

Board of Fire Commissioners
Greenfield Fire District
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The April 10, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:05 PM.

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

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

RESOLUTION #111 APPROVING THE MARCH 27, 2019 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the March 27, 2019 Commissioner meeting minutes as written.

VOTE: Commissioner McGowan not present; all others in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Commissioner King questioned if the names were received for the online Defensive Driver; it was noted they are attached to the invoice.

Commissioner King questioned the Reporting Systems invoice; the Treasurer noted she is not sure were the County is regarding the CAD system. Brief discussion, she will call ER tomorrow; voucher #190160 to be held at this time.

Commissioner Davis questioned the Vander Molen bill; Treasurer Petkus noted that they revised their invoice and it is on tonight's abstract to be approved.

Commissioner McGowan questioned the petty cash reimbursement. Brief discussion continued. Currently the District carries petty cash of \$50.

Commissioner Chandler questioned if the Crystal Rock account was taken care of; it was noted yes.

RESOLUTION #112 APPROVING PAYMENT OF ABSTRACT #7 FROM THE GENERAL FUND, VOUCHER #190109-1, AND VOUCHER #190138 THROUGH VOUCHER #190167, EXCLUDING EMERGENCY REPORTING VOUCHER #190160, TOTALING \$30,466.18.

A3410.1	\$ 5,245.19
A3410.2	\$ 3,044.55
A3410.4	\$21,759.61
A9000.8	\$ 416.83

Total: \$ 30,466.18

MOTION: Dussault

SECOND: McGowan

RESOLVED to approve payment of Abstract #7 from the General Fund, Voucher #190109-1, and Voucher #190138 through Voucher #190167, excluding Emergency Reporting Voucher #190160, totaling \$30,466.18.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Updated the District Brochure, but have not gotten a quote yet.
 - Reminder: AFDSNY Annual Meeting/Workshops in Albany, May 2-4th.

RESOLUTION #113 GIVING JOYCE PETKUS PERMISSION TO ATTEND THE AFDSNY ANNUAL MEETING AND WORKSHOPS AT THE ALBANY MARRIOTT, MAY 2-4, 2019.

MOTION: Chandler

SECOND: Davis

RESOLVED to give Joyce Petkus permission to attend the AFDSNY Annual Meeting and Workshops at the Albany Marriott, May 2-4, 2019.

VOTE: All in favor, motion carried.

- Classroom Defensive Driver completed; on-line ongoing.
- Physicals continue; reminder to have bloodwork done prior to physical appointment. May 31st is the deadline.
- EAP sponsored Sexual Harassment Prevention webinar next week; the district staff and Commissioner King are registered.
- **Purchasing Agent:** Don Ranck
 - Annual servicing of small vehicles begin next week. Commissioner McGowan noted that 270 will not pass inspection because the tires are bald. Chief Ellsworth noted this is the first he has heard of it and will speak to D/C Barss.
 - Replacement TIC cameras in and delivered to the Chief.
 - Spring firehouse A/C inspections/maintenance to begin shortly.
 - LED headlights in for 271 and 293, will be installed shortly.
 - IAR replacement computers on backorder.
 - Will be purchasing 273 equipment as 30 days has passed for the permissive referendum.
 - Annual fit testing starts May 28th; schedule has been posted.
 - Bottle hydro to begin in May, will also need to replace some bottles.
 - Please take Recruit NY posters/handouts provided.
 - 291 bay door was looked at and repaired, but there will be movement due to flex beam.
 - Fire Police equipment received and delivered to Captain Roxbury.
- **Treasurer:** Joyce Petkus
 - Received a \$1600 training voucher from QB; started taking webinar and it is very worthwhile.

RESOLUTION #114 GIVING THE TREASURER PERMISSION TO PAY THE DEFENSIVE DRIVER INVOICE IN THE AMOUNT OF \$1,015.00 RECEIVED FROM THE HILL AGENCY.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Treasurer permission to pay the Defensive Driver invoice in the amount of \$1,015.00 received from the Hill Agency.

VOTE: All in favor, motion carried.

Firefighter Applications for/Changes in membership:

- Co #3: Duane Hammond, return from leave of absence. Reminder that he needs physical and clearance.

Auxiliary Applications for membership/Requests for Change in Membership:

- Co #1: Tammy Marshall, dismissed, moved, no forwarding address.

RESOLUTION #115 GIVING THE CHAIRMAN PERMISSION TO SIGN FIREFIGHTER AND AUXILIARY CHANGES IN MEMBERSHIP.

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Chairman permission to sign Firefighter and Auxiliary Changes in Membership.

VOTE: All in favor, motion carried.

Report of the Chief – Jay Ellsworth:

- 263 should be back tomorrow, fuel tank will be repaired.
- Questioned Don if all the hi-band radios were received back; Don noted they were. No other updates at this time.
- Co #3 will be hosting Old Timers Night; date has not been chosen.
- Gear meeting with Lion is April 22nd.
- More Class A foam is needed. Don to get quotes for National Knockdown as requested.
- Attended the Pinsky Conference recently and it was brought up that the Auxiliary also need to have OSHA training. Brief discussion; Joyce to contact Bill Young.
- Argo needs some repairs; he may be able to do them himself. Brief discussion continued.
- Co #3 has a paper issue, it keeps disappearing; D/C Murray is on the case of the great Paper Caper, and will get to the bottom of it.

Reports from Companies:

Company #1 – D/C Chouinard

- Thank you for the LED headlights.
- If anyone is using the air compressor and it doesn't come on, check the low oil light, and let him know.

Company #2 – D/C Barss:

- Thank you for the LED lights.
- Thank you for the quick response for their air compressor.
- New Argo bumper is installed, will work with Chief regarding the other repairs.
- Commissioner King questioned the status of the tires on 270; Chief Ellsworth noted they will look at them after the meeting.

Company #3 – D/C Murray:

- Previously submitted a list of equipment needed for the brush truck. Requested one leaf blower, Co #3 will purchase a second leaf blower. Discussion continued; Don already got prices and was going to speak to the Chief regarding the hard hats.

RESOLUTION #116 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE THE ITEMS REQUESTED FOR CO #3 BRUSH TRUCK. TREASURER GIVEN PERMISSION TO MOVE \$1,100 FROM .4 CONTINGENCY LINE ITEM TO .2 MISC. EQUIPMENT LINE ITEM TO PAY FOR EQUIPMENT.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase the items requested for Co #3 brush truck. Treasurer given permission to move \$1,100 from .4 Contingency line item to .2 Misc. Equipment line item to pay for equipment.

VOTE: All in favor, motion carried.

Company #4 – D/C Bogardus:

- Thank you for the LED lights.
- Brief discussion regarding the local Friendly's Restaurant.

Report of District EMS Coordinator: Nate King:

- Still working on Exposure Control policy.
- Working on getting information on the Tick Prevention policy.
- FF Tougas received and email that the EMT class she registered for may be cancelled, but will not find out until this Friday. Discussion continued, including another EMT class through Mountain Lakes, but it would cost the District about \$300 more. Board okayed, any overage to come from Fire Training line item.

Report of the Training Committee: D/C Barss

- Dave Hatin was in to do a Live Fire training at the training center with the TIC cameras.
- Tactical ventilation will be the first two Tuesday nights in May.
- Auxiliary are handling the Dr. David Griffin donations. Discussion regarding the tax exempt form; they will use Co #2 as the donations are not going to the district.
- Would like to use the leftover lumber for another training project; Board okayed.
- Flashover training is official; our members can start signing up. Brief discussion continued.
- Training committee will be meeting this Sunday to talk about updating the Officer qualifications and the Sexual Harassment policy. Policy to then go to Bill Young for his review. Discussion continued. Added to the April 24th agenda.

Reports of the Commissioners:

- Davis
 - Based on what recently happened, thinks that maybe there should be some kind of Confidentiality form to be signed. Commissioner McGowan felt that at the same time they should tighten up on the access policy. Chief Ellsworth noted that there was a lot of recent attention with I Am Responding, and noted that there is absolutely no personal information in there. Lengthy discussion continued. Joyce to ask Bill Young about a Confidentiality form.
- Dussault
 - Thanks to Joyce for setting up the Defensive Driver courses.
- King
 - Thought that the district was going to buy a new fit test machine that also tests N95 masks, but the current fit test machine just came back from calibration. The Purchasing Agent noted the new machine would cost \$12,500 and there was no money in the budget last year; will try to budget for next year. Discussion continued.

