

Board of Fire Commissioners
Greenfield Fire District
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Greenfield Center, NY 12833
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The February 9, 2022 Commissioner Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:03 PM. The flag salute and a moment of silence were recognized for departed members.

Present were: Commissioners Chandler, Dussault, Hays, Ramsey, Russo; D/A-Treasurer Petkus, P/A Woodard. See sign in sheet for others in attendance.

RESOLUTION #37 APPROVING THE JANUARY 26, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the January 26, Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #38 APPROVING PAYMENT OF ABSTRACT #3 DATED FEBRUARY 9, 2022 FROM THE GENERAL FUND, VOUCHER #220037 THROUGH VOUCHER #220056, TOTALING \$19,927.47.

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|---------|-------------|
| A3410.1 | \$ 5,372.27 |
| A3410.4 | \$11,879.55 |
| A9000.8 | \$ 2,675.65 |
| ----- | |
| Total: | \$19,927.47 |

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Abstract #3 dated February 9, 2022 from the General Fund, Voucher #220037 through Voucher #220056, totaling \$19,927.47.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - AFDCA Officer Installation is scheduled for March 12, 2022 at the Saratoga Holiday Inn from 6-10 pm. Cost is \$75 PP/\$120 couple. Need to know who would like to attend no later than March 1st.
 - Has been working on the on-line defensive driver. Discounted cost is \$19 PP. Emails were sent out to see who would be interested; received 27 responses. Brief discussion continued. Will also work on an in-class session in the Spring. The district will pay for firefighters/spouses, auxiliary members, firefighter life-members/spouses. Other family members can take the course but they must pay for it. NYS DMV requires classes to be completed within 30 days of beginning the class; if not, the person will be required to reimburse the district for the fee.

- All District Policies, By-Laws and Best Practices have been updated in the member only section of the website.
- Will begin working on annual physicals.

RESOLUTION #39 GIVING SEAN CROWLEY PERMISSION TO ATTEND THE ANNUAL THOMAS F. WITH FIRE POLICE TRAINING & EDUCATION SEMINAR; MONTOUR FALLS FIRE ACADEMY, MONTOUR FALLS, NY, 3/18-19/2022. PERMISSION TO ALSO TAKE 26.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give Sean Crowley permission to attend the Annual Thomas F. With Fire Police Training & Education Seminar; Montour Falls Fire Academy, Montour Falls, NY, 3/18-19/2022. Permission to also take 26.

VOTE: All in favor, motion carried.

RESOLUTION #40 GIVING EDWARD PETKUS & JAY ELLSWORTH PERMISSION TO ATTEND THE 14TH ANNUAL FIRE & EMS LAW & MANAGEMENT CONFERENCE AT TURNING STONE RESORT, VERONA, NY, 3/31-4/3/2022. PERMISSION TO ALSO TAKE 280.

MOTION: Chandler

SECOND: Russo

RESOLVED to give Edward Petkus & Jay Ellsworth permission to attend the 14th Annual Fire & EMS Law & Management Conference at Turning Stone Resort, Verona, NY, 3/31-4/3/2022. Permission to also take 280.

VOTE: All in favor, motion carried.

- **Purchasing Agent:** Tina Woodard
 - Commissioner Hays' name plate came in correctly this time.
 - Some small purchases were taken care of through Halligan and delivered.
 - Training committee received their DVD players.
 - Fire Prevention mascot has been located; the company has it and they are going to re-ship it out. Brief discussion continued.
 - Received a handful of requisitions that have been approved by the Chiefs, and the Board now needs to approve. Questioned how to handle this. Commissioner Chandler noted Halligan is supposed to be used. Discussion continued. Until Halligan is worked out, they are to be scanned and emailed to the Board.
 - Received a call from Linda at Rudnick's; most of the Class A uniforms previously ordered are in and she will be coming up to final fit everyone. Additional district patches were also requested that will be mailed out to her. A Tuesday night to be scheduled. Linda had also explained that there is really no way for her to get new Class A uniforms in before the banquet; she will have to work with what is in stock. Discussion continued.
 - Regarding SCBA bottle testing, she found the list and will begin working on it. Brief discussion continued.
 - Thanks to Commissioner Chandler for scheduling the aerial ladder testing; Commissioner Chandler noted it is February 16th at 7:30 am and Larry will be taking the truck to Vander Molen.
 - Received a call from the turnout gear rep; the cost of new gear will be going up 27%, although he does not know when it will happen. There is a gear meeting scheduled for tomorrow night.

- Commissioner Chandler questioned the status of the radio batteries; it was noted Larry had found a handful of them. More will be ordered once the money comes in.
- **Treasurer:** Joyce Petkus
 - Audit engagement letter will be signed and sent. Has already received an email explaining the list of documents and reports needed; it has also been forwarded to the Board. Brief discussion continued.
 - Began filing process for FY 2021 AUD.
 - Received the tax revenue check from the Town of Greenfield and it has been deposited. Brief discussion continued.

RESOLUTION #41 APPROVING PAYMENT OF \$530.00 REGISTRATION FEE TO THE PINSKY LAW GROUP FOR EDWARD PETKUS AND JAY ELLSWORTH TO ATTEND THE 14TH ANNUAL FIRE & EMS LAW & MANAGEMENT CONFERENCE AT THE TURNING STONE RESORT, VERONA, NY, 3/31-4/3/2022.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of \$530.00 registration fee to the Pinsky Law Group for Edward Petkus and Jay Ellsworth to attend the 14th Annual Fire & EMS Law & Management Conference at the Turning Stone Resort, Verona, NY, 3/31-4/3/2022.

VOTE: All in favor, motion carried.

Firefighter/Auxiliary New Members/Changes in Membership:

- None.

Report of the Chief – Jon Davis

- Not present this evening.

Reports from Companies:

Company #1 – D/C Coffey

- Questioned the status of 266 exhaust system. Larry noted it is downstairs, he has to reconfigure it since they are the magnet ones.
- Sent email to Joyce in reference to the Princess Party invitation; firefighter J. Chouinard was asked to speak at the event. Brief discussion continued; added to February 23rd meeting agenda for approval.

Company #2 – D/C Richards

- A/C Barss asked that the FAST board be brought up for approval. Discussion continued.

RESOLUTION #42 APPROVING THE PURCHASE OF TWO FAST RESCUE BOARDS. COST IS \$2,250 EACH; MONEY TO COME FROM .2 RESCUE ACCOUNT.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the purchase of two FAST rescue boards. Cost is \$2,250 each; money to come from .2 Rescue account.

VOTE: All in favor, motion carried.

- Captain Chandler noted the new batteries for the TIC camera came in, but they are still not charging. Larry found another charger in inventory. Brief discussion continued.

Company #3 – D/C Petkus

- Received salt for water system today. Commissioner Chandler noted a pallet was purchased.
- Recently attended the BEFO/IFO Chiefs meeting; students really need to have laptops now for the State classes. Asked the Board to consider purchasing 3 Chromebooks to be stored in the Operations Secretary office, to be signed out during classes. Brief discussion continued.
- Questioned if there is a stock of flares anywhere; brief discussion continued. Bob Roxbury to be contacted for assistance.

Company #4 – Captain Z. King

- Has the printout for the 2½” smooth bore nozzles that Co #1 and #4 want for the high rise packs. Will give it to the Purchasing Agent to return the others and purchase these instead. Discussion continued.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee:

- Captain W. Chandler noted there was discussion at the recent Officers’ meeting about moving the bail out equipment to Co #2. Discussion continued, including documentation process; Board approved.
- Captain Z. King noted that with everything else going on during the winter months, MBK Training is going to be scheduled for two nights per month, instead of four. To be re-evaluated in the Spring.
- State FAST course will be held at Co #2 on February 28th, March 3rd and 5th.
- A/C Thurman is working with MBK Training in reference to conducting the annual ice rescue drill in March.
- Will be training with Ballston Spa on March 9th and April 2nd; they have a vacant commercial structure that they can use for various drills/training. A COI from the district may be needed; Joyce requested they send her the required coverage details and she will contact Amsure for the documentation.
- Live Burn is scheduled for April 19th.
- February 17th is the next district FAST training.

Report of the Explorer Program:

- Captain Chandler noted an invoice should be forthcoming for the membership and charter fees; he will forward to Joyce.
- Will be setting up a meeting to change the Best Practice.

Reports of the Commissioners:

- Dussault
 - Town of Wilton Planning board meeting is next week; expects a lot to be going on.
 - The town has also started sending him the PDF’s to they can be added to the pre-plans.
- Hays
 - Nothing at this time.
- Russo
 - Thanks to Joyce for re-doing the Operations Manual.
- Ramsey
 - Thanks to Tina for tracking down the mascot.

- Chandler
 - Aerial testing scheduled for next week.
 - Received a call from Town of Wilton Supervisor Lant in reference to the possible cell tower to be placed on Co #4 property. Discussion continued. Commissioner Chandler to speak to Counsel.

Reports of the Town Board/Town Planning Board Liaisons:

- **Town of Greenfield:** Russo
 - Nothing at this time.
- **Town of Wilton:** Scott Dussault
 - See above.

District Policy Review:

- Disciplinary: brief discussion regarding changes submitted by Commissioner Ramsey.
- Harassment & Discrimination: no changes made.
- Sexual Harassment: no changes made.
- Whistleblower: no changes made.

RESOLUTION #43 APPROVING THE CHANGES TO THE DISCIPLINARY POLICY AS SUBMITTED BY COMMISSIONER RAMSEY.

MOTION: Ramsey

SECOND: Russo

RESOLVED to approve the changes to the Disciplinary Policy as submitted by Commissioner Ramsey.

VOTE: All in favor, motion carried.

Special Topics of Discussion:

- Commissioner Chandler questioned if the Board reviewed the proposal received from Lanson Cosh at LaBella Associates. Commissioner Hays questioned the following notable exclusions: permitting assistance, land surveying and detailed site plans. Commissioner Chandler explained that the district handles the permitting process with the Town and there should already be a survey map of the property. LaBella provides a basic site plan; Commissioner Chandler noted that only the building footprint is getting bigger. Brief discussion continued.

RESOLUTION #44 ACCEPTING THE PROPOSAL FOR CO #2 EXPANSION SUBMITTED BY LABELLA ASSOCIATES IN THE AMOUNT OF \$89,750.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to accept the proposal for Co #2 expansion submitted by LaBella Associates in the amount of \$89,750.00.

VOTE: All in favor, motion carried.

RESOLUTION #45 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND A SUM UP TO \$90,000.00 FROM THE BUILDING RESERVE FUND FOR DESIGN, BID AND CONSTRUCTION PHASE SERVICES FROM LABELLA ASSOCIATES FOR THE PORTER CORNERS CO #2 EXPANSION PROJECT.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend a sum up to \$90,000.00 from the Building Reserve Fund for Design, Bid and Construction Phase Services from LaBella Associates for the Porter Corners Co #2 Expansion Project.

VOTE: All in favor, motion carried.

- D/C Coffey questioned Co #1 building expansion warranty. Brief discussion continued; Co #1 to put updated punch list together for Gallo Construction.
- Captain Chandler to contact Larry to have bail out equipment moved to Co #2.

RESOLUTION #46 ENTERING INTO EXECUTIVE SESSION AT 7:53 PM IN REFERENCE TO AN EMPLOYMENT ISSUE.

MOTION: Chandler

SECOND: Dussault

RESOLVED to enter into executive session at 7:53 pm in reference to an employment issue.

VOTE: All in favor, motion carried.

RESOLUTION #47 RECONVENING FROM EXECUTIVE SESSION AT 9:12 PM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to reconvene from executive session at 9:12 PM.

VOTE: All in favor, motion carried.

Commissioner Chandler explained no decisions were made.

RESOLUTION #48 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Chandler

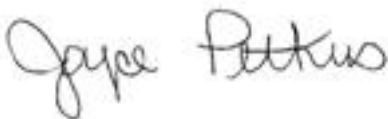
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 9:13 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer