

Board of Fire Commissioners
Greenfield Fire District
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The February 26, 2020 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:06 PM.

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

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

RESOLUTION #63 APPROVING THE FEBRUARY 12, 2020 MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: McGowan

RESOLVED to approve the February 12, 2020 Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Commissioner McGowan noted the charges on the hacked credit card, and asked the Purchasing Agent if he could have the IT people look into to see if they could figure out which end the fraud occurred. If this happens again, these smaller banks do not have the security, and the Board needs to give consideration to not re-upping the credit card and looking for someone else.

RESOLUTION #64 APPROVING PAYMENT OF ABSTRACT #4 FROM THE GENERAL FUND, VOUCHER #200064 THROUGH VOUCHER #200084, TOTALING \$21,137.90.

A3410.1 \$ 5,905.59

A3410.2 \$ 5,126.74

A3410.4 \$ 8,961.19

A9000.8 \$ 1,144.38

Total: \$ 21,137.90

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #4 from the General Fund, Voucher #200064 through Voucher #200084, totaling \$21,137.90.

VOTE: All in favor, motion carried.

RESOLUTION #65 APPROVING PAYMENT OF BUILDING RESERVE ABSTRACT #2, VOUCHER #20002 IN THE AMOUNT OF \$873.10.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Building Reserve Abstract #2, Voucher #20002 in the amount of \$873.10.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Correspondence received from the Town of Wilton supporting Bill 7280 amending the Bail and Discovery Reform laws.
 - AFDSNY Annual Meeting & Workshops, Uniondale, April 30 – May 2nd.
 - Last call for AFDCA Officers Installation at the Waters Edge Lighthouse in Schenectady.
 - Physical bloodwork completed this past Friday. Flyer with physical details to be sent out either Thursday or Friday. Brief discussion. Joyce to request another blood draw date at the office. Physicals start March 1st.
 - She and Don are working on State Archives grant. Discussion continued.
- **Purchasing Agent:** Don Ranck
 - Co #1 hazmat Inspection on roof scheduled for March 4th.
 - Fit test machine going out for annual service/calibration; if anyone needs a fit test, please send them to the office within the next week. Machine will be out 2-3 weeks.
 - Co #1 generator fully repaired.
 - Commissioner Chandler asked if Don looked in the Moto mix; he did and it is only cheaper by pennies.
- **Treasurer:** Joyce Petkus
 - Tax revenue check received from the Town and Wilton and deposited.
 - AUD completed, submitted and copies emailed to the Board
 - Spoke to Bob Gramuglia; annual audit scheduled for May 11 – 13th.

Firefighter Applications for/Changes in membership:

- Changes in Membership only: Caitlyn Lapage, coming off probation; Giuliana Stefanacci, membership terminated due to lack of activity.

RESOLUTION #66 GIVING THE CHAIRMAN PERMISSION TO SIGN FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Dussault

SECOND: McGowan

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

VOTE: All in favor, motion carried.

Auxiliary Applications for membership/Requests for Change in Membership: None.

Report of the Chief – Jon Davis:

- Apparatus:
 - Wiring harness installed on 273. There are still some issues, the engineer is coming up tomorrow. Brief discussion continued.
 - 294 is going to Cole's on Monday to have the bumper repaired.
- Reviewed various training; thanks to the membership for training and call responses.
- OSHA training is going back to the company levels, as well as sexual harassment training.
- FEMA meeting Friday at 1 pm, would like to have at least one Board member there.
- Thanks to the Board for the radio they purchased for him.
- This year's Chief hierarchy is as follows:
 - D/C Barss

- D/C Murray
- D/C Bogardus
- D/C Chouinard
- A/C Coffey
- A/C Richards
- A/C Stanton
- Questioned if the Board spoke to Jack King about overseeing Co #1 renovations project; it was noted that he will help out.
- Questioned the status of Co #3 water; Don noted he is meeting with Jack tomorrow to get information on the water pump to send to the vendor. Discussion continued.
- Would like to see the Board send a letter of support to Senator Tedisco as well. Brief discussion; Joyce to draft letter to be sent first to Bill Young for review/approval.

Reports from Companies:

Company #1 – A/C Coffey:

- Sheet rock hooks are in, thanks.
- Meeting set up with contractor for March 25th.
- Meeting with IT guy tomorrow to discuss projector and TV.
- Blitz gun ordered.
- Thanked Derrick for yesterday's class.

Company #2 – D/C Barss:

- Questioned the physicals; Joyce noted the information will be put out on the flyer this week as well as through ER.
- New saw is in service.
- Thanks for the computer.
- Hose reel project underway.
- Working with John Cameron in reference to 273 issues.

Company #3 – D/C Murray:

- Nothing at this time.

Company #4 – D/C Bogardus:

- Nothing at this time.

Report of District EMS Coordinator – Christian Alvord:

- Thanks to the District and companies for their support.
- District working well together, there have been a lot of serious calls lately.
- Working on AED's and O2 bottle hydro.
- Working on standardizing EMS inventory throughout the district.
- Working on a potential EMT class in the district.
- Cleaning up paperwork.
- Will be doing DOH inspections of the MEDs shortly.
- Scheduled a CPR class on March 21st at the district office beginning at 8 am for Rock City Falls; anybody in the district that would like to join in, it is being hosted by Captain Marshall.

Report of the Training Committee - D/C Barss

- Switching around OSHA; brief discussion continued.
- Natural Gas class over at Wilton on March 17th.
- Fred Peters coming in.
- Live Fire scheduled for April 7th.
- Scheduled out for entire year.

