

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
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Office: (518) 893-0723 Fax: (518)893-7006

The July 14, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at 7:02 pm at the District Office by Chairman Michael Chandler.

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 #159 APPROVING THE JUNE 22, 2021 WORKSHOP MINUTES, THE JUNE 23, 2021 LOSAP REVIEW MEETING MINUTES AND THE JUNE 23, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve the June 22, 2021 Workshop Minutes, the June 23, 2021 LOSAP Review Meeting Minutes and the June 23, 2021 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

Commissioner McGowan questioned the Target Solutions invoice under Fire Training; it was noted it is for the online/OSHA training.

**RESOLUTION #160 APPROVING PAYMENT OF ABSTRACT #13 DATED JULY 14, 2021 FROM THE GENERAL FUND, VOUCHER #210277 THROUGH VOUCHER #210303, TOTALING \$41,044.02.**

A3410.1	\$ 11,973.05
A3410.2	\$ 971.01
A3410.4	\$ 27,184.04
A9000.8	\$ 916.92

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Total: \$ 41,044.02

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #13 dated July 14, 2021 from the General Fund, Voucher #210276 through Voucher #210303, totaling \$41,044.02.

VOTE: All in favor, motion carried.

**RESOLUTION #161 APPROVING PAYMENT OF ABSTRACT #4 DATED JULY 14, 2021 FROM THE BUILDING RESERVE FUND, VOUCHER #BR21005, TOTALING \$1,121.60.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #4 dated July 14, 2021 from the Building Reserve Fund, Voucher #BR21005, totaling \$1,121.60.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Final physicals/fit test reports placed in officer baskets. Brief discussion continued.
  - Continue working on gear tag project.
  - Inspection Installation banquet committee meeting July 29<sup>th</sup>.
  - Letter received from National Grid that the district office is no longer being billed “on demand” charges.
  - Will be on vacation from the 16-25<sup>th</sup>.
- **Purchasing Agent:** Don Ranck
  - Reminder that the district office and firehouse carpet cleaning is the 21<sup>st</sup> and possibly the 22<sup>nd</sup>.
  - Would like to purchase Mercedes 1¾“ hose, totaling \$2,292.00. Brief discussion continued.

**RESOLUTION #162 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 600’ OF HOSE FOR NEW 271.**

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Purchasing Agent permission to purchase 600’ of hose for new 271.

VOTE: All in favor, motion carried.

- Would like to purchase 10 bail out kits, on NYS contract, for a total of \$2,932.50. Money to come from PPE account. Brief discussion continued.

**RESOLUTION #163 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 10 BAIL OUT KITS. MONEY TO COME FROM PPE ACCOUNT.**

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Purchasing Agent permission to purchase 120 bail out kits. Money to come from PPE account.

VOTE: All in favor, motion carried.

- Would like to purchase 15 Minitor 6 pagers; the cheapest price he could find is at Magnum Electronics for a total of \$5,805. Brief discussion continued.

**RESOLUTION #164 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 15 MINITOR 6 PAGERS FROM MAGNUM ELECTRONICS.**

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Purchasing Agent permission to purchase 15 Minitor 5 pagers from Magnum Electronics.

VOTE: All in favor, motion carried.

- Co #1 RIT pack cannot be repaired. A new one costs about \$4,000, but B-Lann has 2 RIT kit 3 demos available for \$2,000 each. Would like to purchase one of them. Brief discussion continued.

## **RESOLUTION #165 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 1 RIT KIT 3 DEMO FOR \$2,000.**

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Purchasing Agent permission to purchase 1 RIT kit 3 demo for \$2,000.

VOTE: All in favor, motion carried.

Commissioner McGowan asked for an update on the two new Chief Tahoes; Don noted they are currently scheduled for August delivery.

### **• Treasurer:**

- She and Don worked on the 2022 budget; worksheet was emailed to the Board and hard copies are in their packets. Budget workshop is at the August 25<sup>th</sup> meeting. Brief discussion continued.

## **RESOLUTION #166 GIVING THE TREASURER PERMISSION TO PAY THE DELAGE LANDEN COPIER INVOICE IN THE AMOUNT OF \$130.**

MOTION: Dussault

SECOND: McGowan

RESOLVED to give the Treasurer permission to pay the DeLage Landen copier invoice in the amount of \$130.

VOTE: All in favor, motion carried.

### **Firefighter New Members/Requests for Change in Membership:**

Co #1: Julia Woolley, returning member.

Co #3: Eric Petkus, returning back to active status from military leave.

## **RESOLUTION #167 GIVING THE CHAIRMAN PERMISSION TO SIGN ABOVE NEW MEMBER APPLICATION AND CHANGE IN MEMBERSHIP.**

MOTION: Dussault

SECOND: McGowan

RESOLVED to give the Chairman permission to sign above new member application and changes in membership.

VOTE: All in favor, motion carried.

Will be shredding the VFIF received on Josh Flewelling as he moved and there is no forwarding address.

### **Report of the Chief – Jonathan Davis:**

- 293 shoreline has been installed.
- 291 will be going to Vander Molen next week to install step.
- 282 is going to Cummins tomorrow for repeated check engine light being on.
- 296 is out of service due to an electrical issue. Brief discussion continued in reference to replacement as it is a 2005.

- Spoke to Larry at Vander Molen in reference to the travel/mileage charges; he asked if the Board would be willing to sign a 2 year contract with Vander Molen for service and they would waive travel/mileage charges. Brief discussion continued. The Board asked the Chief to have Vander Molen draw up a contract, to exclude warranty/specialty work.
- Received a recall on 273; Commissioner Chandler to handle.

### **Reports from Companies:**

#### **Company #1 – A/C Coffey**

- Received the chairs and lights, thanks.
- Quiet.
- Would like to look into purchase of a foam inductor for 262, or does anyone have a spare one? Brief discussion continued. Don noted the cheapest price is \$455.50 from Feld Fire. Board okayed the purchase.

#### **Company #2 – D/C Richards:**

- All good.

#### **Company #3 – D/C Ellsworth:**

- All set.

#### **Company #4 – Lt. Z. King:**

- Thank you for the shoreline installation.
- Would like to purchase 2 steel hooks in 2 sizes. Brief discussion continued. Lt. King to send prices he received to Don.
- 293 has three 6' hooks that they would like to purchase two mounts for, total of \$260. Don to work with Lt. King in this.

### **District EMS Coordinator Report: Christian Alvord**

- Not present this evening.

### **Report of the Training Committee – Captain Thurman**

- Committee will stay with Scott Richards courses.
- Looking to do a 4 company extrication drill on October 2<sup>nd</sup>.

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

- Dussault
  - Good.
- McGowan
  - One of the audit items is going to require the Board to update the Purchasing policy again. Joyce sent information over to Bill Young.
  - Has not been able to connect with Terry Hannigan in reference to 273 update.
- Ramsey
  - Nothing at this time.
- Russo
  - Nothing at this time.
- Chandler
  - South Greenfield Road has been paved; some re-grading had to be done. Top soil may need to be added along the road.

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

- **Town of Wilton Planning Board:** Dussault
  - Planning Board meeting is next week.
- **Town of Greenfield Planning Board:** Ramsey
  - 43 acres on Bloomfield Road may have a condominium complex built. Brief discussion

continued.

- It is against the law to have games of chance in the Town of Greenfield; they are looking to reverse the law.

### **District Policy Review:**

- Employee Privacy: Commissioner Ramsey questioned the “see the secretary” line; Joyce noted that would be her.
- Performance Review
- Employee Benefits Manual (NOT a policy)

No changes made.

### **Special Topics of Discussion/Final Comments:**

- Tech committee presentation: Firefighter Stanton presented information on electronic signs for Co #1, 2 and 3. Lengthy Discussion continued. Joyce noted that due to the cost of each sign, additional insurance would need to be added to cover them. Commissioner Chandler noted they may not be able to purchase the signs until next year. D/C Ellsworth suggested purchasing one sign per year. Captain N. King noted that Wilton EMS is looking into buying two, maybe they could piggy back off the district and everyone would save some money. The Board will review the proposals.
- Tractor purchase: Commissioner McGowan questioned how often it is expected to be used, and how it will be transported. Question also arose as to how it would be stored. Larry noted there are a lot projects to be done and he has had to borrow equipment, and they could use it to push back snow banks. Discussion continued. Tabled to the August 11<sup>th</sup> meeting for further discussion.
- President Gibbins questioned the status of the repairs to the bottom of Co #1 garage doors; Don noted he had not been able to find anyone, and attempts to contact Titan have gone unanswered. Brief discussion continued. Don to look into again.

## **RESOLUTION #168 ENTERING INTO EXECUTIVE SESSION AT 7:58 PM IN REFERENCE TO EMPLOYMENT ISSUES.**

MOTION: Chandler

SECOND: Russo

RESOLVED to enter into executive session at 7:58 pm in reference to employment issues.

VOTE: All in favor, motion carried.

## **RESOLUTION #169 RECONVENING FROM EXECUTIVE SESSION AT 8:55 PM.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 8:55 pm.

VOTE: All in favor, motion carried.

## **RESOLUTION #170 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: McGowan

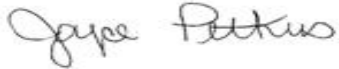
SECOND: Russo

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Ramsey with a second from Commissioner Chandler to adjourn the meeting at 8:56 PM. All in favor, meeting adjourned.

Respectfully submitted,

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

Joyce A. Petkus  
District Administrator/Treasurer