

**Board of Fire Commissioners**  
Greenfield Fire District  
P.O. Box 103  
Greenfield Center, NY 12833  
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The February 13, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:04 PM.

Flag salute and a moment of silence were recognized for departed members.

**Present were:** Commissioners Chandler, Davis, Dussault, King, McGowan; D/A-Treasurer Petkus, S/K-P/A Ranck. Please see sign in sheet for others in attendance.

**RESOLUTION #66 APPROVING THE JANUARY 23, 2019 COMMISSIONER MEETING MINUTES, THE JANUARY 30, 2019 AND FEBRUARY 4, 2019 SPECIAL MEETING MINUTES AND THE FEBRUARY 6, 2019 INSURANCE REVIEW MEETING MINUTES AS WRITTEN.**

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve the January 23, 2019 Commissioner meeting minutes, the January 30, 2019 and February 4, 2019 Special meeting minutes and the February 6, 2019 Insurance review meeting minutes as written.

VOTE: All in favor, motion carried.

**Chairman Chandler asked for questions/comments regarding the abstract:**

Commissioner King questioned Co #1 fuel bill; in 10 days \$1,718.23 was spent in fuel for 764.10 gallons. Commissioner Davis noted he felt it was really only 343 gallons, but it is still a lot. Brief discussion continued.

Commissioner King noted that Orkin pre-bills for services, but the Treasurer only pays after services is provided. Brief discussion.

Commissioner King questioned if there has been word on the overpayment on the National Grid bill. The Treasurer noted the overpayment was not paid by the District, and she has heard nothing in reference to who the payment actually belongs to. She will keep paying the National Grid bills in full because at some point National Grid is going to take that credit away, which would then leave the district owing money.

Commissioner McGowan questioned the bunker repairs; P/A Ranck noted the repairs were for gear in inventory, one of which was covered under warranty.

Commissioner McGowan questioned the WEMS invoice for \$7,000.00; the Treasurer noted that is the annual contract for services provided for the CME recert program.

Commissioner Chandler questioned if the Chief reviewed all the Vander Molen bills; Chief Ellsworth noted yes.

**RESOLUTION #67 APPROVING PAYMENT OF ABSTRACT #3 FROM THE GENERAL FUND, VOUCHER #190039 THROUGH VOUCHER #190065, TOTALING \$58,689.59.**

A3410.1	\$10,684.65
A3410.2	\$ 180.98
A3410.4	\$46,910.42
A9000.8	\$ 913.54
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Total:	\$ 58,689.59

MOTION: Chandler  
SECOND: Dussault  
RESOLVED to approve payment of Abstract #3 from the General Fund, Voucher #190039 through Voucher #190065, totaling \$58,689.59.  
VOTE: All in favor, motion carried.

**RESOLUTION #68 APPROVING PAYMENT OF BUILDING RESERVE ABSTRACT #1, VOUCHER #BR19001, PER PREVIOUS PERMISSIVE REFERENDUM, TOTALING \$62,417.37.**

MOTION: Chandler  
SECOND: King  
RESOLVED to approve payment of Building Reserve Abstract #1, Voucher #BR19001, per previous permissive referendum, totaling \$62,417.37.  
VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Working on Defensive Driver; offering both classroom and on-line training. Discussion continued. The District will pay for firefighters, life members and spouses. Will send out emails once set up.
  - Vehicle insurance cards received; there is a new Accident Report Guide inside as well.
  - Physicals: Occupational Health is new medical Provider. Lengthy discussion continued; they will come to the district office to do fasting bloodwork prior to physicals. Paperwork given to each company to fill out prior to blood work. Joyce to coordinate and send out emails regarding signup. Breakfast to be supplied.
  - AFDCA Officers Reception will be held at the Water's Edge Lighthouse in East Glenville on March 9, 2019. Must RSVP by 3/1.
  - ADFSNY Annual Meeting/Workshops May 2-4<sup>th</sup> at the Albany Marriott.

**RESOLUTION #69 GIVING A/C EDWARD PETKUS PERMISSION TO ATTEND THE FIRE AND LAW MANAGEMENT CONFERENCE AT TURNING STONE MARCH 28-31/2019.**

MOTION: Davis  
SECOND: King  
RESOLVED to give A/C Edward Petkus permission to attend the Fire and Law Management Conference at Turning Stone March 28-31/2019.  
VOTE: All in favor, motion carried.

- **Purchasing Agent:** Don Ranck
  - Received LDDS form for 271 damaged ladder; cost is just under \$800 to replace ladder.

## RESOLUTION #70 GIVING THE PURCHASING AGENT PERMISSION TO REPLACE 271 LADDER.

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to replace 271 ladder.

VOTE: All in favor, motion carried.

- Parts ordered and shipped for ladder off 273.
- Co #3 generator to be serviced tomorrow, Co #1, 2 4 generators to be serviced next month.
- Cascade system going into production next week, about 14 weeks for install. Booster pump will be in sooner.
- Sent out hose testing quotes last week for review. Is 5" being tested? Discussion continued. 5" will not be tested.

## RESOLUTION #71 ACCEPTING QUOTE FROM WATERWAY FOR ANNUAL HOSE TESTING.

MOTION: Davis

SECOND: Dussault

RESOLVED to accept quote from Waterway for annual hose testing.

VOTE: All in favor, motion carried.

- **Treasurer:** Joyce Petkus
  - Annual independent audit starts tomorrow.

### **Firefighter Applications for/Changes in membership:**

- Co #2: Timothy Leary, Anthony Lloyd, new members.

### **Auxiliary Applications for membership/Requests for Change in Membership:**

- Co #3: Cathy Miller, new auxiliary member.

## RESOLUTION #72 GIVING THE CHAIRMAN PERMISSION TO SIGN FIREFIGHTER AND AUXILIARY APPLICATIONS.

MOTION: Dussault

SECOND: Davis

RESOLVED to give the Chairman permission to sign Firefighter and Auxiliary applications.

VOTE: All in favor, motion carried.

### **Report of the Chief – Jay Ellsworth:**

- They have been busy with a lot of structure fires recently.
- Apparatus maintenance/repairs:
  - 271 is at Vander Molen, still waiting on the window; they also did the service and pump service. Valve was replaced.
  - 262 needs to go to Vander Molen for a fuel leak.

- 261 paint job looks really good, Vander Molen missed a paint bubble but they will take care of it. There were questions regarding the front bumper striping; D/C Chouinard noted not to do it. Board okayed.
- Will be out of town this weekend.
- 280 is going to the Providence banquet.
- Missing some hard suction; Purchasing Agent requested lengths needed; companies need to send the info to Don. The Chief also requested three 25' jumpers in 5".
- Still talking about replacing the hose on 261.
- Discussion regarding new Chief's vehicles; Chief Ellsworth chose option 1 for the vehicles and option A for the light package; Commissioner King noted he wants a bar light on the vehicles for better visibility. Discussion continued; no decision made on light package pending clarifications. Specs to go back to the Chief.

**Reports from Companies:**

**Company #1 – D/C Chouinard:**

- Thanked the board for the bodywork done on 261.
- Would like LED headlights for 263; Board okayed.

**Company #2 – Cpt. Drumm:**

- Ladies auxiliary would like to host Breakfast with the Easter Bunny on April 7<sup>th</sup>, a Children's Halloween part on October 20<sup>th</sup> and Breakfast with Santa on December 1<sup>st</sup>.

**RESOLUTION #73 GIVING CO #2 AUXILIARY PERMISSION TO HOST THE FOLLOWING: BREAKFAST WITH THE EASTER BUNNY ON APRIL 7<sup>TH</sup>, A CHILDREN'S HALLOWEEN PARTY ON OCTOBER 20<sup>TH</sup> AND BREAKFAST WITH SANTA ON DECEMBER 1<sup>ST</sup>.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Co #2 auxiliary permission to host the following: Breakfast with the Easter Bunny on April 7<sup>th</sup>, a Children's Halloween party on October 20<sup>th</sup> and Breakfast with Santa on December 1<sup>st</sup>.

VOTE: All in favor, motion carried.

- Requested the Board do a permissive referendum for the extra list of equipment needed on 273: portable tank, blitz fire gun, pelican lights, an air pack and 400' 1 3/4 " hose. Commissioner McGowan added that they just received email from KME that the new truck should be delivered sometime in July. Brief discussion continued. P/A Ranck noted he still not have the price on the air pack. Will have ready for the next meeting.

**Company #3 – A/C Petkus:**

- Asked if the County has reached out to Don in reference to March 1<sup>st</sup> and the pager tones; Don noted he has heard nothing about. Discussion regarding rolling out the Tri Tech CAD system on March 1<sup>st</sup> and elimination of mutual aid tones. Chief Ellsworth noted he has spoken to Ed Tremblay and Stan DeLong regarding stacking the tones, and eventually they will be sending someone around regarding the sirens. Noted his disappointed in the lack of communication between the County and fire companies.

**Company #4 – A/C Bullard:**

- Would also like LED lights for 293; Board okayed.

**Report of District EMS Coordinator: Nate King:**

- Not present this evening.

### **Report of the Training Committee: Captain Drumm**

- Make up OSHA class scheduled for 2/26 at the District office.
- Captain Peters seminar cancelled due to weather and rescheduled for March 12<sup>th</sup>.
- CPR/1st Aid class to be held at the district office at 8 am.
- New Member Orientation is 2/16 at the District Office.
- Firefighter fitness is March 7<sup>th</sup> at Co #2.
- Bail Out Train the Trainer is March 9<sup>th</sup> at Co #2.
- Requested clarification regarding the Dr. David Griffin seminar; each firefighter can receive two tickets maximum for the seminar.

### **Reports of the Commissioners:**

- Davis
  - Asked Joyce if she ever looked into the fire report retention requirement; she noted she has not had a chance.
  - Board recently approved an additional \$51 per eligible firefighter annually for enhanced cancer coverage; this covers all types of cancers.
  - Discussed at the annual insurance meeting the ability of each company to bond their Treasurer. It was recommended by the attorney that all the treasurers be bonded, and the Board would put it under their current policy for the benefit of group coverage, and then the companies would then reimburse the district. Each company needs to send in an amount to be bonded, and they need to make sure they have written policies regarding checks and balances. Brief discussion continued; the by-laws may need to be updated.
  - An RFP is currently being worked on for two Chief's vehicles. Discussion again regarding the light bar options.
- Dussault
  - Tough month with structure fires, thanks to the members and officers for their help.
- King
  - Lot of fires going on, thanks for all the participation.
  - Questioned the status of the District EMS Coordinator; the Chief noted he spoke to Nate and he has been busy because of the storms and unable to make it to the district office, but he will have time and he will get in touch with the Chief in the coming week. Commissioner King noted he really has no information on the CPR upcoming class; brief discussion continued.
  - Had a good meeting with Lanson Cosh from Chazen, who has put some numbers together. Brief discussion continued.

## **RESOLUTION #74 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND UP TO \$66,500 FROM THE BUILDING RESERVE FUND FOR THE EXTENSION OF PROFESSIONAL SERVICES OF THE CHAZEN COMPANIES FOR THE GREENFIELD CENTER FIREHOUSE IMPROVEMENT PROJECT.**

MOTION: Davis

SECOND: King

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend up to \$66,500 from the Building Reserve Fund for the extension of professional services of The Chazen Companies for the Greenfield Center Firehouse improvement project.

VOTE: All in favor, motion carried.

- The Purchasing Agent recently purchased a battery analyzer to look at the portable batteries dying. Discussion continued; there are currently 78 800 portables, and the batteries cost \$67 each and they all seem to be dying at the same time. Commissioner McGowan noted a problem they are having with all the radios on 273; Captain Drumm was asked to look into it.
- McGowan
  - I Am Responding not working at Co #2. Discussion continued; Don has been working on it, IAR has recommend not using Internet Explorer. There is a problem with the map coming up and freezing, A/C Petkus noted he would go over there and look at it. Co #1 is also having a problem.
  - Reviewed changes made to the Duties of Fire Officers Policy.

## RESOLUTION #75 APPROVING THE CHANGES TO THE DUTIES OF FIRE OFFICERS POLICY AS SUBMITTED.

MOTION: McGowan

SECOND: Chandler

RESOLVED to approve the changes to the Duties of Fire Officers Policy as submitted.

VOTE: All in favor, motion carried.

- Chandler
  - Nothing at this time.

### **Reports of the Town Board Liaisons**

- **Town of Greenfield:** Davis
  - Nothing at this time.
- **Town of Wilton:** Dussault
  - Wilton Town Highway Supervisor recently received some awards.
  - Assessor resigned.
  - Vacant house on 157 Jones Road is being demolished by the Town.

### **Reports of the Town Planning Board Liaisons:**

- **Town of Greenfield:** Mike Chandler
  - Nothing at this time.
- **Town of Wilton:** Gary Bullard
  - Meeting is next week.

### **Special Topics of Discussion:**

- Chief Ellsworth asked if there were any 800 radios in inventory; Don noted there are two. Chief Ellsworth noted he would like to have a radio programmed and mounted on the turntable on 293. Board okayed.
- Joyce noted that annual physicals will probably be starting a bit later this year as she is still working with OH to coordinate all the paperwork.
- There was a problem with a TIC camera during Sunday's search. Commissioner Davis requested a camera inventory from each company and to get pricing on replacement cameras; Don noted the cost of an ISG 180 is \$6500.00. Brief discussion continued.

## RESOLUTION #76 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Davis

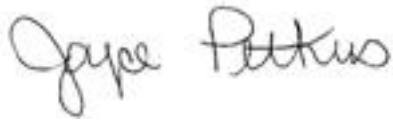
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Dussault with a second from Commissioner McGowan to adjourn the meeting at 8:21 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus".

Joyce A. Petkus  
District Administrator/Treasurer