

Board of Fire Commissioners

Greenfield Fire District
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The October 25, 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 Dussault, King, Miller, Sadousky; D/A & Treasurer Petkus, and D/P Chouinard. Excused: Commissioner Chandler, Chief Burwell. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members. Thoughts are with Commissioner Chandler's father who is very ill.
2. **Approve Minutes:** October 11, 2017 Commissioner Meeting Minutes as written. and October 17, 2017 Budget Hearing Meeting Minutes as written.

RESOLUTION #279 APPROVING THE OCTOBER 11, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the October 11, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

RESOLUTION #280 APPROVING THE OCTOBER 17, 2017 BUDGET HEARING MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the October 17, 2017 Budget Hearing Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

RESOLUTION #281 TO PAY ABSTRACT #20, VOUCHER #170508 THROUGH #170542 FROM THE GENERAL FUND, TOTALING \$34,484.04.

A3410.1	\$	5,912.04
A3410.2		4,020.85
A3410.4		24,098.88
A9000.8		452.27

Total: \$ 34,484.04

MOTION: Dussault

SECOND: Miller

RESOLVED to pay Abstract #20, Voucher #170508 through #170542 from the General Fund, totaling \$34,484.04.

VOTE: All in favor, motion carried.

RESOLUTION #282 TO PAY THE SCBA RESERVE FUND ABSTRACT #2, VOUCHER #SCBA17002, TOTALING \$243,000.00.

MOTION: King

SECOND: Dussault

RESOLVED to pay the SCBA Reserve Fund Abstract #2, Voucher SCBA17002, totaling \$243,000.00.

RESOLUTION #283 TO PAY THE BUILDING RESERVE FUND ABSTRACT #6, VOUCHER #BR17009 THROUGH VOUCHER #BR17013, TOTALING \$27,481.84.

MOTION: Dussault

SECOND: King

RESOLVED to pay the Building Reserve Fund, Abstract #6, Voucher #BR17009 through Voucher #BR17013 totaling \$27,481.84.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- Received some Thank You's from Fire Prevention.
- Need to know who is going to AFDCA Fall Workshop on November 11th.
- 15-20 people came for flu vaccines last night.
- District Liaison letters previously due; Patty Kellerhouse was the only one who put a letter in.
- Reminder that Auxiliary By-Laws are on the agenda for approval 11/8.
- Reminder that the second November meeting is 11/29, which is the fifth Wednesday in November.
- Read letter received from D/C Ellsworth; he would like his name placed on the ballot for the Chief's election. Anyone else wishing to add their name must do so before October 31st deadline.

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

- Would like to table the Uniform Policy until next month.
- The AFG grant is not available yet.
- Price from the Town for salt is \$1,971.55.
- Air packs are all set and ready to go. Gave summary on process to put new packs into service and take old packs out of service. One screwdriver and one wrench will be issued to each company. Requested that when TIC masks are issued, to please notify her of who they were issued to.
- Handed out spreadsheet of SCBA masks. The old masks will not work with the new packs. Brief discussion continued. AA batteries were also

purchased, and by the time batteries will need to be changed out, it should be pack inspection time.

- Co #3 TIC has been shipped back. Will be here next week.
- TIC batteries are at factory for refurbishing.
- Co #4 new 4 gas, gas meter is in. Will deliver in the next couple days.
- Still have not received E. Van Nostrand's pager back. Received V. Cunningham's pager and A. Brooks' pager and gear back.
- Cancer Seminar on December 19th at Co #1 at 7 p.m.
- Purchased twelve refurbished portable radios.
- **Treasurer/Deputy Treasurer – Joyce Petkus:**

RESOLUTION #284 GIVING JOYCE PETKUS PERMISSION TO ATTEND THE NYS GFOA NORTHEAST & CENTRAL FALL SEMINAR ON 11/3/17 AT THE OLYMPIC TRAINING CENTER, LAKE PLACID. PERMISSION GIVEN ALSO TO PAY \$50.00 FOR THE COST OF SEMINAR.

MOTION: Dussault

SECOND: Miller

RESOLVED to give Joyce Petkus permission to attend the NYS GFOA Northeast & Central Fall Seminar on 11/3/17 at the Olympic Training Center, Lake Placid.

Permission also given to pay \$50.00 for the cost of the seminar.

VOTE: All in favor, motion carried.

RESOLUTION #285 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$3,972.35 FROM CO. #4 GENERATOR INSURANCE CLAIM PAYMENT TO .4 REPAIRS, BUILDINGS, MAINTENANCE AND GROUNDS LINE ITEM, AND \$300 FROM CME REIMBURSEMENT TO .4 EMS TRAINING LINE ITEM.

MOTION: Miller

SECOND: King

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$3,972.35 from Co. #4 generator insurance claim payment to .4 Repairs, Buildings, Maintenance and Grounds line item, and \$300 from CME reimbursement to .4 EMS Training line item.

VOTE: All in favor, motion carried.

Approval of the 2018 budget: the Board did not be override the tax cap as the 2018 budget is a zero increase from 2017; the Treasurer then completed/submitted the tax cap form.

RESOLUTION #286 ADOPTING THE 2018 BUDGET SUMMARY AND ADDENDUM AS SUBMITTED BY THE TREASURER.

MOTION: Dussault

SECOND: Miller

RESOLVED to adopt the 2018 Budget Summary and Addendum as submitted by the Treasurer.

VOTE: All in favor, motion carried.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co #1: Matthew Boyd is moving into the District.
 - Co #4: Victoria Cunningham, resignation, moved outside the district; Owen Mullen moving back outside the district to his previous address.

RESOLUTION #287 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Sadousky

SECOND: Dussault

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

VOTE: All in favor, motion carried.

- **Auxiliary Applications/Changes in Membership:** None.

6. Report of the Chief: Given by D/C Ellsworth:

- Reviewed various trainings.
- Apparatus:
 - 263 and 291 lights scheduled to be repaired.
 - 271 back in service.
 - Tire replacements are scheduled for the week of November 6th.
 - Waiting for paint quotes for 261 and 281.
- NYS Forest Ranger would like to host a Wilderness Medic Class on January 11-12, 2018 at Co #1.

RESOLUTION #288 GIVING RANGER GOETKE PERMISSION TO HOLD A WILDERNESS MEDIC CLASS JANUARY 11-12, 2018 AT CO #1.

MOTION: Sadousky

SECOND: Miller

RESOLVED to give Ranger Goetke permission to hold a Wilderness Medic Class January 11-12, 2018 at Co #1.

VOTE: All in favor, motion carried.

- Co #3 and Co #4 were used recently as command centers for two different searches. Would like the Board to consider updating firehouses with cell and radio service repeaters, and secure wireless network that members do not have access to when things like this happen. Sheriff's department was very grateful for the use of these building when they needed them.
- District truck committee agrees that the district should cut its losses with 283 and not continue to sink money into it. Would like to have it declared surplus and remove all equipment.
- Fire Police will be assisting the Town at their 5 K race on Saturday at Brookhaven Golf Course on Alpine Meadows Road.

- D/C Ellsworth has taken 260, 270, 280 and 290 for servicing; everything looks good. 280 just needs new tires and 290 needs new mirror. Mirror to be ordered from Cornell's.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Everything's good.
- **Porter Corners Co #2: D/C Middlebrook**
 - Training building has been used several times and everyone likes it.
 - Hydro seeding was done this past Monday. Thanks to Walt Barss.
 - Thanks for purchasing new portables.
 - Would like permission to take 26 and 270 to Knox in Albany County to look at apparatus.

RESOLUTION #289 GIVING OFFICERS PERMISSION TO TAKE 26 AND 270 TO KNOX IN ALBANY COUNTY ON NOVEMBER 4, 2018.

MOTION: Sadousky

SECOND: Miller

RESOLVED to give Officers permission to take 26 and 270 to Knox in Albany County on November 4, 2018.

VOTE: All in favor, motion carried.

- **Middle Grove Co #3: D/C Ellsworth**
 - Thanks for the new portables.
 - Brandon Ray would like to run for Lieutenant but is missing Pump Ops. It was also noted that Levi Barss would like to run for Lieutenant also but is missing Vehicle Extrication. Brief discussion continued.

RESOLUTION #290 GRANTING WAIVERS TO BRANDON RAY AND LEVI BARSS TO RUN FOR LIEUTENANT WITH THE UNDERSTANDING THAT THEY MUST COMPLETE MISSING COURSES AS SOON AS THEY BECOME AVAILABLE.

MOTION: Sadousky

SECOND: Miller

RESOLVED to grant waivers to Brandon Ray and Levi Barss to run for Lieutenant with the understanding that they both must complete missing courses as soon as they become available.

VOTE: All in favor, motion carried.

- **Maple Avenue Co #4: A/C Bullard**
 - Has an applicant that lives outside the District; Anthony Viviani. Brief discussion.

RESOLUTION #291 GIVING CO #4 PERMISSION TO MOVE AHEAD WITH OUT OF DISTRICT APPLICANT, ANTHONY VIVIANI.

MOTION: Dussault

SECOND: King

RESOLVED to give Co #4 permission to move ahead with out of district applicant, Anthony Viviani.

VOTE: All in favor, motion carried.

- Garrison was at Co #4 to install the jaws on 292 but ran into some issues. Currently working on resolving them. Discussion continued. They are able to use the cutter and still very impressed with them. Thanked the Board again for the jaws.
- Would like the Board to consider the purchase of struts with year end money.

8. **EMS – Ed Petkus:**

- Nothing at this time.

9. **Reports of the Commissioners:**

- Chandler
 - Not present this evening.
- Dussault
 - Would like to start a committee to look into the disconnect of members leaving. Discussion continued. Would like two members from each company on the committee, no disrespect, but he would prefer non-officers. Please take this back to the firehouses for discussion at the next meeting. He and Commissioner Miller to also sit on committee, but they want the information to come from the membership.
- King
 - Thanked Joyce for her patience in assisting the Board with budgetary items and moving money as necessary.
 - Co #3 501C3 paperwork was sent out to the accountant. Vice President McGowan noted that Co #2 received their 501C3 status last week; copies of paperwork to be forwarded to Joyce. Brief discussion continued.
 - AFG grant still not released.
 - Cautioned that the TIC camera on the mask can very easily be left on and run the batteries down.
 - Reminder to have your people check their LOSAP points so they are not surprised at the end of the year!
- Miller
 - Would like to implement exit interviews with those firefighters that resign, if they are willing to participate; will need the help of the officers to make this successful. Brief discussion continued.
- Sadousky
 - Life member of Co #1 requested access to the firehouse; Co #1 voted not to grant access. The Board is going to respect the wishes of the company, but it is the responsibility of Co #1 to notify that life member. Asked D/C Chouinard to let the President or Vice President know to take care of this.
 - At a previous meeting the Board was told that the radios would be returned to

the apparatus, yet there was a call the other morning and portable 294 responded when Co #4 wasn't assigned to the call. Questioned who is portable 294. It was noted that it was Lt. Ramsey. Commissioner Sadousky noted that he is in violation of Chief's order 01-2016. Discussion continued; A/C Bullard was asked to get together with D/C Bogardus and Chief Burwell to rectify this situation and report back to the Board at the next meeting.

- Recently there were two searches, one person allegedly had a hand gun, and although we always try to assist the police, he is concerned that the members are potentially being put in harm's way as they are not armed or protected. Lengthy discussion continued, including whether or not our assistance was requested. D/C Ellsworth noted that for the Co #3 search, the Sheriff's department made it very clear that they would not have requested assistance if circumstances had been different. He and Chief Burwell were thoroughly updated throughout this call. A/C Bullard noted he believes that they were requested to assist with the school evacuations. Commissioner Sadousky requested serious discussion by the senior leadership regarding this safety issue and that maybe an SOP needs to be created.

10. Planning Board:

- **Town of Wilton: Gary Bullard**
 - Bank will be back in a few months and will be sprinklered, and they are also talking about hydrant locations.
- **Town of Greenfield: Mike Chandler**
 - Not present this evening.

11. District Guideline Review:

- SCBA Qualified Firefighter: no changes made.
- Pager: no changes made.
- Training Approval: Joyce previously submitted to Board with one change regarding CME training.
- Uniform: Table to second meeting in November.

RESOLUTION #292 APPROVING THE TRAINING APPROVAL POLICY AS SUBMITTED BY THE DISTRICT ADMINISTRATOR.

MOTION: King

SECOND: Miller

RESOLVED to approve the Training Approval Policy as submitted by the District Administrator.

VOTE: All in favor, motion carried.

12. Special Topics of Discussion:

- 283: has been out of service for a couple of months, and the truck committee does not believe they should sink any more money into it. Discussion continued, including whether or not to offer it back to the person that donated it to the District or try to sell it and recoup some money back.

RESOLUTION #293 THAT 283 SHOULD BE IMMEDIATELY AND PERMANENTLY TAKEN OUT OF SERVICE AND PLACED INTO SURPLUS STATUS.

MOTION: Sadousky

SECOND: Miller

RESOLVED to that 283 should be immediately and permanently taken out of service and placed into surplus status.

VOTE: Dussault, no; King; yes; Miller, yes; Sadousky, yes. Motion carried.

Commissioner Dussault explained that he felt it should be given back to the person that donated it.

- D/P Chouinard noted that the Town Highway Department has once again done a lot of work regarding the training center and Co #3 paving, saving the District thousands of dollars, and would like to purchase them lunch. Board okayed. Commissioner Sadousky again thanked Walt Barss for coordination of the hydro seeding around the training facility. Commissioner King to also draft a Thank You letter to them.
- Co #3 auxiliary would like permission to use the firehouse.

RESOLUTION #294 GIVING CO #3 AUXILIARY PERMISSION TO USE CO #3 FIREHOUSE FOR A CARD CRAFTING CLASS ON NOVEMBER 11, 2017.

MOTION: Dussault

SECOND: Sadousky

RESOLVED to give Co #3 auxiliary permission to use Co #3 firehouse for a card crafting class on November 11, 2017.

VOTE: All in favor, motion carried.

- Commissioner Miller noted that next year they will be looking into offering a special high dose flu vaccination. Brief discussion continued.

13. Final Comments:

- None.

14. Dispense with the reading of the minutes

RESOLUTION #295 TO DISPENSE 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.

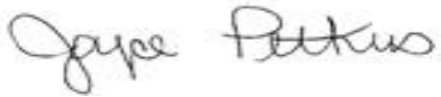
Motion made by Commissioner Dussault with a second from Commissioner Miller to adjourn the meeting at 8:10 PM. All in favor.

Respectfully submitted,

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

Deidre Chandler
Operations Secretary

Reviewed/Approved By,

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

Joyce Petkus
District Administrator/Treasurer