

Board of Fire Commissioners

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

The May 23, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:00 PM.

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

1. Flag salute/moment of silence for departed members.
2. Executive Session:

RESOLUTION #141 ENTERING INTO EXECUTIVE SESSION AT 7:01 PM IN REFERENCE TO THE MEDICAL HISTORY OF A PARTICULAR PERSON.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to enter into executive session at 7:01 PM in reference to the medical history of a particular person.

VOTE: All in favor, motion carried.

RESOLUTION #142 RECONVENING FROM EXECUTIVE SESSION AT 8:38 PM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 8:38 pm.

VOTE: All in favor, motion carried.

No decisions made in executive session.

3. **Bid Opening:** Co #2 Stair Replacement Project:
Complete Construction, Rock City Falls, NY: \$5,200.00
Glenville Construction, Inc., Glenville, NY: \$23,217.00

RESOLUTION #143 ACCEPTING THE BID RECEIVED FROM COMPLETE CONSTRUCTION IN THE AMOUNT OF \$5,200.00. MONEY TO COME FROM REPAIRS, BUILDING MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to accept the bid received from Complete Construction in the amount of \$5,200.00. Money to come from Repairs, Building Maintenance & Grounds line item.
VOTE: All in favor, motion carried.

4. **Approve Minutes:** May 8, 2018 Special Meeting and May 9, 2018 Commissioner Meeting Minutes as written.

RESOLUTION #144 APPROVING THE MAY 8, 2018 SPECIAL MEETING AND MAY 9, 2018 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the May 8, 2018 Special Meeting and May 9, 2018 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

5. **Payment of Bills:**

Brief discussion regarding the Atlantic Detroit Diesel invoices, voucher #180189 and 180220. 291 has to go back to them for the third time next week. Okay to pay voucher #180220; hold payment on voucher #180189.

RESOLUTION #145 APPROVING PAYMENT OF ABSTRACT #10, VOUCHER #180220 AND #180247 THROUGH #180263, EXCLUDING VOUCHER #180189 IN THE AMOUNT OF \$4,276.70, FROM THE GENERAL FUND, TOTALING \$151,538.93.

A3410.1	\$ 6,030.12
A3410.2	246.10
A3410.4	24,793.06
A9000.8	120,469.65

Total:	\$151,538.93

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #10, Voucher #180220 and 180247 through #180263, excluding Voucher #180189 in the amount of \$4,276.70, from the General Fund, totaling \$151,538.93.

VOTE: All in favor, motion carried.

6. **Reports of the Staff**

- **District Administrator – Joyce Petkus:**
 - 2017 LOSAP finalized, Commissioners received summaries, annual statements went to firefighters or were mailed, reminder email sent out to check for correct information, including beneficiaries. Working with Deidre in reference to LOSAP and ER.
 - 2018 annual physicals deadline May 31st.
 - Approved Best Practices printed, placed in binders in put in company baskets, also posted on member only section of website and emailed to

- Commissioners and Chief Officers.
- o District Policy review schedule modified, re-posted in bulletin boards and copies given to Commissioners.

RESOLUTION #146 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND UP TO \$760,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF A KME CUSTOM ENGINE/TANKER.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give the District Administrator permission to advertise a Permissive Referendum to withdraw and expend up to \$760,000.00 from the Equipment Reserve Fund for the purchase of a KME Custom Engine/Tanker.

VOTE: All in favor, motion carried.

RESOLUTION #147 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$1,060.00 FROM 291 TOWING INSURANCE CLAIM PAYMENT TO .4 OPERATIONS.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$1,060.00 from 291 towing insurance claim payment to .4 Operations.

VOTE: All in favor, motion carried.

- **Director of Purchasing – report given by District Administrator:**
 - o Permission given to have district office chairs cleaned by Service-Tek.
 - o Requested purchase of 24 pagers; \$100 trade in for each pager purchased with trade in of Motorolas. Program module is free with purchase.

RESOLUTION #148 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PURCHASE 24 UNICATION G1 PAGERS FOR \$5,688.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Director of Purchasing permission to purchase 24 Unication G1 pagers for \$5,688.

VOTE: All in favor, motion carried.

- o Hose testing June 15th.
- o Fit testing to begin June 5th. Brief discussion; currently keep same procedure.
- **Treasurer – Joyce Petkus:**
 - o Nothing at this time.

7. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**

- Co1 #2: Tyler LaHart: moving out of district
- **Auxiliary Applications/Changes in Membership:** None.

RESOLUTION #149 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGE IN MEMBERSHIP.

MOTION: Sadousky

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.

8. Report of the Chief – Chief Ellsworth:

- Gave training update including truck checks, pump ops, hose advancements, ventilation.
- Question regarding the under 18 members and submission of report cards; brief discussion, it is also noted in the New Member Orientation policy.
- All pumps tested and passed.
- Apparatus:
 - 260 came back, not yet striped
 - 292 received new tires
 - Working with KME regarding 293 paint
 - Still working on 291
 - Would like to send 281 for pain after hose testing is complete; Board okayed
 - 261 still needs to go for painting
 - 291 still needs some work done on it. Brief discussion continued.
- Questioned access to membership section in ER; Joyce noted not now. Brief discussion continued. Joyce to assist the Chief with request after the meeting.

9. Reports of the Companies:

- **Greenfield Center Co #1:**
 - No one present this evening.
- **Porter Corners Co #2: D/C Middlebrook**
 - Quiet.
- **Middle Grove Co #3: D/C Petkus**
 - Questioned the status of 283; FASNY has come to look at it; waiting for their final decision.
- **Maple Avenue Co #4: A/C Bullard**
 - Would like to put flags on headstones of members in Albany and Warren counties.

RESOLUTION #150 ALLOWING CO #4 TO USE 294 AND 296 TO PLACE MEMORIAL FLAGS ON THE HEADSTONES OF THOSE MEMBERS LOCATED OUT OF THE COUNTY.

MOTION: Chandler

SECOND: Dussault

RESOLVED to allow Co #4 to use 294 and 296 to place Memorial flags on the headstones of those members located out of the county.

VOTE: All in favor, motion carried.

- Wilton town Day at Gavin Park on July 7th: Would like to do a presentation on sprinklered vs. non-sprinklered rooms, and build 2 8x8 cubes for the demonstration. Discussion continued. Board okayed.

10. Report of the District EMS Coordinator – Nate King:

- Nothing at this time.

11. Report of the Training Committee:

- No one present this evening; Commissioner Chandler noted they are leaving Friday for training and to pick up the door simulator.

RESOLUTION #151 GIVING THE FOLLOWING FIREFIGHTERS PERMISSION TO PICK UP THE FORCIBLE DOOR ENTRY SIMULATOR IN SEAFORD, NY AND TO PARTICIPATE IN THE TRAIN THE TRAINER SESSION: DERRICK BARSS, WALKER CHANDLER, DAN DRUMM, BRIAN GIBBINS, NATE KING, ZAK KING, EDWARD PETKUS, PHILIP RICHARDS, CHRISTOPHER STANTON. PERMISSION ALSO GIVEN TO TAKE 270, 280 AND MAINT-1.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give the following firefighters permission to pick up the forcible door entry simulator in Seaford, NY and to participate in the Train the Trainer session: Derrick Barss, Walker Chandler, Dan Drumm, Brian Gibbins, Nate King, Zak King, Edward Petkus, Philip Richards, Christopher Stanton. Permission also given to take 270, 280 and Maint-1.

VOTE: All in favor, motion carried.

12. Reports of the Commissioners:

- Dussault
 - All good.
- King
 - Next week's CPR class will be canceled.
 - Met with Town Highway Department regarding placement of Co #1 water storage tank.
- Miller
 - Excellent meeting with the "Ex-Men" last night; will share results at the next meeting.
- Sadousky
 - Nothing at this time.
- Chandler
 - Looked over plans for Co #4 structural repairs; will be working with Jill when she returns from vacation to get that together for bid. Okay for Jill to order blueprints. Brief discussion continued.

- Sent email out regarding wash-out by the training center; Town Highway picked up stone to fill it in. Money to come from Repairs, Building Maintenance and Grounds line item.

13. Reports of the Town Board Liaisons:

- Town of Greenfield: Jack Sadousky
 - Nothing at this time.
 - Chief Ellsworth noted there needs to be better availability to the Building Inspector and Code Enforcement. Discussion continued; Commissioner Sadousky to speak with the Supervisor.
- Town of Wilton: Scott Dussault
 - Next town meeting June 7th.

14. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Nothing at this time.
- Town of Wilton: Gary Bullard
 - ADK Trust is moving ahead.
 - Cumberland Farms construction still underway.

15. District Policy Review:

- **Access Card/Fob:** no changes made.
- **DMV/LENS:** no changes made.
- **Employee Privacy:** no changes made.
- **Employee Benefits Manual:** no changes made.
- **Firefighter/Auxiliary Injury Policy:** changes made; D/A Petkus read changes.
- **Restricted Duty:** to delete; incorporated into Firefighter/Auxiliary Injury policy.

RESOLUTION #152 APPROVING CHANGES MADE TO THE FIREFIGHTER/AUXILIARY INJURY POLICY AS READ, AND DELETING THE RESTRICTED DUTY POLICY.

MOTION: Miller

SECOND: Chandler

RESOLVED to approve changes made to the Firefighter/Auxiliary Injury Policy as read, and deleting the Restricted Duty Policy.

VOTE: All in favor, motion carried.

16. Special Topics of Discussion:

- None.

17. Final Comments:

- None.

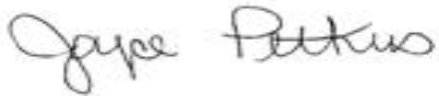
18. Dispense with the reading of the minutes

RESOLUTION #153 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 Chandler with a second from Commissioner King to adjourn the meeting at 9:24 PM. All in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The ink is dark and the signature is centered below the text "Respectfully submitted,".

Joyce Petkus
District Administrator/Treasurer