

Board of Fire Commissioners

Greenfield Fire District
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The April 25, 2018 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 Chandler, Dussault, King, Miller, Sadousky; D/A & Treasurer Petkus, D/P Chouinard. See sign in sheet for others in attendance.

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

2. **Bid Openings:**

Bid Opening for Seal Coating/Striping 2018:

BDB Paving, Ballston Spa:

Co #1 sealcoating & striping: \$ 6,375.00

Co #2 sealcoating & striping: \$ 2,475.00

Co #3 striping only: \$ 575.00

Total: \$9,425.00

Lenihan Paving, Middle Grove:

Co #1 sealcoating & striping: \$

Co #2 sealcoating & striping: \$

Co #3 striping only: \$

Total: \$6,900.00

King Enterprises, Saratoga Springs:

Co #1 sealcoating & striping: \$ 4,212.00

Co #2 sealcoating & striping: \$ 2,268.90

Co #3 striping only: \$ 370.00

Total: \$6,850.90

Prestige Sealcoating, Rensselaer:

Co #1 sealcoating & striping: \$

Co #2 sealcoating & striping: \$

Co #3 striping only: \$

Total: \$6,950.00

Sealcoating Services of Clifton Park, Rexford:

Co #1 sealcoating & striping: \$ 5,980.00

Co #2 sealcoating & striping: \$ 2,640.00

Co #3 striping only: \$ 2,780.00

Total: \$11,400.00

Bid Opening for Co. #1 Water Storage Tank:

AJ Catalfamo Construction, Hudson Falls: \$59,600.00 (w/o waterproofing tank)
J&K Trucking & Excavating, Porter Corners: \$88,400.00

Bid Opening for 2017/2018 F350 Ford:

Carmody Ford, Greenwich:

2019 Ford F350: \$ 34,434.00

Nemer Ford, Queensbury:

2019 Ford F350: \$ 35,717.00

Warren Ford, Warrensburg:

2019 Ford F350: \$ 35,305.50

West Herr Ford, Hamburg:

2019 Ford F350: \$ 35,947.00

Carbone Auto Group, Yorkville:

2019 Ford F350: \$ 35,457.00

3. Approve Minutes: April 11, 2018 Commissioner Meeting Minutes as written.

**RESOLUTION #116 APPROVING THE APRIL 11, 2018
COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Sadousky

SECOND: Dussault

RESOLVED to approve the April 11, 2018 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

4. Payment of Bills:

**RESOLUTION #117 APPROVING PAYMENT OF ABSTRACT #8,
VOUCHER #180183 THROUGH #180216 EXCLUDING VOUCHER
#180189 IN THE AMOUNT OF \$4,276.70, FROM THE GENERAL FUND,
TOTALING \$35,710.42.**

A3410.1 \$ 6,059.96

A3410.2 1,655.43

A3410.4 27,522.10

A9000.8 472.93

Total: \$35,710.42

MOTION: Dussault

SECOND: Miller

RESOLVED to approve payment of Abstract #8, Voucher #180183 through #180216
excluding Voucher #180189 in the amount of \$4,276.70, from the General Fund,
totaling \$35,710.42.

VOTE: All in favor, motion carried.

5. Reports of the Staff

- District Administrator – Joyce Petkus:

- Updated the security system as requested by D/C Chouinard.
- 291 was towed again and Joyce will submit an insurance claim.
- Updated physicals report is in each company's basket.
- All Chief Officers now have access to ER, some is read-only.
- Two EMTs have been assigned some Target Solutions EMS courses.
- By-Laws are not done yet. Will be soon.
- Will be out of the office 5/1 through 5/4.

RESOLUTION #118 GIVING FIREFIGHTER OWEN MULLEN PERMISSION TO ATTEND HAZMAT TECHNICIAN MODULE 1 AT THE WASHINGTON COUNTY OFFICE COMPLEX, 383 BROADWAY, FORT EDWARD, NY FROM 6/11-6/27/18.

MOTION: Chandler

SECOND: King

RESOLVED to give Firefighter Owen Mullen permission to attend Hazmat Technician Module 1 at the Washington County Office Complex, 383 Broadway, Fort Edward, NY from 6/11-6/27/18.

VOTE: All in favor, motion carried.

- Director of Purchasing – Jill Chouinard:

- Still no update on the AFG Grant.
- Hose Testing June 15th at the Town Garage; D/C Middlebrook is in charge.
- Boston Hose has been delivered to Co. #1 waiting for stencils and paint to come. Joyce will move money from SCBA account.
- Six bottles going out for hydro this year. Will need to purchase eleven. Cost of \$1,005.16 each.
- 120V is in Co. #4's basket.
- Smoke machine has been delivered for the Training Building.
- Hose jumpers (8 ft.) NYF gave us a price for twenty one 1 3/4" x 8' and seven 2 1/2" x 8', total for the 28 jumpers is \$2,016.00. 1 3/4" in red, and 2 1/2" in yellow and money to come from the SCBA account.
- Fire Police submitted an order that Commissioner Miller is reviewing.
- FF N. Thurman and FF D. Hammond gear and pagers need to be turned in. D/C Petkus will get the pagers and Jill will get their gear.
- Currently no Wi-Fi at Co #1, #2 and #4. Spoke with Kincaid, the quickest fix to the problem would be to install an access point for \$51.75. Board okayed.
- Motorola will not be making the "7" anymore, we have been looking at the Unication pagers. On sale now, \$337 each for six or more w/ a 2 yr. warranty. Need twelve total & programming module \$4,114. If purchased before May 12th, will come with a 5 yr. warranty. Will add to the May 9th meeting agenda. Also, the docking station is an additional \$70.00.
- Tablets have been delivered and there will be an inservice next Tuesday. No price on brackets yet.
- Projectors are back. S/K will place in the fire houses tomorrow. Price to put a 75" TV in the meeting room w/ cabling is \$2,593.63 through Kincaid.
- Leaving at noon tomorrow.

- **Treasurer – Joyce Petkus:**
 - Fiscal year 2017 AUD submitted to the state, copies forwarded to the Board.
 - Auditors are still waiting on the Penflex LOSAP audit, should have it soon.

6. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:**
 - Co. #1 – Michael Kingsley
- **Firefighter Changes in Membership:**
 - Co. #2 – Patrick Waite, under 18 to Active FF
 - Co. #2 – Amber Lloyd, moving out of district.
- **Auxiliary Applications/Changes in Membership:** None.
 - Co. #1 – Cassidy Hulka

RESOLUTION #119 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER APPLICATIONS FOR MEMBERSHIP AND AUXILIARY APPLICATIONS FOR MEMBERSHIP.

MOTION: Sadousky

SECOND: Dussault

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter Applications for Membership and Auxiliary Applications for Membership.

VOTE: All in favor, motion carried.

7. Report of the Chief – Chief Ellsworth:

- Various Training Update:
- Apparatus:
 - 291 is at Atlantic Detroit Diesel.
 - All trucks except for 293 and 281 have gone to Vander Mullen.
 - Monday 293 goes for yearly maintenance. Then 281. Then pump testing will be scheduled and all trucks will be done.
 - Vander Mullen is re-figuring the brush truck estimate.
 - Station Keeper has made all other truck appts.
 - 262 & 271 did not pass pump service and were repaired.
 - Jill is working on getting pricing on trucks.
 - District Truck Committee Meeting at 9 am at the District Office Sunday.
 - We had representative at all three schools for the walk through. All good.
 - Still trying to coordinate a time to come take a look at Mater.
 - When cleared as Class C on your physical, FF cannot wear a mask. Discussion. Follow the policy.
- SCFOA would like permission to use the Fire Prevention Trailer at the Fair.

RESOLUTION #120 GIVING THE SCFOA PERMISSION TO USE THE FIRE PREVENTION TRAILER FOR THE FAIR IN JULY.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give the SCFOA permission to use the Fire Prevention Trailer for the Fair in July.

VOTE: All in favor, motion carried.

- Would like a sign made for the trailer identifying it as belonging to the GFD. Fire Prevention Committee will look into it.
- Training Building also needs a sign. Jill will look into it.

8. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Fire Inspection at Greenfield Elementary last week. The school itself is in really good shape. Asked them to put a Knox box by the front door. Also asked them to entertain putting a roadway in the back of the building to enable access. Greatest length to pull hose is 400'.
 - Stewart's Plant walk-thru last Tuesday; longest distance to pull hose is 600'.
- **Porter Corners Co #2: D/C Middlebrook**
 - Lt. Drumm is a FF at Stratton Air Force Base. He saved the Chief Officer after he partially fell through a floor during a structure fire. Good job Dan!
- **Middle Grove Co #3: D/C Petkus**
 - There will be a car wash this Saturday to benefit Kyla Meltzer.
 - Will be out of town from 5/1 to 5/4/18. A/C Jennings will be in charge.
- **Maple Avenue Co #4: A/C Bullard**
 - There will be a blood drive 6/2/18 from 8 am to 1 pm.

