

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
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(518) 893-0723  
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The September 14, 2016 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:04 PM.

**Present were:**

Commissioners Atwell, Chandler, Dussault, Kugler; D/A & Treasurer Petkus, D/P Chouinard, D/T Thurman and S/K Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** August 24, 2016 Commissioner Meeting Minutes, and August 30, 2016 and September 13, 2016 Special Meeting Minutes as written.

**RESOLUTION #251 APPROVING THE AUGUST 24, 2016 COMMISSIONER MEETING MINUTES AND AUGUST 30, 2016 AND SEPTEMBER 13, 2016 SPECIAL MEETING MINUTES AS WRITTEN.**

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the August 24, 2016 Commissioner Meeting Minutes and the August 30, 2016 and September 13, 2016 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

**3. Payment of Bills:**

**RESOLUTION #252 TO PAY ABSTRACT #17, VOUCHER #160487 THROUGH VOUCHER #160519 FROM THE GENERAL FUND, TOTALING \$69,817.20.**

A3410.1	\$ 11,798.75
A3410.2	29,593.29
A3410.4	27,513.29
A9000.8	912.12
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Total:	\$ 69,817.20

MOTION: Kugler

SECOND: Atwell

RESOLVED to pay Abstract #17, Voucher #160487 through Voucher #160519 from the General Fund, totaling \$69,817.20.

VOTE: All in favor, motion carried.

**RESOLUTION #253 TO PAY ABSTRACT #5, VOUCHER #ER16008 THROUGH VOUCHER #ER16009 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$737.55.**

MOTION: Kugler

SECOND: Dussault

RESOLVED to pay Abstract #5, Voucher #ER16008 through Voucher #ER16009 from the Equipment Reserve Fund, totaling \$737.55.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- Received correspondence from FASNY Museum of Firefighting thanking us for a donation of a GFD patch which will be added to the patch collection.
- Received correspondence from Sammonsville Volunteer FD thanking us for our generous donation of turn-out gear, boots, helmets and tables.
- NMO starts September 17<sup>th</sup> at 8 am at the District Office; eight new members will be going through class and also already have approximately four applicants for spring NMO.
- Confirmed Sexual Harassment Class with Hannigan Law Firm for 10/4/16.
- Moving forward with the Firetracker/Alpine Software conversion. Alpine has received and is reviewing our data. Brief discussion continued. An in-service will be scheduled when everything is finalized.

**RESOLUTION #254 ACCEPTING THE PROPOSAL FROM RED NMX FOR THEIR RECORDS MANAGEMENT SYSTEM, ALPINE SOFTWARE.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to accept the proposal from Red NMX for their records management system, Alpine Software.

VOTE: All in favor, motion carried.

**RESOLUTION #255 GIVING JACK KING PERMISSION TO ATTEND THE AFDSNY FALL WORKSHOP IN SARATOGA SPRINGS, OCTOBER 13-14, 2016.**

MOTION: Kugler

SECOND: Chandler

RESOLVED to give Jack King permission to attend the AFDSNY Fall Workshop in Saratoga Springs, October 13-14, 2016.

VOTE: All in favor, motion carried.

- AIM Services visited the office to honor our firefighters for 9/11. Brief discussion continued; a handmade flag, Thank You card and cookies were delivered. Pictures were taken, and Board okayed framing of the flag.
- **Director of Purchasing – Jill Chouinard:**
  - Heating Fuel/Propane RFP due 9/28; to be opened at meeting that evening.

- Waste Removal contract is also up; RFP also due 9/28.
- Rehab Bus has been restocked.
- Co #4 small gas meter needs to be calibrated.
- Firefighter Carriger submitted FF1 book reimbursement.
- Annual JAWS inspection is due in October as well as generator maintenance. Co #2 generator has possibly already been serviced; will look into it.
- **Station Keeper – Don Ranck:**
  - Co #3 low temp alarm has been switched to the dialer. A bad sensor was also replaced.
  - Tank at Co #3 has been treated.
  - Commissioner Atwell thanked Don for the pictures today.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**

**RESOLUTION #256 GIVING JOYCE PETKUS PERMISSION TO ATTEND THE OSC ACCOUNTING PRINCIPLES AND PROCEDURES COURSE, SEPTEMBER 27-29, 2016.**

MOTION: Atwell

SECOND: Kugler

RESOLVED to give Joyce Petkus permission to attend the OSC Accounting Principles and Procedures course, September 27-29, 2016.

VOTE: All in favor, motion carried.

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

- **Firefighter Applications for Membership:**
  - Co #4 – Owen Mullen.
- **Firefighter Changes in Membership:** None.
- **Auxiliary Applications/Changes in Membership:**
  - Co #2 new members – Tiffany Dennison; Rochelle Miller, under 18

**RESOLUTION #257 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER MEMBERSHIP APPLICATION FOR MEMBERSHIP AND AUXILIARY MEMBERSHIP APPLICATIONS.**

MOTION: Atwell

SECOND: Dussault

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter membership applications and Auxiliary membership applications.

VOTE: All in favor, motion carried.

**6. Report of the Chief – D/C Ellsworth in for Chief Burwell:**

- ISO meeting went very well; Joyce attended and gave brief update.
- S/K Ranck attending CAD meeting, and gave brief update.
- Chief Burwell and firefighter George Miller would like permission to attend a Town of Greenfield Senior Meet/Greet and Q&A session at 1:00 pm on September 22<sup>nd</sup> 1:00 p.m.

**RESOLUTION #258 GIVING CHIEF BURWELL AND FIREFIGHTER GEORGE MILLER PERMISSION TO ATTEND THE SENIOR MEET AND GREET AT THE TOWN OF GREENFIELD COMMUNITY CENTER ON SEPTEMBER 22, 2016.**

MOTION: Kugler

SECOND: Chandler

RESOLVED to give Chief Burwell and Firefighter George Miller permission to attend the Senior Meet and Greet at the Town of Greenfield Community Center on September 22, 2016.

VOTE: All in favor, motion carried.

Greenfield Historical Society has asked the fire district to give a presentation on the fire district; he and Captain Barss would like permission to participate.

**RESOLUTION #259 GIVING D/C ELLSWORTH AND CAPTAIN BARSS PERMISSION TO ATTEND THE GREENFIELD HISTORICAL SOCIETY MEETING ON OCTOBER 18, 2016 AT 7 P.M. TO GIVE A POWER POINT PRESENTATION ON THE GREENFIELD FIRE DISTRICT.**

MOTION: Kugler

SECOND: Chandler

RESOLVED to give D/C Ellsworth and Captain Barss permission to attend the Greenfield Historical Society Meeting on October 18, 2016 at 7 p.m. to give a power point presentation on the Greenfield Fire District.

VOTE: All in favor, motion carried.

**7. Reports of the Companies:**

- **Greenfield Center Co #1:**
  - Not present this evening.
- **Porter Corners Co #2: D/C Middlebrook**
  - Metering class scheduled with Dave Hatin on October 4, 2016 at 7 p.m. at Co #1; cost is \$150.00.

**RESOLUTION #260 APPROVING METERING CLASS GIVEN BY DAVE HATIN ON OCTOBER 4, 2016 AT CO #1 AT A COST OF \$150.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the Metering class given by Dave Hatin on October 4, 2016 at Co #1 at a cost of \$150.

VOTE: All in favor, motion carried.

- **Middle Grove Co #3: D/C Ellsworth**
  - All quiet.
  - Will be on vacation next week.
- **Maple Avenue Co #4 A/C Bogardus**
  - All quiet.

**8. EMS – Nicole Thurman:**

- Not present this evening.
- D/C Ellsworth reported that the EMS Drill on 9/24 may be cancelled.

**9. Reports of the Commissioners:**

- Atwell
  - Ice Rescue Rope was delivered at last meeting.
  - No ETA on the new phone system for Co #1.
  - Called KME regarding new 283. Brief discussion regarding possible swap of apparatus vehicles for maintenance/repairs as well.
  - Commissioner Dussault is working on Co #4 siren.
  - Questioned progress of wells. Brief discussion continued.
  - Thank you to Don for taking care of firehouses for primary elections.
  - Committee did a great job on the Fire Prevention prop. Would like to purchase a trailer to house/transport prop. Lengthy discussion continued regarding purchasing a trailer at Versatile Trailer. Dorothy Nolan Elementary fire prevention is October 7<sup>th</sup> and Greenfield Elementary is October 14<sup>th</sup>. Firefighter N. King will also look at Commissioner Kugler's trailer.
- Dussault
  - Recent overdose call and Wilton EMS used a Thumper, which was incredible.
- Kugler
  - Chief Burwell was going to discuss new EAP Program; has been postponed.
- Chandler
  - Nothing at this time.

**10. Planning Board:**

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

**11. Special Topics of Discussion:**

- 2017 Budget discussion: Commissioner Chandler noted that he will be recusing himself from voting on the A-100 Personal Services. Lengthy discussion continued.

**RESOLUTION #261 APPROVING THE A-100 PERSONAL SERVICES  
2017 PROPOSED BUDGET TOTAL OF \$166,061.00.**

MOTION: Atwell

SECOND: Kugler

RESOLVED to approve the A-100 Personal Services 2017 Proposed Budget total of \$166,061.00.

VOTE: Atwell, No; Chandler, recused; Dussault, No; Kugler, No.

Motion not carried.

**RESOLUTION #262 APPROVING THE A-200 EQUIPMENT & CAPITAL  
OUTLAY 2017 PROPOSED BUDGET TOTAL OF \$162,000.00.**

MOTION: Chandler  
SECOND: Dussault  
RESOLVED to approve the A-200 Equipment & Capital Outlay 2017 Proposed Budget total of \$162,000.00.  
VOTE: Atwell, Yes; Chandler, Yes; Dussault, Yes; Kugler, Yes.  
All in favor, motion carried.

**RESOLUTION #263 APPROVING THE A-400 CONTRACTUAL & OTHER 2017 PROPOSED BUDGET TOTAL OF \$570,150.00.**

MOTION: Kugler  
SECOND: Atwell  
RESOLVED to approve the A-400 Contractual & Other 2017 Proposed Budget total of \$570,150.00.  
VOTE: Atwell, Yes; Chandler, Yes; Dussault, Yes; Kugler, Yes.  
All in favor, motion carried.

**RESOLUTION #264 APPROVING THE A-800 EMPLOYEE BENEFITS 2017 PROPOSED BUDGET TOTAL OF \$180,500.00.**

MOTION: Kugler  
SECOND: Atwell  
RESOLVED to approve the A-800 Employee Benefits 2017 Proposed Budget total of \$180,500.00.  
VOTE: Atwell, Yes; Chandler, Yes; Dussault, Yes; Kugler, Yes.  
All in favor, motion carried.

Discussion then moved to moving unappropriated budget monies to the SCBA Reserve.

**RESOLUTION #265 MOVING AN ADDITIONAL \$18,000 TO THE 2017 PROPOSED BUDGET SCBA RESERVE ACCOUNT.**

MOTION: Dussault  
SECOND: Kugler  
RESOLVED to move an additional \$18,000 to the 2017 Proposed Budget SCBA Reserve Account.  
VOTE: All in favor, motion carried.

**RESOLUTION #266 APPROVING THE RESERVE FUNDS 2017 PROPOSED BUDGET TOTAL OF \$503,000.00.**

MOTION: Kugler  
SECOND: Atwell  
RESOLVED to approve the Reserve Funds 2017 Proposed Budget total of \$503,000.00.  
VOTE: Atwell, Yes; Chandler, Yes; Dussault, Yes; Kugler, Yes.  
All in favor, motion carried.

## **12. Final Comments**

Commissioner Atwell reviewed new 282 paint scheme issue; could not find anything in the specs requesting the new truck be painted the same as the rest of the fleet. Commissioner Atwell also called KME with no resolution of problem. Lengthy discussion continued.

**RESOLUTION #267 GIVING J. ELLSWORTH, J. JENNINGS, D. CUMM, E. PETKUS, G. MILLER, C. THURMAN AND J. ATWELL PERMISSION TO TRAVEL TO KME IN NESQUEHONIG, PA FOR INSPECTION OF NEW 282, SEPTEMBER 25/26, 2016.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give J. Ellsworth, J. Jennings, D. Cumm, E. Petkus, G. Miller, C. Thurman and J. Atwell permission to travel to KME in Nesquehonig, PA for inspection of new 282, September 25-26, 2016.

VOTE: All in favor, motion carried.

Commissioner Atwell also noted that the ladder truck will be going to KME when the other one comes back.

George Habig, resident, asked to make comments on the 2017 Proposed Budget:

- Last year he suggested the Board include the overall amount of reserve funds amount.
- Thanked Commissioner Atwell regarding his comments on the banquet. Has an issue with raising that line item \$4000. Commissioner Chandler informed Mr. Habig that it was due to the 70<sup>th</sup> Anniversary of the Fire Department.
- Disappointed that the Board does not want to put the newsletter back in the budget.
- Disturbed that seven people are being sent to KME to inspect the new truck and feels it is a waste of money; Commissioner Atwell noted that KME is paying for this expense.
- Would like to see numerical data regarding to the newsletter. Disappointed that it is not available. The Board will take his comments into consideration.

Co #4 President Nate King noted that the voicemail is still not set up on the new phone system and phone has not been moved upstairs. Brief discussion, Jill to look into it.

Asked for an update on the interior siren, as firefighters are sleeping through calls. Brief discussion continued; Pittsfield Communications was supposed to call the Station Keeper. Jill will call Pittsfield again.

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

**RESOLUTION #268 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Kugler

SECOND: Atwell

RESOLVED to dispense with the reading of the minutes.

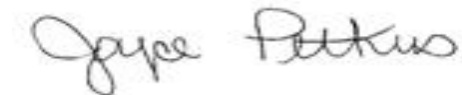
VOTE: All in favor, motion carried.

Motion made by Commissioner Kugler with a second from Commissioner Dussault to adjourn the meeting at 8:15 PM. All in favor.

Respectfully submitted,



Deidre Chandler  
Operations Secretary



Joyce Petkus  
District Administrator/Treasurer