

Board of Fire Commissioners

Greenfield Fire District
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The July 27, 2016 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:00 PM.

Present were:

Commissioners Atwell, Chandler, Dussault, Kugler, D/A & Treasurer Petkus, D/P Chouinard, D/T Thurman and S/K Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** July 13, 2016 Commissioner Meeting Minutes as written.

RESOLUTION #206 APPROVING THE JULY 13, 2016 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the July 13, 2016 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

RESOLUTION #207 TO PAY ABSTRACT #14, VOUCHER #160420 THROUGH VOUCHER #160438 FROM THE GENERAL FUND, TOTALING \$27,421.60.

A3410.1	\$	5,810.04
A3410.2		4735.56
A3410.4		16,384.28
A9000.8		492.72

Total: \$ 27,421.60

MOTION: Chandler

SECOND: Kugler

RESOLVED to pay Abstract #14, Voucher #160420 through Voucher #160438 from the General Fund, totaling \$27,421.60.

VOTE: All in favor, motion carried.

RESOLUTION #208 TO PAY ABSTRACT #6, VOUCHER #BR16011 THROUGH VOUCHER #BR16013 FROM THE BUILDING RESERVE FUND, TOTALING \$16,410.38.

MOTION: Kugler

SECOND: Atwell

RESOLVED to pay Abstract #6, Voucher #BR16011 through Voucher #BR16013 from the Building Reserve Fund, totaling \$16,410.38.

VOTE: All in favor, motion carried.

RESOLUTION #209 TO PAY ABSTRACT #2, VOUCHER #ER16003 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$15,731.00.

MOTION: Kugler

SECOND: Dussault

RESOLVED to pay Abstract #2, Voucher #ER16003 from the Equipment Reserve Fund, totaling \$15,731.00.

VOTE: All in favor, motion carried.

4. Reports of the Staff

- District Administrator – Joyce Petkus:

- 293 passed annual aerial testing.
- AFDSNY Workshop will be held in Saratoga beginning 10/14. There will also be a Vendor Expo open to everyone on that Friday, \$10 to attend.
- Boy Scout Leader Scott Nussbaumer lost his access card; it has been deactivated. Brief discussion; Board okayed a new one.

RESOLUTION #210 GIVING FIREFIGHTERS DANIEL DRUMM AND JERRID MARSHALL PERMISSION TO ATTEND FIRE OFFICER 1 AT THE NYS ACADEMY OF FIRE SCIENCE, MONTOUR FALLS, NY ON 8/11-8/14, 2016 AND 8/25-8/28, 2016. PERMISSION ALSO GIVEN TO TAKE 26 & 260.

MOTION: Kugler

SECOND: Chandler

RESOLVED to give Firefighters Daniel Drumm and Jerrid Marshall permission to attend Fire Officer 1 at the NYS Academy of Fire Science, Montour Falls, NY on 8/11-8/14, 2016 and 8/25-8/28, 2016. Permission also given to take 26 & 260.

VOTE: All in favor, motion carried.

RESOLUTION #211 GIVING THE TREASURER PERMISSION TO APPROPRIATE INSURANCE PROCEEDS OF \$2,466.13 TO REPAIRS, BUILDING, MAINTENANCE AND GROUNDS LINE ITEM.

MOTION: Atwell

SECOND: Dussault

RESOLVED to give the Treasurer permission to appropriate insurance proceeds of \$2,466.13 to Repairs, Building, Maintenance and Grounds Line Item.

VOTE: All in favor, motion carried.

- **Director of Purchasing – Jill Chouinard:**
 - Wilton FD is hosting an Assistance to Firefighters Grant Meeting 8/2 at 6 p.m. Board approved attending. Brief discussion.
 - Co. #4 pictures have been returned to the station. Looking for the binder containing the 55th Banquet photos.
 - Patron Membership ads are out and available; deadline to submit October 1st.
 - Pump Testing is scheduled for 8/5 & 8/6.
 - Co #3 is working on the electrical issues on the 1991 tanker.
 - Emailed paperwork on the sale of 282 and 283 to Canada and they have received it. Will ask for a contract from Brindle Mtn.
 - Quote has been received for well drilling. Will add to August agenda.
 - Will not be in the office this Thursday and Friday.

- **Station Keeper – Don Ranck:**
 - Overhangs at Co #3 need to have work done as the wood is rotting. Brief discussion; Jill to contact Bill Reed.

- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - Nothing at this time.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- Firefighter Applications/Changes in Membership: None.
- Auxiliary Applications:
 - Co. #2 – Kellyn Rowse.
- Auxiliary Changes in Membership: None.

RESOLUTION #212 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON AUXILIARY APPLICATION.

MOTION: Atwell

SECOND: Dussault

RESOLVED to give the Chairman of the Board permission to sign off on Auxiliary Application.

VOTE: All in favor, motion carried.

6. Report of the Chief – Justin Burwell

- Reviewed company trainings over the past few weeks.
- Pump Testing w/Wilton FD scheduled for August 5th and 6th.
- Reviewed the apparatus repair and maintenance, including CV joint that is going on 260.
- Spoke with Town Councilman, Walt Chandler and a meeting will be set up to discuss new EMS boundaries.
- Milton has asked that we participate in a Tanker Drill on 8/4 at 19:00 hrs.

RESOLUTION #213 GIVING PERMISSION TO PARTICIPATE IN THE TANKER DRILL AT MILTON ON 8/4/16.

MOTION: Kugler

SECOND: Atwell

RESOLVED to give permission to participate in the Tanker Drill at Milton on 8/4/16.

VOTE: All in favor, motion carried.

- Services for Arvin Hart's charter member Larry Rinaldi are 7/29/16. Would like permission to take 282 to the funeral procession.

RESOLUTION #214 GIVING PERMISSION TO TAKE 282 TO LARRY RINALDI'S FUNERAL PROCESSION ON 7/29/16.

MOTION: Kugler

SECOND: Chandler

RESOLVED to give permission to take 282 to Larry Rinaldi's funeral procession on 7/29/16.

VOTE: All in favor, motion carried.

- All four companies have discussed shutting off their siren. Sirens at Co #1 and #2 are off, Co #3 is on and Co #4 would like to keep their siren on for the noon whistle. Lengthy discussion continued; added to August 24th meeting agenda for further discussion. Station Keeper to call NY Fire & Security regarding Co #3 siren/dialer issue and hooking up Co #4 siren to a bell inside their firehouse.

7. Reports of the Companies:

- **Greenfield Center Co #1: A/C Chouinard**
 - Ken Woolley, is the new deputy treasurer; would like him to have access to President's Office. Board okayed.
 - Fire Prevention Prop to go to Ft. Edward for welding. Board okayed use of Maintenance truck to transport.
- **Porter Corners Co #2: D/C Middlebrook**
 - Water tanks have been filled and backfilled. Cleaning up the area. Will need more rubble at Co #3. Final grading to be done at Co #2.
- **Middle Grove Co #3: D/C Ellsworth**
 - Thanks to all for the help with the water tanks.
 - Would like a letter sent to Firefighter Ron Eichorst for his years of service. Brief discussion; a letter, along with a gift and certificate will be delivered to Firefighter Eichorst after the 70th Anniversary Banquet.
 - Would like future 283 to go to Saratoga Sign Pro for lettering, then after that would like to set up time to send it to KME for booster reel.
 - Would like to send contingent to KME in Pennsylvania for new 282 truck inspection. KME to rent van for transport. Brief discussion continued.

RESOLUTION #215 GIVING J. BURWELL, J. ELLSWORTH, J. JENNINGS, S. MURRAY, D. CUMM, M. MCGRATH, E. PETKUS, G. MILLER, C. THURMAN, J. ATWELL AND D. KUGLER PERMISSION TO TRAVEL TO KME IN NESQUEHONIG, PA FOR AN INSPECTION OF NEW 282 ON AUGUST, 8, 2016.

MOTION: Chandler

SECOND: Kugler

RESOLVED to give J. Burwell, J. Ellsworth, J. Jennings, S. Murray, D. Cumm, M. McGrath, E. Petkus, G. Miller, C. Thurman, J. Atwell and D. Kugler permission to travel to KME in Nesquehoning, Pa for an inspection of new 282 on August, 8, 2016.

VOTE: All in favor, motion carried.

- **Maple Avenue Co #4: A/C Bogardus**

- All is well.
- President N. King reported that training on the new phone system went well.

8. EMS – Nicole Thurman:

- Co #4 Coordinator Ackley has finished his CPR Instructor Course.
- FF J. Marshall did not complete BLS instructor class; he can no longer teach.
- Another firefighter signed up for EMT class.
- Next CME class is August 1, 2016 - Firefighter Rehab.
- Auto Pulses are in service. Battery life should be five years.
- Vital Sign Conference is in Syracuse from 10/13-10/16/16.

9. Reports of the Commissioners:

- Atwell
 - 293 has a primer problem; KME to work on it before pump testing begins.
 - S/K Ranck took care of heater leak on 282.
 - Was participation in the Big Truck Show on August 6th approved? Brief discussion. Board okayed.
 - D/C Ellsworth reported that large diameter valve on 283 cannot be opened.
- Dussault
 - Nothing at this time.
- Kugler
 - Co #3 would like \$300.00 to do some repairs to their garage.

RESOLUTION #216 GIVING \$300 TO CO #3 FOR GARAGE REPAIRS.

MOTION: Kugler

SECOND: Dussault

RESOLVED to give \$300 to Co #3 for garage repairs.

VOTE: All in favor, motion carried.

- KME is being bought out by E-One.
- President McGrath asked permission for Mann Wireless to use Co #3 for their training on 8/1/16.

RESOLUTION #217 GIVING MANN WIRELESS PERMISSION TO USE CO #3 FOR THEIR TRAINING ON 8/1/16.

MOTION: Kugler

SECOND: Dussault

RESOLVED to give Mann Wireless permission to use Co #3 for their training on 8/1/16.

VOTE: All in favor, motion carried.

- Chandler
 - Asked if anyone has looked at the phone system at the District Office. Kincaid has not had time to look it over yet.
 - Asked about completion of physicals. There are a few outstanding physicals.

10. District Policy Review:

- Access Card & Fob – no changes.
- Communication – no changes.
- Computer & Internet Use – no changes.
- Employee Privacy – no changes.
- New Member Orientation – revisions made.
- Firefighter/Auxiliary Injury – revisions made.
- Restricted Duty – revisions made.

Lengthy discussion regarding changes made to several policies.

RESOLUTION #218 TO ACCEPT THE CHANGES TO THE NEW MEMBER ORIENTATION, FIREFIGHTER/AUXILIARY INJURY AND RESTRICTED DUTY POLICIES AS PREVIOUSLY SUBMITTED.

MOTION: Chandler

SECOND: Kugler

RESOLVED to accept the changes to the New Member Orientation, Firefighter/Auxiliary Injury and Restricted Duty Policies as previously submitted.

VOTE: All in favor, motion carried.

11. Special Topics of Discussion:

- Co #1 new phone system: Jill suggested Kincaid come and speak to the Board on a Tuesday night; she will set that up.
- Co #4 President N. King questioned the quarterly points report. Discussion continued; Joyce clarified that LOSAP runs on the calendar year, and active status runs 11/1 – 10/31.
- A/C Jennings noted that the Rescue Committee has been talking with Marsars regarding purchasing some ice rescue suits. Brief discussion; Jill will put a quote together for the Board to review.

12. Dispense with the reading of the minutes

RESOLUTION #219 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Kugler

SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

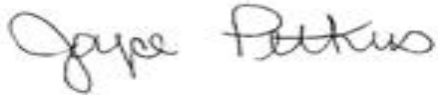
VOTE: All in favor, motion carried.

Motion made by Commissioner Atwell with a second from Commissioner Dussault to adjourn the meeting at 8:15 PM. All in favor, motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Deidre Chandler".

Deidre Chandler
Operations Secretary

A handwritten signature in cursive script that reads "Joyce Petkus".

Joyce Petkus
District Administrator/Treasurer