

Board of Fire Commissioners

Greenfield Fire District
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The December 7, 2015 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:03 PM.

Present were:

Commissioners Atwell, Chandler, Kugler, Mann, Sadousky; D/A Treasurer Petkus, D/P Chouinard, D/T Thurman. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members, and to keep Nancy Waite and her family in our prayers.

Commissioner Chandler then asked Commissioner Kugler to say a prayer for departed member Kenny Waite.

RESOLUTION #387 DEDICATING A PAGE OF THE MINUTES IN HONOR OF DEPARTED MEMBER KENNETH WAITE, WHO SERVED 41 YEARS IN THE FIRE SERVICE AND 20 YEARS AS A COMMISSIONER.

MOTION: Chandler

SECOND: Kugler

RESOLVED to dedicate a page of the minutes in honor of departed member Kenneth Waite, who served 41 years in the fire service and 20 years as a Commissioner.

VOTE: All in favor, motion carried.

2. **Approve Minutes:** November 23, 2015 Commissioner Meeting Minutes as written.

RESOLUTION #388 APPROVING THE NOVEMBER 23, 2015 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Atwell

SECOND: Mann

RESOLVED to approve November 23, 2015 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

Commissioner Kugler questioned voucher #150691 the halogen lights; they are for Co #1. Also questioned voucher #150693, replacement of doors; it was noted Co #1 doors were recently replaced.

RESOLUTION #389 GIVING THE TREASURER PERMISSION TO PAY GENERAL ABSTRACT #23, VOUCHER #150662 THROUGH VOUCHER #150693 FROM THE GENERAL FUND, TOTALING \$22,444.82.

A3410.1	\$ 5,718.66
A3410.2	1,998.15
A3410.4	13,868.40
A9030.8	859.61

Total:	\$ 22,444.82

MOTION: Kugler

SECOND: Mann

RESOLVED to give the Treasurer permission to pay Abstract #23, Voucher #150662 through Voucher #150693 from the General Fund, totaling \$22,444.82.

VOTE: All in favor, motion carried.

RESOLUTION #390 GIVING THE TREASURER PERMISSION TO PAY RADIO RESERVE FUND, ABSTRACT #1, VOUCHER #RR15001 FROM THE RADIO RESERVE FUND, TOTALING \$4,428.00.

MOTION: Sadosky

SECOND: Atwell

RESOLVED to give the Treasurer permission to pay Abstract #1, Voucher #RR15001 from the Radio Reserve Fund, totaling \$4,428.00.

VOTE: All in favor, motion carried.

RESOLUTION #391 GIVING THE TREASURER PERMISSION TO PAY MONTHLY STATEMENT FROM KINCAID IN THE AMOUNT OF \$1,364.00.

MOTION: Kugler

SECOND: Mann

RESOLVED to give the Treasurer permission to pay the monthly statement from Kincaid in the amount of \$1,364.00.

VOTE: All in favor, motion carried

4. Reports of the Staff

• **Deputy District Secretary – D/A Petkus:**

- Read Thank You card received from Courtney Potter.
- Using SignUpGenius to RSVP for the banquet. Let her know if someone didn't get the email invitation. Deadline to RSVP is January 2nd.
- Co #1 and #3 has not come to fill out invitations for members without email.

• **Director of Purchasing – Jill Chouinard:**

- December 1st deadline has passed to have uniforms altered. Has two skirts for Commissioner Mann to try on.
- Has additional badges along with Commissioners badges. Will bring supplies

- o to the wake service on Wednesday.
- o Fire prevention trailer is in. Winch came in today.
- o Website meeting has been rescheduled for 12/15 at 7 pm.
- o New signs for the District Office ordered.
- o The two Argo radios and the radio replacing 299 are not back yet. County having difficulty.
- o Put a call in to Crawford Electric with regards to Co #2 lights. Have not received a call back.
- o Oliver B. Merlin Grant paperwork has been sent certified mail this time along with two other copies.
- o Co #4 garage doors are currently on hold.
- o Co #1 flashlights and pike poles are in.
- o Equipment came in for Low Angle Rescue.
- o Cap for the chain saw and oil mix is in for Co. #1.
- o Gear is missing from Co #4 lockers for Megan Smith and Cody Welch. Sent an email to D/C King and A/C Bogardus on 11/25 and have not heard from them. Discussion continued regarding process for gear to be returned.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - o Asked if the Board made a decision regarding closing some of the reserve funds. Lengthy discussion continued. Board to keep Building, Equipment, Ladder and SCBA Reserve Funds and eliminate EMS, Gear, Radio, Wellness and Fitness and Equipment Repair Reserves. Board would like to split the monies between the Equipment and SCBA Reserves.

5. Firefighter/Auxiliary Applications/Changes in Membership:

Firefighter New Members:

Co. #1 – None.

Co. #2 – None.

Co. #3 – None.

Co. #4 – Patricia Alfieri

Firefighter Changes in Membership: None.

There are no auxiliary applications.

RESOLUTION #392 GIVING CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER NEW MEMBER.

MOTION: Sadousky

SECOND: Kugler

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter new member.

VOTE: All in favor, motion carried.

6. Report of the Chief – John Lant

- Not present this evening.

7. Reports of the Companies: D/C Davis

• **Greenfield Center Co #1:**

- o Front door that was recently installed is not latching properly. Jill will follow up

with Jerrid. It was also noted that Co #4 door by the flagpole does not latch properly. Jerrid to take a look at it.

