

Board of Fire Commissioners

Greenfield Fire District
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The February 8, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Vice Chairman Jack Sadousky at 7:00 PM.

Present were:

Commissioners Chandler, Dussault, King, Sadousky; Legal Counsel, William Young; D/A & Treasurer Petkus, D/P Chouinard, D/T Thurman, S/K Ranck. Excused: Commissioner Kugler. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** January 25, 2017 Commissioner Meeting Minutes
February 1, 2017 Special Meeting Minutes.

RESOLUTION #65 APPROVING THE JANUARY 25, 2017 MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the January 25, 2017 Meeting Minutes as written.

VOTE: All in favor, motion carried.

RESOLUTION #66 APPROVING THE FEBRUARY 1, 2017 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the February 1, 2017 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

Commissioner Chandler questioned Co #2 National Grid bill; it was noted it is for one month.

RESOLUTION #67 TO PAY ABSTRACT #3, VOUCHER #170032 THROUGH VOUCHER #170058 FROM THE GENERAL FUND, TOTALING \$41,514.13.

A3410.1	\$ 6,177.75
A3410.2	6,425.06
A3410.4	28,185.47

A9000.8 725.85

Total: \$ 41,514.13

MOTION: King

SECOND: Dussault

RESOLVED to pay Abstract #3, Voucher #170032 through Voucher #170058 from the General Fund, totaling \$41,514.13.

VOTE: All in favor, motion carried.

4. Reports of the Staff

- **District Administrator – Joyce Petkus:**

- Reminder physicals are March 1 – May 31 at Center for Occupational Health; Brianna Ahearn and Levi Barss both excused. Paperwork in baskets, it is also posted in the Member Only section of the website under forms.
- AFDCA Officer Installation/Reception is March 11th at Saratoga Casino/Hotel.
- AFDSNY Annual Meeting/Conference is April 20th – 22nd at the Desmond Hotel/Conference Center in Albany. Bill Young will be recognized for his years of service on that Thursday evening.

RESOLUTION #68 GIVING CO #2 AUXILIARY PERMISSION TO HOST THE FOLLOWING 2017 FUNCTIONS: FISH FRY ON MARCH 24TH 4 PM- 7 PM; BREAKFAST WITH THE EASTER BUNNY ON APRIL 24TH 8 AM - 11 AM; HALLOWEEN PARTY ON OCTOBER 29TH 2 PM – 4 PM; BREAKFAST WITH SANTA ON DECEMBER 10TH 8 AM – 11 AM.

MOTION: Chandler

SECOND: King

RESOLVED to give Co #2 Auxiliary permission to host the following 2017 functions: Fish Fry on March 24th 4 pm-7 pm; Breakfast with the Easter Bunny on April 24th 8 am - 11 am; Halloween party on October 29th 2 pm – 4 pm; Breakfast with Santa on December 10th 8 am – 11 am.

VOTE: All in favor, motion carried.

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

- Emmons was awarded bid for Co #1 well project
- District office generator is due for annual maintenance; \$175 for Advanced Power to service it. Brief discussion.

RESOLUTION #69 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO CONTACT ADVANCED POWER TO SCHEDULE THE DISTRICT OFFICE GENERATOR ANNUAL MAINTENANCE.

MOTION: Sadousky

SECOND: Chandler

RESOLVED to give the Director of Purchasing permission to contact Advanced Power to schedule the District Office generator annual maintenance.

VOTE: All in favor, motion carried.

- Tahoe bid is ready to be advertised. Bid opening will be February 22nd with the Board scheduled to award the bid at their March 8th meeting.
- Commissioner laptops/docking stations/computer supplies are ordered.
- Co #3 wet suits ordered.
- Generator fuel was low; Station Keeper and G.A. Bove went around to check and refill the generators.
- Co #3 siren was fixed.
- 269/299 radios were picked up.
- Recruit NY is April 29-30. Brief discussion.
- Banquet T-shirts: for firefighters, discussion continued regarding distributing/selling other T-shirts.
- Challenge coins: once Board sets price, they will be available for purchase.
- Will begin mailing the Installation/Inspection Sponsors the program booklets.
- **Station Keeper – Don Ranck:**
 - Nothing at this time.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - Nothing at this time.

5. Firefighter/Auxiliary Applications/Changes in Membership: NONE.

6. Reports from the Companies

- **Co #1: A/C Davis**
 - Would permission to host a Comedy Show Fundraiser.

RESOLUTION #70 GIVING CO #1 PERMISSION TO HOST A COMEDY SHOW FUNDRAISER ON APRIL 28, 2017.

MOTION: Sadousky

SECOND: King

RESOLVED to give Co #1 permission to host a Comedy Show Fundraiser on April 28, 2017.

VOTE: All in favor, motion carried.

Joyce noted that if they forward the flyer to the District office, she and Jill will post it.

- **Co #2: D/C Middlebrook**
 - Reminder that the upcoming jaws class with Dave Hatin is March 14, 16, 25, 28, 30th.
- **Co #3: D/C Ellsworth**
 - Asked if there has been any update on Co #3 roof issue; Commissioner Chandler noted he spoke to Commissioner King earlier; a meeting is scheduled on the 23rd.
- **Co #4: D/C Bogardus**
 - Noted that some trucks are listing incorrectly on the District website; Jill and the Chief handling it.

7. Report of the District Chief – Justin Burwell

- Not present at the moment as he is on a call. D/C Ellsworth noted in his

absence:

- Annual OSHA is underway;
- Truck checks are being done;
- Will be speaking with John Cameron tomorrow regarding the 281 invoice;
- Will possibly find out about 282 seat tomorrow
- Thanks to everyone involved regarding the recent Anniversary Installation/Inspection.

8. Report of the District EMS Coordinator – Nicole Thurman

- Not present this evening.

9. Reports of the Commissioners

• Chandler:

- Would like to see the District join with Wilton EMS to purchase EMS supplies. Brief discussion continued; Nate King also gave brief summary of how the purchasing would work. Mr. Young also explained that there are provisions in the statutes for inter-municipal agreements such as this one, and there should be something in writing setting up what the agreement will be. It was noted the District's Purchasing Policy will need to be updated, and Mr. Young will review it. Jill will contact Nash Alexander at WEMS to discuss procedure.

• Dussault:

- Asked about Co #4 pager; Jill noted she will give it to Captain King tonight.
- Spoke with Commissioner King regarding the land to be donated to the District. Brief discussion; Commissioner Dussault to contact Tom Hug.

• King:

- Has an issue regarding the 281 bills; they drained the diesel fuel out and then billed the district for re-filling it; paying mileage for them to go back and forth; has asked the Chief to take a look at it.
- Insurance review was last week, made some minor changes, added additional coverage under the Group Accident Policy for a minimal amount of money. Also noted that Provident is now offering an EAP program at no additional premium; Joyce is looking into it for comparison of the other program the District has been looking at.
- Would like to get together with the Assistant Chiefs to go over the status of the safety data sheets.
- Asked if there was any intention of installing the water tank at Co #1 this year. Brief discussion continued, including creating specs.

RESOLUTION #71 GIVING COMMISSIONER KING PERMISSION TO RESEARCH THE INSTALLATION OF A WATER TANK AT CO #1.

MOTION: King

SECOND: Chandler

RESOLVED to give Commissioner King permission to research the installation of a water tank at Co #1.

VOTE: All in favor, motion carried.

• Kugler:

- Not present this evening.

- **Sadousky:**
 - Commissioner Kugler is ill, hopes to see him back at the next meeting.
 - New Member Orientation Committee meeting is tomorrow evening; D/C Middlebrook is in charge, Commissioner Dussault and Sadousky are also involved. Would like to see it scheduled as they are behind in scheduling.
 - He and Commissioner King are usually in the office every day in the mornings working on various projects.

10. Planning Board

- **Town of Greenfield: Mike Chandler**
 - Nothing at this time.
- **Town of Wilton: Gary Bullard**
 - Nothing new at this time.
 - Asked if Joyce had heard anything regarding the McDonald's; Joyce noted she is waiting to hear if they will accept what she had sent. She also needs that information for Wendy at Saratoga County Self Insurance.

11. Special Topics of Discussion

- Councilman Walt Chandler present this evening to speak about the possible \$10,000 contribution from the Town regarding the water tanks. Councilman Chandler congratulated the District on its 70 year anniversary. Explained that the disaster plan needs to be updated, and handed out copies to the Board. In looking into it, it is the Supervisor's job to appoint the EMO; would like the Town Board and firefighters to work jointly on this project. In looking at the document, not sure how much information the EMS Coordinator may already have, numbers need to be updated. Questioned how the Board would like to tackle it. Commissioners King and Sadousky offered to represent the Board. Councilman Chandler noted he spoke to the Supervisor about additional funding, and one of the questions that arose was is the water potable, since there is no municipal water and if an emergency arose, would the people be able to get water, and that is why the Town wanted to support the District with the water tanks. Commissioner King noted that the State, through SEMO, has a stock pile of various equipment in Queensbury; the Town would just have to have the means to transport it. Commissioner Chandler noted the intent was for the Town to be able to get water from these wells, and because it is potable and because the Health Department could get involved, even though technically it is not potable coming directly out of the well without testing, could they do a boil water alert to be safe. Commissioner Sadousky asked D/C Ellsworth, to speak to the Chief about getting one representative from each company to assist on the disaster plan. Councilman Chandler noted the Town would like to financially support the plan and will be bringing this info back to the Town Board meeting tomorrow evening. He also noted he would like to keep the lines of communication open, as what happened last year was the budget came and went, and they had agreed to pay for the one well and he would like to hold to that. Commissioner Sadousky questioned that he did not see any line item in the Town budget to cover this; and in speaking to the Town Clerk, there had been discussion by the Town Board, but ultimately there was no \$10,000 allocated to the fire district. Councilman Chandler noted there are funds that could be allocated but it is not a line item because there were early discussions, but then those discussion went

away, but they budgeted money just in case. Commissioner Sadousky noted he was under the impression that the money just doesn't exist; Councilman Chandler noted that is not the case, he had a direct conversation with the Supervisor about it. The reason it was not allocated directly is because there were not discussions and it just did not get done. They said they would support it and that's what he plans on doing. If he could bring the plan with some real answers to the Town Board, then they can allocate any funds needed. Commissioner Sadousky questioned if there is any money coming from the Town of Greenfield to the Greenfield Fire District in that amount to go towards the water tank; Councilman Chandler explained that if he discusses it with the Town Supervisor that's what we said then he have the money. They will want to know the details, and that didn't happen, so that is what we need to do to open the lines of communication. If we work on the disaster plan and decide that this is potable water for the Town or a point, the boil water notice, the stock pile in Queensbury, as the liaison he will bring all this to the Town Board and there will be funding.

- D/C Ellsworth asked Councilman Chandler why the Fire District can't get the building inspector's phone number, or someone else to call, if they come across a building that needs to be inspected, especially during off hours. They do not have this issue with the Town of Wilton. Councilman Chandler noted he has been on scene with the firefighters at all hours and understands what they do, and he will work on it. Chief Burwell noted that at a recent call he notified the Town, and a week later he received a letter from the building inspector asking about the damage; it was apparent he himself had not yet been to the scene.
- Councilman Chandler would like to see more open communication between the Town and the fire district. He is looking forward to working with the committee on updating the disaster plan.
- EAP program: Joyce asked for it to be moved to the next meeting as she does not have all the information from the other company yet.

RESOLUTION #72 GIVING THE DISTRICT OFFICERS PERMISSION TO TAKE ANY NEEDED DISTRICT APPARATUS ANYWHERE IN SARATOGA COUNTY TO ASSIST IN THE FIREFIGHTER I TRAINING CLASSES.

MOTION: Sadousky

SECOND: Chandler

RESOLVED to give the District Officers permission to take any needed District apparatus anywhere in Saratoga County to assist in the Firefighter I training classes.

VOTE: All in favor, motion carried.

- D/P Chouinard asked if any decision has been made regarding the chimney sweeps; Chief Burwell noted he has not gotten anything back yet.
- D/P Chouinard asked if there needed to be discussion on the dry hydrants; Chief Burwell asked for it to be moved to the next agenda.

RESOLUTION #73 ENTERING INTO EXECUTIVE SESSION AT 7:45 PM REGARDING THE SUSPENSION OF A PARTICULAR FIREFIGHTER.

MOTION: Sadousky
SECOND: Dussault
RESOLVED to enter into executive session at 7:45 pm regarding the suspension of a particular firefighter.
VOTE: All in favor, motion carried.

RESOLUTION #75 RECONVENING FROM EXECUTIVE SESSION AT 7:58 PM.

MOTION: Sadousky
SECOND: Dussault
RESOLVED to reconvene from executive session at 7:58 pm.
VOTE: All in favor, motion carried.

12. Final Comments

- None.

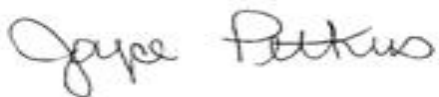
13. Dispense with the reading of the minutes

RESOLUTION #76 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Dussault
SECOND: King
RESOLVED to dispense with the reading of the minutes.
VOTE: All in favor, motion carried.

Motion made by Commissioner Dussault with a second from Commissioner Chandler to adjourn the meeting at 7:59 PM. All in favor.

Respectfully submitted,



Joyce Petkus
District Administrator/Treasurer