

Board of Fire Commissioners

Greenfield Fire District
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The Future Plan Committee Meeting of the Greenfield Fire District was called to order at Company #4 by Commissioner Richard Spackmann at 7:02 PM on November 18, 2010. The Pledge of Allegiance was recited by all followed by a moment of silence for our troops overseas and for fallen members.

RESOLUTION #323 TO GRANT PERMISSION TO FF DAVID KENYON TO REPLACE DEPUTY CHIEF GARY GIBBINS AT THE TRAIN THE TRAINER JAWS COURSE IN SALEM, CONN. ON NOVEMBER 20TH AND 21ST.

MOTION: Commissioner Spackmann

SECOND: Commissioner Waite

RESOLVED to grant permission to FF David Kenyon to replace Deputy Chief Gary Gibbins at the Train the Trainer jaws course in Salem, Conn. on November 20th and 21st.

VOTE: All in favor, motion carried.

RESOLUTION #324 TO ADVERTISE FOR A PERMISSIVE REFERENDUM TO ALLOCATE \$6700.00 FROM THE BUILDING RESERVE FUND FOR HEATING SYSTEM UPGRADES TO CO. #1 STATION.

MOTION: Commissioner Kugler

SECOND: Commissioner Waite

RESOLVED to advertise for a permissive referendum to allocate \$6700.00 from the Building Reserve Fund for heating system upgrades to Co. #1 station.

VOTE: All in favor, motion carried.

RESOLUTION #325 TO APPROVE THE MINUTES FROM THE OCTOBER 18, 2010 MEETING OF THE FUTURE PLANNING COMMITTEE.

MOTION: Commissioner Spackmann

SECOND: Commissioner Kugler

RESOLVED to approve the minutes from the October 18, 2010 meeting of the Future Planning Committee.

VOTE: All in favor, motion carried.

Commissioner Spackmann asked if there was any carryover discussion from the previous two meetings and explained that tonight's meeting was to tie up any loose ends that didn't fall under any of the previous meetings regarding buildings and apparatus.

Chief Lant asked if he could have a resolution granting permission for firefighters who were potentially running for office and needed upgrades to his/her physical classification to receive another physical before officer elections.

RESOLUTION #326 TO GRANT PERMISSION FOR FIREFIGHTERS WHO DESIRED TO RUN FOR OFFICE BUT COULDN'T DO SO DUE TO HIS/HER CURRENT PHYSICAL CLASSIFICATION TO HAVE ANOTHER PHYSICAL AT DISTRICT EXPENSE BEFORE OFFICER ELECTIONS.

MOTION: Commissioner Spackmann

SECOND: Commissioner Kugler

RESOLVED to grant permission for firefighters who desired to run for office but couldn't do so due to his/her current physical classification to have another physical at district expense before officer elections.

VOTE: All in favor, motion carried.

Discussion then moved to the desire to change the by-laws removing the requirement for Chief Officers (District Chief, Deputy Chief, Assistant Chief) as interior qualified firefighters. Commissioner Waite stated that the by-law committee had discussed it and were in favor of it. Commissioner Spackmann inquired if the Board wanted to add that to the workshop agenda along with the "active member status" to be presented to the Board. Commissioner Waite stated that Jack King was either going to be at the workshop or would have the materials for Secretary Petkus to present to the Board. Commissioner Spackmann clarified that the change would be for Chief Officers only and that Captains and Lieutenants would still need to be interior qualified. Commissioner Waite stated he was going to contact by-law committee chairman Jack King and let him know that the Board also wanted to act on the language regarding interior qualification for Chief Officers at the workshop as well.

Assistant Chief Petkus began a discussion over building space for district staff and storage. He suggested to form a building committee specific to the purpose of finding/creating space within the district to house the district office and for additional storage. Commissioner Spackmann reminded everyone that district building space was made a priority through the Future Planning Committee and asked if A/C Petkus thought that priority should be moved on sooner rather than later. All agreed that it should be made a priority and a committee will be formed in order to get the process moving forward. Commissioner Kugler stated that there has been some discussion regarding possibly expanding the current facility but that is cost prohibitive. He also discussed the possibility of a pre-fab building to take care of the need for space. He agreed that a committee should be formed to look into this sooner rather than later. A/C Petkus stated that just the records alone for OSHA etc. will take a lot of space to file and maintain current records. Commissioner Spackmann proposed starting in January with a committee. A/C Petkus stated that there were a lot of issues that needed to be sorted out before a building could even be built. Discussion then moved to possible existing structures that might be able to be used. Commissioner Spackmann summarized the

discussion by stating that the Board would form an exploratory committee in December to look at a solution to the office/storage space problem in the district.

Commissioner Spackmann then began discussing the presentations that were given to the board by KME and Ferrarra (Garrison). He commended KME on their presentation and explained that Garrison's presentation was a reflection against standardization. He also explained that Sutphen was not available and wasn't willing to reschedule. Chief Lant discussed his desire to move sooner rather than later on the purchase of 291's replacement due the numerous problems that the truck has had especially recently. Commissioner Spackmann went around the room and asked for everyone's opinions. The comments were generally in favor of standardizing with KME with a few commenting on the loss of competition due to standardizing with one manufacturer. Following a lengthy discussion it was decided by the Board that the district would standardize with KME.

Commissioner Spackmann thanked the truck committee for their work on the standardization document they presented to the Board. He thought it was a very good first step. He commented the committee for the excellent job they did in such a short period of time. Commissioner Spackmann then asked for a motion to accept the truck committee's standardization document.

RESOLUTION #327 TO ACCEPT THE DISTRICT TRUCK COMMITTEE'S STANDARDIZATION DOCUMENT.

MOTION: Commissioner Kugler

SECOND: Commissioner Chouinard

RESOLVED to accept the District Truck Committee's Standardization Document.

VOTE: All in favor, motion carried.

Commissioner Spackmann then moved the conversation to discuss any other miscellaneous equipment that would need to be purchased. The first item discussed was the SCBAs. It was discussed that there is another NFPA upgrade coming in 2011 and that these upgrades are done every five years. SCBAs are currently inspected every year and there is no expiration on the packs themselves. Conversation then moved to gear and the life expectancy of gear is ten years. Commissioner Spackmann stated that it was important that we get a handle on the gear inventory in the next year in order to plan an accurate replacement schedule. Commissioner Chouinard stated that the ten year timeline begins from the time the gear is put into service not when it is issued. Commissioner Kugler also mentioned that there were some firefighters who wear out their gear in less than ten years while others look like new after ten years. Commissioner Spackmann stated that everyone needed to realize that there are going to be times when the district will need to replace gear that looks new. Deputy Chief Ellsworth also stated that the Deputy Chief's also need to make sure that the newer gear is being used by our active members and if there are members who aren't active who haven't been around their gear should be passed on to those active members and used.

Commissioner Spackmann then asked about thermal imaging cameras and make a mental note to keep it in mind. Assistant Chief Petkus asked if there was some kind of maintenance schedule for the thermal imaging cameras. Commissioner Kugler warned

that if you keep adding equipment to be paid for out of the equipment reserve there isn't going to be any money left to replace trucks. Commissioner Spackmann stated that including the equipment as part of a new truck purchase will help.

Commissioner Spackmann then went back to the conversation about SCBA bottles. He stated that it had been stated by Deputy Chief Davis that the district only needed one bottle per pack and one spare per pack. He wanted to know if that was still the case. FF B. Bishop stated that the only exception to that would be the bottles with the portable air system on R-263. Assistant Chief Petkus also recommended that the Board do away with specific company identification on bottles. That way when you need a bottle you don't have to worry about grabbing a company specific bottle. Chief Lant stated that the reason for that was that some of the companies kept track of their own bottles for hydro purposes. Commissioner Spackmann agreed that company identifiers for the bottles was necessary but that it should be something that is removable in the event a bottle is transferred from company to company. FF Bishop stated that once the bottles have been inventoried into Firetracker the hydro dates and length of service will be monitored through that program and reports will be generated when bottles are due to be hydrostatically tested or removed from service at the end of their life expectancy. He thought it would be somewhat beneficial to know which bottles were at which company to find it when it was time for service or replacement. Chief Lant asked about the Firetracker system and if it had the capability to track when maintenance should be done for generators or other equipment. FF Bishop stated that it did have that capability and would have even more capability with the addition of the full inventory module. He stated when the system is up and running it will help with maintenance schedules.

Deputy Chief Ellsworth asked if when the new purchasing agent is hired, would the inventory be a priority. He expressed that it would be a very labor intensive project for the new person. Deputy Chief Ellsworth stated that it would take a long time for one person to do. Commissioner Spackmann stated he believed that the new person would be assisting the District Secretary and working mainly on inventory.

Commissioner Spackmann then discussed the issue of recruitment and retention. He stated that Commissioner Waite talked about this at the last meeting. Commissioner Chouinard suggested that recruitment be part of every newsletter that gets sent out. Chief Lant stated that there was a project in the county a couple of years ago and he requested some banners from the county but never received any. FF Bishop stated that one thing the Board might want to consider would be an exit survey when someone leaves the district to find out what the factors were that led to their leaving. Assistant Chief Petkus also recommended that Companies could have Fire Prevention "Open Houses" to invite people into the firehouses and give them information about joining. Chief Lant also mentioned that he has used their Halloween party at Co. #4 as an opportunity to talk to people about joining. FF Bishop also discussed an upcoming Volunteer Fair that was taking place that weekend. Next year that might be an opportunity to speak with people who already were interested in volunteering. George Habig suggested that the district promote themselves better and get the word out about the things we do to the newspaper or on the website so that people can see what the district is doing. He also mentioned that he felt that there really wasn't much of a chance for the public to debate the Board at the budget hearing. Commissioner Kugler stated that much of what is said is scripted by the state and there really isn't much room for discussion. Commissioner Spackmann further explained that the hearing was

mainly for informational purposes and that the time for debate is during the workshops. Mr. Habig also inquired as to why the Saratogian hasn't used. Commissioner Kugler explained that there were problems in the past with accuracy of notices and that's why they weren't used as the district's official paper. There was also discussion about having a booth at the mall which could be manned by members from all four companies and talk about recruitment. Commissioner Chouinard mentioned that he might be able to get display boards donated to the district. Deputy Chief Ellsworth agreed that it was difficult to get people but the important thing to do is to keep those who are interested by being respectful to them, by making training interesting and making the experience meaningful and fun for the new member. He mentioned that Providence has hired a consultant to find out what is wrong with their membership. He also stated that he has also participated in a lot of team building activities and that the district could also benefit from as long as everyone buys into it and keeps an open mind. Chief Lant also discussed a leadership seminar that he and D/C King attend which was also valuable. He stated that he was disappointed by the lack of participation.

In summary it was decided that Commissioner Spackmann would then formulate a summary of the Future Planning Committee's activities and share it with the committee members before it is presented to the Board for adoption. It was also decided that the Committee would continue to meet quarterly in the upcoming year to keep moving forward and continue to make progress. There was also discussion regarding the lack of attendance at the meeting and the need for additional training for officers including district in-service training regarding district rules and forms. Deputy Chief Ellsworth also stated that it may be a good idea to go over the requirements to become an officer at company meeting to let people know the requirements and possibly inspire them to get involved. Deputy Chief Ellsworth stated that Deputy Chiefs should be attending meetings and if they can't they should have another representative and if they don't have a representative and they haven't been to a few meetings they should be brought before the Board and told to get their act together.

Commissioner Spackmann asked if there was any other business and there was not.

Meeting was adjourned at 8:15 pm.

Respectfully submitted,

Brian Bishop
Interim Purchasing Agent