

Board of Fire Commissioners

Greenfield Fire District
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(518) 893-0723
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The June 26, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:02 PM.

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

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

2. **Award RFP: Sealcoating Striping Parking Lots Co #3/Co #4**

RESOLUTION #166 AWARDING THE SEALCOATING/STRIPING OF CO #3 & CO #4 PARKING LOTS TO MJ PELKEY, COHOES, NY.

MOTION: Chandler

SECOND: Davis

RESOLVED to award the sealcoating/stripping of Co #3 & Co #4 parking lots to MJ Pelkey, Cohoes, NY.

VOTE: All in favor, motion carried.

3. **Award RFP: 2019-2020 Heating Oil/Propane**

RESOLUTION #167 AWARDING THE 2019/2020 HEATING OIL/PROPANE RFP TO G.A. BOVE, MECHANICVILLE, NY.

MOTION: Chandler

SECOND: Dussault

RESOLVED to award the 2019/2020 Heating Oil/Propane RFP to G.A. Bove, Mechanicville, NY.

VOTE: All in favor, motion carried.

4. **Approve Minutes:** June 12, 2019 Commissioner Meeting Minutes as written.

RESOLUTION #168 APPROVING THE JUNE 12, 2019 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve the June 12, 2019 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

5. Payment of Bills:

Commissioner King questioned 190300, Bond, Schoeneck & King, and the amount of hours; it was noted a total of 14.5.

Commissioner McGowan questioned 190280, quarterly air service, was this for the air compressor that is getting replaced; it was noted yes and is necessary to continue to do the service.

Commissioner McGowan questioned 190292; which truck was this; it was noted it is the tire rotation for Maint-1.

Commissioner Chandler questioned 264 pump; it was noted there was a fuel issue. Brief discussion continued.

Commissioner Chandler questioned the blacktop on 190291 as well as on the Building Reserve abstract; it was noted that Co #1 water tank reserve amount was zeroed out and the overage came from the General Fund.

RESOLUTION #169 APPROVING PAYMENT OF ABSTRACT #12, VOUCHER #190275 THROUGH #190300, FROM THE GENERAL FUND, TOTALING \$43,298.76.

A3410.1	\$	5,215.44
A3410.2		1,278.78
A3410.4		36,397.24
A9000.8		407.30

Total:	\$	43,298.76

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #12, Voucher #190275 through #190300, from the General Fund, totaling \$43,298.76.

VOTE: All in favor, motion carried.

RESOLUTION #170 APPROVING PAYMENT OF BUILDING RESERVE FUND ABSTRACT #4, VOUCHER #BR19005 THROUGH #BR19006 IN THE AMOUNT OF \$25,289.79.

MOTION: Chandler

SECOND: King

RESOLVED to approve payment of Building Reserve Fund Abstract #4, Voucher #BR19005 through #BR19006 in the amount of \$25,289.79.

VOTE: All in favor, motion carried.

RESOLUTION #171 APPROVING PAYMENT OF EQUIPMENT RESERVE FUND ABSTRACT #4, VOUCHER #ER19006 IN THE AMOUNT OF \$702.00.

MOTION: Chandler

SECOND: King

RESOLVED to approve payment of Equipment Reserve Fund Abstract #4, Voucher #ER19006 in the amount of \$702.00.

VOTE: All in favor, motion carried.

6. Reports of the Staff

• District Administrator – Joyce Petkus:

- Questioned if the Board is okay with the Invitation to Bid on Co #1 Renovations. Brief discussion continued; ad to be updated with time of the Board meeting and to be run two days each in the Saratogian and Gazette.
- Discussion regarding letter received from Utica Insurance in reference to their recent risk review. Don to start working on the recommendations.
- Deidre will not be in on Friday.

• Director of Purchasing – Don Ranck:

- Joyce's computer needs to be updated. Brief discussion continued. Computer with new monitor is approximately \$1123 plus S&H; would also like to update Co #2 Wi-Fi at a cost of about \$200. There is no money left in the computer account, would like to transfer \$1300 from operations to computers.

RESOLUTION #172 GIVING THE TREASURER PERMISSION TO TRANSFER \$1300 FROM .4 OPERATIONS TO .2 COMPUTERS.

MOTION: Davis

SECOND: McGowan

RESOLVED to give the Treasurer permission to transfer \$1300 from .4 Operations to .2 Computers.

VOTE: All in favor, motion carried.

- Co #2 brush truck pump is in and will be installed in the next couple of weeks.
- Make up fit testing date is July 16th.
- New compressor install schedule as follows:
 - 7/3: Old unit to be removed from 263;
 - 7/5: Station system to be removed, walls/floor to be painted;
 - 7/9: Bauer will be installing the new compressor
- Questions regarding roof simulator RFP and site work, road, building permit, and concrete pad for ladder truck. Lengthy discussion continued. Co #4 requested plot plans, discussion regarding gravel road, Commissioner Davis noted he is not concerned with the site work, will speak to Towns. RFP to go out for building and concrete pad.
- Discussion regarding Employee Handbook and holidays; Board agreed to add back full day off on Christmas Eve day. Commissioner Davis also wants to look at the vacation days.
- Treasurer – Joyce Petkus:
 - Nothing at this time.

7. Firefighter/Auxiliary Applications/Changes in Membership:

- Firefighter Applicants:
 - None.

- Firefighter Changes in Membership:
 - Robert Fisher, Sean Ryan, Craig Smith, Co #3, coming off probation;
 - Jessica Stearns, returning from leave of absence.

RESOLUTION #173 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE CHANGES IN MEMBERSHIP.

MOTION: King

SECOND: Dussault

RESOLVED to give the Chairman permission to sign off on above Changes in Membership.

VOTE: All in favor, motion carried.

8. Report of the Chief – Jay Ellsworth:

- Lion gear meeting scheduled for July 1st. Discussion continued; looking to purchase about 13 sets. Commissioner Davis would like to see current inventory of boots and helmets used first. Cancer hoods also to be purchased.
- All officers completed physicals/fit tests.
- Would like to schedule 293 for paint in July/August before September aerial testing. Will be out of service about a month. Discussion continued.

9. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Questioned the status of the water tank; it was noted some parts are in, but still waiting for the float.
- **Porter Corners Co #2: A/C Richards**
 - Quiet.
 - New 273 truck pics have been posted. Brief discussion, including next trip to view progress of build.
- **Middle Grove Co #3: D/C Murray**
 - Nothing at this time.
- **Maple Avenue Co #4: A/C Bullard**
 - Out of District applicant Timothy Morse, lives in Wilton. Brief discussion; Board okayed moving forward with application process.

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

- Nothing at this time.

11. Report of the Training Committee: given by A/C Richards

- Sexual Harassment training scheduled for July 9th

12. Reports of the Commissioners:

- Davis
 - New Tahoes should be in soon. Brief discussion continued.

RESOLUTION #174 DECLARING 263 CASCADE SYSTEM AND CO #1 STATION AIR SYSTEM SURPLUS.

MOTION: Davis

SECOND: McGowan

RESOLVED to declare 263 Cascade system and Co #1 station air system surplus.

VOTE: All in favor, motion carried.

- Dussault
 - Good.
- McGowan
 - Recent incident occurred that did not involve Greenfield, but just a reminder to be careful when posting pictures; follow policy, get proper approvals.
 - Warning that charities are being targeted by fraudsters.
- King
 - Good.
- Chandler
 - Good.

13. Reports of the Town Board Liaisons:

- Town of Greenfield: John Davis
 - Nothing at this time.
- Town of Wilton: Scott Dussault
 - Nothing at this time.

14. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Nothing at this time.
- Town of Wilton: Scott Dussault/Gary Bullard/Duane Bogardus
 - Discussion regarding Cole's Collision, Warren Tire and Valvoline construction and water line, petitioning Town Water Authority. A/C Bullard to draft letter.
 - Vincek and Holly Lanes are privately owned, and the roads are not well maintained. Brief discussion; a letter may need to go out.
 - Discussion regarding recent Co #4 column repairs; Commissioner Chandler to look into it.

15. District Policy Review:

- **Firefighter & Auxiliary Injury:** no changes made.
- **Physical & Fit Test:** no changes made.
- **Pregnant Firefighter:** no changes made.
- **Sexual Harassment:** no changes made.

16. Special Topics of Discussion:

RESOLUTION #175 INCREASING THE WEEKLY HOURS OF THE P/T MAINTENANCE POSITION FROM 20 TO 32 HOURS PER WEEK, EFFECTIVE JUNE 17, 2019.

MOTION: Chandler

SECOND: McGowan

RESOLVED to increase the weekly hours of the P/T Maintenance position from 20 to 32 hours per week, effective June 17, 2019.

VOTE: All in favor, motion carried.

RESOLUTION #176 GIVING THE TREASURER PERMISSION TO TRANSFER \$5,200.00 FROM 9060.83 EMPLOYEE HEALTH INSURANCE TO 3410.16 PT MAINTENANCE.

MOTION: Chandler

SECOND: Davis

RESOLVED to give the Treasurer permission to transfer \$5,200.00 from 9060.83 Employee Health Insurance to 3410.16 PT Maintenance.

VOTE: All in favor, motion carried.

- Commissioner Davis questioned how the physicals are going, are we still within budget; the treasurer noted \$21,000 of the \$24,000 budgeted has been spent, but she is still waiting for a June invoice. Brief discussion continued.
- Commissioner Davis questioned if the bonding of the Company Treasurers was taken care of; it was noted yes.

17. Final Comments:

- Nothing.

18. Dispense with the reading of the minutes

RESOLUTION #177 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

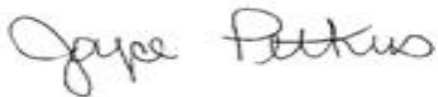
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Davis with a second from Commissioner Dussault to adjourn the meeting at 8:07 PM. All in favor.

Respectfully submitted,



Joyce Petkus

District Administrator/Treasurer