

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
(518) 893-0723
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The November 8, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Jack Sadousky at 7:00 PM.

Present were:

Commissioners Chandler, Dussault, King, Miller, Sadousky; D/A & Treasurer Petkus, and D/P Chouinard. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** October 25, 2017 Commissioner Meeting Minutes as written.

RESOLUTION #296 APPROVING THE OCTOBER 25, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

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

VOTE: All in favor, motion carried.

3. Payment of Bills:

RESOLUTION #297 APPROVING PAYMENT OF ABSTRACT #21, VOUCHER #170543 THROUGH #170563 FROM THE GENERAL FUND, TOTALING \$51,272.28.

A3410.1	\$	5,912.04
A3410.2		30,197.74
A3410.4		14,710.22
A9000.8		452.28

Total:	\$	51,272.28

MOTION: King

SECOND: Sadousky

RESOLVED to approve payment Abstract #21, Voucher #170543 through #170563 from the General Fund, totaling \$51,272.28.

VOTE: All in favor, motion carried.

RESOLUTION #298 APPROVING PAYMENT OF ABSTRACT #7, VOUCHER #BR17014 THROUGH VOUCHER #BR17015 FROM THE BUILDING RESERVE FUND, TOTALING \$3,875.35.

MOTION: Dussault

SECOND: Chandler

RESOLVED to approve payment Abstract #7, Voucher #BR17014 through Voucher #BR17015 from the Building Reserve Fund, totaling \$3,875.35.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- 2018 District Auxiliary Liaison is Patty Kellerhouse.
- 2018 Chief's letters due on 10/31; only one was received by Jay Ellsworth.

RESOLUTION #299 GIVING JACK KING, GEORGE MILLER, JACK SADOUSKY, JOYCE PETKUS, JAY ELLSWORTH, JASON JENNINGS, EDWARD PETKUS PERMISSION TO ATTEND THE AFDCA FALL WORKSHOP ON 11/11/17 AT BOGHT COMMUNITY FIRE DISTRICT, ALBANY COUNTY. PERMISSION TO ALSO TAKE 280.

MOTION: Miller

SECOND: Dussault

RESOLVED to give Jack King, George Miller, Jack Sadousky, Joyce Petkus, Jay Ellsworth, Jason Jennings, Edward Petkus permission to attend the AFDCA Fall Workshop on 11/11/17 at Boght Community Fire District, Albany County. Permission to also take 280.

VOTE: All in favor, motion carried.

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

- AFG Grant is still not out; Commissioner King noted he received email today.
- Remaining work shirts were ordered. When the new Uniform Policy is approved, will get them distributed to the companies.
- 292 jaws almost complete; Chief Burwell noted it is not.
- Request sent out for 2018 gear fitting. Please think of who needs new gear. Would like to have fitting in February.
- New packs are in service. A couple of quirks with the TIC masks but that has been worked out.
- Would like to surplus old AV3000 masks and sell 30 of them for \$50.00 each.

RESOLUTION #300 DECLARING 30 AV3000 MASKS AS SURPLUS. ALSO, GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PUT THEM UP FOR SALE.

MOTION: King

SECOND: Chandler

RESOLVED to declare 30 AV3000 masks as surplus. Also, giving the Director of Purchasing permission to put them up for sale.

VOTE: All in favor, motion carried.

- Portable radios arrived yesterday. Coordinating with Chief Burwell and Saratoga County to get them programmed.
- Year end wish lists received from all four companies; will have pricing for the Board to review by the next meeting.
- Have been discussing the 2018 Dinner/Awards night with the Board. Brief discussion; questionnaire to be sent out to membership.
- Read some fire prevention Thank Yous received from Greenfield Elementary.
- **Station Keeper – Don Ranck:**
 - Report attached.
- **Treasurer – Joyce Petkus:**
 - 2018 Budget delivered to both Towns.
 - Working on moving over to full modified accrual. Discussion continued; Joyce explained the new reports that will now be sent out with the abstracts. Also requested that if anyone gets quotes/estimates to please forward them to the district office to be encumbered.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co #1: Chris Thurman, 6 month leave of absence.
- **Auxiliary Applications/Changes in Membership:** None.

RESOLUTION #301 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGE IN MEMBERSHIP.

MOTION: Miller

SECOND: Dussault

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter Change in Membership.

VOTE: All in favor, motion carried.

6. Report of the Chief – Chief Burwell:

- Reported on various training.
- Apparatus:
 - 261 and 293 tires replaced. 261 quote \$1,422.00 and 293 is \$1,642.00
 - 280 and Maint-1 tires to be done this week. 280 quote is \$680.00 and Maint-1 is \$760.00.
 - Need permission to have oil changed on 296, also permission to have 281 and 291 looked at for oil leaks and to check 290 as air conditioning won't shut off. Board okayed.
- Garrison side of 292 jaws install completed; still waiting on cord reel from KME.
- Chief's Order 01-2017 regarding staging for alarms is effective as of this afternoon. Has been sent out to surrounding ambulance agencies. Brief discussion continued.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard:**
 - All quiet.

- **Porter Corners Co #2: D/C Middlebrook**
 - All set.
- **Middle Grove Co #3: D/C Ellsworth**
 - Spoke with Mr. Lenihan regarding 283; he does not want the truck back.
 - Discussion amongst the Chiefs last night regarding some changes to the Installation Inspection. Brief discussion continued; Board approved spending up to \$12,500.00 for the 2018 Installation/Inspection.
- **Maple Avenue Co #4 D/C Bogardus:**
 - Thanked the Board for their support and the battery operated jaws.
 - Commissioner Sadousky congratulated A/C Bogardus on his election to the Wilton Town Council.

8. EMS – Ed Petkus:

- Not present this evening.

9. Reports of the Commissioners:

- Chandler
 - Thanks to everyone for the cards, letters, texts, phone calls, flowers, etc. over the last couple weeks.
- Dussault
 - Reviewed uniform policy; doesn't agree that Commissioners wear a white hat.
 - Will hopefully gain some knowledge at the Retention Meeting on 11/14 with Commissioner Miller.
- King
 - Asked if the tank parts are in; A/C Davis noted they are in.
 - Would like to get a better handle on how money is spent.
- Miller
 - Questioned who the Chief's Order applies to; Chief Burwell noted it only applies to the District membership. Brief discussion continued.
 - Will be hosting a meeting with the youngest firefighters next Tuesday to try to find out why young people are not joining. Discussion continued. Has not heard from all those invited; if the officers have other younger members they would like to send, please do so as he would like representation from each company. Commissioner Dussault would like to see the under 18 firefighters have access to the firehouses; brief discussion continued regarding liability.
- Sadousky
 - Thanks to the Town of Greenfield for Co #3 paving. Regarding the millings from the project Commissioner Sadousky noted the following:

“The Commissioners would like to thank the Town of Greenfield Highway Department for their labor and use of equipment for the installation of the new parking lot at the Middle Grove firehouse, saving the district thousands of dollars had we had to bid out the project. Previously the Board had agreed that the town bring the parking lot millings to Palette's for recycling and the district would get a minimal amount of money back. We would like the check for the millings, which is only \$250.00, be paid directly to the Town of Greenfield Highway Department; this will help offset their cost of removal of the millings and to recognize them for all that they do for our fire district”.

- At the last meeting, the Board made a mistake regarding granting life members access to the firehouses. Co #1 had asked that access not be granted to a life member; he publicly apologized to Karen Gibbins and that per the Access Card & Fob policy the Board has granted access. Mrs. Gibbins thanked the Board for their compassion.

10. Planning Board:

- Town of Wilton: Gary Bullard
 - Nothing at this time.
- Town of Greenfield: Mike Chandler
 - Nothing new.

11. Special Topics of Discussion:

RESOLUTION #302 APPROVING CHANGES TO THE AUXILIARY BY-LAWS, EFFECTIVE JANUARY 1, 2018.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the changes to the Auxiliary By-Laws, effective January 1, 2018.

VOTE: All in favor, motion carried.

- Captain Barss gave a presentation regarding the possible construction of a roof simulator training facility. Discussion continued. Request made to hire an architect to draw up plans.

RESOLUTION #303 ALLOCATING \$1,500.00 FOR THE TRAINING COMMITTEE TO HIRE AN ARCHITECT TO DESIGN A ROOF SIMULATOR TRAINING FACILITY.

MOTION: Sadousky

SECOND: Miller

RESOLVED to allocate \$1,500.00 for the Training Committee to hire an architect to design a roof simulator training facility.

VOTE: All in favor, motion carried.

- Chief Burwell should have a draft of Best Practices by the next meeting.

12. Final Comments:

- None.

13. Dispense with the reading of the minutes

RESOLUTION #304 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Dussault

SECOND: Miller

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

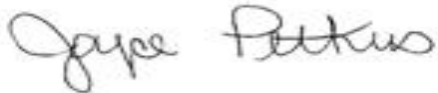
Motion made by Commissioner Dussault with a second from Commissioner Miller to adjourn the meeting at 8:00 PM. All in favor.

Respectfully submitted,

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

Deidre Chandler
Operations Secretary

Reviewed/Approved,

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

Joyce Petkus
District Administrator/Treasurer