Reports of the Commissioners:

- Dussault
 - Would like to give PT maintenance guy a \$250 limit on the credit card. Brief discussion; it is already in the Purchasing Policy.
- Russo
 - Nothing at this time.
- McGowan
 - Nothing at this time.
- Chandler
 - Pre bid meeting for Co #1 interior renovations is scheduled for March 25th at 1 pm.
 - Had O'Leary Overhead Door come and look at Co #2 to rewire and add controllers at a cost of \$600.

RESOLUTION #67 APPROVING O'LEARY TO ADD CONTROLLERS.

MOTION: Russo

SECOND: McGowan

RESOLVED to approve O'Leary to add controllers.

VOTE: All in favor, motion carried.

Asked Don to contact them to schedule it.

- Received a roof change order to add one window; cost is \$1795.20 installed.

RESOLUTION #68 APPROVING CHANGE ORDER #2.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve change order #2.

VOTE: All in favor, motion carried.

- Would like to make a change to page 14 of the employee manual regarding holiday pay; change to ALL employees will be eligible for holiday pay based on an eight-hour day instead of the way it is currently set up. Brief discussion continued. Joyce clarified that those employees affected would get paid an additional eight hours over their normal salary.

RESOLUTION #69 MAKING A CHANGE TO PAGE 14 OF THE EMPLOYEE MANUAL REGARDING HOLIDAY PAY THAT ALL EMPLOYEES WILL BE ELIGIBLE FOR HOLIDAY PAY BASED ON AN EIGHT-HOUR DAY INSTEAD OF THE WAY IT IS CURRENTLY SET UP.

MOTION: Chandler

SECOND: Dussault

RESOLVED to make a change to page 14 of the employee manual regarding holiday pay that ALL employees will be eligible for holiday pay based on an eight-hour day instead of the way it is currently set up.

VOTE: All in favor; Commissioner Chandler recused himself from the vote. Motion carried.

Reports of the Town Board Liaisons

- **Town of Greenfield:** McGowan
 - Nothing at this time.
- **Town of Wilton:** Dussault
 - First phase of the project behind Ambulance Corps will be starting within the next 60

days. There will not be a man-made lake. Has heard nothing on the roundabout.

Reports of the Town Planning Board Liaisons:

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

District Policy Review:

- Communication: no changes made.
- Computer & Internet Use: no changes made.
- District Photographer/Photography: brief discussion; moved to next meeting agenda.
- Honorary Deputy Chief: no changes made.

Special Topics of Discussion/Final Comments:

RESOLUTION #70 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSION REFERENDUM TO WITHDRAW AND EXPEND UP TO \$495,000.00 FROM THE BUILDING RESERVE FUND FOR THE GREENFIELD CENTER FIREHOUSE ROOF RENOVATION PROJECT.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the District Administrator permission to advertise a permission referendum to withdraw and expend up to \$495,000.00 from the Building Reserve Fund for the Greenfield Center Firehouse Roof Renovation Project.

VOTE: All in favor, motion carried.

RESOLUTION #71 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSION REFERENDUM TO WITHDRAW AND EXPEND UP TO \$3,000.00 FROM THE BUILDING RESERVE FUND FOR THE ASBESTOS ABATEMENT OF GREENFIELD CENTER FIREHOUSE.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the District Administrator permission to advertise a permission referendum to withdraw and expend up to \$3,000.00 from the Building Reserve Fund for the Asbestos abatement of Greenfield Center Firehouse.

VOTE: All in favor, motion carried.

- Commissioner Chandler questioned how bad 295 oil leak is. Discussion continued. If it starts making a mess all over the floor, then it will be dealt with.
- Captain Chandler noted he called Twin Rivers Council in reference to the Boy Scouts filing for bankruptcy, and he was told it has nothing to do with the council. Commissioner Chandler noted he is not comfortable until a committee is set up. Commissioner McGowan added that he would like to speak to someone in reference to the insurance; went to the website and was a little confused. Has done a background check on them, and they are a part of the Boy Scouts of America, but they have their own tax ID number and for that reason he believes they are not part of the Chapter 11. Brief discussion continued. The Chief noted that maybe the Board should have the representative attend a meeting.

Captain Chandler questioned if there is only support from two companies, would the Board still support moving forward. It was noted it depends on the committee.

- Received a request from the District Auxiliary Liaison asking for permission to recognize auxiliary members with certificates and pins. Brief discussion continued; Board okayed.

RESOLUTION #72 ENTERING INTO EXECUTIVE SESSION AT 7:47 PM IN REFERENCE TO A FIREFIGHTER DISCIPLINARY ISSUE.

MOTION: Chandler

SECOND: Dussault

RESOLVED to enter into executive session at 7:47 pm in reference to a firefighter disciplinary issue.

VOTE: All in favor, motion carried.

RESOLUTION #73 RECONVENING FROM EXECUTIVE SESSION AT 9:16 PM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 9:16 pm.

VOTE: All in favor, motion carried.

RESOLUTION #74 CONTINUING THE SUSPENSION OF D/C CHOUINARD UNTIL MIDNIGHT, MARCH 24, 2020.

MOTION: Chandler

SECOND: McGowan

RESOLVED to continue the suspension of D/C Chouinard until midnight, March 24, 2020.

VOTE: All in favor, motion carried.

RESOLUTION #75 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Chandler

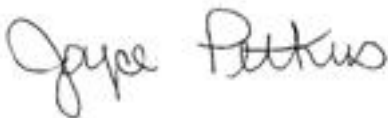
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Dussault with a second from Commissioner McGowan to adjourn the meeting at 9:18 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer