

Board of Fire Commissioners

Greenfield Fire District
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The December 27, 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 and S/K Ranck.

See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** December 14, 2016 Commissioner Meeting Minutes as written.

RESOLUTION #346 APPROVING THE DECEMBER 14, 2016 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the December 14, 2016 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

RESOLUTION #347 TO PAY ABSTRACT #24, VOUCHER #160702 THROUGH VOUCHER #160743 FROM THE GENERAL FUND, TOTALING \$33,359.74.

A3410.1	\$	5,930.00
A3410.2		3,253.06
A3410.4		23,718.13
A9000.8		458.55

Total:	\$	33,359.74

MOTION: Dussault

SECOND: Kugler

RESOLVED to pay Abstract #24, Voucher #160702 through Voucher #160743 from the General Fund, totaling \$33,359.74.

VOTE: All in favor, motion carried.

RESOLUTION #348 TO PAY ABSTRACT #14, VOUCHER #BR16025 THROUGH #BR16026 FROM THE BUILDING RESERVE FUND, TOTALING \$251.16.

MOTION: Atwell

SECOND: Dussault

RESOLVED to pay Abstract #14, Voucher #BR16025 through #BR16026 from the Building Reserve Fund, totaling \$251.16.

VOTE: All in favor, motion carried.

4. Reports of the Staff

- **District Administrator – Joyce Petkus (given by D/P Chouinard):**
 - Needs Co #2 and Co #4 2017 Officer Listings; Co #2 is in LOSAP box.
 - Received and read a letter from Greenfield Elementary School regarding Kid's Care Day; the kindergartners made wreaths in appreciation for all that the firefighters do.
 - Organizational Meeting is January 4, 2017.
 - If her work is completed, she will not be here on Friday.
- **Director of Purchasing – Jill Chouinard:**
 - Will not be here Friday.
 - Beginning January 3, 2017, may be on jury duty.
- **Station Keeper – Don Ranck:**
 - Nothing at this time.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - Nothing at this time.

5. Firefighter/Auxiliary Applications/Changes in Membership:

Firefighter Applications for Membership:

- **Co #2** – Everson VanNostrand.

Firefighter Changes in Membership:

- **Co #3** – Brian Bunnell, requested life-inactive.

RESOLUTION #349 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER APPLICATIONS AND CHANGES IN MEMBERSHIP.

MOTION: Atwell

SECOND: Dussault

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

VOTE: All in favor, motion carried.

Auxiliary Applications/Changes in Membership: None.

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

- Reviewed the apparatus repair and maintenance:
 - Circuit breaker is on order for 291.

7. Reports of the Companies: A/C Chouinard

- **Greenfield Center Co #1:**
 - Everything is good.
- **Porter Corners Co #2: D/C Middlebrook**
 - Quiet.
- **Middle Grove Co #3: D/C Ellsworth**
 - Nothing at this time.
- **Maple Avenue Co #4: A/C Bogardus**
 - Issue with the gas fob last week. Brief discussion; Joyce will pick it up fobs tomorrow.
 - Phone in the truck bay is still not working; Jill to follow up.

8. EMS – Nicole Thurman:

- Thanks to Jack King for taking CPR Instructor course.

9. Reports of the Commissioners:

- Atwell
 - 282 will have an electric seat installed; should be covered under warranty. Brief discussion continued.
- Dussault
 - Land behind Co #4 has been donated to the district. Two appraisals needed for tax purposes. Will call the town for list of appraisers.
 - Would like to use year end monies for JAWS single core for Co #4. Brief discussion continued.
- Kugler
 - Should make a resolution as a district to accept the donated land.

RESOLUTION #350 ACCEPTING DONATION OF LAND LOCATED BEHIND CO #4 AND AGREEING TO PAY ALL TRANSFERS AND SEARCHES.

MOTION: Kugler

SECOND: Chandler

RESOLVED to accept donation of land located behind Co #4 and agreeing to pay all transfers and searches.

VOTE: All in favor, motion carried.

- Chandler
 - State tax rebate checks have been sent. This is due to the district staying under the tax cap and to Joyce for working with the Town and filing the paperwork.
 - Welcomed the two new members to the Board; Jack King and Jack Sadosky. Looking forward to a full Board next year, and again would like to thank Jackie Atwell who has given a lot of years to the Board.

RESOLUTION #351 GOING INTO EXECUTIVE SESSION AT 7:24 PM REGARDING POSSIBLE DISCIPLINARY ACTION OF A FIREFIGHTER.

MOTION: Chandler

SECOND: Atwell
RESOLVED to go into executive session at 7:24 pm regarding possible disciplinary action of a firefighter.
VOTE: All in favor, motion carried.

RESOLUTION #352 TO RECONVENE FROM EXECUTIVE SESSION AT 7:26 PM.

MOTION: Chandler
SECOND: Dussault
RESOLVED to reconvene from executive session at 7:26 PM.
VOTE: All in favor, motion carried.

RESOLUTION #353 THAT MR. BOGARDUS WILL TRY TO DO HIS BEST TO MAINTAIN ANOTHER YEAR.

MOTION: Chandler
SECOND: Dussault
RESOLVED that Mr. Bogardus will try to do his best to maintain another year.
VOTE: All in favor, motion carried.

10. Special Topics of Discussion:

- Building Committee: Training Center: moved to second January meeting.
- Wilton EMS Proposal: Review and lengthy discussion continued. Will cost \$7000 for 2017. Commissioner Chandler will speak to Mr. Felts.

RESOLUTION #354 ACCEPTING THE PROPOSAL RECEIVED FROM WILTON EMS AS THE NEW 2017 DISTRICT CE PROGRAM ADMINISTRATOR.

MOTION: Kugler
SECOND: Dussault
RESOLVED to accept the proposal received from Wilton EMS as the new 2017 District CE Program Administrator.
VOTE: All in favor, motion carried.

- Year end money discussion, including:
 - Ice Rescue Suits: lengthy discussion; there are no updated quotes. Joyce recommended putting the money into the Equipment Reserve account for the future purchase of the suits.
 - JAWS conversion; lengthy discussion. Conversions of 292 quoted for \$11,671.00 and 263 for \$11,523.50. Quotes are good until March 2017.
 - Phantom hydrants – to be looked at in early 2017.
 - Discussion regarding amounts to move to reserve funds:
 - Building Reserve: \$50,000.00
 - Equipment Reserve: \$50,000.00
 - SCBA Reserve: \$42,147.94.
- Commissioner Atwell noted the following upcoming projects: SCBA, jaws upgrades, new training building, Co #1 water tank and a storage building for the

station keeper; all these projects cost money.

- President Nate King noted that the bell works at Co #4 but the pager does not.

RESOLUTION #355 APPROVING REIMBURSEMENT OF \$500.00 TO CO #4 FOR TREADMILL PURCHASE.

MOTION: Dussault

SECOND: Atwell

RESOLVED to approve reimbursement to Co. #4 for \$500.00 for treadmill purchase.

VOTE: All in favor, motion carried.

RESOLUTION #356 ADOPTING ALL CLAIMS AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET; GIVING THE TREASURER PERMISSION TO MOVE MONIES AS DISCUSSED, INCLUDING MOVING THE 2016 GENERAL FUND INTEREST OF \$485.55 INTO THE BUILDING RESERVE FUND.

MOTION: Chandler

SECOND: Kugler

RESOLVED to adopt all claims as discussed and listed on the year end worksheet; giving the Treasurer permission to move monies as discussed, including moving the 2016 General Fund Interest of \$485.55 into the Building Reserve Fund.

VOTE: All in favor, motion carried.

11. Dispense with the reading of the minutes:

RESOLUTION #357 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Chandler

SECOND: Kugler

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 Atwell to adjourn the meeting at 8:15 PM. All in favor, motion carried.

Respectfully submitted,



Deidre Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer