

Board of Fire Commissioners

Greenfield Fire District
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The September 2012 Commissioners Meeting of the Greenfield Fire District was called to order at Company #1 by Chairman Richard Spackmann at 7:05 PM on September 12, 2012. The flag salute and a moment of silence were recognized for departed members and troops overseas.

Present were:

Commissioners: Atwell, Barss, Chandler, Spackmann, Waite; Secretary Petkus, Director of Purchasing Chouinard, Treasurer Bishop, Deputy Treasurer Perkins. Please see sign in sheet for others in attendance.

Also present, Shows Leary, to discuss the progress of the District office building design. He has met with Jerry McKenna regarding the planning board process, has the application, has commitment from LaBerge to have the site plan and elevations done by sometime next week. Hope to present at planning board meeting on September 25th. Discussion continued as to the design of the building, it was flip flopped for several reasons, including saving on a considerable amount of concrete and reduced framing, as well as some of the issues with the original draft, noting the following:

- Foyer needs to be large due to code
- Bathrooms need to be larger for the possible amount of usage due to code as well
- Conference workroom is too small
- Some confusion regarding Chief's office
- Never received clarification whether or not the kitchenette area needs to be an eat in area or not; the Board noted they would prefer an eat in area.

Commissioner Spackmann questioned that it may be that the area is not large enough and maybe the building needs to be larger. Further discussion continued regarding some changes to be made to the drawings; Mr. Leary to go back to the architect with new information.

Mr. Leary also noted that a contract needed to be signed; he will work with Joyce to get it taken care of.

RESOLUTION #180 TO APPROVE THE AUGUST 8, 2012 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve the August 8, 2012 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

RESOLUTION #181 TO APPROVE THE AUGUST 29, 2012 BUDGET WORKSHOP MINUTES AS WRITTEN.

MOTION: Spackmann
SECOND: Atwell
RESOLVED to approve the August 29, 2012 Budget Workshop Minutes as written.
VOTE: All in favor, motion carried.

Chairman Spackmann asked for questions/comments regarding the abstract:

Commissioner Chandler questioned claim #120583; Treasurer Bishop noted it was approved at last month's meeting and paid but needs to be noted on the abstract. Also questioned claim #120602; Chief Lant noted it was the work that needed to be done to certify the aerial. Believes pump was serviced at the same time.

Commissioner Atwell questioned claim #120583 brakes on 271. They are different brakes and much more labor intensive. Questioned claim #120604; repairs to 26, including replacing the converter for no cost. Questioned claim #120646; D/P Chouinard noted it is the flags for firehouses.

RESOLUTION #182 TO PAY ABSTRACT #9, CLAIM #120582 THROUGH CLAIM #120660 FROM THE GENERAL FUND, TOTALING \$30,878.89

A3410.1	\$ 9,371.50
A3410.2	698.30
A3410.4	19,600.89
A9030.8	1,208.20

Total:	\$ 30,878.89

MOTION: Spackmann
SECOND: Waite
RESOLVED to pay Abstract #9, claim #120582 through claim #120660 from the General Fund, totaling \$30,878.89.
VOTE: All in favor, motion carried.

RESOLUTION #183 TO PAY ABSTRACT #5, CLAIM #BR120009 THROUGH CLAIM #BR120010 FROM THE BUILDING RESERVE FUND PER PREVIOUS REFERENDUM, TOTALING \$1,981.25.

MOTION: Atwell
SECOND: Waite
RESOLVED to pay Abstract #5, claim #BR120009 through claim #BR120010 from the Building Reserve Fund per previous referendum, totaling \$1,981.25.
VOTE: All in favor, motion carried.

District EMS Coordinator Kemp noted that the invoice for the auto thumpers came in. Brief discussion as to why the invoice is \$6000 and not \$8000 as originally noted; this is because the District will need to purchase the new batteries.

RESOLUTION #184 TO PAY BILL RECEIVED FROM WILTON EMS FOR THE AUTO PULSES, TOTALING \$6000.00.

MOTION: Chandler

SECOND: Barss

RESOLVED to pay bill received from Wilton EMS for the auto pulses, totaling \$6000.00.

VOTE: All in favor, motion carried.

Discussion continued regarding the 2013 budget. Brief discussion regarding the future purchase of the fit test machine as well as the amount allotted for Cottrell paper. Commissioner Chandler noted in his research of this water issue, he was able to secure free water from EDP, Environmental Design Partnership, and they were writing a letter to Rock City Falls letting them know we had permission to get water from the hydrant at station 2. We just need to let Doug Depew or Bill know about how much water we are going to take, so when it shows a loss they know where it went and is not a leak in their system. Also spoke to Darren Costanzo, there are restrictions on the mill water source and feels that \$1000 is more reasonable for what we are going to use it for. He is also in the process in conjunction with the Town Supervisor, to get a letter to Saratoga County Water to utilize that water as well. Commissioner Spackmann also noted that maybe the District should look into having its own well/water source; Commissioner Chandler noted he has started looking into that as well, but will take time to get that information.

Commissioner Spackmann noted he would like to add a small amount of money to add the Rip and Run system to the other three companies.

Cottrell paper reduced to \$1000; fit test to remain the same. 2013 proposed budget decreased to \$1,462,339.00.

Chief Lant noted that fire police are going to need portable radios, should purchase a few at a time. Added to the Year End agenda.

RESOLUTION #185 TO ADOPT THE 2013 PROPOSED BUDGET WITH CHANGE TO COTTRELL PAPER AS NOTED ABOVE.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to adopt the 2013 Proposed Budget with change to Cottrell Paper as noted above.

VOTE: All in favor, motion carried.

Correspondence: Secretary Petkus

- Nothing at this time.

RESOLUTION #186 TO APPROVE THE FOLLOWING PEOPLE TO ATTEND THE FASNY SPONSORED COURSE: HIGHWAY SAFETY, PROTECTING NEW YORK'S EMERGENCY RESPONDERS ON OCTOBER 22, 2012 AT PERTH VFC, AMSTERDAM, NY: JACKIE ATWELL, AARON CHANDLER, DIANE CZECHOWICZ, VICTOR HUGGARD, ED JEWELL (PENDING CLEARANCE & 2012 PHYSICAL), BOB KANAR, JACK KING, DON KUGLER, TOM MERRILLS,

JOE POST (PENDING CLEARANCE), PEGGY ROXBURY, BOB ROXBURY, KENNY WAITE, NANCY WAITE. PERMISSION ALSO FOR TREASURER TO CUT CHECK TO FASNY FOR \$360.00. MONEY TO COME OUT OF TRAINING ACCOUNT.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve the following people to attend the FASNY sponsored course: Highway Safety, Protecting New York's Emergency Responders on October 22, 2012 at Perth VFC, Amsterdam, NY: Jackie Atwell, Aaron Chandler, Diane Czechowicz, Victor Huggard, Ed Jewell (pending clearance & 2012 physical), Bob Kanar, Jack King, Don Kugler, Tom Merrills, Joe Post (pending clearance), Peggy Roxbury, Bob Roxbury, Kenny Waite, Nancy Waite. Permission also for Treasurer to cut check to FASNY for \$360.00. Money to come out of training account.

VOTE: All in favor, motion carried.

Is anyone is interested in attending the AFDCA fall workshop on the 29th; Secretary Petkus noted she would be going. If anyone else is interested in attending, please let Joyce know.

Purchasing: D/P Chouinard

- Wild land gear is in and broken down by company. Forest ranger needs to sign off on final paperwork.
- Due to lack of interest, 65th anniversary banquet T-shirt order could not be placed.
- Co #1 digital camera broke; replacement cost is \$100-150.
- Co #3 dry suit: replacement suit is about \$660, price good until 10/1. Brief discussion, 2 dry suits to be ordered. Money to come out of operations. Co #1 suits to be transferred to Co #3 and used for training. D/C Ellsworth noted that ankle weights should also be ordered.
- Received \$225 from Albany Communications for the sale of old pagers.
- Met with Allerdice and BRG regarding mold/window replacements, has been a difficult process.

Applications for membership:

Greenfield Center Company #1: Deborah Hanley.

Porter Corners Company #2: Christopher Burnett.

Middle Grove Company #3: None.

Maple Avenue Company #4: None.

Requests for Change in Membership:

Greenfield Center Company #1: Tahlyn Fisher, requested 6 month leave of absence.

Porter Corners Company #2: Julie Ray, resignation, Robert Philyaw, resignation, Ralph Waite, deceased.

Middle Grove Company #3: Joseph Luse, returning to active status from leave of absence, needs 2012 physical and 2012 OSHA.

Maple Avenue Company #4: None.

RESOLUTION #187 TO DONATE A PAGE OF THE MINUTES IN MEMORY OF RALPH WAITE.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to donate a page of the minutes in memory of Ralph Waite.

VOTE: All in favor, motion carried.

RESOLUTION #188 TO ACCEPT ABOVE NEW MEMBERS AND CHANGES IN MEMBERSHIP.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to accept above new members and changes in membership.

VOTE: All in favor, motion carried.

Grants:

- Nothing at this time.

Report of the Chief – John Lant:

- Reviewed various company/department training over the past month.
- Reviewed various recent apparatus repairs/maintenance:
 - 293: recall being taken care of
 - 262: EL gauge recall on main line to pump
 - 294: battery exploded
 - 291: PM work done
 - 263: generator not running right, KME coming tomorrow to look at it
- Was Kenny Waite's new uniform ordered? Mike Smith also needs new shoes.
- Thank you to Commissioner Barss, the Board, Jill and Joyce, mentors and everyone involved in the New Member Orientation program. Big step forward for the District.
- It will never be an issue to use the County water system to fight fires.
- Recent EMS mix up with ambulances and protocol.
- Nancy Waite and Melissa Murray to handle the R-U-OK program at District level, but town to still take the lead.
- First Due Ops w/Scott Hickey scheduled for October 2nd at Co #1 and October 7th at the FTC.
- Chief's vehicle needs 4 new tires.
- Low band radio blown in the Chief's vehicle; to replace with old 295 radio; to work with Jill.
- Ground ladder/hose testing needs to be done; Joyce to schedule.

Reports from Companies:

Company #1 – D/C Kenyon:

- 262 is at Harvester then to go back to KME.
- Had plenty of MVA/motorcycle accidents; Empire was first on scene at MVA today and the two women did a great job.

Company #2 – D/C Middlebrook:

- Quiet.

Company #3 – D/C Ellsworth:

- 281 needs 4 tires replaced, did not pass inspection. Brief discussion, to be replaced and tire that was put on it last year to be used as a spare. To call Adirondack Tire.
- 281 also needs seal replaced; Dave Kenyon to take care of.
- Met with Holmatro and KME, they will work up some prices and send to Jill. Brief discussion continued.

RESOLUTION #189 TO TAKE 281 TO ADIRONDACK TIRE AND REPLACE ALL FOUR TIRES.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to take 281 to Adirondack Tire and replace all four tires.

VOTE: All in favor, motion carried.

Company #4 – D/C King:

- Received the donated flag from Saratoga National.

Report of District EMS Coordinator – Tim Kemp:

- Albuterol and Epien protocols rolled out.
- CPR class this Saturday, 9 AM at Co #1.
- September 24th CME class: training on the auto pulse.

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

- Nothing at this time.

Chief Lant noted that in Wilton affordable senior housing is going up across from Lant's Auto.

Reports of the Commissioners:**Commissioner Atwell:**

- New Member Orientation is going great, A/C Burwell gave a presentation on Command Structure, Mutual Aid.
- Firefighter Injury Policy: Joyce noted it is on the September Workshop agenda for discussion.
- Noted Scene Support is starting October 1st at Co #4.
- Questioned if some emails recently sent have been taken care of. Brief discussion.
- Asked if Nick Colucci returned his uniform and pager; Chief is on it.
- Draft Live Burn Policy received; added to the September workshop for discussion.

Commissioner Barss:

- Thanked everyone for their involvement and participation in the New Member Orientation program.

Commissioner Chandler:

- Ambulance committee met for the first time; there are 7 on the committee. Next meeting is September 20th.
- Has a meeting with Toby Middlebrook this weekend regarding Co #3 furnace replacement.

- Co #2 and #4 window project: now has Jill involved, hopefully it will be taken care of as soon as possible. Brief discussion.
- Would like to start a roof maintenance program on the firehouses. Would like to start with Co #2 and have a rotating schedule of one roof each year, ending with Co #3. Initial cost will be \$500-\$1000 per station. Added to the District Office Maintenance Schedule. To call Munter and have them get started at Co #2.
- Brief discussion regarding the procedure for firefighters purchasing EMT books. Joyce to add notation to Training Approval Policy for Board to review at September Workshop.

Commissioner Waite:

- Working on the replacement air at Co #2 and should be completed in the next few weeks and should be cheaper than what was first thought.

Commissioner Spackmann:

- Nothing at this time.

Special Topics of Discussion:

- Discussion regarding the upcoming Tinney's Tavern Fundraiser for Melissa Diggins, possible participation of fire police and EMS, concerns regarding liability as alcohol will be served.

RESOLUTION #190 ALLOWING EMS PERSONNEL TO PARTICIPATE IN TINNEY'S TAVERN FUNDRAISER FOR MELISSA DIGGINS ON SEPTEMBER 15, 2012.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to allow EMS personnel to participate in Tinney's Tavern Fundraiser for Melissa Diggins on September 15, 2012.

VOTE: All in favor, motion carried.

- A/C Bogardus noted that regarding the District Building discussion, it sounds like we are building for our capabilities now, and is the Board looking toward the future? Commissioner Spackmann noted that there has been quite a lot of effort and discussion over the course of the past year and especially the past two months, and that they understand this needs to be planned for the future.
- A/C Bogardus noted they have a member who has cancer and is very serious. They would like to do something for him to show their appreciation of his years of service. Co #4 to plan something with Board support.
- A/C Bogardus noted that there are problems with the 3 front lights at Co #4. Joyce to call the electrician.
- FF Roxbury is looking for some Kenwood chargers. To look around District for them; coordinate with Jill.
- Chief Lant requested mourning covers for all the front line engines and the ladder trucks; Jill to research.

RESOLUTION #191 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Spackmann

SECOND: Barss

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

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

Respectfully submitted,

A handwritten signature in black ink, reading "Joyce A. Petkus" in a cursive script.

Joyce A. Petkus
District Secretary

*IN MEMORY OF OUR
DEPARTED BROTHER*

RALPH WAITE

YOU WILL BE

MISSED BY ALL