



Greenfield Fire District Board of Fire Commissioners

January 2, 2013 Organizational Meeting Agenda

**Darren Barss
Commissioner**

**Michael Chandler
Commissioner**

**Thomas Robarge
Commissioner**

**Richard Spackmann
Commissioner**

**Kenneth Waite
Commissioner**

Greenfield Center
Fire Company (GFD #1)

13 South Greenfield Road
Greenfield Center, NY 12833
518-893-7111

Porter Corners
Fire Company (GFD #2)

405 Bockes Road
Porter Corners, NY 12859
518-893-7390

Middle Grove
Fire Company (GFD #3)

25 North Creek Road
Middle Grove, NY 12850
518-584-2228

Maple Avenue
Fire Company (GFD #4)

613 Maple Avenue
Saratoga Springs, NY 12866
518-584-1401

1. Treasurer calls session to order
2. Flag salute and moment of silence
3. **Nomination of Chairman for 2013:**
4. Appoint Secretary – Joyce Petkus
5. Appoint Deputy Secretary – Jill Chouinard
6. Appoint Treasurer – Jean Bishop
7. Appoint Deputy Treasurer – Vanessa Perkins
8. Appoint Director of Purchasing – Jill Chouinard
9. Appoint District Chaplain – Carole Miller
10. Appoint legal newspaper – The Daily Gazette and **The Saratogian**
11. Appoint banks for 2013
 - Adirondack Trust Insurance
 - Ballston Spa National
 - Saratoga National
12. Set meeting nights and workshop as listed (see attached)
13. Appoint legal advisor for 2013 – William Young.
14. Appoint District Physician for 2013 – Greenfield Country Medicine/Jama Peacock-Birsett, M.D.
15. **Appoint District Photographer for 2013?**
16. Appoint:
 - Heating/Plumbing: Middlebrook Plumbing
 - Mechanic:
 - Dave Kenyon
 - KME
 - Town of Greenfield Highway Department
 - Contractors
 - Phil Putnam
 - Bill Reed
 - Electricians:
 - Saratoga Electric & Generator
17. Permission for Treasurer to pay various bills including: fuel, lights, wages, Federal & State taxes, postage, telephone/fax, internet, gas and diesel, heating oil, garbage pick up every month.
18. Adopt Section 104-B of the General Municipal Law regarding District Purchasing Practices.
19. Home Commissioner to sit on committee that is purchasing new truck for his company.
20. Truck repairs will be handled by the Chief and the Commissioner of the company concerned.

“Serving the Community Since 1947”

P.O. Box 103, Greenfield Center, NY 12833

Phone: 518.893.0723, Fax: 518.893.7006

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21. Form an audit committee to audit the books when the Treasurer has them ready:
 - Commissioner
 - Commissioner
 - Commissioner
22. Approve 2013 District Guideline Review Schedule (see attached)
23. Maintain membership in the following organizations:
 - Fireman's Association of the State of NY (FASNY)
 - Association of Fire Districts of the Capital Area (AFDCA)
 - Association of Fire Districts of the State of NY (AFDSNY)
 - New York State Association of Fire Chaplains
 - New York State Association of Fire Chiefs (NYS AFC)
 - NFPA
 - Fire Department Safety Officers Association
24. Appoint Election Inspectors for 2013:

| | |
|----------------------|-----------------|
| • Betty Bowen | Bonnie Older |
| • Pat Brust | Doris Older |
| • Ann Cornell | Phil Parenteau |
| • Marge Cornell | Peggy Roxbury |
| • Diane Czechowicz | Jacquie Stacey |
| • Peter Czechowicz | Glenda VanDusen |
| • Diana Klementowski | Joyce Woodard |
| • Alice Lomonaco | |
25. Appoint Chief for 2013 – John Lant
26. Appoint Co #1 Deputy Chief for 2013 – Jon Davis
27. Appoint Co #1 Assistant Chief for 2013 – Dave Kenyon
28. Accept Co #1 1st Captain for 2013 – Matthew Reynolds
29. Appoint Co #2 Deputy Chief for 2013 – Dave Middlebrook
30. Appoint Co #2 Assistant Chief for 2013 – Justin Burwell
31. Accept Co #2 1st Captain for 2013 – Derrick Barss
32. Accept Co #2 2nd Captain for 2013 – Mike Chandler
33. Accept Co #2 1st Lieut for 2013 – Philip Richards
34. Accept Co #2 2nd Lieut for 2013 – Shawn Willard
35. Appoint Co #3 Deputy Chief for 2013 – Jay Ellsworth
36. Appoint Co #3 Assistant Chief for 2013 – Edward Petkus
37. Accept Co #3 1st Captain for 2013 – Duane Hammond
38. Accept Co #3 2nd Captain for 2013 – Jason Jennings
39. Accept Co #3 1st Lieut for 2013 – Danielle Cumm
40. Appoint Co #4 Deputy Chief for 2013 – John King
41. Appoint Co #4 Assistant Chief for 2013 – Duane Bogardus
42. Accept Co #4 1st Captain for 2013 – Gary Bullard
43. Accept Co #4 2nd Captain for 2013 – Dean Deuel
44. Accept Co #4 1st Lieut for 2013 – Bryan Chouinard
45. Accept Co #4 2nd Lieut for 2013 – John McEachron, Sr.

46. Effective January 1, 2013, reimbursement for mileage for fire calls and District business will be based on federal guidelines. Currently mileage reimbursement rate is **55¢** per mile, to be monitored by the Treasurer for any changes. Mileage vouchers held longer than two months will not be accepted; any submission must be received by the Thursday morning previous to the next Board meeting.
47. **Appoint 2013 District liaison to Fire Advisory Board** –
48. **Appoint 2013 District liaison to Greenfield Planning Board** -
49. **Appoint 2013 District liaison to Wilton Planning Board** –
- 50. Approve 2013 coin drop fundraisers for all companies?**
51. Approve Minutes:
 - Year End Close of Books meeting minutes – December 26, 2012 with correction to amount left over and amount to go into Building Reserve Fund
52. Payment of bills – Treasurer
 - Resolution: Give Treasurer permission to pay bills associated with annual banquet as bills are received.
53. Secretary Correspondence
54. Purchasing
55. New Members/Changes in Membership
56. Grants
57. Reports of Companies: Co #1, Co #2, Co #3 , Co #4
58. Report of the Chief – John Lant
59. EMS – Tim Kemp
60. Planning Board: Greenfield liaison –
Wilton liaison –
61. Reports of the Commissioners:
 - Jackie Atwell
 - Darren Barss
 - Michael Chandler
 - Richard Spackmann
 - Ken Waite
62. Special Topics of Discussion:
 -
 - Any others Topics?
63. Any questions off the floor?
64. Dispense with the reading of the minutes
65. Adjourn meeting.