

# **Board of Fire Commissioners**

Greenfield Fire District  
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(518) 893-0723  
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The November 11, 2015 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:05 PM.

## **Present were:**

Commissioners Chandler, Kugler, Mann, Sadousky; D/A Treasurer Petkus, D/P Chouinard, D/T Thurman, Commissioner Atwell was excused. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** October 20, 2015 Budget Hearing Minutes and October 28, 2015 Commissioner Meeting Minutes as written.

**RESOLUTION #359 APPROVING THE OCTOBER 20, 2015 BUDGET HEARING MINUTES AND THE OCTOBER 28, 2015 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Kugler

SECOND: Mann

RESOLVED to approve October 20, 2015 Budget Hearing Minutes and the 2015 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

## **3. Payment of Bills:**

**RESOLUTION #360 GIVING THE TREASURER PERMISSION TO PAY ABSTRACT #21, VOUCHER #150611 THROUGH VOUCHER #150640 FROM THE GENERAL FUND, TOTALING \$25,771.95.**

A3410.1	\$ 6,220.16
A3410.2	6,046.40
A3410.4	13,028.07
A9030.8	477.32

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Total: \$ 25,771.95

MOTION: Sadousky

SECOND: Kugler

RESOLVED to give the Treasurer permission to pay Abstract #21, Voucher #150611 through Voucher #150640 from the General Fund, totaling \$25,771.95.

VOTE: All in favor, motion carried.

**RESOLUTION #361 GIVING THE TREASURER PERMISSION TO PAY ABSTRACT #11, VOUCHER #BR15018 FROM THE BUILDING RESERVE FUND, TOTALING \$3,200.00.**

MOTION: Kugler

SECOND: Mann

RESOLVED to give the Treasurer permission to pay Abstract #11, Voucher #BR15018 from the Building Reserve Fund, totaling \$3,200.00.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

• **Correspondence:**

- Read letter received from Jack Sadousky dated October 26, 2015 asking to have his name added to the ballot at the December Commissioners election for the position of Commissioner for the two year term commencing January 1, 2016 and ending December 31, 2017.
- Read letter received from Michael Chandler dated November 1, 2015 asking to have his name added to the ballot at the December Commissioners election for the position of Commissioner for the term commencing January 1, 2016 and ending December 31, 2020.
- Read letter received from Scott Dussault dated November 9, 2015 asking to have his name added to the ballot at the December Commissioners election for the position of Commissioner for the term commencing January 1, 2016 and ending December 31, 2017.
- November 18, 2015 is the deadline for letters of intent.
- A Special Meeting has been scheduled for November 23, 2015. Employee Manual and Payment of Bills are the agenda items.
- Need a resolution approving D/A Treasurer Petkus, D/P Chouinard and Commissioners Kugler and Sadousky to attend the AFDCA Workshop on Saturday, November 14, 2015.

**RESOLUTION #362 GIVING D/A TREASURER PETKUS, D/P CHOUINARD AND COMMISSIONERS KUGLER AND SADOUSKY PERMISSION TO ATTEND THE AFDCA WORKSHOP ON SATURDAY, NOVEMBER 14, 2015 AT WEST CRESCENT FIRE DEPARTMENT IN CLIFTON PARK.**

MOTION: Kugler

SECOND: SADOUSKY

RESOLUTION to give D/A/ Treasurer Petkus, D/P Chouinard and Commissioners Kugler and Sadousky permission to attend the AFDCA Workshop on Saturday, November 14, 2015 at West Crescent Fire Department in Clifton Park.

VOTE: All in favor, motion carried.

- Read a letter from someone who only signed their name as MPC. Discussion took place. Will forward to Auxiliary.
- Thank you very much for all the cards, phone calls and flowers.
- **Director of Purchasing – Jill Chouinard:**
  - Fire Prevention Trailer is ordered. Ordered a winch and jacks. Total of \$2,512.88.
  - Fax line at Co. #4 has a problem. District fax line is available if faxes need to be sent, also can take a picture of your document and send it via e-mail on any smartphone. Discussion continued.
  - Sealcoating of Co. #2 is on April 2016 agenda for review.
  - An abundance of sponsor ad's for the 2017 banquet. Brief discussion.
  - Still waiting on the identifier to be assigned to the Argo.
  - Have two quotes for Co. #2 lights. Board would like to award Crawford Electric quote for \$2,875.00 including a 5 year warranty.

**RESOLUTION #363 ACCEPTING THE CRAWFORD ELECTRIC QUOTE TO REPLACE 7 EXTERIOR WALL LIGHTS AT CO. #2 WITH A FIVE YEAR WARRANTY TOTALING \$2,875.00.**

MOTION: Chandler

SECOND: Sadousky

RESOLVED to accept the Crawford Electric quote to replace 7 exterior wall lights at Co. #2 with a five year warranty totaling \$2,875.00.

VOTE: All in favor, motion carried.

- Thermal Imaging cameras are in. Will be inventoried tomorrow and ready for service, Co. #1 and #4.
- Time Warner ran new cable from the road to the firehouse at Co #3.
- Check your uniforms for proper fit. Deadline is December 1 for alterations.
- Discussed badges for Commissioners. Will need to order soon.
- Winchip Overhead Door will give us a quote on Co. #4 garage door windows.
- Gas meter at Co. #1 needs O2 sensor replaced, part has been ordered.
- One pack from Co. #3 and one from Co. #1 are out for repair.
- Chris Burnett has returned his uniform and gear.
- Discussion on pagers. Need approval for purchase.

**RESOLUTION #364 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM FOR THE PURCHASE OF 12 MINITOR VI PAGERS TOTALING \$4,500.00 FROM THE RADIO RESERVE ACCOUNT.**

MOTION: Kugler

SECOND: Mann

RESOLVED: to give the District Administrator permission to advertise a permissive referendum for the purchase of 12 Minitor VI Pagers totaling \$4,500.00 from the Radio Reserve Account.

VOTE: All in favor, motion carried.

- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
  - Nothing at this time.

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

**Firefighter New Members: None.**

**Firefighter Changes in Membership:**

Co. #1 – Tyler LaFontaine, termination; Everson Van Nostrand, termination.

Co. #2 – None.

Co. #3 – Brian Bishop, change of address due to moving out of district.

Co. #4 – None.

There are no auxiliary applications or changes in membership.

**RESOLUTION #365 GIVING CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.**

MOTION: Sadousky

SECOND: Kugler

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

VOTE: All in favor, motion carried.

**6. Report of the Chief – John Lant**

- Not present this evening.

**7. Reports of the Companies:**

• **Greenfield Center Co #1: D/C Davis**

- Streamlights (8) not working. Would like six new smaller lights. Brief discussion; Jill to get quote.
- Discussion on quote from Frank & Sons. Will get a second quote.
- Thank you for the new Jeep tires.

• **Porter Corners Co #2: D/C Burwell**

- Standby for Corinth, Saturday, December 5<sup>th</sup> from 4 pm to midnight.
- Gave brief update on K. Waite.
- Would like Clint McGowan to replace him on the Investment Committee.

**RESOLUTION #366 APPROVING THE REPLACEMENT OF JUSTIN BURWELL WITH CLINT MCGOWAN ON THE INVESTMENT COMMITTEE.**

MOTION: Kugler

SECOND: Mann

RESOLVED to approve the replacement of Justin Burwell with Clint McGowan on the Investment Committee.

VOTE: All in favor, motion carried.

- **Middle Grove Co #3: D/C Ellsworth**
  - Would like Jerrid to mark the parking lot for plowing.
  - Discussion on #281.
- **Maple Avenue Co #4: D/C King**
  - Nothing at this time.

**8. EMS – Tim Kemp:**

- Met with Commissioner Mann on the AED Grants. Work in progress.
- Ordered oxygen, which will put him over budget. Brief discussion continued.
- 10 D size oxygen bottles were recertified; estimated to have 50, and they need to be recertified every five years. Brief discussion continued.

**9. Reports of the Commissioners:**

- Atwell
  - Not present this evening.
- Kugler
  - Spoke with Gary Bullard and they are planning another strip mall east of the Shoppes at Wilton. Aldi's still on the docket. Brief discussion.
  - Mike Bogardus is attending Fire Officer 1 from 12/1/15-3/3/16. Is missing this class to run for Lieutenant at Co. #4. Would like permission to run for Lieutenant with understanding that if he doesn't pass the class, he will resign the position.

**RESOLUTION #367 APPROVING MICHAEL BOGARDUS TO RUN FOR LIEUTENANT AT CO. #4 WITH THE UNDERSTANDING THAT IF HE DOES NOT PASS THE CLASS, HE WILL RESIGN THE POSITION.**

MOTION: Sadousky

SECOND: Kugler

RESOLVED to approve Michael Bogardus to run for Lieutenant at Co. #4 with the understanding that if he does not pass the class, he will resign the position.

VOTE: All in favor, motion carried.

- Mann
  - 501C3 for Co. #4 is in Bill Young's hands. Co. #2 is collecting information to apply and Co. #1 has the application.
  - AFG has not yet been released. D/C Burwell assisting. Discussion continued; D/C Burwell to meet with Joyce to get information necessary.
  - Conference was great. Passed out notes.
  - Investment committee is working on Investment Policy.
  - Away next week, home week of Thanksgiving and away the week after.
- Sadousky
  - Thank you to all Veteran's in the District for your service.
  - Would like approval on the draft Awards Policy #35. Discussion continued; moved to November 23<sup>rd</sup> meeting for further discussion.
- Chandler
  - Addressed the call at Stewart's Plaza with the Town. Would like to be notified when a facility opens up within the District. D/A Petkus believes a letter to that effect may have come in today. Letter was read. Discussion took place.

**10. Planning Board:**

- Town of Wilton: Gary Bullard
  - Not present this evening.
- Town of Greenfield: Mike Chandler
  - Nothing at this time.

**11. Grants:**

- See above.

**12. Special Topics of Discussion:**

- Firetracker Update. Lengthy discussion took place regarding various permissions given to different classifications of membership.

**RESOLUTION #368 GIVING THE CHIEF AND DEPUTY CHIEFS PERMISSION TO HAVE ACCESS TO VIEW MEMBERSHIP PHONE AND ADDRESS ROSTERS IN FIRETRACKER.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to give the Chief and Deputy Chiefs permission to have access to view membership phone and address rosters in Firetracker.

VOTE: All in favor, motion carried.

**RESOLUTION #369 GIVING PERMISSION FOR SARATOGA COUNTY TO USE CO. #4 FOR RAILROAD TRAINING CLASS ON 11/14/15.**

MOTION: Chandler

SECOND: Kugler

RESOLVED to give permission for Saratoga County to use Co. #4 for Railroad Training Class on 11/14/15.

VOTE: All in favor, motion carried.

**13. Final Comments from the Commissioners:**

- None.

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

**RESOLUTION #370 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Kugler

SECOND: Mann

RESOLVED to dispense with the reading of the minutes.

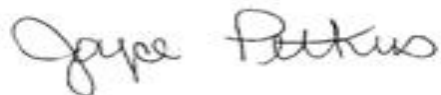
VOTE: All in favor, motion carried.

Motion made by Commissioner Sadousky with a second from Commissioner Kugler to adjourn the meeting at 8:08 PM. All in favor.

Respectfully submitted,

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

Deidre Lanphear-Chandler  
Operations Secretary

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

Joyce Petkus  
District Administrator/Treasurer