- Would like to meet with Co #1 Building committee tomorrow night regarding the plans Chazen sent over. Brief discussion continued.
- McGowan
 - Would like to sign banquet contract. There is a parking fee and would like to see the Board pick up the cost for this; Board okayed. Brief discussion continued. Chief Ellsworth asked if it could be extended from two to three hours as it does not seem long enough to eat and hand out awards. Commissioner McGowan will look into it.
 - Noticed the MED's do not have quick auto eject plug in charging. Questioned if it was a safety issue. Brief discussion continued. D/C Bogardus noted Co #4 does not have any issues. Commissioner McGowan to look into it for Co #1.
 - Questioned if it is really necessary to purchase foam. Captain King noted they have used it several times this year alone. D/C Chouinard noted it is sometimes used at the end of a structure fire as well.
- Chandler
 - New 273 is well under way. The next inspection trip may be at the end of May. End of July/beginning of August for final inspection.

Reports of the Town Board Liaisons

- **Town of Greenfield:** Davis
 - Quiet.
- **Town of Wilton:** Dussault
 - Nothing at this time.

Reports of the Town Planning Board Liaisons:

- **Town of Greenfield:** Mike Chandler
 - Nothing at this time.
- **Town of Wilton:** Scott Dussault
 - Nothing at this time.

Special Topics of Discussion:

- Purchasing Policy: changes made.

RESOLUTION #117 APPROVING THE PURCHASING POLICY WITH CHANGES AS SUBMITTED.

MOTION: Davis

SECOND: McGowan

RESOLVED to approve the Purchasing Policy with changes as submitted.

VOTE: All in favor, motion carried.

- Regarding the recent RFP for two Tahoe's, missed the deadline to purchase the 2019's as spec'd. Basil Chevrolet has some 2019's coming in that are only slightly different from the original spec. The district was able to piggyback on State contract and get two 2019 Tahoes with all the lighting and additional up-fit equipment for \$96,438.82.

RESOLUTION #118 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND UP TO \$100,000.00 FROM THE EQUIPMENT RESERVE FUND FOR THE PURCHASE OF TWO 2019 CHEVROLET TAHOE'S AND MISCELLANEOUS UP-FIT EQUIPMENT.

MOTION: Davis

SECOND: King

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend up to \$100,000.00 from the Equipment Reserve Fund for the purchase of two 2019 Chevrolet Tahoe's and miscellaneous up-fit equipment.

VOTE: Chandler, yes; Davis, yes; Dussault, yes; King, yes; McGowan, no. Motion carried.

RESOLUTION #119 ENTERING INTO EXECUTIVE SESSION AT 8:25 PM IN REFERENCE TO A DISCIPLINARY ACTION.

MOTION: Chandler

SECOND: Dussault

RESOLVED to enter into executive session at 8:25 PM in reference to a disciplinary action.

VOTE: All in favor, motion carried.

RESOLUTION #120 RECONVENING FROM EXECUTIVE SESSION AT 9:08 PM.

MOTION: Davis

SECOND: King

RESOLVED to reconvene from executive session at 9:08 PM.

VOTE: All in favor, motion carried.

Commissioner Chandler noted Commissioner McGowan had to leave for an emergency.

RESOLUTION #121 UPHOLDING THE SUSPENSION BY THE CHIEF OF FIREFIGHTER ANTHONY LLOYD UNTIL MIDNIGHT APRIL 22, 2019.

MOTION: Chandler

SECOND: Davis

RESOLVED to uphold the suspension by the Chief of Firefighter Anthony Lloyd until midnight April 22, 2019.

VOTE: Chandler, yes; Davis, yes; Dussault, yes; King, yes; McGowan, not present. Motion carried.

RESOLUTION #122 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Davis

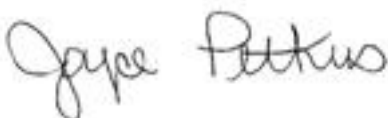
SECOND: King

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner King with a second from Commissioner Dussault to adjourn the meeting at 9:16 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer