

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
Office: (518) 893-0723 Fax: (518)893-7006

The October 13, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at 7:04 pm at the District Office by Chairman Michael Chandler.

Flag salute, moment of silence.

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

RESOLUTION #209 APPROVING THE SEPTEMBER 21, 2021 BUDGET WORKSHOP MINUTES AND SEPTEMBER 22, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Russo

SECOND: Dussault

RESOLVED to approve the September 21, 2021 Budget Workshop Minutes and the September 22, 2021 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #210 APPROVING PAYMENT OF ABSTRACT #19 DATED OCTOBER 13, 2021 FROM THE GENERAL FUND, VOUCHER #210409 THROUGH VOUCHER #210440, TOTALING \$42,956.89.

A3410.1	\$	5,988.20
A3410.2	\$	723.45
A3410.4	\$	35,787.15
A9000.8	\$	458.09

Total: \$ 42,956.89

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Abstract #19 dated October 13, 2021 from the General Fund, Voucher #210409 through Voucher #210440, totaling \$42,956.89.

VOTE: All in favor, motion carried.

Commissioner Chandler questioned the status of 263 and 273, the two trucks that need to be retrofitted; Don noted mufflers need to be put on by Vander Molen, which will be an additional fee as previously discussed. Brief discussion continued.

RESOLUTION #211 APPROVING PAYMENT OF ABSTRACT #5 DATED OCTOBER 13, 2021 FROM THE BUILDING RESERVE FUND, VOUCHER #BR21006, TOTALING \$93,997.50.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #5 dated October 13, 2021 from the Building Reserve Fund, Voucher #BR21006, totaling \$93,997.50.

VOTE: All in favor motion carried.

RESOLUTION #212 APPROVING PAYMENT OF ABSTRACT #10 DATED OCTOBER 13, 2021 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER21012 THROUGH ER21014, TOTALING \$13,870.32.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #10 dated October 13, 2021 from the Equipment Reserve Fund, Voucher #ER21012 through ER21014, totaling \$13,870.32.

VOTE: All in favor motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - AFDCA Fall workshop is scheduled for November 13th at Verdox Fire Department; it is \$10 per person and she will need to know who will be attending by the next meeting since it is out of county.
 - Regarding the new cancer coverage for exterior firefighters, she clarified that this has nothing to do with the current law or any involvement of OFPC. Brief discussion continued. Has contacted Dave Meager for more detailed information.
 - Vital Signs 2021 Conference is being held at the Saratoga City Center, November 11-14th. Brochure was emailed out.
 - John Ray & Sons is offering a First Responder Appreciation Program; copies placed in Chief baskets.
 - 292 glass claim: completed yesterday and invoice has been submitted to insurance.
 - Anvil trailer claim: has been working with Farmers Insurance; trailer will be going to Frank & Sons for repairs on Monday; Larry or Don will be transporting it there.
 - 2019 FEMA Disaster grant is almost closed out.
 - Total Events sent in updated quote of \$4,250; reached out to Fine Affairs but they have not returned her phone call. Would like to move forward with Total Events, and they require a 50% deposit. Brief discussion continued.

RESOLUTION #213 APPROVING PAYMENT OF TOTAL EVENTS DEPOSIT OF \$2,125.00.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Total Events deposit of \$2,125.00.

VOTE: All in favor, motion carried.

- Confirmed with the Board that the Annual Election in December will be held at all four firehouses.
- Continuing with the access card and gear tag project; will be going to Co #4 meeting next week to hand out their cards/tags. Co #1 and #3 almost completed; will work with Co #2 as they are behind.
- Access system project; previously sent out spreadsheets. Discussion continued. Access for the EMS class to be deactivated as class is completed. Tabled to the next meeting to give Board more time to review.

- **Purchasing Agent:** Don Ranck
 - Co #4 compressor: delivery has been delayed again, so order has been cancelled and ordered from a different company; should be delivered next week.
- **Treasurer:**
 - Budget Hearing is Tuesday the 19th.
 - Comerica Bank, the company that pays on the LOSAP, are converting to Global Plus Trust Accounting system at the end of the month, changes do not affect the fire district.
 - Would like to contact a QuickBooks expert to assist with set up of the GASB 84 accounting. Brief discussion continued. Board okayed.

Firefighter/Auxiliary New Members/Requests for Change in Membership:

Co #3: New member, Branden Ralston;

Co #1: Kelsey Pratt, request for 1 year leave of absence. The Chief has not signed the form, but Joyce was told he has already spoken to Firefighter Pratt.

RESOLUTION #214 GIVING THE CHAIRMAN PERMISSION TO SIGN ABOVE NEW FIREFIGHTER APPLICATION AND FIREFIGHTER CHANGE IN MEMBERSHIP.

MOTION: Dussault

SECOND: Russo

RESOLVED to give the Chairman permission to sign above new firefighter application and firefighter change in membership.

VOTE: All in favor, motion carried.

Report of the Chief – Jonathan Davis:

- Commissioner Chandler noted the Chief is not present this evening as he is in class, but he had sent the Board an email regarding the year end purchases. Joyce noted requests need to be in by October 31st for time to make the purchase or submit the purchase orders. Joyce will have year-end estimate for the next Board meeting. Brief discussion continued.

Reports from Companies:

Company #1:

- No one present this evening.

Company #2: D/C Richards:

- Quiet.
- A/C Barss noted they have run some calls with the new truck and used it at Live Fire training. Thanks to the Board.

Company #3: D/C Ellsworth:

- Asked if KME was contacted regarding the doors; Commissioner Chandler noted he did about two weeks ago and in about a month they should be able to get one of the trucks in. Brief discussion continued.
- Wished good luck to Don on his new endeavors; D/C Barss noted the same.

Company #4:

- President Abrams has a new member just outside district boundaries on Cooper Drive by Park Place; Colin Morency. Board okayed.
- Lt. Z. King questioned the replacement schedule of the gas meters; Don noted it is on an as needed basis. Lengthy discussion continued. Co #1 also needs gas meters on the rescue truck.

District EMS Coordinator Report: Christian Alvord

- Not present this evening.

Report of the Training Committee: A/C Barss

- There has been a lot of recent training.
- MBK is on temporary hold for October.
- Through the Lock simulator is in.
- Four company extrication drill is scheduled for November 9th.
- VROL being hosted at the end of the month.
- Captain N. King noted that PJ wants to do an engine company ops.
- Lt. Z. King noted the blue door simulator is ready for pick up this Saturday. Would like permission to use 294 and the district maintenance trailer. Eight slots are available for training, but no one signed up. Brief discussion continued.

RESOLUTION #215 GIVING NATE KING, ZAK KING AND CONNOR KRUEGER PERMISSION TO TAKE 294 AND THE DISTRICT MAINTENANCE TRAILER TO PICK UP THE BLUE DOOR SIMULATOR ON OCTOBER 16, 2021. PERMISSION ALSO GIVEN TO CORINTH FIREFIGHTERS JACOB MACASLAND AND MAC CONNOR TO ATTEND, WITH THEIR CHIEF'S PERMISSION.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Nate King, Zak King and Connor Krueger permission to take 294 and the district maintenance trailer to pick up the blue door simulator on October 16, 2021. Permission also given to Corinth firefighters Jacob Macasland and Mac Connor to attend, with their Chief's permission.

VOTE: All in favor, motion carried.

Reports of the Commissioners:

- Dussault
 - Nothing at this time.
- McGowan
 - Excused.
- Ramsey
 - Thanks to Don and good luck.
- Russo
 - Thanks to Don for his 5 years of service, and good luck.
 - Questioned the water found in the ceiling light at Co #1. Don noted he could find nothing. Brief discussion continued.
- Chandler
 - Good luck to Don.
 - Has been approached by a broker in Canada in reference to old 271. Brief discussion continued.
 - Joyce questioned the status of old 290 as she has not heard anything, and she has all the paperwork ready. There was no update as to when Cossayuna is going to pick up the vehicle.

Reports of the Town Board/Planning Board Liaisons

- **Town of Wilton:** Dussault

- Nothing at this time.
- **Town of Greenfield:** Ramsey
 - Nothing at this time.

District Policy Review:

- Employee Manual (not a policy): Joyce noted the changes previously made by the Board had been updated in the manual and emailed to the Board for their review prior to tonight's approval.

RESOLUTION #216 APPROVING THE CHANGES TO THE EMPLOYEE MANUAL AS PREVIOUSLY SUBMITTED TO THE BOARD, TO BECOME EFFECTIVE JANUARY 1, 2022.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the changes to the Employee Manual as previously submitted to the Board, to become effective January 1, 2022.

VOTE: All in favor, motion carried.

- Funeral Policy: Commissioner Ramsey made correction to typo in Section 3, #1.

RESOLUTION #217 APPROVING CORRECTION TO FUNERAL POLICY AS NOTED BY COMMISSIONER RAMSEY.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve correction to Funeral Policy as noted by Commissioner Ramsey.

VOTE: All in favor, motion carried.

- Honorary Deputy Chief Policy: no changes made.

Special Topics of Discussion/Final Comments:

- Co #3 President Miller noted the by-laws have been submitted to the Board, and will become effective on October 26th. Joyce requested the new by-laws be forwarded to her to be placed in the fire house manuals.
- Commissioner Miller thanked Don for all the help he has given to Co #3 and the GFD.

RESOLUTION #218 ENTERING INTO EXECUTIVE SESSION AT 7:40 PM IN REFERENCE TO THE PURCHASING AGENT POSITION.

MOTION: Chandler

SECOND: Dussault

RESOLVED to enter into executive session at 7:40 pm in reference to the Purchasing Agent position.

VOTE: All in favor, motion carried.

RESOLUTION #219 RECONVENING FROM EXECUTIVE SESSION AT 8:34 PM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 8:34 pm.

VOTE: All in favor, motion carried.

Commissioner Chandler noted the Board has decided to advertise for the position of Purchasing Agent; Commissioner Ramsey will work with Joyce to get it advertised.

RESOLUTION #220 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

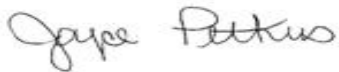
SECOND: Russo

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 8:35 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer