot for the upcoming Commissioner election in December;
- Received letters from Chief Dennis McConkey, A/C Gary Gibbins and A/C Jay Ellsworth, each asking that their names be placed on the ballot for the upcoming Chief's election in December;
- Received a call from someone that they found one of our helmets on the side of the road; P/A Chouinard went and picked it up and it was returned to Co #1. Asked for, and received, permission to send a thank you letter.
- Just received this afternoon an email for a course being held by Jonesville Fire Department. It is this Saturday, there are some openings but she needs to call back by tomorrow if anyone wants to be signed up for the course;
- Needs a resolution for the 4 firefighters attending the course in Chatham;

RESOLUTION #306 GIVING JEAN BISHOP, RON BISHOP, MARGARET ROXBURY AND ROBERT ROXBURY PERMISSION TO ATTEND THE 1ST BIENNIAL FIRE POLICE SEMINAR AT THE CHATHAM FIREHOUSE, COLUMBIA COUNTY, ON SATURDAY OCTOBER 11, 2008.

MOTION: Robarge

SECOND: Spackmann

RESOLVED to give Jean Bishop, Ron Bishop, Margaret Roxbury and Robert Roxbury permission to attend the 1st Biennial Fire Police Seminar at the Chatham firehouse, Columbia County, on Saturday October 11, 2008.

VOTE: All in favor, motion carried.

- Flyer with flu/tetanus vaccination dates were put in each firehouse bulletin board. Asked for, and received permission from the Commissioners, to offer any left over flu/tetanus vaccinations to the auxiliary after October 28th;
- Still waiting for EVOC list from Co #4;
- Has A/C King's uniform jacket for him to try on;
- Handed out latest updates on physicals; still waiting for the last of the fit test cards before firefighters receive their latest classifications;
- Still waiting for updated member address lists that were previously requested from each company, only received it from Co #3;
- There were 3 guideline changes; Training Approval went into the bulletin boards and also sent emails about them. This evening also gave each 1st A/C copies of the amended Purchasing, Training Approval and Uniform guidelines. Please place those in the firehouse copies of the District Manuals. The members will start receiving them at the annual meeting in December.

Purchasing:

- Allotment orders are due by October 31st;
- Has merchandise ordered by Co #2, Co #4 and fire police.

Applications for membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: None.

Maple Avenue Company #4: None.

Changes in membership:

Greenfield Center Company #1: None.

Porter Corners Company #2: None.

Middle Grove Company #3: Skyler Brown and Kevin Veitch, no physicals and neither has returned phone calls or acted on letters sent.

Maple Avenue Company #4: Scott Edkin, resignation letter attached.

RESOLUTION #307 TO ACCEPT THE ABOVE TERMINATIONS IN MEMBERSHIP.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to accept the above terminations in membership.

VOTE: All in favor, motion carried.

Grants – Andrea Mann

*Ready to send out ropes rescue grant for \$14,000.00 for training/equipment to outfit a team.

*Thinks Co #4 is next on the grant list.

*Progress on district records clean up.

*Gave brief update on the R-U-OK program in Greenfield.

Reports from Companies:

Company #1 – A/C Gibbins:

*Received a quote of \$548.11 from Lou's Welding for rear carrier for 264, 266 or the rescue truck. Would like to take it out of Co #1 allotment. No one else came back with quotes; possibly because it is a special design.

RESOLUTION #308 GIVING CO #1 PERMISSION HAVE LOU'S WELDING MAKE A REAR CARRIER, TOTALING \$548.11. MONEY TO COME OUT OF CO #1 ALLOTMENT.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to give Co #1 permission to have Lou's Welding make a rear carrier, totaling \$548.11. Money to come out of Co #1 allotment.

VOTE: All in favor, motion carried.

*Fire Prevention: fantastic this year. Had 26 firefighters helping out. Had thank you's for Jean, Jill and State Farm for their donation. Unfortunately no media showed up, but they will submit their own pictures to the Saratogian. Spent all the money allotted, has nothing left over for next year, asked for more money for fire prevention for next year. P/A Chouinard added that Commissioners Kugler and B. Bishop had her order 200 home smoke alarms in response to some children noting that their families could not afford to purchase smoke detectors; A/C Gibbins noted that at least 4 students spoke up and said they had none in their homes and they were able to give some out that they had in stock. He also noted that the teachers at Greenfield would notify him if there were any other children that had none in their homes.

Company #2 – A/C Chandler:

*Rope rescue class started last night, there are 23 in the class, most from Co #2, some from Co #3 and Co #4.

*Pole barn door still not working correctly; A/C Gibbins to take a look at it. Secretary Petkus asked Gary to call her and she would meet him over there.