- Fire Police have 4 high band and 11 low band radios. Request to have radio issued to FF Crowley. Lengthy discussion took place. Can still get radios for \$1,072.00 plus \$75.00 programming. Jill is also pursuing radio inventory.

RESOLUTION #393 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO ISSUE FIREFIGHTER CROWLEY A RADIO FROM STOCK AND TO PURCHASE THREE MORE RADIOS TO BE KEPT IN STOCK.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give the Director of Purchasing permission to issue firefighter Crowley a radio from stock and to purchase three more radios to be kept in stock.

VOTE: All in favor, motion carried.

- Question as to whether Jerrid should be using Station Keeper truck for calls. Further discussion to continue in January.
- Would like a radio car charger; Jill to look into it.
- **Porter Corners Co #2: D/C Burwell**
 - Service for Kenny Waite is December 9th at Tunison Funeral Home. 271 will be there from 3-7 pm. Corinth will be standing by.
 - Would like brakes on 275 checked at Cornell's. Jill to send work order to Jerrid.
 - Asked how Terri is doing; she is doing much better.
 - Any pre-arranged standby's now need to be faxed to the county before the standby occurs. Brief discussion continued.
- **Middle Grove Co #3: D/C Ellsworth**
 - Has a quote for new counter tops for \$2,600.00. Co #3 will buy their own appliances.

RESOLUTION #394 ACCEPTING QUOTE FROM ADIRONDACK PLASTIC LAMINATES FOR NEW COUNTER TOPS AT CO #3 IN THE AMOUNT OF \$2,600.00.

MOTION: Kugler

SECOND: Mann

RESOLVED to accept quote from Adirondack Plastic Laminates for new counter tops at Co #3 in the amount of \$2,600.00.

VOTE: All in favor, motion carried.

- **Maple Avenue Co #4: A/C Bogardus**
 - Sent out email about car accident. A great community job.
 - Would like a radio strap; Jill to look into it.
 - Having problems with the switches on the stream lights. Brief discussion; will drop off lights to Jill.

8. EMS – Tim Kemp:

- Not present this evening.

9. Reports of the Commissioners:

- Sadousky
 - Training Requests were tabulated and sent to Ed Tremblay at Saratoga County; also offered to host classes in the District.
- Mann
 - Co #2 Breakfast w/ Santa was great.
 - 501C3 is moving along, except for Co #1, but they voted and it was approved.
 - AFG grant opened today. Thanks to all who helped. Sara Bogardus will be helping with the narrative of the grant.
- Kugler
 - Would like another four 1500 radios ordered with year end monies for Fire Police. Discussion continued

RESOLUTION #395 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PURCHASE FOUR MORE 1500 RADIOS FOR FIRE POLICE; PAYMENT TO COME OUT OF YEAR END MONEY.

MOTION: Kugler

SECOND: Sadousky

RESOLVED to give the Director of Purchasing permission to purchase four more 1500 radios for fire police; payment to come out of year end money.

VOTE: All in favor, motion carried.

- Atwell
 - A few trucks out of service lately. Discussion regarding recent repairs and bills expected to be coming in shortly:
 - Ladder truck bill should be coming in, not sure if work will be covered under warranty but KME.
 - Fire police truck had new tire installed
 - 282 has antifreeze leak. Also spoke to D/C Ellsworth tonight about fuel sensor issue on 281.
 - 292 has a problem with the light tower.
 - 263 driver side scene lights are out. No power at the power reel on driver's side. Will have this looked at.
 - 275 going to Cornell's for brake issues.
 - Email Duane sent out about the accident was excellent. Thank you!
 - Member dismissed from Co. #1 who failed to complete transfer paperwork, would like to be considered for transfer to Co. #2. Lengthy discussion took place; he will have to reapply after one year.
- Chandler
 - Have we heard anything from Smartwatt about Co. #4 lights? Have not heard from them. Joyce will contact them.
 - Would like uniforms for Station Keeper. Discussion continued; Jill to look into shirts, pants and coat.

10. Planning Board:

- Town of Wilton: Gary Bullard
 - Not present this evening.
- Town of Greenfield: Mike Chandler
 - Nothing at this time.

11. Grants:

- See previous discussion.

12. Special Topics of Discussion:

- The Board asked A/C Bogardus to explain the situation with his radio. Discussion continued. Insurance company asked for pictures of the radio. Make sure you have pictures of damaged property in future instances.
- D/C Davis would like the rescue headlights checked. Will send it to Cornell's.
- D/C Ellsworth stated that 281's fuel gage is incorrect. Will keep an eye on it.
- Commissioner Sadousky would like someone to supervise Station Keeper in his duties. Brief discussion continued; Commissioner Chandler will address it.
- Asked if all the employees signed receipts of the new employee manual; they are still coming in.

13. Final Comments from the Commissioners

- None.

14. Dispense with the reading of the minutes

RESOLUTION #396 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Kugler

SECOND: Mann

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Atwell with a second from Commissioner Sadousky to adjourn the meeting at 8:20 PM. All in favor.

Respectfully submitted,



Deidre Lanphear-Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer

*IN MEMORY
OF OUR
DEPARTED BROTHER*

KENNETH WAITE

*YOU WILL BE
MISSED BY ALL*