

Board of Fire Commissioners

Greenfield Fire District
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August 24, 2011 Commissioners Workshop

Workshop began at 7:01 pm.

Present were: Commissioners Atwell, Barss, Spackmann, Waite, D/P B. Bishop, Treasurer J. Bishop; please see sign in sheet for others in attendance. Flag salute/moment of silence recognized for departed members and troops overseas.

1. **Approve Minutes:** July 27, 2011 Workshop Minutes.

RESOLUTION #201 APPROVING THE JULY 27, 2011 COMMISSIONER WORKSHOP MINUTES AS WRITTEN.

MOTION: Waite

SECOND: Barss

RESOLVED to approve the July 27, 2011 Commissioner Workshop Minutes as written.

VOTE: All in favor, motion carried.

2. **Bid Opening: Co #3 Roof Replacement:** D/P Brian Bishop noted no bids received. Commissioner Spackmann suggested getting in touch with Commissioner Chandler to re-bid project with bid opening scheduled for the September meeting.

3. **Secretary Update – Joyce Petkus:**

- Not present.
- D/P B. Bishop noted that regarding the access system issues at Co #3 there are still difficulties retrieving the items remotely but it is still recording and keeping track of everything. Thinks it is finally figured out but the gentleman from Tech II who would need to do what needs to be done next is on vacation this week; hopefully he will be able to sit down with Tom from Center for Security next week to complete.
- Commissioner Spackmann noted that regarding the fire reporting, for the month of July Co #2 did not receive credit for 4 calls because they were not completed in Firetracker and Co #4 had 10 calls that no one received credit for because they were not completed in Firetracker, as well as some various other errors.
- Commissioner Spackmann noted that the insurance checks were apparently received last week regarding Co #3 water damage; Treasurer J. Bishop confirmed they were received and deposited.
- Commissioner Spackmann noted that regarding the missing air pack off 282, he had spoken to D/C King about this and the discussion regarding submitting a

police report; but he does not have any information on the air pack including the serial number. D/P B. Bishop noted he does have the serial number for that pack, which he will forward to D/C King, but there is nothing on the flashlight. Commissioner Spackmann will touch base with D/C King.

- Commissioner Spackmann questioned the damaged SCBA bottle, and the LDDS Equipment Form; D/C King noted that A/C Bogardus is completing the report.

RESOLUTION #202 TO APPROVE THE FOLLOWING PEOPLE TO ATTEND THE AFDCA FALL WORKSHOP AT WEST CRESCENT FIRE DEPARTMENT ON SEPTEMBER 17, 2011. PERMISSION ALSO FOR TREASURER TO CUT CHECK FOR REGISTRATION, TOTALING \$175: JOYCE PETKUS, BRIAN BISHOP, RICHARD SPACKMANN, KEN WAITE, NANCY WAITE.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the following people to attend the AFDCA Fall Workshop at West Crescent Fire Department on September 17, 2011. Permission also for Treasurer to cut check for registration, totaling \$175: Joyce Petkus, Brian Bishop, Richard Spackmann, Ken Waite, Nancy Waite.

VOTE: All in favor, motion carried.

Commissioner Atwell noted he is interested in going; he will get in touch with Joyce when she comes back from vacation next week.

4. Purchasing Update – Brian Bishop:

- Asked if there was an update from the Officers regarding their lists of Class A firefighters for their masks; he would like to begin distributing the masks. Chief Lant noted he has not received anything yet. To be brought up again at the September meeting.
- Purchasing: has been relatively quiet; gear is winding down, waiting for about ½ a dozen helmet shields. There were a couple of coats with no D rings; they will not be returned again for correction. D/P. Bishop will notify Jay Wilson of this as well. Will be meeting with Mr. Wilson next Tuesday evening to receive the helmet shields. He will also be bringing a lower profile boot that will hopefully better fit some people; these people have been notified of the boot fitting.
- Previously emailed to the Board, Chief and Deputy Chiefs his SCBA bottle inventory report. Continued with overview of report including the following:
 - Currently in the District there are 35 active 30 minute bottles and 130 active 45 minute bottles, totaling 165 bottles.
 - Using the current number of SCBA packs and 1 spare bottle per pack needed, the District needs 121 bottles, excluding new 262 and new 292.
 - There are currently 132 bottles on the trucks, some trucks have more than necessary, Co #3 is short on bottles on all trucks. Will work on rectifying this.
 - Inactive bottles are past their life expectancy but are still on the inventory list as they have not been disposed of yet.
 - With the addition of the new 262 and new 292, there will still be enough bottles in inventory based on the number of packs on those apparatus. There

are a number of bottles going out of date in November, but there will still be enough bottles to accommodate the new trucks.