*Printer in the office no longer working; P/A Chouinard noted there is a brand new one not being used in their radio room.

*Got billed for the rope rescue gloves, but has not received them; P/A Chouinard noted she has a bunch of stuff for him tonight, including the blades.

*GPS they just got is junk. P/A Chouinard to speak to him about it after the meeting.

Company #3 – A/C Jay Ellsworth:

- *Talked about the lights not working outside the building last month; Commissioner B. Bishop asked G. Gibbins to take a look at it.
- *Having little problems with gear; Commissioner Spackmann to take care of it.
- *281 generator coming out; Kenyan and Paul to look at it tomorrow morning.
- *Asked if the emergency generator needs some kind of additive for the winter? Mike Lagalles to take care of it.

Company #4 – A/C John Lant:

- *Asked if 295 was the next truck to go to the body shop; need to check with the Chief on that. A/C Lant noted he would like to get a price on some type of trays for it as they should be carrying some equipment but they just don't have the room.

Report of Chief McConkey:

- *Scheduled ground ladder testing - to begin in approximately 3 weeks.

Report of EMS Coordinator Gary Gibbins:

- *Working on a price for another CO detector;
- *Had a bad turn out for the CPR classes but a good turn out for back boarding;
- *Still looking for someone to do pilot program for EMS training.

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

- *Still working on that fairly large project in Greenfield.

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

- *Nothing new going on right now.

Reports of the Commissioners:**Commissioner B. Bishop:**

- *Talked about the ID tags, asked if the Chief ever brought it up at the officers meeting. The Chief noted he did not.
- *Received an email from Emergency Vehicle Response requesting a list of information that he needs in order to get started on the project. Have about 2 weeks to get him the requested info, maybe it can be divided up between the officers. Briefly went over the list.

RESOLUTION #309 GIVING PERMISSION FOR COMMISSIONER B. BISHOP TO PURCHASE TWO MAPS OF THE FIRE DEPARTMENT TERRITORY FOR EMERGENCY VEHICLE RESPONSE.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give permission for Commissioner B. Bishop to purchase two maps of the fire department territory for Emergency Vehicle Response.

VOTE: All in favor, motion carried.

- *Access road project: pleased with the work, pole still not removed but it is on a work order to be done.

*Noted the Treasurer is not getting all the gas card slips, last month she was short 4. Previously spoke about this several times. Discussion continued whether or not to remove gas cards and require Maple Avenue to use the town gas pumps.

RESOLUTION #310 THAT THE GAS CARDS BE REMOVED FROM THE TRUCKS AT CO #4.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to remove the gas cards from the trucks at Co #4.

VOTE: B. Bishop, yes; Waite, yes; Kugler, no; Spackmann, no, Robarge, abstained. Motion not carried.

Commissioner Spackmann noted he would look into this matter and A/C Lant said he would speak to them again.

Commissioner Robarge:

*Highway superintendent Walt Barss asked for permission to leave some town equipment in Co #2 pole barn temporarily until new garage is built. Co #2 assistant chiefs are okay with this.

RESOLUTION #311 GIVING THE TOWN OF GREENFIELD PERMISSION TO TEMPORARILY STORE, OVER THE WINTER, SOME OF THEIR EQUIPMENT IN CO #2 POLE BARN.

MOTION: Robarge

SECOND: B. Bishop

RESOLVED to give the Town of Greenfield permission to temporarily store, over the winter, some of their equipment in Co #2 pole barn.

VOTE: All in favor, motion carried.

*\$1900 still left in the rescue account.

Commissioner Spackmann:

*Previously discussed allowing some of the officers to attend the Nevele conference. Not all the officers could attend and his understanding is that it was offered to Captain Bullard and he would like to extend that invitation to him as well, if he wants to come along. That goes for the other companies too, if there are other officers that would like to go. Commissioner B. Bishop suggested one representative from each company.

RESOLUTION #312 GIVING PERMISSION TO GARY BULLARD TO ATTEND THE NEVELE CONFERENCE NOVEMBER 6-8, 2008.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to give permission to Gary Bullard to attend the Nevele Conference November 6-8, 2008.

VOTE: All in favor, motion carried.

*Utica Mutual/Adirondack Insurance are sponsoring a workshop called "Improving Response Scene Safety for Firefighters and Emergency Personnel" and would like to host it at the Maple Avenue firehouse on November 20, 2008 from 7 – 9:30 pm. Brief discussion continued.

