

Board of Fire Commissioners

Greenfield Fire District
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The December 12, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Michael Chandler at 7:04 PM.

Present were: Commissioners Chandler, Dussault, King, Miller; D/A & Treasurer Petkus, D/P & S/K Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** November 28, 2018 Commissioner Meeting Minutes.

RESOLUTION #271 APPROVING THE NOVEMBER 28, 2018 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the November 28, 2018 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

Commissioner King questioned payment of annual dues; Joyce noted as past practice and for continuity, most dues are paid in December each year.

RESOLUTION #272 APPROVING PAYMENT OF ABSTRACT #23, VOUCHER #180592 THROUGH #180623 FROM THE GENERAL FUND, TOTALING \$22,086.04.

A3410.1	\$	5,203.53
A3410.2		900.37
A3410.4		15,578.38
A9000.8		403.76

Total:	\$	22,086.04

MOTION: Dussault

SECOND: Miller

RESOLVED to approve payment of Abstract #23, Voucher #180592 through #180623 from the General Fund, totaling \$22,086.04.

VOTE: All in favor, motion carried.

RESOLUTION #273 APPROVING PAYMENT OF ABSTRACT #6, VOUCHER #BR18008 THROUGH #BR18009 FROM THE BUILDING RESERVE FUND, TOTALING \$2,035.08.

MOTION: Chandler

SECOND: King

RESOLVED to approve payment of Abstract #6, Voucher #BR18008 through BR18009 from the Building Reserve Fund, totaling \$2,035.08.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- Congratulations to Jon Davis, Commissioner for the five year term, and Clint McGowan, Commissioner for the three year term. Welcome letter and information to be sent out to each tomorrow. Brief discussion continued.
- Need the number of firefighters the Board is going to cover under the cancer coverage; 56 to be covered. Joyce to send VFIS application to Dave Meager.
- Updated the Firefighter application to reference the Cancer coverage, in case a firefighter applicant is coming from another fire department.
- COH closing its doors on January 18th. Making arrangements for firefighters to request records from them, how to store them, those that need to continue their Hep B series, has contacted two other Occupational Medicine providers to set up meetings. Lengthy discussion continued; if new filing cabinet needs to be ordered, Don can go ahead and order.
- Will be sending out end of year staff time off.
- Reminder that year end close of books meeting is December 26th.
- ER has come out with new Roles and Permissions and the district has been transferred over to the new system. She will be meeting with the Chief after the first of the year to coordinate.

RESOLUTION #274 GIVING FIREFIGHTER WALTER RAMSEY PERMISSION TO ATTEND INCIDENT SAFETY OFFICER 1/22/19 – 2/19/19 AT THE KINGSBURY VOLUNTEER HOSE COMPANY IN WASHINGTON COUNTY. PERMISSION TO ALSO TAKE 275.

MOTION: Chandler

SECOND: King

RESOLVED to giving Firefighter Walter Ramsey permission to attend Incident Safety Officer 1/22/19 – 2/19/19 at the Kingsbury Volunteer Hose Company in Washington County. Permission to also take 275.

VOTE: All in favor, motion carried.

• **Purchasing Agent – Don Ranck:**

- Missing gas meter on 281 from Mill Street fire. Would like to purchase replacement and submit insurance claim. Cost is about \$825. Okayed.

RESOLUTION #275 GIVING THE PURCHASING AGENT PERMISSION TO REPLACE 281 GAS METER AND SUBMIT INSURANCE CLAIM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to replace 281 gas meter and submit insurance claim.

VOTE: All in favor, motion carried.

- 5 gas meter sent out for calibration.
- 283 radio programming may be done this week or next week.
- D/C Bogardus lost his district cell phone and has been unable to find it. It was an old I5 and had no insurance on it. Discussion continued. Board okayed to be replaced. Worked with ATT and there was an issue regarding suspending the phone, but he has taken care of that. Explained an app called Life 360 that can track cell phones and would like to put all the district phones and tablets on the app, which is free. Board okayed.
- **Treasurer – Joyce Petkus:**
 - Has accrued some monies, not sure what the Board wants to do and cannot carry over into 2019 as there are no estimates/invoices: G. Farnum bill, HGAC, Boundary survey markings. Brief discussion continued; Joyce to contact A/C Barss regarding the G. Farnum bill, HGAC to be un-accrued, and Commissioner Chandler to look into the boundary markings.

RESOLUTION #276 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$1,500.00 FROM PROCEEDS OF DEC GRANT TO .2 MISCELLANEOUS EQUIPMENT LINE ITEM.

MOTION: Chandler

SECOND: King

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$1,500.00 from proceeds of DEC grant to .2 Miscellaneous Equipment line item.

VOTE: All in favor, motion carried.

5. Firefighter/Auxiliary Applications/Changes in Membership:

Firefighter Applications:

- Co #2: Cody Cleveland.

RESOLUTION #277 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE FIREFIGHTER MEMBERSHIP APPLICATION.

MOTION: Chandler

SECOND: King

RESOLVED to give the Chairman permission to sign off on above Firefighter Membership Application.

VOTE: All in favor, motion carried.

6. Report of the Chief – Chief Ellsworth:

- Congratulations to Jon Davis and Clint McGowan.
- There was a segment on the decline in membership in the volunteer fire service on Channel 13 this evening that was very interesting. There is also a report that

came out in one of the fire service magazines in reference to the severe decline of membership in the Pennsylvania fire service.

- Annual meeting tomorrow night at Middle Grove; reminder to the Presidents to please bring your eligibility forms for voting tomorrow.
- Don working on a gear spreadsheet that the Chiefs will be helping out with; he has been doing a great job on getting packs inventoried, bottles will be next, wrapped up portables today. All this is also being entered into ER.
- ARGO back in service.
- Jaws annual maintenance completed.
- Has heard nothing on the masks.
- 261 is getting painted; handed out estimate from Vander Molen with discussion following. Will be giving Don Pictures of the graphics to get more prices.
- Asked about the rescue; Commissioner King noted about February, cost is \$1800 to remove Cascade; will be done in February. To also get other quotes.
- Called John Cameron again regarding 293 pricing.

RESOLUTION #278 ACCEPTING THE ESTIMATE FROM VANDER MOLEN FOR THE DIAMOND PLATE, CAB DOORS AND PAINTING, AND CAB GRAPHICS, AT A COST OF NOT MORE THAN \$6,260.

MOTION: Chandler

SECOND: King

RESOLVED to accept the estimate from Vander Molen for the diamond plate, cab doors and painting, and cab graphics, at a cost of not more than \$6,260.

VOTE: All in favor, motion carried.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Thanked the Board for the 261 additions, water storage tank, new cascade system.
 - Was a good year, have a wonderful holiday.
- **Porter Corners Co #2: D/C Middlebrook**
 - All quiet.
- **Middle Grove Co #3: D/C Petkus**
 - Received call from Deputy Sheriff Jasmin thanking everyone for their participation in Toys for Tots.
 - Thanks to the Board and Staff for their work this year.
- **Maple Avenue Co #4: A/C Bullard**
 - Would like to get moving on the pins.
 - 294 should be done by Friday, then make arrangements for the lettering guy to come over. After the last Commissioners meeting the company ended up buying the extra lights. They also bought the chrome bumpers and wheels as they missed that package. Thanks for the pickup. Commissioner King asked if anyone on the Board had an issue with that; the Board thanked them for doing that.

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

- Meeting rescheduled for this Friday regarding supplying the EMS cabinet and the using the software program for re-stocking.
- Working on 2019 CME schedule; Bleeding & Shock scheduled for January 7th.

9. Reports of the Commissioners:

- Dussault
 - Thanks to Officers and firefighters for your hard work this year.
 - Gavin Park tree lighting this past Friday was a success.
 - Have a good Holiday and be safe.
- King
 - Thanks to the Town Highway Department for their work on the water tank. Don will be ordering lunch for them as a thank you.
 - Congratulations to Jon Davis and Clint McGowan, and thanks to Ed Ackley for showing interest in running for Commissioner, you don't see a lot of people running anymore.
 - Has a meeting tomorrow at 10 am with Lanson Cosh, the Project Engineer from Chazen; he will be looking at Co #1 roof to come up with some ideas to stop the roof from leaking.
- Miller
 - Congratulations to Jon Davis and Clint McGowan.
- Chandler
 - Congratulations to Jon Davis and Clint McGowan; it can be both grueling and fun, hope they enjoy it as much as he has. Brief discussion regarding their required Commissioner training.

10. Reports of the Town Board Liaisons:

- Town of Greenfield:
 - Nothing.
- Town of Wilton: Scott Dussault
 - Town looking to reduce the speed limit on Ingersoll Road at Route 50 area from 45 to 30 MPH. Will have to go through DOT.
 - There will be a new dog catcher beginning in January, Josh Vincek.
 - Aldi's coming along.

11. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Nothing.
- Town of Wilton: Gary Bullard
 - New development on Maple Avenue coming.

12. Special Topics of Discussion:

- Chief Ellsworth thanked the Board, Officers, Staff and membership for a good year. It went fast, was an eye opener, but he did enjoy it for the most part. A lot of effort was put into training and the district is better for it. Also noted the following accomplishments for the year including:
 - Knox boxes in all trucks;
 - Training building and upgrades;
 - Tire replacements;
 - Sold a truck, moved the brush truck to Co #3;
 - Ongoing county CAD system;
 - Changed over to Emergency Reporting system;
 - Hose replacement;
 - Windshield cutters;

- I-pads in Chief vehicles;
- Changed over to new pager system;
- Rescue jack at Co #4;
- Cascade replacement, thanks to Commissioner King;
- Co #1 water tank;
- Commissioner Miller did great job on recruitment meetings;
- Best Practices completed after many years, thanks to the committee;
- Thanks again to Commissioner King for working on updating the Town Emergency Plan;
- Application process and Funeral policy updated;
- Co #3 President Miller worked with the other company Presidents and the by-laws are in process of being updated;
- Co #4 land deal finalized;
- Had a Chief's dinner and Old Timers dinner;
- Worked on truck repairs and paint work;
- Co #2 received new jaws;
- Working on inventory with Don, he is doing a great job;
- Put in centrally located key box and working on keys from all trucks.
- Joyce noted she sent out letters to the four fire companies for updated releases to use the training center in 2019; all certificates of insurance are still valid.
- Firefighter McGowan noted that he should be receiving his fire previous service letter and will forward on to Joyce as soon as it is received.
- Don noted South Glens Falls is having a fundraiser for an injured firefighter this Sunday; to be posted on FaceBook page.
- Captain King noted that Chief Williams was in and picked up an application.

13. Report of the Training Committee: A/C Barss

- Not present this evening.

14. Final Comments: None.

15. Dispense with the reading of the minutes

RESOLUTION #279 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Dussault

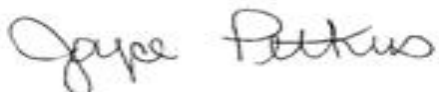
SECOND: Miller

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 Miller to adjourn the meeting at 8:12 PM. All in favor.

Respectfully submitted,



Joyce Petkus
District Administrator/Treasurer