- In 2012 there will be a handful of bottles going out of date. 2013 is when a good number of bottles will be going out of date.
- Working with Firetracker to create/generate reports.
- Report does not take into account the packs the Deputy and Assistant Chiefs have, as they have not yet been inventoried.
- District will need to determine how they want to categorize bottles in the future. Will also need to determine what they want to do with the 40-50 bottles currently out of service and past their life. D/P Bishop to look into scrapping the bottles. He also noted that for this budget year there does not seem to be a need to purchase bottles, but the Board may want to look at getting a few starting with next year's budget.
- Chief Lant asked D/P Bishop to get Middle Grove taken care of.
- Will be working on air pack inventory as well as gear starting in September, getting serial numbers entered can be laborious.
- Commissioner Spackmann noted Brian's question regarding going from a Company level to a District level inventory is a good one and makes the most sense, the reason being we are trying to become more of a District and the purchasing agent is in charge of and maintains that inventory, and if it's at four separate places it is hard to do. It will also offload some officer responsibilities. Brief discussion continued, and does warrant further discussion. Commissioner Spackmann asked the Chief to discuss that with his officers.
- Thanked the Board for allowing him to go to the FASNY Conference, it was phenomenal, there were nationally recognized speakers. Billy Goldfeder was there and discussed safety and bringing everybody home. David Dodson gave an awesome presentation on the art of reading smoke, and he may be someone to bring to this area, he has the information and was going to contact him regarding this. In addition, as a member of FASNY, the conference is free. There is also something called FASNY Help, which is the Safer grant FASNY received for tuition assistance, and we should really do something to get this out to our members, and may also help in the way of recruitment and retention. Commissioner Spackmann suggested posting the information on the website.

5. Treasurer Update – Jean Bishop:

- Got a final bill from Rosch Brothers regarding Co #2 renovations, totaling \$18,923.85. Commissioner Spackmann questioned if we signed off on the project; Treasurer Bishop noted this was signed by Maria, but she is not sure if Shows has seen this bill as he usually looks at them first. Brief discussion, bill received after August 9th; Commissioner Waite to contact Shows; added to September meeting.

6. Commissioner Updates:

- **Jack Atwell**
 - Thermal imaging cameras; Captain Bullard noted they are still working on it.
 - New radios: questioned the batteries on the new radios. Brief discussion.
 - Bags for Scott air masks: D/P B. Bishop noted he found a bag that he believes will work, good size, fits nicely, thicker drawstring. Costs about \$100

- for 500 of them. Will be getting paperwork together.
- Fire Prevention: noted it is rapidly approaching, need to get orders to Brian ASAP. Brief discussion, including if the line item was broken down per company. Chief Lant noted there was previous discussion and an agreement to give each company a certain amount of money. Co #2 and Co #3 to each receive \$1500.
- Carpet cleaning: Reminded everyone they should have received the email with the dates.
- Pump seal on 274: D/C Kenyon has not gotten a price yet. Believes it is something like \$200. Will have an answer tomorrow morning. Commissioner Atwell also questioned getting prices on the exhaust of the rehab bus; D/C Kenyon noted no prices have been received yet.
- Tires on 284: Need to be replaced. Brief discussion regarding the type of tires that 284 should be replaced with. Chief Lant noted he is okay with the tire change. Tentative arrangement made to have the replacement tires delivered to D/C Ellsworth at work and he will bring them here and see if Cornell's can install them.
- Hose testing: Commissioner Spackmann noted he has heard plenty of frustration with that. Brief discussion; hose testing not complete, they will be back on September 23rd at Co #4 to finish.
- Jaws service: D/P Bishop faxed back both proposals to the vendors, has not heard back from either, will follow up on that.
- Ground ladder testing: Chief Lant noted he is taking care of it. Commissioner Atwell also noted the ladder rack on 261 is not functioning properly, D/C Kenyon noted it is \$361 for the bracket if that is all it needs, or \$1500 if the whole assembly needs to be replaced. Chief Lant noted it should be fixed immediately or taken off the truck. Discussion continued including 291 radiator and cost to replace, the number and associated costs of repair bills, and the concern that the District has enough money to get through to the end of the fiscal year, which is really February. Chief Lant noted his frustration regarding the repairs to the various apparatus, he does not have time to call on every job for prices, maybe we should start getting bids for all the repairs, it is expensive to get anything done. We are spending way too much money and we have new equipment. Chief Lant also questioned if Bonesteel ever repaired that plug he never put in 284. Commissioner Atwell noted he spoke to Bonesteel a while ago and he would be up right away to take care of it, but it unfortunately slipped his mind. More discussion continued in reference to various testing and repairs. Discussion turned to pump testing; Chief Lant recommended testing the front line trucks. Commissioner Spackmann asked for prices regarding pump testing before continuing.
- Safair: the 6000 lb tanks need to be hydro'ed again on the cascade system. Safair wants \$800 to test the 4 tanks; we own the tanks so we can get them hydro'ed from anyone. D/P B. Bishop to call Tri-City for a quote as well.
- **Darren Barss:**
 - Co #3 would like new carpet runners for the hallway. D/P Bishop asked for sizes and will look into it.
 - 283: tires are 11 years old. Commissioner Atwell noted that he spoke to the mechanic, there is nothing wrong with them, they are legal. Brief discussion,

283 to be inspected tomorrow. Commissioner Spackmann noted at a previous conference he attended you get different answers depending on who you talk to. The point is to mitigate risk and liability. Brief discussion continued.

- **Mike Chandler:**
 - Not present.
- **Ken Waite:**
 - Top soil has been spread. A/C Middlebrook noted they could use more, but they are going with what they have. Waiting for Jon to get the pole moved.
- **Richard Spackmann:**
 - Newsletter went to print, should be in sometime next week and then he will hand them out to Stewarts.

7. Report of the Chief – John Lant

- D/C Ellsworth booked the church for the 9/11 service.
- Not happy with the radios with the way everything is happening, D/C Ellsworth is the only one who has said anything to the County. Chief Lant noted that originally teams were supposed to come in, but in 35 days they only have 7 departments done. He called Art Johnson today and has a call in to Supervisor Rowland. Supervisor Johnson was going to call the Halfmoon Supervisor, who is the public safety chair and address our concerns. D/C Ellsworth noted he got a call Sunday night that they were coming Monday morning to install the radios, which was not a lot of notice. They would stack them but are not providing the brackets, which we should have known about a long time ago. Cost of bracket is \$300. They used Velcro on several vehicles at Co #3, which Commissioner Spackmann noted he does not believe is NFPA compliant. Discussion continued, D/P Bishop to contact Mike O'Brien. There is only one guy working to install them. Commissioner Atwell questioned that these radios were supposed to be installed at no cost; Chief Lant confirmed this also noting that they apparently lost all the plans. Commissioner Atwell also questioned what is happening with the low band radios; Chief Lant noted there is a private channel and does not think we should pull everything out until the new system proves itself. Commissioner Spackmann noted that we were prepared for this, the officers did everything that was required of them and the County threatened everyone about not being ready, yet they are way behind schedule, we have asked them questions that they refuse to answer, it was previously agreed they would install everything and now we are going to get bills, and their knee jerk solution is to Velcro everything.
- Scott Hickey is coming out in September for 1st Due Ops, cost could be up to \$1500 depending on the number of people attending.

8. District Guideline Review:

- Employee Privacy Policy: no changes made.
- Pregnant Firefighter Policy: no changes made.
- Physical & Fit Test Policy: moved to September meeting.
- Training Approval Policy: moved to September meeting.
- Travel Policy: no changes made.

9. District Projects

- Current Projects:
 - District Office Building: D/P Bishop noted they have finalized a rough location; the side of the firehouse is not feasible for many reasons. The location has been moved back to the original location behind Co #1 station. L-shaped configuration still the same. Has been trying to get in touch with Tom Kinsella to see if he could help us out but has not heard back from him yet.
 - Co #1 bathroom renovation: Commissioner Atwell noted that 2 weeks ago at the meeting they threw out the low bid because that guy has never gotten back to Dave. They called the guy with the 2nd lowest bid of \$3440.00, who could start in September. Commissioner Spackmann noted the 2nd guy has only a \$600,000 insurance policy, not the \$1 million the Board requires. Noted that he would also prefer to take it out of the Building Reserve Fund. Brief discussion including potentially renovating Co #2 bathrooms due to the contactors using the bathrooms and staining them. Commissioner Spackmann noted that sounds like a contractor problem, not ours. Co #1 bathroom renovation on hold at this point.
- Future Projects:
 - None.

10. Special Topics of Discussion:

- Deanna Roberts pager: D/C Bishop noted a letter was sent with no response, he has also tried to email her and call her with no success. D/C Bishop to contact the Sheriff's department.
- Budget: Commissioner Spackmann noted we will have to probably schedule separate budget meetings. Went over timeline regarding budget deadlines. Suggested budget meeting be scheduled for August 31st. D/P Bishop to advertise meeting.
- Chief Lant noted the letter from Senator Schumer regarding the Assistance to Firefighters grant. Captain Bullard is the grant guy.
- Commissioner Spackmann noted that Captain Bullard has a small presentation and some pictures regarding their recent visit to the KME factory that will be shown after the conclusion of the workshop to those interested. Commissioner Atwell also requested approval for himself, D/C Kenyon and FF Brian Gibbins to go to KME Sunday and Monday to go over their trucks specs. Commissioner Atwell would also like to take Co #4 MED.

RESOLUTION #203 TO APPROVE COMMISSIONER ATWELL, D/C KENYON AND FF BRIAN GIBBINS TO ATTEND THE KME PRE-CONSTRUCTION MEETING ON AUGUST 28TH AND 29TH, 2011.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve Commissioner Atwell, D/C Kenyon and FF Brian Gibbins to attend the KME pre-construction meeting on August 28th and 29th, 2011.

VOTE: All in favor, motion carried.

- D/P Bishop received and read a letter from the regional sales manager from Lion

Total Care. Also received two free cleaning certificates.

- A/C Coffey questioned the saw blades; D/P Bishop has not received any information on the blades needed to place the order.

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

Motion made by Commissioner Atwell with a second from Commissioner Barss to adjourn the workshop at 8:42: PM. All in favor.

Respectfully submitted,

Brian Bishop
Deputy District Secretary