

# **Board of Fire Commissioners**

Greenfield Fire District  
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The October 24, 2018 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, Dussault, King, Miller; D/A & Treasurer Petkus, D/P Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** October 10, 2018 Commissioner Meeting Minutes and October 16, 2018 Budget Hearing Minutes as written.

## **RESOLUTION #237 APPROVING THE OCTOBER 10, 2018 COMMISSIONER MEETING MINUTES AND THE OCTOBER 16, 2018 BUDGET HEARING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the October 10, 2018 Commissioner Meeting Minutes and October 16, 2018 Budget Hearing Minutes as written.

VOTE: All in favor, motion carried.

### **3. Payment of Bills:**

Commissioner King questioned Voucher BR18004, noting that he spoke to Neil at Catalfamo, and the district will be decreasing payment to them \$66.49 because they did not coordinate the slump test. Brief discussion continued.

## **RESOLUTION #238 APPROVING PAYMENT OF ABSTRACT #20, VOUCHER #1800512 THROUGH #180537 FROM THE GENERAL FUND, TOTALING \$30,547.48.**

|         |    |           |
|---------|----|-----------|
| A3410.1 | \$ | 4,655.26  |
| A3410.2 |    | 8,332.94  |
| A3410.4 |    | 17,203.15 |
| A9000.8 |    | 356.13    |

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Total:       \$30,547.48

MOTION: Chandler

SECOND: King

RESOLVED to approve payment of Abstract #20, Voucher #180512 through #180537 from the General Fund, totaling \$30,547.48.

VOTE: All in favor, motion carried.

**RESOLUTION #239 APPROVING PAYMENT OF ABSTRACT #3, VOUCHER #BR18004 FROM THE BUILDING RESERVE FUND, TOTALING \$279.93.**

MOTION: Chandler

SECOND: King

RESOLVED to approve payment of Abstract #3, Voucher #18004 from the Building Reserve Fund, totaling \$279.93.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- Regular flu vaccinations scheduled at the District Office, October 30<sup>th</sup>, 6:30-7:30 pm. High dose vaccinations must be administered at COH in Wilton.
- Still has not received the invoice for glass claim on 293; brief discussion, Joyce to look into it.
- AFDCA Fall Workshop is November 10<sup>th</sup> at Westmere FD.

**RESOLUTION #240 GIVING JOYCE PETKUS, JACK KING, EDWARD PETKUS AND JAY ELLSWORTH PERMISSION TO ATTEND THE AFDCA WORKSHOP ON NOVEMBER 10, 2018 AT WESTMERE FD. PERMISSION ALSO TO TAKE 26.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Joyce Petkus, Jack King, Edward Petkus and Jay Ellsworth permission to attend the AFDCA Workshop on November 10, 2018 at Westmere FD. Permission also to take 26.

VOTE: All in favor, motion carried.

- Received a letter of intent to run for 2019 Chief from Chief Jay Ellsworth.
- **Director of Purchasing – Don Ranck:**
  - Would like to replace maintenance pick-up truck box with an over the rail box from Weatherguard. Board okayed to purchase.
  - Would like to put tires that are in the basement out to bid for anyone who would like to purchase them. 14,000 miles on them. Board okayed.
  - Would like to put fans and generators that are in the basement on Auctions International. Board okayed.
  - Items have been ordered per DEC Grant.
  - Would like to move annual fire alarm inspections to January. Board okayed.
  - Would like to give Fire Tech access cards; they are vendor for Scott air pack servicing, and they will be here the week of October 29<sup>th</sup>. Commissioner King reminded everyone that all packs need to be at the firehouses for inspection.
  - Would like to allow firefighters to keep training books if they pass the class; if class not completed, books are to be returned. Board okayed.

- 281 missing four gas meter from Mill Street fire. Please return it if you have it.
- There is an upgrade to the Air Masks/TIC Cameras that do not drain the batteries. Each mask upgrade by Dival is \$319, totaling \$2,552.00 for the 8 masks that we have. Discussion continued regarding the issues with the masks since they were purchased and Scoot should pay for the upgrades, not the district.
- Chief Ellsworth asked about getting rid of the fans in the shed; D/C Chouinard to look at them.
- **Treasurer – Joyce Petkus:**

**RESOLUTION #241 GIVING TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$600.00 FROM CME REIMBURSEMENT TO .4 EMS TRAINING ACCOUNT.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Treasurer permission to appropriate unappropriated funds of \$600.00 from CME Reimbursement to .4 EMS Training Account.

VOTE: All in favor, motion carried.

- Issue with Quickbooks this week; the district does not have a support contract. Brief discussion; Board okayed 3 year support contract.

**5. Firefighter/Auxiliary Applications/Changes in Membership: None.**

**6. Report of the Chief – Chief Ellsworth:**

- Questioned if the jaws have been serviced this year. Joyce noted they are due for servicing in November.
- Vander Molen to be at Co #1 on November 13<sup>th</sup> to go over 261 prior to painting. They will also look at 263 cascade system and new 283 regarding some items that need mounting.
- Contacted Stephanie Burwell regarding the number changes that need approval by the Fire Advisory Board. She will be stepping down at the end of the year, so a new liaison will need to be appointed in 2019.
- Would like to have extrication waived for Levi Barss again this year as it has still not been offered; Board okayed. Ryan Feulner will not have completed Pump Ops course until after letters due; Board okayed to submit after completed.
- Reminder that I Am Responding in-service is scheduled for November 20<sup>th</sup>.
- Everyone is working on inventory list; Don has all but one company.
- Apparatus key box has been installed; Don has list of missing keys.
- Questioned the status of Co #4 land survey; still not completed.
- Would like to have a spec put together for another Chief's vehicle. The two Chiefs vehicles that were purchased used need quite a bit of work. Brief discussion; Board okayed.

**7. Reports of the Companies:**

- **Greenfield Center Co #1: D/C Chouinard**
  - Thank you to the Board for the hose packs. 262 is all set with 2½" hose, and thanks to the other companies for each donating some hose.

- Would like brow light installed when 261 goes to Vander Molen, and upgrade headlights for a total cost of about \$700. Joyce noted there is less than \$3000 left in the Apparatus Maint/Repair line item. Board okayed.
- Need four carabiners for rope bags; Don will get prices.
- **Porter Corners Co #2: D/C Middlebrook.**
  - All quiet.
- **Middle Grove Co #3: D/C Petkus**
  - Will be out of town next week.
- **Maple Avenue Co #4: D/C Bogardus**
  - Co #4 getting new pick-up truck, but rumor is that Co #4 is losing 296. Would like a clear definition as to what the plan is for 296. Lengthy discussion continued with the following points made:
    - Chief Ellsworth thought he was pretty clear from the sound of the meeting the other night; the truck will remain out of service until the new regime at the beginning of the year and the district truck committee will take another look at it. The age of 296 was brought up by the truck committee when the pick-up was purchased; he had sat down with the Co #4 officers and discussed it.
    - Commissioner Dussault noted 296 is probably the most used vehicle.
    - The new truck was supposed to be the replacement for 296 and the truck committee was pretty clear.
    - D/C Bogardus noted that that information was not brought back to the company, one person made that decision, his in-house truck committee is dead set against it and it is well known they did not want to change two trucks for one. 296 is very universal for department, there are EMT's that take it home at night, it fits in their garages.
    - Commissioner Chandler noted that from the Board's aspect, the two for one was one of the deciding factors for buying the new truck.
    - Commissioner Dussault noted that he asked one of the truck committee members how much input they had in the decision, and they said they had absolutely none.
    - Chief Ellsworth noted that he sat around the round table for four hours with Co #4 officers, including the District EMS Coordinator on a Sunday morning and discussed both the truck and MED. D/C Bogardus noted the EMS Coordinator adamantly denies that he agreed with getting rid of 296. Commissioner Dussault agreed.
    - D/C Bogardus noted that if it comes to giving up two trucks, he would rather not have the new truck. Commissioners King and Chandler noted that it is not a problem, and Commissioner King asked if that was his decision tonight. D/C Bogardus noted he would have to bring it back to his company; Commissioner King noted he is their representative, make the decision.
    - D/C Bogardus noted that in-house they did not agree to give up 296; they were under the impression that 294 was going, and they were keeping 296. If 296 was to no longer work, then they would come back to make the bid to replace or not to replace it. The company had voted not to give up 296, and he does not know where it was given up.
    - Chief Ellsworth noted it was at that meeting when that decision was made; D/C Bogardus noted he does not remember, and this has been a bone of contention for 2 years.

- Chief Ellsworth noted this should have been brought up way before tonight; D/C Bogardus noted that he believes he brought it up even before the truck was ordered, and he told the Chief if it came to giving up two vehicles, Co #4 did not want the new truck.
- Commissioner Chandler noted that Co #4 needs to decide if they want the new truck or the old ones.
- D/C Bogardus noted he would call a meeting to discuss it, and bring the answer back to the next Commissioners meeting. He also noted that his decision is definitely splitting the department. Ex-Chief Davis questioned if this was brought to the Board about getting rid of both trucks and if so it should be in the minutes; Joyce to research.
- Chief Ellsworth questioned who is on the company truck committee; D/C Bogardus noted Kyle Abrams, Zak King, Nate King, Mike Bogardus, Tyler Bennett and chaired by A/C Bullard. Chief Ellsworth noted that Chiefs Bogardus and Bullard, Nate King, Larry Ramsey, among others, were all there that Sunday morning and it was discussed at great length. D/C Bogardus noted he does not remember the final decision.
- Commissioner Miller noted there certainly appears to be a difference in the ways things are remembered.
- Chief Ellsworth also noted that he brought it up at Co #4 monthly meeting last Wednesday and no one spoke up and said anything to him about this.
- D/C Bogardus noted he is not trying to be difficult, but a lot of members have been voicing to him that they have voted consistently the last couple of years to keep 296, and it is in their minutes as a company vote that they did not support getting rid of 294 for a four door pick up and additionally to give up 296, and in the last month it has come down that they have to give up two for one.
- Commissioner Chandler noted that if that has been the company's decision, it can be taken care of. D/C Bogardus noted it had been but he would like to reconvene his department for an answer.
- Questioned Joyce if she received the application on their new applicant; Joyce noted no, and she also has not received the Change in Membership forms on Valeska Palmateer and Aubrey Nowhitney.
- Apologized for calling Joyce after hours; she noted it was okay since it was a problem with the district credit card.
- Chief Ellsworth asked D/C Bogardus if the new truck has been painted; D/C Bogardus noted he did not know where it is. Chief Ellsworth noted it is at Cole's and that D/C Bogardus needs to go there tomorrow, and if it has not been painted, to tell them not to paint it.

**8. Report of the District EMS Coordinator – Nate King:**

- Not present this evening.

**9. Report of the Training Committee: Walker Chandler**

- Meeting next week.

**10. Reports of the Commissioners:**

- **Dussault**
  - Wilton is hosting a Haunted Hayride to benefit Adopt a Soldier. Always looking for volunteers.

- **King**
  - Need to adopt a new Sexual Harassment Policy that is compliant with NYS, and complete annual training. Brief discussion continued; Joyce noted Capital EAP notified her they are compliant. D/C Petkus noted WEMS uses Target Solutions.
  - Bauer Compressor info was sent to the Board. Brief discussion continued.
  - If there are any Safety Officer helmets out there, please turn them in to Don.
- **Miller**
  - By-Law Committee Meeting tomorrow at 7 p.m. at the District Office.
- **Chandler**
  - Board decided not to appoint anyone to fill the vacant Commissioner position, they decided to see who runs for Commissioner in December. Letters of Intent are due November 21<sup>st</sup>.

**11. Reports of the Town Board Liaisons:** Nothing.

**12. Reports of the Town Planning Board Liaisons:** Nothing.

**13. District Policy Review:**

- **Credit Card:** no changes made.
- **Investment:** no changes made.
- **Purchasing:** no changes made.
- **Travel:** no changes made.
- **Firefighter Training/Officer Requirements:** Commissioner Miller reviewed changes made.

**RESOLUTION #242 ACCEPTING THE CHANGES MADE TO THE FIREFIGHTER TRAINING AND OFFICER REQUIREMENTS POLICY AS WRITTEN BY COMMISSIONER MILLER.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to accept the changes made to the Firefighter Training and Officer Requirements Policy as written by Commissioner Miller.

VOTE: All in favor, motion carried.

**14. Special Topics of Discussion:**

**RESOLUTION #243 SETTING 2018 SALARY & BENEFITS FOR LARRY RAMSEY, JR., P/T MAINTENANCE; HOURLY RATE OF \$15.00 FOR 20 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.**

MOTION: Chandler

SECOND: Miller

RESOLVED to set 2018 salary & benefits for Larry Ramsey, Jr., P/T Maintenance; hourly rate of \$15.00 for 20 hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

Regarding the 2019 Budget, the Board will not be overriding the tax cap.

**RESOLUTION #244 ADOPT 2019 BUDGET WITH CHANGES MADE AND DOCUMENTED IN THE OCTOBER 16, 2018 PUBLIC HEARING MINUTES.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to adopt 2019 Budget with changes made and documented in the October 16, 2018 Public Hearing Minutes.

VOTE: All in favor, motion carried.

**15. Final Comments:**

- None.

**16. Dispense with the reading of the minutes**

**RESOLUTION #245 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

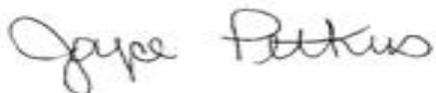
Motion made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 7:57 PM. All in favor.

Respectfully submitted,



Deidre Chandler  
Operations Secretary

Reviewed/approved by,



Joyce Petkus  
District Administrator/Treasurer