

Board of Fire Commissioners

Greenfield Fire District
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The February 22, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Don Kugler at 6:59 PM.

Present were:

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

1. Flag salute/moment of silence for departed members, and for D/C Bryan Chouinard's mother.
2. **Approve Minutes:** February 8, 2017 Commissioner Meeting Minutes as written.

RESOLUTION #77 APPROVING THE FEBRUARY 8, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Sadousky

SECOND: Dussault

RESOLVED to approve the February 8, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Bid Opening:** Two received as follows:
 - Whiteside Chevrolet, 50717 National Road, St. Clairsville, OH 43950. Bid price \$39,876.00. It was noted there were several items in the bid spec that are not available together.
 - Mangino Chevrolet, 4447 State Hgwy. 30, Amsterdam, NY 12010. Bid price \$38,999.00. It was noted there were several items in the bid spec that are not available together.

Bids will be reviewed with awarding of bid scheduled for March 8th meeting.

4. Payment of Bills:

Treasurer noted that KME invoice #NY28941 for \$4,007.45 was removed as requested; updated totals reviewed.

RESOLUTION #78 APPROVING PAYMENT OF ABSTRACT #4, VOUCHER #170059 THROUGH VOUCHER #170085 FROM THE GENERAL FUND, EXCLUDING KME INVOICE #NY28941 IN THE AMOUNT OF \$4,007.45 ON VOUCHER #170074, TOTALING \$25,519.30.

A3410.1	\$ 6,114.75
A3410.2	5,247.38
A3410.4	13,137.45
A9000.8	1,019.72

Total:	\$ 25,519.30

MOTION: Sadousky

SECOND: King

RESOLVED to approve payment of Abstract #4, Voucher #170059 through Voucher #170085 from the General Fund, excluding KME invoice #NY28941 in the amount of \$4,007.45 on Voucher #170074, totaling \$25,519.30.

VOTE: All in favor, motion carried.

5. Reports of the Staff

- District Administrator – Joyce Petkus:

- Letter received from Councilman Chandler that he is stepping down as the Fire District's liaison; copies were previously distributed to the Board.

RESOLUTION #79 GIVING JOYCE PETKUS AND DON KUGLER OR HIS DESIGNEE, PERMISSION TO ATTEND THE AFDCA OFFICERS INSTALLATION AT THE SARATOGA HOTEL/CASINO, SARATOGA SPRINGS ON MARCH 11, 2017.

MOTION: Sadousky

SECOND: King

RESOLVED to give Joyce Petkus and Don Kugler or his designee, permission to attend the AFDCA Officers Installation at the Saratoga Hotel/Casino, Saratoga Springs on March 11, 2017.

VOTE: All in favor, motion carried.

- Asked the Board if they had made a decision regarding increasing the umbrella policy limit, as well as the additional EPL coverage. Brief discussion. Board to leave umbrella coverage at \$7 million, and add EPL coverage of \$3 million for approximately \$1,134.00. Joyce will contact insurance carrier with change in policy.
- There is a \$200 application fee for the district to do glucometry.

RESOLUTION #80 APPROVING THE GLUCOMETRY CONTRACT AND GIVING THE TREASURER PERMISSION PAY THE APPLICATION FEE; MONEY TO COME OUT OF EMS TRAINING LINE ITEM.

MOTION: Sadousky

SECOND: Chandler

RESOLVED to approve the glucometry contract and giving the Treasurer permission pay the application fee; money to come out of EMS Training line item.

VOTE: All in favor, motion carried.

- Chaplain Carole Miller would like to attend the Annual Chaplains Conference.

RESOLUTION #81 GIVING CAROLE MILLER PERMISSION TO ATTEND THE NYS ASSOCIATION OF FIRE CHAPLAINS ANNUAL CONFERENCE AT NIAGARA FALLS AIR FORCE BASE, NIAGARA FALLS, NY, APRIL 30 – MAY 3, 2017; GIVING THE TREASURER PERMISSION TO SEND REGISTRATION AND PAYMENT OF \$375. MONEY TO COME OUT OF THE CONVENTION LINE ITEM.

MOTION: Chandler

SECOND: King

RESOLVED to give Carole Miller permission to attend the NYS Association of Fire Chaplains Annual Conference at Niagara Falls Air Force Base, Niagara Falls, NY, April 30 – May 3, 2017; giving the Treasurer permission to send registration and payment of \$375. Money to come out of the Convention line item.

VOTE: All in favor, motion carried.

- 2016 LOSAP completed; board needs to approve.

RESOLUTION #82 APPROVING THE 2016 LOSAP POINTS AS SUBMITTED BY THE OPERATIONS SECRETARY.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the 2016 LOSAP points as submitted by the Operations Secretary.

VOTE: All in favor, motion carried.

- Fire Police submitted request to attend Fire Police course at Montour Falls.

RESOLUTION #83 GIVING THE FOLLOWING PEOPLE PERMISSION TO ATTEND THE FIRE POLICE COURSE AT MONTOUR FALLS FIRE ACADEMY, MONTOUR FALLS, NY, MARCH 17-18, 2017: SEAN CROWLEY, TOM MERRILLS, JOE POST, BOB ROXBURY, MARGARET ROXBURY. ALSO PERMISSION TO TAKE 275.

MOTION: Sadousky

SECOND: Dussault

RESOLVED to give the following people permission to attend the Fire Police Course at Montour Falls Fire Academy, Montour Falls, NY, March 17-18, 2017: Sean Crowley, Tom Merrills, Joe Post, Bob Roxbury, Margaret Roxbury. Also permission to take 275.

VOTE: All in favor, motion carried.

- Will not be in tomorrow or Friday, but will be going to REMO in Albany on Friday to pick up the long form PCR's.
- **Director of Purchasing – Jill Chouinard:**
 - Has not heard from Emmons regarding date for pump installation; Commissioner Chandler noted they are working it into their schedule.
 - Not sure where the Officers area at regarding chimney sweeps; Commissioner Sadousky noted the Chief was looking to see if one or two

- other departments may be interested as well. Moved to March 8th agenda.
- D/C Middlebrook's old light bar was sent out and repaired under warranty. A/C Bullard may be interested in using it.
- Names for 2017 gear have been submitted; gear fitting is March 29th (weather make-up date April 5th). All were notified.
- Milton Cat to be doing Co #1, 2 & 4 generator servicing tomorrow; District office generator was serviced this past Monday.
- Fit test machine is out for annual maintenance; will be back in about 2 weeks.
- Met with Nash regarding purchasing EMS supplies jointly with WEMS. Will be working with Schuyler Lawton to inventory district's EMS supplies. She and Nicole will be the purchasing contacts. Brief discussion continued.
- Excess banquet T-shirts can be purchased for \$13 each; misprinted shirts can be purchased for \$5 each, and the commemorative challenge coins can be purchased for \$5 each. Photos have been received by photographers; anyone interested in them, or the video, should contact Jill directly.
- Co #1 printer has been set up.
- Commissioners' laptops are in and will be set up in the next week.
- Annual SCBA pack and bottle inspections is week of March 6th; she will be conducting inventory review after that.
- Will be out of the office Friday due to her Mother-in-law's funeral services.
- Will be on vacation March 6 – 14th.
- Beginning March 21st her office hours will be changing to 11 am – 7 pm.
- **Station Keeper – Don Ranck:**
 - Nothing at this time.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**
 - Reminder that the annual audit is March 28-29.

6. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Changes in Membership:** Co #1: Ken Cleveland, requested life, keep uniform and access; Courtney Potter, requested 3 month leave of absence.

RESOLUTION #84 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Kugler

SECOND: Sadousky

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.

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

- Training:
 - Annual OSHA still ongoing.
 - Truck checks being completed.
 - Reports on various other drills/training throughout the district.
- Repairs to Apparatus:

- 282: seat replaced and is now back in service.
- 281: still negotiating bill.
- 269/299 mobile radios installed.
- Would like approval to hold FASNY class at Co #4. Joyce requested the name of the class be sent to her.

RESOLUTION #85 APPROVING THE FASNY CLASS AT CO #4 ON MARCH 11, 2017.

MOTION: Sadousky

SECOND: Dussault

RESOLVED to approve the FASNY class at Co #4 on March 11, 2017.

VOTE: All in favor, motion carried.

- Met with Garrison rep regarding gear.
- Still working with County regarding dispatch of ambulances.
- Will be contacting Bill Young next week regarding formation of fire department.
- Phantom hydrants will be discussed at the Chief's meeting next week.
- Still waiting to hear back from Chris regarding 292 hydraulic pump replacement.

8. Reports from the Companies

- **Co #1: D/C Chouinard**
 - Good.
- **Co #2: D/C Middlebrook**
 - Quiet.
- **Co #3: D/C Ellsworth**
 - Quiet.
 - Co #3 now has an ant problem. Brief discussion; Jill to contact Orkin.
- **Co #4: A/C Bullard**
 - Need to do something about the ongoing issue at the front door regarding ice/snow build up. Brief discussion; building committee to address.

9. Report of the District EMS Coordinator – Nicole Thurman

- Not present this evening.

10. Reports of the Commissioners

- **Chandler:**
 - In the process of getting things set up with WEMS.
- **Dussault:**
 - New member orientation committee meeting last week, ideas are great, and are to be implemented.
- **Sadousky:**
 - Also attended new member orientation committee meeting, it was well thought out and will be moving forward with it.
 - Reminder that all purchasing is done through the Director of Purchasing.
- **King:**
 - Administered oath of office to new Captain Chris Stanton.
- **Kugler:**
 - Nothing at this time.

11. Comments from the Floor

- Captain Nate King noted he has heard some possible issues with King Enterprises regarding snow plowing Co #4. Commissioner Sadousky noted the question was raised to him why King Enterprises is plowing when the station keeper is supposed to be plowing. Brief discussion continued. Commissioner Kugler requested updated certification of insurance. Jill noted she believes she already has theirs on file.
- Commissioner Dussault requested to do a softball fundraiser for Saratoga Thunder Softball at Co #4 on May 20, 2017.

RESOLUTION #86 ALLOWING SARATOGA THUNDER SOFTBALL TO HOLD A FUNDRAISER AT CO #4 ON MAY 20, 2017.

MOTION: Sadousky

SECOND: King

RESOLVED to allow Saratoga Softball to hold a fundraiser at Co #4 on May 20, 2017.

VOTE: All in favor, motion carried.

- FP Captain Roxbury noted the Saratoga County Fire Police Association is building a memorial to Trooper Pratt and are looking for donations. Joyce asked the information be sent to her for posting.

12. Planning Board

- **Town of Greenfield: Mike Chandler**
 - Nothing new.
- **Town of Wilton: Gary Bullard**
 - Were not able to train on McDonald's building before demolition took place.
 - Cumberland Farms at the corner of Daniel's and Route 9 is approved.

13. District Policy Review

- Communication: no changes made.
- Computer/Internet Use: no changes made.
- Elections: Joyce noted she had previously asked the Board to put this policy on the website, but would also like to put something in the policy allowing candidates to submit information on them to post on the website. Brief discussion continued; Commissioner King would like something added regarding poll watchers. He and Joyce to meet to work on policy.
- New Member Orientation: tabled until Joyce updates based on recent New Member Orientation committee meeting.
- Purchasing: tabled until Jill and Joyce can work on updates.

14. Special Topics of Discussion:

- Management Company for training building: Commissioner Chandler noted that he, D/C Middlebrook & Captain Barss met with the owner of Ballston Mourningkill regarding putting a bid spec together. The owner of the company has offered his services free of charge to the district, estimated to be about \$9,000; as a resident of the district he would be happy to put a spec together to oversee the project in its entirety. They are a business located in Saratoga. Discussion continued; Joyce to call counsel to find out what, if any, paperwork would be needed.

15. Final Comments:

- Past Commissioner Jackie Atwell asked if the roughly \$40,000 for the new Chief's vehicle was for the total vehicle or just the new chassis; it was noted it is the cost for the truck, they are still waiting for quotes on the lights. He feels the rough estimate was \$63,000 and thought that was a little steep for one Chief's car. Also noted that as a taxpayer, he feels the \$30,000 approved for Co #3 pavilion could be better spent. D/C Ellsworth noted that Co #3 may not be building the pavilion. Commissioner King gave his rebuttal on various questionable projects when Mr. Atwell was a Commissioner, and there was back and forth discussion of various subjects from some of the people present. Commissioner King pointed out that we are all living in glass houses and should not be throwing stones at each other; we should all be cooperating with each other and working together to solve all these issues, rather sniping at each other after the fact. He also noted that it is different sitting on the Commissioners side of the table, but hopes they can all work together for the betterment of the fire district and the communities of Wilton and Greenfield that we all serve. Past Commissioner Atwell noted that Commissioner King ran down a list that he has known about for years in the district, that's why he feels the money for the pavilion can be better spent on other projects. Commissioner King explained that money has been sitting there but apparently the projects were not important enough for to do anything with, the problems should have been addressed and taken care of rather than letting them fester. Brief discussion continued.
- D/C Ellsworth noted he spoke at great length to George Weingartner regarding Co #3 interior roof condensation issue, and the building committee will be getting together to talk about some of George's ideas.

16. Dispense with the reading of the minutes

RESOLUTION #87 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Sadousky

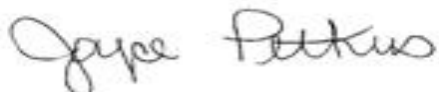
SECOND: King

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 King to adjourn the meeting at 8:01 PM. All in favor.

Respectfully submitted,



Joyce Petkus

District Administrator/Treasurer