

Board of Fire Commissioners

Greenfield Fire District
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The June 22, 2016 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

Present were:

Commissioners Chandler, Atwell, Dussault, Kugler, D/A & Treasurer Petkus, D/P Chouinard, Station Keeper Ranck and D/T Thurman. Please see sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.

Commissioner Chandler welcomed George Miller to this evening's meeting.

2. **Approve Minutes:** June 8, 2016 Commissioner Meeting Minutes as written.

RESOLUTION #188 APPROVING THE JUNE 8, 2016 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the June 8, 2016 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

Commissioner Chandler questioned the expense of the AED's from the EMS Account. Brief discussion; Joyce to transfer \$4,500.00 from the SCBA Account to the EMS Account. Chris to run report for water tanks.

RESOLUTION #189 TO PAY ABSTRACT #12, VOUCHER #160355 THROUGH VOUCHER #160385 FROM THE GENERAL FUND, TOTALING \$66,364.10.

A3410.1	\$	5,988.30
A3410.2		30,744.04
A3410.4		29,092.22
A9000.8		539.54

Total:	\$	66,364.10

MOTION: Kugler

SECOND: Atwell

RESOLVED to pay Abstract #12, Voucher #160355 through Voucher #160385 from the General Fund, totaling \$66,364.10.

VOTE: All in favor, motion carried.

RESOLUTION #190 TO PAY ABSTRACT #4, VOUCHER #BR16008 FROM THE BUILDING RESERVE FUND, TOTALING \$1,162.00.

MOTION: Atwell

SECOND: Dussault

RESOLVED to pay Abstract #4, Voucher #BR16008 from the Building Reserve Fund, totaling \$1,162.00.

VOTE: All in favor, motion carried.

4. Reports of the Staff

- **District Administrator – Joyce Petkus (given by D/P Chouinard):**
 - Saratoga County is changing Workers Comp provider effective July 1st. Brief discussion; Joyce will be attending mandatory training on June 29th.
 - Quote for Co #4 Firematic Officers door security access is \$2,150.00. Brief discussion; Board approved. Overage to be taken from Contingency Fund.
- **Director of Purchasing – Jill Chouinard:**
 - Still need to switch out hardware on Co #4 Officers uniforms; emails have been sent. Also have regular and long ties in stock.
 - Annual hose, ladder and hard suction testing completed. Thanks to those who helped.
 - Fit testing under way; Co #1, 3 and 4 done. Co #2 next Tuesday, make-up date July 12th. The Chief will re-classify firefighters when Fit testing complete.
 - Phone system at Co #4 has been installed except phone for President's Office. Brief discussion; would like to set up in-service.
 - Hydrogen Cyanide meter is in and placed in service at Co #4.
 - 270 center console came in and was installed.
 - Positive pressure fan is back and in service at Co #2.
 - Has not heard from FF Carriger regarding receipt of police report.
 - Reminder that students who borrowed masks for Firefighter 1 need to return them. Firefighter Zak King has already returned his.
 - Will be out of the office this Friday and Monday.
- **Station Keeper – Don Ranck:**
 - Small water leak. Repaired this morning.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - \$37,852.76 spent from the \$75,000.00 allotted for the water tank project. Discussion continued; tops should be placed this Saturday and the Town of Greenfield approved payment for the wells, but would like to reimburse us next year.

RESOLUTION #191 GIVING THE TREASURER PERMISSION TO APPROPRIATE INSURANCE CLAIM REIMBURSEMENT OF \$6,421.80 TO REPAIRS, BUILDING, MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Kugler

RESOLVED to give the Treasurer permission to appropriate insurance claim reimbursement of \$6,421.80 to Repairs, Building, Maintenance & Grounds line item.

VOTE: All in favor, motion carried.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:**
 - Co #3 – Peter Dumar
- **Firefighter Changes in Membership:**
 - Co #3 – William Welmaker, life member access request
 - Co #4 – Patricia Alfieri – probationary to active
- **Auxiliary Applications:** None.
- **Auxiliary Changes in Membership:**
 - Co #1 – L. Gibbins – requested life

RESOLUTION #192 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER APPLICATIONS AND CHANGES IN MEMBERSHIP, AND AUXILIARY CHANGE IN MEMBERSHIP.

MOTION: Atwell

SECOND: Dussault

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter applications and Changes in Membership, and Auxiliary Change in Membership.

VOTE: All in favor, motion carried.

6. Report of the Chief – given by D/C Ellsworth in the absence of Chief Burwell

- Reviewed company drills/trainings over the past few weeks.
- Reviewed various apparatus repair and maintenance.
- 270 needs to go to Della for A/C & cooler line repairs. Brief discussion continued.

RESOLUTION #193 APPROVING 270 TO GO TO DELLA AUTO FOR REPAIRS TO COOLER LINES AND A/C.

MOTION: Kugler

SECOND: Chandler

RESOLVED to approve 270 to go to Della Auto for repairs to cooler lines and A/C.

VOTE: All in favor, motion carried.

- 282 was out of service for four days even though it had been fixed and no one knew about it. Lengthy discussion continued.
- Pittsfield will be at Co #1 and #2 tomorrow for radios.
- Knox Box reorganization still in progress; awaiting the key list.
- There is discussion with Corinth over supplementing their dive team with members from the District. Waiting on more information.
- Saturday is Eagle-Matt Lee's 200th Anniversary Parade in Ballston Spa this Saturday.

RESOLUTION #194 GIVING FIRE POLICE PERMISSION TO ATTEND EAGLE-MATT LEE'S 200TH ANNIVERSARY PARADE IN BALLSTON SPA ON SATURDAY, JUNE 25, 2016.

MOTION: Kugler

SECOND: Atwell

RESOLVED to give fire police permission to attend Eagle-Matt Lee's 200th Anniversary Parade in Ballston Spa on Saturday, June 25, 2016.

VOTE: All in favor, motion carried.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Davis**
 - Quiet.
 - Thank you for the new vacuum.
 - Asked about phone quote; Jill will check into it.
- **Porter Corners Co #2: D/C Middlebrook**
 - Jaws are now in service. Thank you to the Board for the purchase.
 - Jill should have a date for parking lot striping soon.
- **Middle Grove Co #3: D/C Ellsworth**
 - Jack King to get started on electrical on donated truck. Will eventually become 283, and new truck will become 282. Discussion continued.
- **Maple Avenue Co #4: A/C Bogardus**
 - All is well.

8. EMS – Nicole Thurman:

- AEDs in and delivered. All Chiefs & Company EMS Coordinators will have them in their vehicles; the District Office will also have one. EMS Coordinators should still go to their respective firehouses if possible to get a truck first.
- Out of town Thursday through Sunday for training; see Joyce for supplies.
- Spoke to a Zoll rep at the Chief's Show and they are running a special on auto pulse batteries. Brief discussion continued.
- Replaced expiring EMS supplies at Co #2.
- Next CME class is the second Monday in July due to the holiday, and the topic is trauma; Chiefs invited to attend this class.

9. Reports of the Commissioners:

- Atwell
 - Pump inspections completed at Co #1, 2 and 4. Currently working at Co #3. Brief discussion continued.
 - Would like to get 261 repaired; parts in at KME. Brief discussion continued.
 - Jill still waiting for 262/292 service contracts; he will check on them.
- Dussault
 - Need to bump up EMS budget for next year; Joyce already did.
- Kugler
 - Rehab bus air line is broken; station keeper to fix it.
- Chandler
 - Asked if anyone has looked at the phone system at the District Office. Jill noted Kincaid has not had time to look it over yet. Brief discussion continued.
 - Asked about completion of physicals. There are a few outstanding physicals.

10. District Policy Review:

- Membership Application – no changes.
- New Member Orientation – revisions made.
- New Member Live Burn – no changes.

RESOLUTION #195 ACCEPTING THE CHANGES TO THE NEW MEMBER ORIENTATION POLICY AS PREVIOUSLY SUBMITTED.

MOTION: Chandler

SECOND: Kugler

RESOLVED to accept the changes to the New Member Orientation Policy as previously submitted.

VOTE: All in favor, motion carried.

11. Special Topics of Discussion:

- Commissioner Chandler would like to set up a special meeting to discuss surplus trucks. Meeting set for June 29th at 7:00 p.m. at the District Office.
- D/C Ellsworth asked if the old generator could be put out to bid. Jill needs a price to do so.
- D/C Ellsworth would also like the old hose tester to be put out to bid. Jill will discuss it with Commissioner Chandler tomorrow.
- Commissioner Atwell asked about the Foreign Insurance monies; due in July.

12. Dispense with the reading of the minutes

RESOLUTION #196 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Kugler

SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.


VOTE: All in favor, motion carried.

Motion made by Commissioner Atwell with a second from Commissioner Kugler to adjourn the meeting at 7:49 PM. All in favor, motion carried.

Respectfully submitted,



Deidre Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer