

Board of Fire Commissioners

Greenfield Fire District
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The September 9, 2015 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:04 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.
2. Open RFP: Only one received from G.A. Bove, Mechanicville, for 2015-2016 Fuel Season. Discussion continued.

RESOLUTION #299 ACCEPTING THE G.A. BOVE 2015-2016 FIXED FUEL CONTRACT.

MOTION: Atwell

SECOND: Kugler

RESOLVED to accept the G.A. BOVE 2015-2016 Fixed Fuel Contract.

VOTE: All in favor, motion carried.

3. **Approve Minutes:** August 24, 2015 Special Meeting Minutes, August 26, 2015 Commissioner Meeting Minutes, and September 1, 2015 Special Meeting Minutes as written.

RESOLUTION #300 APPROVING THE AUGUST 24, 2015 SPECIAL MEETING MINUTES, AUGUST 26, 2015 COMMISSIONER MEETING MINUTES, AND SEPTEMBER 1, 2015 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Mann

RESOLVED to approve August 24, 2015 Special Meeting Minutes, August 26, 2015 Commissioner Meeting Minutes, and September 1, 2015 as written.

VOTE: All in favor, motion carried.

4. Payment of Bills:

D/C King questioned Voucher #150494; it was noted it was part of the tool package. D/C King noted he has some 5 gallon buckets for free. Station Keeper to pick them up.

RESOLUTION #301 TO PAY ABSTRACT #17, VOUCHER #150493 THROUGH VOUCHER #150514 FROM THE GENERAL FUND, TOTALING \$13,056.83.

A3410.1	\$ 4,591.13
A3410.2	178.65
A3410.4	7,910.66
A9030.8	376.39

Total:	\$ 13,056.83

MOTION: Chandler

SECOND: Sadousky

RESOLVED to pay Abstract #17, Voucher #150493 through Voucher #150514 from the General Fund, totaling \$13,056.83.

VOTE: All in favor, motion carried.

5. Reports of the Staff

- **District Administrator – Joyce Petkus:**
 - New Member Orientation is this Saturday, September 12, 2015 at 8 a.m.
 - Updated e-mail addresses are due to Deidreby September 15th if you have not already done so.
- **Director of Purchasing – Jill Chouinard:**
 - Fire Prevention items have started to come in. Jill sent email to the committee. Advantage Press also donated 1,000 activity books.
 - Co #3 seal coating scheduled for this Thursday and Friday. Brief discussion; call A/C Jennings with any issues.
 - Co. #3 hard suction hose is in and ready for pick up.
 - Water supply replenished from Crystal Rock as they are cheaper.
 - Co. #2 central air has been repaired.
 - The bunker coats that were sent out to be repaired are back in station or waiting to be picked up at the District Office.
 - Needs clarification on interior/exterior firefighter classifications before distributing helmet stickers; spreadsheets will be handed out, please have them completed by next Tuesday.
 - Co. #2 lighting issue – Trouble shooting needs to be done in depth as it may be more of an electrical issue. Discussion continued.
 - Co #3 flagpole lights have been fixed.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - Reminder that the 2016 Proposed Budget must be approved no later than September 29, 2015. The last scheduled meeting is September 23, 2015 unless the Board schedules a special meeting.
 - Would like approval to pay Montour Falls invoice for Fire Service Instructor Training. Discussion regarding using the last of the past credit.

RESOLUTION #302 GIVING TREASURER PERMISSION TO PAY INVOICE OF \$74.00 RECEIVED FROM MONTOUR FALLS FOR FIRE SERVICE INSTRUCTOR TRAINING.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to give Treasurer permission to pay invoice of \$74.00 received from Montour Falls for fire service instructor training.
V OTE: All in favor, motion carried.

6. Firefighter/Auxiliary Applications: None.

Firefighter Changes in Membership:

Received only from Co. #2:

- Ryan Feulner is requesting a 30 day leave of absence.
- Robert Myers is requesting a leave of absence until 1/1/2016.

RESOLUTION #303 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP AS NOTED.

MOTION: Atwell
SECOND: Sadousky
RESOLVED to give the Chairman permission to sign off on Firefighter Changes in Membership as noted.
V OTE: All in favor, motion carried.

7. Report of the Chief – John Lant

- Rock City Falls 75th Anniversary is this Saturday, September 12th. Fire trucks are needed along with Fire Police.
- There will be an Old Timer's dinner October 17, 2015 at Co. #2 at 4 pm.
- Had a Truck Committee meeting with regards to the donated truck.
 - Everyone agreed it should go to Co. #2.
 - 272 should go to Co. #3.
 - Board should buy an F350 for the Maintenance department.
 - Skid unit should go to Town of Greenfield Highway Department.

8. Reports of the Companies: A/C Kenyon

- **Greenfield Center Co #1:**
 - Need more truck soap.
 - OK for Maintenance person to use mower.
- **Porter Corners Co #2: D/C Burwell**
 - Nothing at this time.
- **Middle Grove Co #3: D/C Ellsworth**
 - D/C Ellsworth will be out of town next week.
 - Air is working well. Had no roof leaks with rain recently. Brief discussion.
 - Asked about continuing Wi-Fi issue. Brief discussion; Jill will follow up with Kincaid.
- **Maple Avenue Co #4: D/C King**
 - Two new prospective members that are out of the district; Nick Larkin and Ray Connis. Board approved moving forward with applications.

9. EMS – Tim Kemp:

- EMS class Monday, September 14, 2015 at District Office. Topic is Spinal Immobilization and is essential for EMT's to recertify. Brief discussion continued.
- Couple of students in CPR Instructor class at Wilton EMS September 12, 2015.
- CPR/First Aid class is being held on September 26th, 2015. Available to anyone who wants to attend.

10. Reports of the Commissioners:

- Atwell
 - Aerial Ladder certification is in the works.
 - Landscaping will be completed by 9/14/15 by King Enterprises.
 - E-mail archive quotes are in. Board agreed to go ahead with archiving.
 - Lengthy discussion regarding phone quotes; Jill to get contract from Granite.
 - Defensive Driving classes due in 2016. Joyce to get quotes.
 - Old 281 generator: Brief discussion, to work with Jill on this.
 - Wonderful job on the Rehab bus. Invoice received on generator installation and after it is paid there will be approximately \$4,518.00 left in the account. Paint and striping will be about \$4,500. No more spending after this.
 - Invoice received for repairs to aerial truck. D/C King said it is working well.
- Kugler
 - Nothing at this time.
- Mann
 - Working with Dean Deuel on 501C3 application. The application fee is \$400.00, and \$500.00 for Bill Young which the Board has suggested be split with the company. Willing to help with Co. #1 and Co. #2.
 - Investment Committee wanted to meet September 17th to review charter.
- Sadosky
 - Co. #3 training request has been received. 9/30/15 is the first deadline and final is due by 11/30/15 to be tallied and sent to County.

11. Planning Board:

- Town of Wilton: Gary Bullard
 - Not present this evening.
- Town of Greenfield: Mike Chandler
 - Have not heard from Mr. Duffney with regards to the driveway stuff.

12. Grants:

- Commissioner Mann noted she has nothing at this time.

13. Special Topics of Discussion:

- Training Committee presentation moved to October 14, 2015.
- FF Spackmann requested executive session.
- Lt. McEachron questioned the recent hiring of the Station Keeper. Discussion continued; Board approved under 21.

RESOLUTION #304 TO GO INTO EXECUTIVE SESSION AT 7:50 PM IN REFERENCE TO THE EMPLOYMENT OF FIREFIGHTER RICHARD SPACKMAN.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to go into executive session at 7:50 pm in reference to the employment of Firefighter Richard Spackman.
VOTE: All in favor, motion carried.

RESOLUTION #305 TO RECONVENE FROM EXECUTIVE SESSION AT 8:44 PM.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to reconvene from executive session at 8:44 PM.
VOTE: All in favor, motion carried.

RESOLUTION #306 POSTPONING SEPTEMBER'S NEW MEMBER ORIENTATION CLASS TO FEBRUARY 2016. THE BOARD OF FIRE COMMISSIONERS WILL ADVISE AS TO WHO WILL BE INSTRUCTING THE FEBRUARY 2016 CLASSES BY DECEMBER 2015.

MOTION: Kugler
SECOND: Sadousky
Resolved to postpone September's New Member Orientation class to February 2016. The Board of Fire Commissioners will advise as to who will be instructing the February 2016 classes by December 2015.
VOTE: All in favor, motion carried.

RESOLUTION #307 TO GO INTO EXECUTIVE SESSION AT 8:48 PM IN REFERENCE TO THE EMPLOYEE EVALUATIONS.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to go into executive session at 8:48 pm in reference to the employee evaluations.

RESOLUTION #308 TO RECONVENE FROM EXECUTIVE SESSION AT 9:43 PM.

MOTION: Chandler
SECOND: Atwell
RESOLVED to reconvene from executive session at 9:43 PM.
VOTE: All in favor, motion carried.

- Budget discussion: The Board asked the Treasurer to update the 2016 budget based on the discussion regarding the employee evaluations and any possible overtime that may occur in 2016.

14. Dispense with the reading of the minutes

RESOLUTION #309 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 10:15 PM. All in favor.

Respectfully submitted,

Deidre Lanphear-Chandler

Deidre Lanphear-Chandler
Operations Secretary

Joyce Petkus

Joyce Petkus
District Administrator/Treasurer