

Board of Fire Commissioners
Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
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The March 10, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

Flag salute, moment of silence.

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

RESOLUTION #64 APPROVING THE FEBRUARY 24, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Russo

SECOND: McGowan

RESOLVED to approve the February 24, 2021 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #65 APPROVING PAYMENT OF ABSTRACT #5 DATED MARCH 10, 2021 FROM THE GENERAL FUND, VOUCHER #210086 THROUGH VOUCHER #210109, TOTALING \$93,827.98.

A3410.1	\$ 6,262.82
A3410.2	\$ 4,031.46
A3410.4	\$ 78,444.04
A9000.8	\$ 5,089.66

Total: \$ 93,827.98

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #5 dated March 10, 2021 from the General Fund, Voucher #210086 through Voucher #210109, totaling \$93,827.98.

VOTE: All in favor, motion carried.

RESOLUTION #66 APPROVING PAYMENT OF ABSTRACT #1 DATED MARCH 10, 2021 FROM THE EQUIPMENT RESERVE FUND, VOUCHER ER21001, TOTALING \$4,318.20.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #1 dated March 10, 2021 from the Equipment Reserve Fund, voucher ER21001, totaling \$4,318.20.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Working on the new Operational Manual.
 - Resuming gear tag project.
 - Banquet committee meeting is set for Monday, March 15th at 7 pm at the district office.
 - Technology committee meeting is set for Tuesday, March 16th at 7 pm at the district office. Commissioners Chandler and Dussault will be on the committee.
 - Annual physicals have begun; some hiccups with bloodwork but now seems to be fixed. Reminder that all firefighters need an annual physical except for Firefighter Scott Hays.
 - Bill Young has requested we move the Drug & Alcohol policy to the April 14th meeting.
- **Purchasing Agent:** Don Ranck
 - Received air bag quotes from Veder, Paratech and Sava. Veder bags are on state contract; three bags, two hoses, dual controller and new regulator is \$4,753.35. Paratech is \$5,681.33 and Sava bags are \$5151. Discussion continued. Tabled to March 24th meeting.
 - Have low band radios that he would like to surplus. Brief discussion continued.

RESOLUTION #67 DECLARING THE LOW BAND RADIOS SURPLUS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to declare the low band radios surplus.

VOTE: All in favor, motion carried.

- Researched 5 flammable lockers from Uline, Just Right, Eagle Manufacturing and Grainger; Grainger is the cheapest at \$3,288.88 plus S&H.

RESOLUTION #68 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE THE FLAMMABLE LOCKERS FROM GRAINGER. MONEY TO COME FROM REPAIRS, BUILDING MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase the flammable lockers from Grainger. Money to come from Repairs, Building Maintenance & Grounds line item.

VOTE: All in favor, motion carried.

- Will be sending out the RFPs for the oil/propane and sealcoating Co #1 and #2.
- **Treasurer:** Joyce Petkus
 - Requested permission to pay the copier lease; brief discussion continued.

RESOLUTION #69 GIVING TREASURER PERMISSION TO PAY MARCH COPIER INVOICE IN THE AMOUNT OF \$125.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give Treasurer permission to pay March copier invoice in the amount of \$125.

VOTE: All in favor, motion carried.

- Annual WC audit paperwork has been completed and submitted.
- The audit contract needs to be signed by the Chairman.

- Certificate of Investment Powers from RBC needs to be signed. Brief discussion; Commissioner McGowan to call and speak to them first.
- All requested audit paperwork was delivered to Bryans & Gramuglia.
- AUD was not submitted due to new GASB-84 related to LOSAP investments; received a 60-day extension. Auditors will be assisting.
- Leftover credit from National Grid has been used with this last billing.
- 2021 tax monies have been received and transferred into reserve accounts.

Firefighter/Auxiliary Applications for Membership/Requests for Change in Membership:

Firefighter Change in Membership forms as follows:

- Co #2: Darren Barss, request to return to active status from Life-Inactive.
- Co #3: Craig Smith requested one year leave of absence.
- Co #4: Sara Bogardus: requesting an additional one year leave of absence;
Kevin Murphy: request change from Active Probationary to Active status;
Kevin Scala: currently lives out of district and will be moving across the street from where he currently lives, which is still out of district;
Zack Welch; request change from Active Probationary to Active status.

RESOLUTION #70 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON THE ABOVE NOTED CHANGES IN MEMBERSHIP APPLICATIONS.

MOTION: McGowan

SECOND: Ramsey

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

VOTE: All in favor, motion carried.

Co #4 has an applicant that lives out of district on Saratoga Road in Gansevoort; Richard Goldberg. Board okayed.

Reports from Companies:

Company #1 – A/C Coffey

- Received all the stuff they asked for.
- Questioned how Co #1 is doing on fuel oil. Brief discussion; Joyce to run report.
- Questioned the status of EMS door; Joyce noted it has not yet been done.

Company #2 – A/C Richards:

- All good.

Company #3 – D/C Ellsworth:

- Good.

Company #4 – D/C Bogardus:

- Not present at this time.

District EMS Coordinator Report: Christian Alvord

- Not present this evening.

Report of the Training Committee – Captain W. Chandler

- OSHA is out.
- State classes are coming out.
- Still need to meet and set up four company training, live burn and extrication.
- Captain Marshall handed out changes to the New Member Orientation policy. Discussion continued; Joyce to make draft changes and submit to the Board. Added to March 24th agenda for Board approval.

- Current new member orientation class is scheduled for April 10th and April 24th.

Reports of the Commissioners:

- Dussault
 - Thanks to everyone for a great job at the mutual aid for Wilton's structure fire, and all the work you do.
- McGowan
 - Asked Don to update everyone on the Plymovent, who noted they are hoping to start at the end of March but are still waiting on materials.
 - Don also noted the production date for the Tahoes was originally February 22nd, and now has been pushed back to April 12th due to lack of materials. Brief discussion continued. Interior equipment has started coming in, but the push bars cannot be ordered until the vehicles are in.
 - Questioned Joyce if the information was sent over to Terry; Joyce noted she did it this morning.
- Ramsey
 - Most emergency lights at Co #3 are not working; believes batteries are needed. Discussion continued; Don to look into and order as needed.
 - Questioned who is responsible for cleaning the firehouse bathrooms. Brief discussion continued, it was noted it is the responsibility of each company, and supplies can be picked up at the district office.
- Russo
 - Nothing at this time.
- Chandler
 - Nothing at this time.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Ramsey
 - No movement on the solar field.
 - Regarding Co #3 LED sign request, Greenfield code limits the sign to 5 square feet. Brief discussion continued.
- **Town of Wilton:** Dussault
 - Artisanal Brewery is going to be moving into the back building where Cole's used to be. Preliminary plans have been approved; there has been talk about running sewer lines.
 - Exit 15 wood place wants to expand, subdivide the piece of land.

District Policy Review:

- Membership Application: changes submitted to Board.

RESOLUTION #71 APPROVING THE MEMBERSHIP APPLICATION POLICY WITH CHANGES AS SUBMITTED.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the Membership Application policy with changes as submitted.

VOTE: All in favor, motion carried.

- New Member Live Burn: brief discussion; no changes made.
- Firefighter Pager: changes submitted to Board. Discussion continued.

RESOLUTION #72 APPROVING THE FIREFIGHTER PAGER POLICY WITH CHANGES AS SUBMITTED.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve the Firefighter Pager policy with changes as submitted.

VOTE: All in favor, motion carried.

- Explorer Post By-Laws
- Explorer Post Best Practice

Questions arose as to whether or not the district should be doing background checks. Joyce to contact Bill Young.

RESOLUTION #73 APPROVING THE EXPLORER POST BY-LAWS AND BEST PRACTICE AS SUBMITTED.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the Explorer Post By-Laws and Best Practice as submitted.

VOTE: All in favor, motion carried.

Special Topics of Discussion/Final Comments:

- Captain Chandler noted that the Twin Rivers Council does background checks on the Explorers, and that they may have to move the Explorer meeting over to Co #1 to accommodate for social distancing. Don will also be present on Saturday to do gear fitting.
- Captain Chandler noted that the Explorer T-shirts and helmet shields have been ordered.
- Explorer schedule has been set up.
- Joyce noted that she would like to have the Best Practices updated and reformatted so they can be added to the new Operations Manual. She will speak to the Chief about it. Commissioner Ramsey questioned if there were plans for the by-laws; Joyce noted he would have to direct that question to the by-law committee. Brief discussion continued.
- President Gibbins explained that they will be purchasing approximately 25 Streamlight flashlights for their company members, and asked if the CR123 lithium batteries could be stocked for future needs.
- Firefighter Stanton noted that President Miller asked what the district intends on doing with the old projector and Smartboard. Co #1 has the old projector system and Co #2 also has a Smartboard. Question also arose on the status of Co #2 new TVs. Brief discussion; there has been no request from Co #2 to purchase TV's, and old equipment to be brought to the district office, and the Board will declare it all surplus and decide what to do with it.
- Firefighter Stanton noted that the tech committee has gear inventory almost complete in Halligan, so gear checks will now be fully on Halligan in the next two weeks, and following that will be all bail out checks. The next project that should be done by the end of April will be redoing the driver recertifications that will be in Emergency Reporting. Has also been working with OES4 from the County to get Field Ops on all the tablets. They are also on I Am Responding to update the hydrants and pre-plans. Brief discussion continued.

Report of the Chief – Jonathan Davis:

- Would like Don to order the four DeWalt demo saws and additional electric chain saw for Co #4; cost is \$850 each for the DeWalt demo saws and \$350 for the chain saw. Board okayed; money to come from Miscellaneous Equipment line item.
- PM's to start next month, and they will include the On-Spots and pump testing as well.

- Spoke to Larry at Vander Molen and he will be looking into the 293 invoices.
- Old Timer's night will be held in the fall.
- Garrison will be coming Monday to take the ram and will leave a loaner in its place.

RESOLUTION #74 ENTERING INTO EXECUTIVE SESSION AT 8:12 PM IN REFERENCE TO AN EMPLOYMENT ISSUE.

MOTION: Chandler

SECOND: Russo

RESOLVED to enter into executive session at 8:12 pm in reference to an employment issue.

VOTE: All in favor, motion carried.

RESOLUTION #75 RECONVENING FROM EXECUTIVE SESSION AT 9:39 PM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 7:34 pm.

VOTE: All in favor, motion carried.

Commissioner McGowan would like Don to get quotes to letter/logo maintenance truck.

Commissioner Ramsey asked for copies of the job descriptions; Joyce will email them.

RESOLUTION #76 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

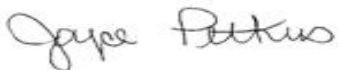
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner McGowan with a second from Commissioner Russo to adjourn the meeting at 9:41 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer