

# **Board of Fire Commissioners**

Greenfield Fire District  
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## **October 24, 2012 Commissioners Workshop**

Workshop began at 7:07 pm.

Present were: Commissioners Atwell, Barss, Chandler, Spackmann, Waite, Secretary Petkus, D/P Chouinard, D/T Perkins.

Please see sign in sheet for others in attendance.

Flag salute/moment of silence recognized for departed members and troops overseas.

### **1. Open RFP's for Heating Oil:**

Superior Plus Energy Services: #2 fuel oil, fluctuating price of \$3.60 per gallon, price on day of delivery + \$.1675 differential.

G.A. Bove Fuels: #2 fuel oil, 2012-2013 heating season at fixed price of \$3.499 per gallon.

Bills to be reviewed before awarding RFP.

### **2. Approve Minutes:**

#### **RESOLUTION #210 TO APPROVE THE SEPTEMBER 26, 2012 COMMISSIONER WORKSHOP MINUTES AS WRITTEN.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to approve the September 26, 2012 Commissioner Workshop Minutes as written.

VOTE: All in favor, motion carried.

#### **RESOLUTION #211 TO APPROVE THE OCTOBER 16, 2012 BUDGET HEARING MINUTES AS WRITTEN.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve the October 16, 2012 Budget Hearing Minutes as written.

VOTE: All in favor, motion carried.

**3. Secretary Update:** Joyce Petkus

**RESOLUTION #212 GIVING NANCY WAITE PERMISSION TO ATTEND THE PRINCIPLES OF BUILDING CONSTRUCTION-NONCOMBUSTIBLE COURSE AT MONTOUR FALLS ON NOVEMBER 14-15, 2012.**

MOTION: Atwell

SECOND: Barss

RESOLVED to give Nancy Waite permission to attend the Principles of Building Construction-Noncombustible Course at Montour Falls on November 14-15, 2012.

VOTE: All in favor, motion carried.

- She and Jill need to move forward with the banquet favors and need a little more direction from the Board. Commissioner Spackmann noted they could meet quickly after the meeting.
- Annual dialer maintenance for all stations to be done Monday, November 5<sup>th</sup>.
- Previously sent out an email to the officers and Commissioners regarding hosting the FASNY Large Vehicle course and did not receive an answer from anyone. Brief discussion; Joyce to look into possibly using the Middle School or Greenfield Elementary.
- Officers requested permission to hold a 50/50 raffle at the annual banquet. Brief discussion; permission granted.
- Reminder that the Year End meeting is December 26<sup>th</sup> and the Organizational meeting is January 2, 2013.

**4. Purchasing Update:** Jill Chouinard

- New gear says "Greenfield Fire District" with removable tag numbers.
- Received nameplate spreadsheets from Co #2 and 3 only. Brief discussion; Jill to pick up spreadsheet at Co #4.
- Seamstress has been brought on board to help with uniforms.
- Co #2 windows are complete; Co #4 also complete as of this afternoon except for window with casement.
- Hose testing set up for Friday; D/C Middlebrook coordinating with everybody.
- Will also schedule ground ladder testing.
- Questions have been asked regarding year end money; brief discussion. Requests need to be in by the end of October - *in writing*.

**5. Treasurer Update:** Vanessa Perkins

- Last month KME refund received; another referendum will need to be done to spend that money unless the original referendum was for trucks and related equipment.

**RESOLUTION #213 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$9,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF EQUIPMENT AS ALREADY LISTED IN PREVIOUS RESOLUTIONS AND APPROVED BY THE BOARD.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to advertise a permissive referendum to withdraw and expend \$9,000.00 from the Equipment Reserve Fund for the purchase of equipment as already listed in previous resolutions and approved by the Board.

VOTE: Atwell, no; Barss, yes; Chandler, yes; Spackmann, yes; Waite, yes.

Motion carried.

- Budget discussion: Discussion regarding adding an additional \$3000-3500 for upgrades to fire reporting versus using any available year end money. Brief discussion regarding LOSAP estimation. Equipment Reserve Fund reduced \$5,000 to \$195,000.00 and LOSAP increased \$5000 to \$120,000.00. No change in overall budget.

## RESOLUTION #214 TO OVERRIDE THE 2% TAX CAP FOR BUDGET 2013.

MOTION: Spackmann

SECOND: Atwell

RESOLVED to override the 2% tax cap for budget 2013.

VOTE: All in favor, motion carried.

## RESOLUTION #215 TO APPROVE THE 2013 PROPOSED BUDGET WITH CHANGES AS READ.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to approve the 2013 Proposed Budget with changes as read.

VOTE: All in favor, motion carried.

### 6. Commissioner Updates:

- Mike Chandler:
  - Discussion regarding Co #3 furnaces, including installing 2 furnaces, both propane. There would be no AC in the Chief's office but they could put in a wall unit if necessary. Approximately \$22,000 for the whole thing. Brief discussion also regarding placement of the propane tank.

## RESOLUTION #216 TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND \$23,000.00 FROM THE BUILDING RESERVE FUND FOR THE REPLACEMENT AND INSTALLATION OF FURNACES AT THE MIDDLE GROVE FIREHOUSE.

MOTION: Spackmann

SECOND: Chandler

RESOLVED to advertise a permissive referendum to withdraw and expend \$23,000.00 from the Building Reserve Fund for the replacement and installation of furnaces at the Middle Grove firehouse.

VOTE: All in favor, motion carried.

## RESOLUTION #217 TO HIRE MIDDLEBROOK PLUMBING AND HEATING TO INSTALL FURNACES AT MIDDLE GROVE FIREHOUSE.

MOTION: Chandler

SECOND: Spackmann

RESOLVED to hire Middlebrook Plumbing and Heating to install furnaces at Middle Grove Firehouse.

VOTE: All in favor, motion carried.

- Kenny Waite:
  - Monday morning they are coming to change the motor and pulleys in the fan if it is not raining; they need to do it outside. Heater is hooked up and it will be wired to the fan switch.
  
- Darren Barss:
  - Asked D/C Ellsworth to have Brian speak to Jack King or Nancy Waite regarding the Distinguished Member Policy.
  - Have a Commissioner and the Director of Purchasing working on the SCBA at this time.
  - FASNY Recruitment and Retention seminar given the other evening; will be another project coming up and will be asking for volunteers.
  
- Jackie Atwell:
  - Probationary FF classes; going well, thanked everyone taking part in it.
  - Shows will be here Thursday morning to get test hole dug; Commissioner Chandler coordinating. Looked at last set of plans with parking and looked okay. Question regarding the siding and elevations; brief discussion; agreed to two tone similar to Co #2 with exposed concrete on the east side elevation.
  - Co #1 has a new member, Tyler Lafontaine, who lives outside District right off West Ave., would like to move ahead with application process. Board okayed.
  - Spoke to the Chief, 5 trucks to be pump tested will be serviced first.
  - 281 ladder rack lift motor seized up, being fixed.
  - Turbo on 292 blew oil; going to HL Gage; should be covered under warranty.
  - Should start looking at new tires for 296 and 273.
  - Co #1 lights are not coming on, needs to be looked at.
  - Brief discussion regarding pressure washing Co #1. Jill to get prices. A/C Coffey also noted that there is a vent on the wall that is open and needs to be looked at. Joyce to call Bill Reid.
  - Marquee board needs some work on the hinges. Bill Reid to look at as well.
  
- Richard Spackmann:
  - Nothing at this time.

### 7. Chief/Officer Reports:

#### **Report of the Chief – John Lant:**

- Not present this evening.

#### **Company #1 – A/C Coffey:**

- Nothing at this time.

**Company #2 – D/C Middlebrook:**

- Not impressed with the work ethic of the electrician the district uses.
- A/C Burwell noted the Argo dealer is ready to deliver this Friday. Discussion continued regarding selling the Rhino and the Cat. Director of Purchasing to be present for Argo delivery. Estimated value for Rhino is \$4000-6000 and Cat is \$1900-2800. Asking price for Rhino is \$5500; Cat is \$2500.

**RESOLUTION #218 DECLARING THE RHINO AND CAT SURPLUS EQUIPMENT.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to declare the Rhino and Cat surplus equipment.

VOTE: All in favor, motion carried.

**Company #3 – D/C Ellsworth:**

- Munter was at firehouse last night, found a couple of loose screws, but did not think that was the leak, thinks it is a moisture problem. Also, did not look at the stack that was leaking. Brief discussion; Commissioner Chandler to call.
- Has a pack down, located in his office.

**Company #4 – D/C King:**

- Everything is beautiful.

**8. District Guideline Review:**

- District Photographer Policy: no changes made.
- Investment Policy: no changes made.
- Pager Policy: no changes made.
- Firefighter Injury Policy: Moved to November 28<sup>th</sup> workshop agenda for discussion.

**9. District Projects**

- Current Projects:
  - District Office Building: see above.
- Future Projects:
  - None.

**10. Special Topics of Discussion:**

- Tim Kemp noted regarding the fire reporting, the computers should be owned by the District.
- Bob Roxbury handed in his furniture request to the District of Purchasing.

**RESOLUTION #219 TO GO INTO EXECUTIVE SESSION IN REFERENCE TO A DISCIPLINARY ISSUE REGARDING FIREFIGHTER JASON ABRAHAM AT 8:16 PM.**

MOTION: Spackmann

SECOND: Barss

RESOLVED to go into executive session in reference to a disciplinary issue regarding firefighter Jason Abraham at 8:16 PM.

VOTE: All in favor, motion carried.

**RESOLUTION #220 TO RECONVENE FROM EXECUTIVE SESSION AT 8:41 PM.**

MOTION: Spackmann

SECOND: Chandler

RESOLVED to reconvene from executive session at 8:41 PM.

VOTE: All in favor, motion carried.

Motion made by Commissioner Spackmann 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 Atwell to adjourn the workshop at 8:42 PM. All in favor.

Respectfully submitted,



Joyce A. Petkus  
District Secretary