RESOLUTION #313 GIVING UTICA MUTUAL/ADIRONDACK INSURANCE PERMISSION TO HOST THE “IMPROVING RESPONSE SCENE SAFETY FOR FIREFIGHTERS AND EMERGENCY PERSONNEL” WORKSHOP AT MAPLE AVENUE FIREHOUSE ON THURSDAY, NOVEMBER 20TH, 2008 FROM 7 – 9:30 PM.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to give Utica Mutual/Adirondack Insurance permission to host the “Improving Response Scene Safety for Firefighters and Emergency Personnel” workshop at Maple Avenue firehouse on Thursday, November 20th, 2008 from 7 – 9:30 pm.

VOTE: All in favor, motion carried.

*Sent an email out regarding gear damage from the fire last Friday; 1 SCBA, 1 bottle, 2 masks, 1 jacket, 2 helmets (1 white, 1 yellow). Secretary Petkus noted she already spoke with the insurance company, it is considered part of miscellaneous equipment coverage and there is a \$250 deductible. She needs to get a list of items, report the claim to our insurance rep and needs to have all the damaged items for the adjuster. Commissioner Spackmann noted that all that needs to get to P/A Chouinard to hold on to; he would like to order new gear ASAP.

RESOLUTION #314 GIVING PERMISSION TO PURCHASING AGENT TO REPLACE THE DAMAGED GEAR AT CO #4.

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to give permission to Purchasing Agent to replace the damaged gear at Co #4.

VOTE: All in favor, motion carried.

*Has a quote from Curran Electric to have the technology outlets put on the generator circuit at Co #4. The cost is \$350.00.

RESOLUTION #315 GIVING CURRAN ELECTRIC PERMISSION TO PUT THE TECHNOLOGY OUTLETS ON THE EMERGENCY GENERATOR CIRCUIT AT CO #4. MONEY TO COME OUT OF THE COMPUTER ACCOUNT.

MOTION: Spackmann

SECOND: Kugler

RESOLVED to give Curran Electric permission to put the technology outlets on the emergency generator circuit at Co #4. Money to come out of the computer account.

VOTE: All in favor, motion carried.

Commissioner Waite:

*Got word from Jon that they were going to look at the other stuff. 2nd A/C Davis noted the work was completed on first part. Phil Putnam is doing the work. Ridge caps are damaged because of snow, maybe they can put something up like Co #3 that deflects the snow.

New Business:

*Commissioner B. Bishop noted that last month they discussed posting the abstract on line. To his knowledge it has not been done yet. More discussion followed, Treasurer J. Bishop

asked if they wanted the check numbers on it. Commissioner Spackmann thought they were going to start this month.

RESOLUTION #316 GIVING THE LION'S CLUB PERMISSION TO HOST THE CHILDREN'S HALLOWEEN PARTY ON OCTOBER 26, 2008.

MOTION: Robarge

SECOND: Waite

RESOLVED to give the Lion's Club permission to host the children's Halloween party on October 26, 2008.

VOTE: All in favor, motion carried.

RESOLUTION #317 GIVING CO #2 PERMISSION TO HOST A HALLOWEEN PARTY ON OCTOBER 25, 2008.

MOTION: Waite

SECOND: B. Bishop

RESOLVED to give Co #2 permission to host a Halloween party on October 25, 2008.

VOTE: All in favor, motion carried.

RESOLUTION #318 GIVING CO #3 PERMISSION TO HAVE THE CARPETS CLEANED BY SERVICE TECH OF AMERICA FOR \$250.00. MONEY TO COME OUT OF BUILDING MAINTENANCE.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to give Co #3 permission to have the carpets cleaned by Service Tech of America for \$250.00. Money to come out of Building Maintenance.

VOTE: All in favor, motion carried.

RESOLUTION #319 TO GO INTO EXECUTIVE SESSION AT 8:03 PM CONCERNING PERSONNEL ISSUES WITH A/C CHANDLER, AND CO #2 AND CO #4 ASSISTANT CHIEFS AND CAPTAINS.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to go into executive session at 8:03 pm concerning personnel issues with A/C Chandler, and Co #2 and Co #4 Assistant Chiefs and Captains.

VOTE: All in favor, motion carried.

RESOLUTION #320 TO RECONVENE FROM EXECUTIVE SESSION AT 9:40 PM.

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to reconvene from executive session at 9:40 PM.

VOTE: All in favor, motion carried.

Chairman Kugler asked if there was anything else before he closed the meeting:

*Commissioner B. Bishop noted that the by-law committee had met twice and had recommended several changes to the by-laws. These need to be posted for 30 days, at which time the Board can then vote on the changes. Secretary Petkus to post the proposed changes in the district bulletin boards. There may be one more change to add, but the committee has not been able to meet on it yet.

*A/C Chandler noted the phantom hydrant is out for repair; Paul said it was not repairable. Starting to get prices to have it replaced.

RESOLUTION #321 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner B. Bishop with a second from Commissioner Waite to adjourn the meeting at 9:50 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus
District Secretary