

Board of Fire Commissioners

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

The September 2008 Meeting of the Greenfield Fire District Board of Fire Commissioners was called to order at Co #2 by Chairman Kugler at 7:04 pm on September 10, 2008. The flag salute and a moment of silence were recognized for the departed.

Present were:

Commissioners: Kugler, Robarge, Spackmann, Waite, and later B. Bishop; 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 asked for any additions/deletions/corrections to the August 13, 2008 Commissioners meeting minutes.

RESOLUTION #272 TO ACCEPT THE AUGUST 13, 2008 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Waite

SECOND: Spackmann

RESOLVED to accept the August 13, 2008 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Kugler asked for questions/comments regarding the abstract.

Treasurer B. Bishop noted corrections on the following: Voucher #466 should read \$2,600.00, changing the total in the A3410.4 account to \$31,252.49, with the grand total being \$75,071.30

RESOLUTION #273 TO PAY CLAIM #457 THROUGH CLAIM #513, TOTALING \$75,071.30.

A3410.1	\$ 4,037.42
A3410.2	39,462.64
A3410.4	31,252.49
A9030.8	318.75
Total:	\$ 75,071.30

MOTION: Robarge

SECOND: Waite

RESOLVED to pay claim #457 through claim #513, totaling \$75,071.30.

VOTE: All in favor, motion carried.

Correspondence:

- Fit test has been rescheduled from the 16th to the 23rd, still at Co #3; email was sent out and notices were changed in the bulletin boards;
- Tuesday, November 4th is the general election; will be meeting with Maryann regarding issues Co #1, 2, and 3 have but have only received a list from Co #3. Have until this Friday to hand in a list of concerns. Used the access system to open/close doors for yesterday's primary and will be doing that for the general election as well.
- Handed out updated physicals spreadsheet to commissioners, Chief and A/C's.
- Association of Fire Districts of the Capital area is having their general meeting on September 20th at 10 am at Stillwater Fire Department.
- Received an email from Julie Hotaling from the Town of Wilton; would like to use the firehouse sign boards to advertise community coat drive at town hall. Commissioners noted Co #4 would be most logical; asked Secretary Petkus to contact Co #4 President Dean Deuel Jr.

Purchasing:

- Handed out allotment sheets; deadline for purchasing is October 31st.
- 15 pagers that were ordered last month are in and she should be taking receipt of those on Thursday. Includes pagers for the 1st A/C's with all four tones. Software should be coming in soon.
- Still have not heard anything from fire police on ordering gear.
- Gear dates have been changed back; Co #2 will be the 16th and Co #3 will be on the 23rd.
- Co #1 fire prevention items ordered and received; just need PO signed.
- Intake piston valve ordered by Co #2 has been delivered; money to come out of Co #2 allotment.
- Co #3 was given pagers and batteries; Co #4 pig tail coming in the mail and need to send the other wiring back, saw blade delivered last night.

Applications for membership:

Greenfield Center Company #1: Alison Ernst(under 18), Angela Perry, Christopher Swinney.

Porter Corners Company #2: None.

Middle Grove Company #3: Zakary Woolley(under 18).

Maple Avenue Company #4: None.

Changes in membership:

Greenfield Center Company #1: Darren Barss, move from Co #1 to Co #2; Jason Tyler, termination due to member never showing up since membership was approved.

Porter Corners Company #2: None.

Middle Grove Company #3: Stephen Gomula, termination due to not fulfilling 6 month probation/moved out of district; Michael Lapo, military leave; Robert Lapo, resignation.

Maple Avenue Company #4: None.

RESOLUTION #274 TO ACCEPT THE ABOVE NEW MEMBERS AND CHANGES/TERMINATIONS IN MEMBERSHIP.

MOTION: Robarge

SECOND: Waite

RESOLVED to accept the above new members and changes/terminations in membership.

VOTE: All in favor, motion carried.

A/C G. Gibbins had another new applicant present who also lived out of District, Edward Ackley. He also is a member of the armed services. Was a member of Rock City Falls, but it was too long a haul, he is actually closer to Greenfield. Brief discussion; the Commissioners gave permission for Co #1 to move forward with the application process.

Secretary Petkus then had new members present sign off on various forms and provide to each a District Manual.

Grants – Andrea Mann

*Not present. Secretary Petkus noted that she is finalizing the rope rescue grant from Co #2 and they are still plugging away on the records clean up. Commissioner Robarge asked how much room there is now in storage since the clean up began; Secretary Petkus noted that the Treasurer now has 2 filing cabinets that are organized just for treasury stuff; the Purchasing agent now has 1 filing cabinet for herself, and they are currently working on organizing the Secretarial stuff.

Chairman Kugler noted the Treasurer had some additional bills for approval:

- Allerdice Building Supply: \$116.37 for misc. supplies to run lines to Co #3 garage, to come out of repairs, Building maintenance;
- Nichols Fire Apparatus: \$628.14 for repairs to pump on ETA 283, to come out of Repairs to Apparatus;
- Jan's Florist: \$75.00 for memorial for Gail Winslow Robbins; other account;
- Garrison Fire and Rescue: \$897.18 for Elkhart piston intake valve for Co #2; Co #2 allotment
- Adirondack Seal coating: \$6,232.00 for seal coating driveways for Co #1 and Co #3; \$232.00 to come out of Building maintenance.

A/C Ellsworth noted he knew nothing about the repairs to 283; the Chief noted he was not sure and would look into it.

RESOLUTION #275 GIVING TREASURER PERMISSION TO PAY THE ABOVE BILLS, EXCLUDING THE BILL FROM NICHOLS FOR \$628.14, UNTIL THE CHIEF VERIFIES/APPROVES IT.

MOTION: Waite

SECOND: Robarge

RESOLVED to give Treasurer permission to pay the above bills, excluding the bill from Nichols for \$628.14, until the Chief verifies/approves it.

VOTE: All in favor, motion carried.

Chairman Kugler noted there was also an issue with claim #505, Nichols Fire Service for \$2,524.66, and wanted to hold that claim as well until the Chief calls Nichols and talks with Paul.

RESOLUTION #276 TO HOLD PAYMENT ON CLAIM #505, UNTIL THE CHIEF VERIFIES/APPROVES IT.

MOTION: Robarge

SECOND: Spackmann

RESOLVED to hold payment on claim #505, until the Chief verifies/approves it.

VOTE: All in favor, motion carried.

Reports from Companies:

Company #1 – A/C Gibbins:

* Would like to purchase a couple of gallons of paint to paint the radio room.

RESOLUTION #277 GIVING CO #1 PERMISSION TO PURCHASE A COUPLE OF GALLONS OF PAINT FROM ALLERDICE TO PAINT THE RADIO ROOM. MONEY TO COME OUT OF REPAIRS, BUILDING MAINTENANCE.

MOTION: Spackmann

SECOND: Robarge

RESOLVED to give Co #1 permission to purchase a couple of gallons of paint from Allerdice to paint the radio room. Money to come out of Repairs, Building maintenance.

VOTE: All in favor, motion carried.

*Digital camera is no longer working, would like permission to purchase a new one. A/C G. Gibbins to coordinate with the Purchasing Agent about it.

Company #2 – A/C Chandler:

*Low angle Rope Rescue Course has been set up for October 7th, through the month of October and then one class in November. Has the paperwork for each A/C with the class schedule and what each class entails. Brief discussion regarding course size and other company members possibly taking the course. Would like to coordinate with each A/C by the end of the week on this.

*Co #2 was invited to drill with Corinth at a building to be burned later this fall. Corinth Chief gave permission to use the building to breach walls, knock out windows, repel from 2nd story, ladder, etc. until it is burned. If anyone is interested, please contact him.

*Still having trouble with the light tower on 271, Dennis is working on it, it just goes haywire. Last night it was up and 3 times it would just fall down but the light would never go off.

Company #3 – A/C Jay Ellsworth:

*Work is going well with the access road, still waiting for the rest of the wires to be moved, work order is in for it, and then will start putting the road in soon. Need to get a driveway permit from the County, filed today.

*Heading towards a new year, thinks the Board of Fire Commissioners needs to really take a step back and look at these truck repairs. He personally believes they are out of hand and there is no accountability. Brief discussion about the possibility of work orders.

Company #4 – A/C John Lant:

*Having problems with Minitor IV and V chargers; P/A Chouinard noted she has been working on that with President Deuel Jr. A/C Chandler noted he just ordered some over the summer and he is having trouble with them too. Brief discussion continued; including ordering for Co #4 Minitor V chargers, which were delivered last Friday and Minitor IV chargers on order. A/C G. Gibbins and A/C Ellsworth noted no problems with their chargers.

*Oil spill on August 1st on Lowe's Drive and Route 50, used 20 bags of Speedy Dry; Damon Kloss of Brink's will pay the bill for replacement of the Speedy Dry. Business card and bill were given to Secretary Petkus. Chairman Kugler asked P/A Chouinard to take care of it.

*Asked if those on the inactive list are allowed to wash their cars and use the work out room; Commissioners/Chief/ A/C's were okay with it.

Report of Chief McConkey:

*Nothing right now.

Report of EMS Coordinator Gary Gibbins:

*Has several people taking the EMT class and pilot program; a bit of a problem with the pilot program up north; those members have been transferred over to the Ballston Spa program.

Planning Board:

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

*Pretty quiet, still hashing it out with one particular subdivision.

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

*Aldi's still a go;

*Possibility of a cell tower going in behind the McDonalds at exit 15.

Reports of the Commissioners:

Commissioner Waite:

*Will talk about the generator later.

Commissioner Robarge:

*Spoke to Walt Barss, the town engineer is looking at the proposals and they were still interested in sharing a generator. Commissioner Waite said the company voted and they want their own generator. Brief Discussion continued, including whether to use propane or diesel. A/C Chandler noted they would rather use propane.

RESOLUTION #278 TO ADVERTISE FOR PROPOSALS FOR A 50KW PROPANE EMERGENCY GENERATOR FOR CO #2. PROPOSALS TO BE OPENED AT THE OCTOBER COMMISSIONERS MEETING.

MOTION: Waite

SECOND: Spackmann

RESOLVED to advertise for proposals for a 50kW propane emergency generator for Co #2. Proposals to be opened at the October Commissioners meeting.

VOTE: All in favor, motion carried.

RESOLUTION #279 TO ADVERTISE FOR PROPOSALS FOR INSTALLATION OF CO #2 EMERGENCY GENERATOR. PROPOSALS TO BE OPENED AT THE OCTOBER COMMISSIONERS MEETING.

MOTION: Waite

SECOND: Spackmann

RESOLVED to advertise for proposals for installation of Co #2 emergency generator. Proposals to be opened at the October Commissioners meeting.

VOTE: All in favor, motion carried.

Commissioner Spackmann:

RESOLUTION #280 GIVING TREASURER PERMISSION TO PAY GARRISON GEAR BILLS AS THEY COME IN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to give Treasurer permission to pay Garrison gear bills as they come in.

VOTE: All in favor, motion carried.

Commissioner Kugler:

*Travis Croteau now works for Crimson, would like to use Co #4 parking lot for demonstration; Co #4 officers had no problem with it.

*Having chronic bar light problems with the MED's. A/C Gibbins noted it keeps going down for repairs, but it is a cheap light. Commissioner Kugler noted he has the opportunity to get 2 new LED bar lights, last year's models from Code 3 for \$2,100.00. State contact for just one is about \$2700.00. More discussion continued as to who would do the installation.

RESOLUTION #281 TO PURCHASE TWO LED BAR LIGHTS FROM CODE 3 FOR BOTH MED'S, TOTALING \$2,100.00. MONEY TO COME OUT OF THE EQUIPMENT RESERVE FUND.

MOTION: Robarge

SECOND: Waite

RESOLVED to purchase two LED bar lights from Code 3 for both MED's, totaling \$2,100.00.

VOTE: All in favor, motion carried. Money to come out of the Equipment Reserve fund.

RESOLUTION #282 TO HAVE ADIRONDACK 2-WAY INSTALL THE LED BAR LIGHTS. MONEY TO COME OUT OF THE EQUIPMENT RESERVE FUND.

MOTION: Waite

SECOND: Spackmann

RESOLVED to have Adirondack 2-Way install the LED bar lights. Money to come out of the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

RESOLUTION #283 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$2500.00 FOR THE PURCHASE AND INSTALLATION OF 2 LED BAR LIGHTS.

MOTION: Robarge

SECOND: Spackmann

RESOLVED to advertise a permissive referendum to withdraw and expend \$2500.00 for the purchase and installation of 2 LED bar lights.

VOTE: All in favor, motion carried.

New Business:

- Commissioner Robarge explained that to lock in on a price for heating oil with C. Pita is \$4.55, but the current rate is about \$3.60. Treasurer J. Bishop noted that if they go with

this price over last year's price, they will be paying about \$17,000.00 more for the same usage. Agreement to do more research, further discussion at the September workshop.

- Flu vaccines: about \$17-18 each this year. Dr. Peacock needs to know ASAP as this is already September. More discussion.

RESOLUTION #284 TO GIVE SECRETARY PERMISSION TO NOTIFY DR. PEACOCK TO ORDER 100 FLU VACCINES. MONEY TO COME OUT OF PHYSICALS OR OTHER ACCOUNT; TREASURER HAS PERMISSION TO PAY BILL WHEN IT COMES IN.

MOTION: Waite

SECOND: Robarge

RESOLVED to give Secretary permission to notify Dr. Peacock to order 100 flu vaccines.

Money to come out of Physicals or Other account; Treasurer has permission to pay bill when it comes in.

VOTE: All in favor, motion carried.

- District Manual deadline: Previous workshop it was discussed that members would have until today to pick up their District Manuals and sign the DMV/LENS form to continue to drive district vehicles. Those who do not have it will have their access shut off and letters sent (regular/certified). Secretary Petkus noted that most who have not received their manuals are not active members anyway, and those who did not sign the DMV/LENS form can no longer drive a District vehicle. A/C G. Gibbins noted that he has a member who has a Florida license, he is in the service and is there a way we can allow these individuals to drive district apparatus. Further discussion regarding DMV/LENS tabled to workshop. Secretary Petkus noted she has a box of manuals with forms for each company if they want to hand them out themselves and get signatures, but she noted they would probably be really aggravated doing it; just give her a call if there are any questions. She does not have the most updated addresses on people; and was hoping going with the new software this problem would be solved. Discussion also regarding getting updated addresses on members; the Commissioners requested that each company provide a current list of addresses/phone numbers of their members by the October Commissioners meeting.

Commissioner B. Bishop:

RESOLUTION #285 AUTHORIZING THE NEW RATE FOR ALL HOURLY POSITIONS AS \$12 PER HOUR.

MOTION: B. Bishop

SECOND: Spackmann

RESOLVED to authorize the new rate for all hourly positions as \$12 per hour.

VOTE: All in favor, motion carried.

*Fire Tracker software update: would like a list from each company A/C or President of the members who are the computer people that do fire reports, etc, to be trained to use the new software. Would like training to be done in October to be ready for January 1st start up date.

*Worked on ID tags, has a prototype to look at – to go to the officers for review/suggestions and come back to the Board by the October meeting with any recommendations.

Physicals: Board met with Dr. Peacock last Thursday regarding concerns she had about the physicals. There have been some frustrations with appointment availability and doing

paperwork and stuff like that, and he is making the request that if anyone has frustration with those things please don't vent your frustrations and take it out on her office staff, but rather speak to a Commissioner or deal with it at District level and they will filter the concerns to the doctor. There may be a few individuals that the Board may want to speak with individually. Question arose about Saturdays and mixed signals; Commissioner B. Bishop noted that there were a few Saturdays scheduled and if there was enough call for it Dr. Peacock would schedule another Saturday. Question also arose about those members who are in college; the Commissioner asked to get a list together and maybe they could all show up on the same day for physicals. Brief discussion continued, including extending the time from 60 to 90 days to complete physicals. Tabled for further discussion.

RESOLUTION #286 GIVING TREASURER PERMISSION TO PAY J & K TRUCKING, WHEN THE WORK IS COMPLETED TO THE SATISFACTION OF MIDDLE GROVE AND THE PERMISSIVE REFERENDUM TIME LIMIT HAS BEEN SATISFIED, FOR THE WORK ON CO #3 ACCESS ROAD.

MOTION: B. Bishop

SECOND: Waite

RESOLVED to give Treasurer permission to pay J & K Trucking, when the work is completed to the satisfaction of Middle Grove and the permissive referendum time limit has been satisfied, for the work on Co #3 access road.

VOTE: All in favor, motion carried.

*Commissioner B. Bishop received only one proposal for the Truck apparatus consultant project; he sent out the proposal specs to four different vendors and the only one he received was from Emergency Vehicle Response. It is a much more comprehensive report than last time, total cost being \$18,500.00. There was fairly lengthy discussion, including rough timeline to collect data and complete report and which account the money should come from. Commissioner B. Bishop noted he is comfortable with this proposal.

RESOLUTION #287 TO ACCEPT THE PROPOSAL FROM EMERGENCY VEHICLE RESPONSE, TOTALING \$18,500.00. MONEY TO COME OUT OF REPAIRS TO 293 ACCOUNT.

MOTION: Spackmann

SECOND: B. Bishop

RESOLVED to accept the proposal from emergency Vehicle Response, totaling \$18,500.00. Money to come out of Repairs to 293 account.

VOTE: B. Bishop, yes; Waite, yes; Spackmann, yes, Kugler, yes; Robarge, no.

Motion carried.

- Access groups for security system: Brief discussion; Commissioner Spackmann explained his idea of creating four type of access groups. Commissioner B. Bishop said he had received his list, but felt that at each company there were different levels as well and that there might need be more than four levels; he will work with company Presidents and Chiefs to create a list with more discussion at the September workshop.
- Purchasing/delay in receiving merchandise: Commissioner B. Bishop noted he has not had a chance to speak with the Purchasing Agent about it and would like to table it until the next workshop.

- A/C G. Gibbins thanked Jill for the quick response he got for the fire prevention stuff and Bryan for the stuff donated from State Farm. Fire prevention is at Co #1 on October 3rd.
- A/C Chandler noted the pole barn door on the security system is not working again, this is the 2nd time. Commissioner Spackmann will speak to him after the meeting.
- A/C Lant explained that Paul Lent is asking that letters be sent to Town Supervisors Johnson and Rowland regarding the county pagers and asking for their help. Commissioner B. Bishop noted he would write a letter.
- Firefighter B. Gibbins asked if the Commissioners could post the abstract on the website; the Board noted they had no problem with that, after they been approved.
- A/C Lant asked if executive session minutes are publicized. Chairman Kugler explained that no, they are not. Secretary Petkus added that unless a decision is made during executive session, no minutes are even typed up.
- Captain Gary Bullard asked permission for Co #4 to have a car wash.

RESOLUTION #288 GIVING CO #4 PERMISSION TO HAVE A CAR WASH IN SEPTEMBER.

MOTION: Robarge

SECOND: Waite

RESOLVED to give Co #4 permission to have a car wash in September.

VOTE: All in favor, motion carried.

RESOLUTION #289 TO GO INTO EXECUTIVE SESSION AT 8:50 PM CONCERNING DISTRICT PERSONNEL SALARIES.

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to go into executive session at 8:50 pm concerning district personnel salaries.

VOTE: All in favor, motion carried.

RESOLUTION #290 TO RECONVENE FROM EXECUTIVE SESSION AT 9:25 PM.

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to reconvene from executive session at 9:25 PM.

VOTE: All in favor, motion carried.

- Brief discussion regarding service contracts for the emergency generators. P/A Chouinard to get information on Troy Betting, used by State Farm to Commissioner Robarge; Commissioner Robarge to get some quotes for generator service contracts for more discussion at the September workshop.

RESOLUTION #291 GIVING TREASURER PERMISSION TO PAY BILL REID WHEN WORK IS COMPLETE AT CO #3.

MOTION: Kugler

SECOND: B. Bishop

RESOLVED to give Treasurer permission to pay Bill Reid when work is complete at Co #3.

VOTE: All in favor, motion carried.

- Brief discussion regarding Center for Security bill; Joyce to call them tomorrow and confirm bills before payment goes out. Treasurer J. Bishop noted she would not print out that check until she hears from the Secretary.
- Discussion regarding creating a job description for the office of the Chief; Commissioner B. Bishop suggested that Commissioner Spackmann submit something at the September workshop for discussion at the September workshop.

RESOLUTION #292 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: B. Bishop

SECOND: Kugler

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Robarge with a second from Commissioner B. Bishop to adjourn the meeting at 9:44 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce A. Petkus
District Secretary