

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
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(518) 893-0723
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April 25, 2012 Commissioners Workshop

Workshop began at 7:06 pm.

Present were: Commissioners Atwell, Barss, Chandler, Spackmann, Waite, Secretary Petkus, Treasurer Bishop. Please see sign in sheet for others in attendance.

Flag salute/moment of silence recognized for recently departed member Fernand Chouinard and his family, departed members and troops overseas.

1. Approve Minutes: March 28, 2012 Workshop Minutes

RESOLUTION #98 APPROVING THE MARCH 28, 2012 WORKSHOP MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Barss

RESOLVED to approve the March 28, 2012 Workshop Minutes as written.

VOTE: All in favor, motion carried.

2. Secretary Update: Joyce Petkus

- Contacted Bill Reed about a month ago regarding the leaking windows at Co #2 & 4 and has heard nothing back from him; will call again.
- Needed to add contact information regarding Workshop Violence Prevention Program; only Commissioner Spackmann answered her email request. Questioned if the rest of the Board was okay with the addition of the contact information; approved.
- Handed out updated list of the District Manual Acknowledgement/OSHA completion. Co #1 and 2 are the only ones who have so far started to hand in their OSHA sheets, which are due May 1st. Brief discussion. Only a few stragglers have not signed the Acknowledgement, their access will be deactivated tomorrow morning.
- PESH paperwork has been finalized, waiting for signatures after the meeting.
- Tri City Fire Extinguishers has not sent bill; Commissioner Waite to call again.
- Annual aerial ladder testing due in June, Joyce to schedule appointment.

3. Purchasing Update: Jill Chouinard - excused.

- Joyce noted Jill asked if the Board could decide on a cell phone carrier so she can move forward. Brief discussion; Joyce also noted that ATT offers an employee discount of 20%.

RESOLUTION #99 TO GO WITH AT & T CELL PHONES.

MOTION: Waite

SECOND: Chandler

RESOLVED to go with AT & T cell phones.

VOTE: All in favor, motion carried.

- Rope rescue equipment delivered and A/C Burwell assisted her in inventorying it. Brief discussion continued.
- Co #1 and 2 requested Bug Spray. Brief discussion; requisition already submitted
- Valley View Sanitation showed up last night, she has quotes for the Board, just did not have time to make copies, will do so tomorrow and put in mail boxes.

4. **Treasurer Update:** Jean Bishop

- Requested clarification regarding things being put into the Repairs to Equipment that she feels should not be. Recent examples are the recently purchased wall mounted vacuum and hand lights. Discussion continued, both to come out of operations. Treasurer to ask if she needs clarification before charging accounts.
- Commissioner Atwell asked if the check for the rope rescue equipment was sent; it was mailed today.
- Questioned the money received from the sale of 295; Treasurer Bishop noted it will be deposited into the Equipment Reserve.

5. **Commissioner Updates:**

- Jackie Atwell:
 - A/C Petkus filed a report with FEMA; we should be receiving 2 checks. Check for use of equipment to be sent directly to the District, check for manpower will be issued to the Town. Spoke to Supervisor Rowland; he noted it will get forwarded to the District when received. Money to be depositing into the General Fund.
 - Tyler Fire dropped off prescription lens, Jill emailed firefighter w/instructions.
 - Dues for distinguished members: brief discussion; handled at company level.
 - Jill working to sell the old pagers as they are no longer any use to us.
 - Monolith Solar called again. Feels unless we can get a grant for it, the 30% discount is not worth it and we could only do one station. Brief discussion, agreed not to move forward with this.
 - How are we handling gear for people who take leave? Brief discussion; anyone who takes a leave will have all gear pulled by Director of Purchasing and put in storage at District office until they return.
 - Ali Ernst has returned all her gear, but apparently her pager ended up with her boyfriend at Co #2. D/C Middlebrook noted that he asked about it last night, and the firefighter noted he had his pager and she still has hers; he asked that she return it to the District office. Added to next month's agenda for follow up.
 - Tyler Fire's computer crashed, waiting for new proposals regarding the air packs. Once new contract is signed, packs will start getting serviced, please be patient.

- Darren Barss:
 - Question brought to him to see if Jessup's Landing Ambulance could be helped out re: money because they are responding daytime mutual aid. It is unfortunately not possible.
 - Would like to work on a New Member Orientation Program. Brief discussion continued; Commissioner Barss to move forward with project.

- Ken Waite:
 - Spoke to Bill Reed about the fascia on the eaves; he said he would fix it but has not as of last night. D/C Middlebrook noted it looked like he started today.
 - Regarding fan issue, he thinks the fan motor and pulleys would be the first step, would like to contact Rosch Brothers to have their electrician do it. Brief discussion; Commissioner Waite to call Rosch.
 - There was a gentleman at the fire on Tannery Hill with red lights on his car telling everyone to park on both sides of the road, he is not a member; he is apparently the Commander of the Salvation Army. Brief discussion continued; Chief Lant to look into it.

- Mike Chandler:
 - Received a call from Jerry McKenna regarding 2 keyhole lots and turnarounds for the fire trucks. Brief discussion.
 - Has been on the phone all week with various people regarding EMS. As of this morning, the Town changed the contract after meeting with us the last time; the attorney okayed it, Empire approved it as well, and the attorney is just reviewing one final time. Supervisor Rowland is prepared to sign it as early as this afternoon or tomorrow. Meeting is also scheduled for May 2nd regarding the Sheriff's demand for money. Looks like shortly after next week's meeting they will be set up to start dispatching Empire, who will be purchasing the radios. Brief discussion continued.

- Richard Spackmann:

RESOLUTION #100 TO DEDICATE A PAGE OF THE MINUTES IN MEMORY OF FERNAND CHOUINARD.

MOTION: Spackmann

SECOND: Waite

RESOLVED to dedicate a page of the minutes in memory of Fernand Chouinard.

VOTE: All in favor, motion carried.

6. Chief/Officer Reports:

Report of the Chief – John Lant:

- Received paperwork for the DEC grant. Would like to see the Board take \$1500-2000 to put towards the grant; maybe Jill could complete the application. Co #4 does not have any forestry gear; D/C Ellsworth noted Co #3 has nothing either. Deadline is May 15th. Brief discussion; money will have to come out of the gear account, depleting that money again for turnout gear. Commissioner Atwell to work with Jill on grant.

- Corinth broke a pike pole at the Tannery Hill fire and may have lost a light or 2; Joyce noted the pike pole came in today and D/C Middlebrook has it.
- The Board never adopted the Truck Maintenance policy that was created. Added to May meeting agenda for review. Joyce noted she does not believe she ever got an electronic version, if anyone from the truck committee has it to please email it to her.
- Sent an email from KME to the Board regarding courses to certify techs on the apparatus. It was noted the Board has already approved it. A/C Burwell noted he has received it as well.
- Reminder of cell phone use/cameras, need to put a policy in place.
- Would like to get a Lieutenants hat and shirt badge for Ferdie Chouinard. Approved by Board.
- FP Captain Roxbury has about 4 parades that fire police will be assisting with.
- Captain Bullard sent punch list to KME; they are waiting for one from Co #1.

Company #1 – D/C Kenyon:

- Would like to make a set of plans up for the bathrooms and present them to the Board. Commissioner Spackmann noted it was planned for year end money; gives D/C Kenyon time to work on it.
- There is apparently some water issue, washout, possible undermining of the foundation; Commissioner Chandler to take a look.
- Questioned if anyone from EMS looked at the contract with Empire, are they guaranteeing a paramedic? Commissioner Chandler noted that was what he was told was in the contract.

Company #2 – D/C Middlebrook:

- Co #2 and 3 are going to the training center on Sunday.
- Invited to Rock City Falls Sunday afternoon for the wet down of new truck.

Company #3 – D/C Ellsworth:

- Asked if the doors have been looked at; Joyce apologized for being remiss regarding the doors; she spoke to Center for Security and will be meeting up with them before the end of the week. Brief discussion.
- Questioned if the parking lots are going to be sent out to bid early this year. Brief discussion; Commissioner Waite to handle.

Company #4 – Captain Bullard:

- Would like to have a car wash.

RESOLUTION #101 GIVING MAPLE AVENUE PERMISSION TO HAVE A CAR WASH ON MAY 12, 2012.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to give Maple Avenue permission to have a car wash on May 12, 2012.

VOTE: All in favor, motion carried.

- Has 7-9 bottles that need hydro testing. Brief discussion; coordinate with Jill.

- Spoke with Tim Besser, the plumbing on the new truck is done, waiting for Garrison. Brief discussion regarding who is financially responsible for what.

Brief discussion regarding annual OSHA training, blood borne pathogens, make ups. Commissioner Spackmann noted there is a make up tomorrow night at Co #4 beginning at 7 PM, Captain Deuel will also be there, can pretty much do whatever needs to be done regarding make ups.

7. District Guideline Review:

- Harassment and Discrimination Policy: no changes made.
- Sexual Harassment Policy: no changes made.

8. District Projects

- Current Projects:
 - District Office Building: bid opening May 9th, will be scheduling a meeting after that to review bids, hopefully award bid at May 23rd workshop.
- Future Projects:
 - None.

9. Special Topics of Discussion:

- PESH: rescue ropes report: A/C Burwell noted he helped Jill with the inventory of the ropes, they were able to eliminate the separate carabiner, saving about \$2300.00. Meeting with the trainers Tuesday night 7 PM at Co #2, working on a training schedule. Will also be working with Jill to set up an inspection binder. Brief discussion continued. He will coordinate with Jill that once a firefighter is qualified, he would like to immediately issue the equipment. Board approved. D/C Ellsworth noted that at the last County Officers meeting, Mackenzie Jewell was present and made it very clear that the gentleman from PESH that was here was supposedly reprimanded as he was incorrect regarding the information he gave us about attaching the bailout to the pack. Brief discussion. D/C Ellsworth also noted that she did mention is that OSHA training is not accepted unless it is done in-house; it is not transferable.
- Chief Lant noted that information regarding Ferdie Chouinard's wake and funeral were emailed out.
- District EMS Coordinator Tim Kemp questioned the status of the money that was to be taken out of the EMS Reserve account. It was noted it was already advertised at last month's workshop. Brief discussion; Tim to coordinate order with Jill.

RESOLUTION #102 GIVING CO #2 PERMISSION TO HOLD THEIR COIN DROP FUNDRAISER ON MAY 25TH AND MAY 26TH, 2012.

MOTION: Waite

SECOND: Chandler

RESOLVED to give Co #2 permission to hold their coin drop fundraiser on May 25th and May 26th, 2012.

VOTE: All in favor, motion carried.

RESOLUTION #103 GIVING JACK SADOUSKY PERMISSION TO ATTEND MONTOUR FALLS MAY 7-11, 2012 FOR THE FIRE BEHAVIOR/ARSON AWARENESS COURSE.

MOTION: Atwell

SECOND: Chandler

RESOLVED to give Jack Sadousky permission to attend Montour Falls May 7-11, 2012 for the Fire Behavior/Arson Awareness Course.

VOTE: All in favor, motion carried.

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

Motion made by Commissioner Barss with a second from Commissioner Waite to adjourn the workshop at 8:10 PM. All in favor.

Respectfully submitted,



Joyce A. Petkus
District Secretary

*IN MEMORY
OF OUR
DEPARTED BROTHER*

*FERNAND
CHOUINARD*

*YOU WILL BE
MISSED BY ALL*