

Board of Fire Commissioners

Greenfield Fire District
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The December 29, 2021 Commissioners Year End Close of Books Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Michael Chandler at 7:07 PM.

Present were:

Commissioners Chandler, Dussault, McGowan, Ramsey, Russo; D/P Woodard.
Excused: D/A & Treasurer Petkus. Please see sign in sheet for others in attendance.

Flag salute/moment of silence for departed members.

Approve Minutes: December 8, 2021 Commissioner Meeting Minutes and December 21, 2021 Special Meeting Minutes as written.

**RESOLUTION #262 APPROVING THE DECEMBER 8, 2021
COMMISSIONER MEETING MINUTES AND DECEMBER 21, 2021
SPECIAL MEETING MINUTES AS WRITTEN.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the December 8, 2021 Commissioner Meeting Minutes and December 21, 2021 Special Meeting Minutes as written.

VOTE: Chandler, yes; Dussault, yes; McGowan, abstain; Ramsey, yes; Russo, yes.
Motion carried.

Payment of Bills:

**RESOLUTION #263 TO PAY ABSTRACT #24, VOUCHER #210522
THROUGH VOUCHER #210558 FROM THE GENERAL FUND,
TOTALING \$34,596.77.**

A3410.1	\$ 10,854.41
A3410.2	5,525.88
A3410.4	17,321.16
A9000.8	895.32

Total: \$ 34,596.77

MOTION: Chandler

SECOND: McGowan

RESOLVED to pay Abstract #24, Voucher #210522 through Voucher #210596.77 from the General Fund, totaling \$34,596.77.

VOTE: All in favor, motion carried.

Special Topics of Discussion:

- Year End Close of Books: Discussion continued, including SCBA bottle replacement schedule over the next couple of years.

RESOLUTION #264 GIVING THE TREASURER PERMISSION TO MOVE \$15,000.00 INTO THE BUILDING RESERVE FUND AND \$30,356.23 INTO THE EQUIPMENT RESERVE FUND.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Treasurer permission to move \$15,000.00 into the Building Reserve Fund and \$30,356.23 into the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

RESOLUTION #265 ADOPTING ALL CLAIMS AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET; AND GIVING THE TREASURER PERMISSION TO MOVE MONIES AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET.

MOTION: Chandler

SECOND: Dussault

RESOLVED to adopt all claims as discussed and listed on the year end worksheet; and giving the Treasurer permission to move monies as discussed and listed on the Year End Worksheet.

VOTE: All in favor, motion carried.

Reports of the Commissioners:

- McGowan
 - Commissioner McGowan noted that Co #2 is paying for their monthly cable bill at \$8 per month. Would like the bill be paid by the District effective immediately. Brief discussion continued; monthly invoice to be put in the LOSAP box for the District Treasurer to pay.
- Russo
 - Commissioner Russo thanked Commissioner McGowan for his service as Commissioner.
- Ramsey
 - Also thanked Commissioner McGowan for his service.
- Chandler
 - Thanked Commissioner McGowan for his service, and welcomed Commissioner-Election Scott Hays.
 - Commissioner McGowan noted that he would be happy to assist with the audit based on his background.

Report of the Chief – Jon Davis:

- Reached out to Larry again in reference to 273; they are waiting on Hale.
- 283 is going down to Larry's on Monday.
- Commissioner Chandler noted that old 271 was sold for \$55,000.00.
- Spoke to John again in reference to the three trucks that need to be painted. He was given a phone number to call someone at the factory; he will continue to work

on it. Larry has been in contact with Rom in reference to the doors on 282; they should be under warranty.

- Commissioner Dussault questioned the update on the cell towers; Commissioner Chandler noted they did get a proposal back with just the location of the cell tower but no dollar amount. Brief discussion continued.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Not present this evening.
- **Director of Purchasing:** Tina Woodard
 - 13 sets of turnout gear came in today and being inventoried. Commissioner Chandler questioned why 2 sets of gear were purchased for inactive members. Discussion continued.
 - Handed out list of purchases from 12/8.
 - Discussion regarding a shipping carrier requiring a sign on the door; suggested putting a camera up. Commissioner Chandler suggested that the district phone number be on the sign, not a personal cell number.
 - Has a dress uniform for Tim Kemp; it was noted he is currently out of town.
 - Has contacted O'Leary reminding them about the doors at Co #2 and #4.
 - Regarding emails, the server has recently changed and there are new instructions if you are having issues. Brief discussion continued.
 - Reviewed long term goals regarding the basement.

RESOLUTION #266 APPROVING THE 2022 CHIEF OFFICERS, EFFECTIVE JANUARY 1, 2022, AS FOLLOWS:

**DISTRICT CHIEF: JONATHAN DAVIS
DEPUTY CHIEF CO #1: WILLIAM COFFEY
ASSISTANT CHIEF CO #1: JERRID MARSHALL
DEPUTY CHIEF CO #2: PHILIP RICHARDS
ASSISTANT CHIEF CO #2: DERRICK BARSS
DEPUTY CHIEF CO #3: EDWARD PETKUS
ASSISTANT CHIEF CO #3: CHRISTOPHER THURMAN
DEPUTY CHIEF CO #4: DUANE BOGARDUS**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the 2022 Chief Officers, effective January 1, 2022, as follows:

District Chief: Jonathan Davis
Deputy Chief Co #1: William Coffey
Assistant Chief Co #1: Jerrid Marshall
Deputy Chief Co #2: Philip Richards
Assistant Chief Co #2: Derrick Barss
Deputy Chief Co #3: Edward Petkus
Assistant Chief Co #3: Christopher Thurman
Deputy Chief Co #4: Duane Bogardus

VOTE: All in Favor, motion carried.

Chief Officers sworn in by Chairman Chandler.

Captain Murray requested firefighter Melissa Van Heusen be taken off probation. Lengthy discussion continued including:

- Probation for new members that join who have previous fire service experience;
- Policy and rules are currently in place, and changes would need to be made.
- Requirements to take New Member Orientation.
- Possible change to the yellow helmet and helmet shield.
- Brief review of Pregnancy policy.

Commissioner Ramsey noted it is a violation of the current policy.

Commissioner McGowan noted he has no problem with the policy as it stands now.

Chief Davis recommended getting a letter from the Chief of the department where the new firefighter came from.

D/C Bogardus suggested having an in-house competency completed.

Dispense with the reading of the minutes:

RESOLUTION #267 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.

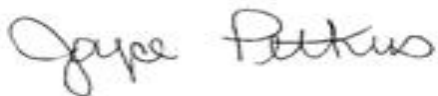
Motion made by Commissioner Chandler with a second from Commissioner Ramsey to adjourn the meeting at 7:50 PM. All in favor, motion carried.

Respectfully submitted,

Christina Woodard

Christina Woodard
Director of Purchasing

Reviewed/Approved by,



Joyce Petkus
District Administrator/Treasurer