RESOLUTION #121 GIVING CO #4 PERMISSION TO HOLD A BLOOD DRIVE 8 AM to 1 PM ON 6/2/18.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give Co #4 permission to hold a Blood Drive 8 am to 1 pm on 6/2/18.

VOTE: All in favor, motion carried.

- Helping Hoops May 11th at the High School.

RESOLUTION #122 GIVING CO #4 PERMISSION TO PARTICIPATE IN HELPING HOOPS AT THE SARATOGA SPRINGS HIGH SCHOOL ON MAY 11TH.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give Co #4 permission to participate in Helping Hoops at the Saratoga Springs High School on May 11th.

- Will be attending Corinth Little League Opening Day with the ladder truck and flag.

9. Report of the District EMS Coordinator – Nate King:

- Two EMT's that are due to recertify in August and their CME's are due by the 15th of May, they are working on getting caught up on classes.
- Went through CPR supplies and put together a list to get an order placed.
- Will ask Don to build some shelves downstairs to stock CPR supplies.
- Working with Schuyler to re-stock EMS supplies.

10. Report of the Training Committee:

- Nothing at this time.

11. Reports of the Commissioners:

- Dussault
 - All good.
- King
 - Thank you to all who bid on the equipment.
- Miller
 - Sent sign-up sheets to the D/C's for the Town Wide Clean Up.
 - Sent out I Am Responding messages and text messages to the Experienced Member Committee with regards to setting up a meeting. Have heard back from two people.
- Sadosky
 - Training Committee is doing a great job!
 - Thank you for the Best Practices! A lot of hard work.
- Chandler
 - Received and looked over the stair plans for Co. #2. Very thorough plans, would like to get this out to bid as soon as possible.
 - We are purchasing a lot at Lowe's lately. Would like to see us get an LAR account set up, Jill will check into it.

12. Reports of the Town Board Liaisons:

- Town of Greenfield: Jack Sadosky
 - Nothing at this time.
- Town of Wilton: Scott Dussault
 - Bi-centennial celebration.

13. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Stewart's is applying to build a warehouse.
 - A/C Bullard asked what the tin building is on Daniel's Road. It is to house a vet's office.
 - The structure on Coy Road is a large horse farm.
- Town of Wilton: Gary Bullard
 - ADK Trust received final approval to rebuild.
 - Mini-Golf Course on Rte. 9 was approved.
 - Aldi's is back on the docket.
 - Bonton is closing at the mall.
 - Foundation is in for Cumberland Farms.

14. District Policy Review:

- **Drug and Alcohol:** changes made.
- **Smoking/Other Tobacco Products:** no changes made.
- **Social Media:** changes made.
- **Whistleblower:** no changes made.

RESOLUTION #123 APPROVING CHANGES MADE TO THE DRUG AND ALCOHOL AND SOCIAL MEDIA POLICIES AS SUBMITTED.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to approve changes made to the Drug and Alcohol and Social Media Policies as submitted.
VOTE: All in favor, motion carried.

RESOLUTION #124 APPROVING THE BEST PRACTICES DOCUMENT FOR THE GREENFIELD FIRE DISTRICT.

MOTION: Chandler
SECOND: Sadousky
RESOLVED to approve the Best Practices Document for the Greenfield Fire District.
VOTE: All in favor, motion carried.

15. Special Topics of Discussion:

- Joyce will look into having the Best Practices Document printed.

16. Final Comments:

- None.

17. Dispense with the reading of the minutes

RESOLUTION #125 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Miller
SECOND: Dussault
RESOLVED to dispense with the reading of the minutes.
VOTE: All in favor, motion carried.

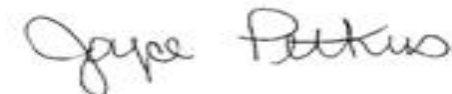
Motion made by Commissioner Dussault with a second from Commissioner Sadousky to adjourn the meeting at 8:48 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary

Reviewed/approved,



Joyce Petkus
District Administrator/Treasurer