

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
Greenfield Center, NY 12833  
(518) 893-0723  
Fax: (518) 893-7006

The December 13, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Jack Sadousky at 7:02 PM.

**Present were:**

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

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** November 29, 2017 Commissioner Meeting Minutes as written.

**RESOLUTION #313 APPROVING THE NOVEMBER 29, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: King

RESOLVED to approve the November 29, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

**RESOLUTION #314 APPROVING PAYMENT OF ABSTRACT #23, VOUCHER #170597 THROUGH #170625 FROM THE GENERAL FUND, TOTALING \$22,834.48.**

A3410.1	\$	5,912.04
A3410.2		2,197.55
A3410.4		14,272.62
A9000.8		452.27

-----  
Total:       \$ 22,834.48

MOTION: Dussault

SECOND: King

RESOLVED to approve payment of Abstract #23, Voucher #170597 through #170625 from the General Fund, totaling \$22,834.48.

VOTE: All in favor, motion carried.

Commissioner Sadousky questioned if the training facility paperwork issue has been resolved; Joyce noted that most has been resolved and she is working with Neil to get the rest of the paperwork, and the monies are being paid exactly as they should.

**RESOLUTION #315 APPROVING PAYMENT OF ABSTRACT #8, VOUCHER #BR17016 THROUGH VOUCHER #BR17017 FROM THE BUILDING RESERVE FUND, TOTALING \$46,060.00.**

MOTION: Dussault

SECOND: King

RESOLVED to approve payment of Abstract #8, Voucher #BR17016 through Voucher #BR17017 from the Building Reserve Fund, totaling \$46,060.00.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- PFL Webinar emails forwarded. Registered for the Employee and Employer Webinars; you can also register to watch, or join her for the webinars.
- Reminder that the Year End Meeting is 12/27/17 and the Organizational Meeting is 1/3/18.
- Newly elected Commissioners Dussault and Miller need to go to the Town and sign oath of office. List of Commissioner training classes have been placed in baskets.
- Will not be in the office on Friday and Monday.

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

- Radios were programmed today along with the 12 new/refurbished radios, and are on the back table in labeled boxes.
- Class B shirts are in, please take your spreadsheets tonight, complete sizes and return by January 1st.
- There is more Class C gear than Class A & B in storage; something to keep in mind going into 2018.
- Received pagers back from Co #4.

• **Station Keeper – Don Ranck:**

- Report attached.

• **Treasurer – Joyce Petkus:**

**RESOLUTION #316 GIVING THE TREASURER PERMISSION TO PAY THE BALLOT CLERKS FOR THE ANNUAL ELECTION HELD ON DECEMBER 12, 2017, TOTALING \$315.00.**

MOTION: Miller

SECOND: King

RESOLVED to give the Treasurer permission to pay the ballot clerks for the Annual Election held on December 12, 2017, totaling \$315.00.

- Fiscal Year 2017 Audit scheduled for March 1, 2018.

**5. Firefighter/Auxiliary Applications/Changes in Membership:**

- **Firefighter Applications for Membership:** None.
  
- **Firefighter Changes in Membership:**
  - Co #4: Kevin Greenwood submitted letter to keep uniform and access.
- **Auxiliary Applications/Changes in Membership:** None.

**RESOLUTION #317 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGE IN MEMBERSHIP.**

MOTION: Sadousky

SECOND: King

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

VOTE: All in favor, motion carried.

- **Auxiliary Applications/Changes in Membership:**  
Co #3: New member Bree Yager

**RESOLUTION #318 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON AUXILIARY NEW MEMBER.**

MOTION: Sadousky

SECOND: Dussault

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

VOTE: All in favor, motion carried.

**6. Report of the Chief – Chief Burwell:**

- Congratulations to Commissioners Miller and Dussault.
- Apparatus:
  - 263 strobe pack for the body was repaired. Waiting on Cascade quote.
  - 271 electrical issues have been repaired.
  - 281 power steering leak repaired; front brakes replaced.
  - 291 had multiple repairs; Spartan is looking at Chassis. Currently out of service. Brief discussion. Tank to be reduced to ½ then will determine whether or not to leave out of service. Chief will consult with the Board.
  - Spoke with Fire Coordinator Tremblay, they have a new Rehab Awareness Class and are requesting use of Co #4 on 1/25/18 from 6-10 pm.

**RESOLUTION #319 GIVING SARATOGA COUNTY PERMISSION TO USE CO #4 ON JANUARY 25, 2018 FROM 6-10 PM FOR A CLASS.**

MOTION: Sadousky

SECOND: Dussault

RESOLVED to give Saratoga County permission to use Co. #4 on 1/25/18 from 6-10 pm for a class.

VOTE: All in favor, motion carried.

- Brief review of 2017:
  - Single tone paging, not perfect, but working.
  - Equipment Replacement Plan: Chief's vehicles replaced every 15 years.
  - 273 Replacement Committee is in place.
  - District Training Facility is completed and being used regularly.
  - SCBA replacement this year.
  - First year that major service was completed on every vehicle.
  - Jaws upgrade at Co #4, and it came in under budget.
  - All trucks passed pump testing except the brush trucks.
  - Best Practices Committee working diligently.
  - Praised everyone for all the hard work they have put in. It is appreciated. It has been noticed across the county.
  - PPV fans have been replaced with electric.
  - Started a tire replacement plan. Thanks to the Board for looking at the apparatus repairs/maintenance and continuing to increase the line item.
  - Thanks again to the Board for working with him over the past two years.

## **7. Reports of the Companies:**

- **Greenfield Center Co #1: D/C Chouinard:**
  - Thanks to all for the help on Kircher Road. Did a good job.
  - Has some questions with regards to Cascade system on 263.
  - Thanks to the Board and staff for everything in 2017.
- **Porter Corners Co #2: D/C Middlebrook**
  - Thanks for everything the Board has purchased this year. Has moved the district forward with air packs, jaws, the training facility.
  - Station Keeper working on some electrical issues at the training facility.
  - Saturday Tank Project work detail: lines run to the tank. Waiting on fittings to complete; A/C Davis spoke with the vendor today.
  - Would like to see Co #2 siren repaired.
- **Middle Grove Co #3: D/C Ellsworth**
  - Thanks to the Commissioners for everything.
  - Enjoy working with everyone and looking forward to 2018.
  - Good luck to Chief Burwell in his next chapter!
  - Happy Holidays to all!!
- **Maple Avenue Co #4 A/C Bogardus:**
  - Question regarding physical paperwork on new applicant; Joyce noted the completed paperwork is not yet received on either of their two new applicants.
  - Bay #5 door issue; Station Keeper will look at it again.
  - Thanks to Chief Burwell and Commissioners for all the new equipment.

## **8. EMS – Ed Petkus:**

- 2018 CME classes have been released; will be posted shortly.

## **9. Reports of the Commissioners:**

- Chandler
  - Not present this evening.
- Dussault
  - Nothing at this time.

- King
  - Congratulations to Commissioners Miller and Dussault.
  - Asked for update regarding the training facility punch list. Brief discussion, Captain Barss is looking into it.
  - Would like to look into chassis washing system. Brief discussion; Jill will check with the Station Keeper.
  - Suggested that everyone, not just firefighters, should fill out a TRF. Would make tracking easier for Deidre. Brief discussion; Commissioner King will update form.
- Miller
  - Thanks to the members of the district for their support during his appointed year, also for the support for his elected year.
  - Thanks to Chief Burwell for truly taking the district in the right direction over the past two years.
- Sadousky
  - Thanks to the Chief for keeping the lines open with the Board and getting stuff done. All the effort has been greatly appreciated.

**10. Planning Board:**

- Town of Wilton: Gary Bullard
  - Not present this evening.
- Town of Greenfield: Mike Chandler
  - Not present this evening.

**11. Special Topics of Discussion:**

**RESOLUTION #320 GIVING CORINTH FIRE CHIEF KELLEY PERMISSION TO HAVE FOUR ACCESS CARDS FOR THE CHIEF AND HIS THREE ASSISTANT CHIEFS.**

MOTION: Sadousky

SECOND: Dussault

RESOLVED to give Corinth Fire Chief Kelley permission to have four access cards for the Chief and his three Assistant Chiefs.

VOTE: All in favor, motion carried.

- Captain Barss gave overview of roof simulator project. He met with George Farnum, Architect, who will be drawing up preliminary plans. As the project moves forward, he will be contacting the Forcible Entry Simulator Rep for a new quote. Would also like to break the project up. Commissioner Sadousky noted his personal opinion is that he would like to see it as one project, it goes out to bid and firefighters do not get involved. Brief discussion continued; the Board will need to discuss.

**12. Final Comments:**

- A/C Jennings would like to speak to Ed Tremblay with regards to donating 283 to a company that may have been devastated by disaster; brief discussion, Jill was asked to look into it.

- D/C Ellsworth still having problems with the thermal imaging camera, it keeps going dead. Brief discussion; Jill will contact B-Lann.
- Commissioner Sadosky thanked the Officers and the Chief for moving things forward. Merry Christmas, Happy New Year, and Happy Holidays!

**13. Dispense with the reading of the minutes**

**RESOLUTION #321 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Miller

SECOND: Dussault

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 King to adjourn the meeting at 7:44 PM. All in favor.

Respectfully submitted,



Deidre Chandler  
Operations Secretary

Reviewed/approved by,



Joyce Petkus  
District Administrator/Treasurer