

Board of Fire Commissioners
Greenfield Fire District
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The October 12, 2022 Greenfield Fire District Board of Fire Commissioners meeting was called to order at the District Office by Commissioner 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, D/P Olson. See sign in sheet for others in attendance.

RESOLUTION #202 APPROVING SEPTEMBER 28, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the September 28, 2022 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Commissioner Chandler asked for questions/comments regarding the abstract:

RESOLUTION #203 APPROVING PAYMENT OF ABSTRACT #19 DATED OCTOBER 12, 2022 FROM THE GENERAL FUND, VOUCHER #220454 THROUGH VOUCHER #220483, TOTALING \$28,292.91.

A3410.1	\$ 6,028.55
A3410.2	\$ 215.65
A3410.4	\$ 21,587.54
A9000.8	\$ 461.17

Total: \$ 28,292.91

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #19 dated October 12, 2022 from the General Fund, Voucher #220454 through Voucher #220483, totaling \$28,292.91.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Flu Shots are now available at Occupational Medicine; flyers posted in the firehouses.
 - Vander Molen Customer Appreciation Day is October 14th; see flyer.
 - Saratoga, Corinth & Hudson Railway is hosting a Hometown Heroes Day on October 22nd; see flyer.
 - Quick Response is sponsoring a Concert for Heroes, 11/5 at Saratoga Springs High School; see flyer.
 - AFDCA fall workshop will be held at Westmere Fire Department on November 12th beginning at 8 am. Needs to know who will be attending by October 25th as the Board

will need to approve attendees as Westvan is in Albany County. So far three are planning to attend; added are D/C E. Petkus and Co #3 President J. Ellsworth.

- After The Fire is hosting a dinner/comedy show fundraiser November 19th at the Holiday Inn, Saratoga Springs; see flyer.
- Have begun working on the Annual Election.
- **Purchasing:** Douglas Olson
 - 26 is still at Ryan's for struts, brakes and inspection.
 - Co #3 generator repair is complete except for some groundskeeping and bollard installation. The insurance carrier has retained a forensic engineer. Brief discussion.
 - No updates on gas meters or docking station. Brief discussion continued.
 - K1 FLIR boots are no longer available; please be careful handling them.
 - Fire extinguisher testing completed on 10/6, and there was only one complete failure. Brief discussion continued.
 - Air pack testing completed on 10/7; received new comprehensive list of all pack and bottle numbers by serial numbers. 18 bottles have been pulled from service in addition to the 5 bottles Co #4 had given to him. 12 bottles are going to expire in 140 days. Current inventory is now 144 bottles total. Lengthy discussion continued, including future bottle replacement schedule.
 - Epoxy and paint repairs by Frank Ryan & Son has been completed.
 - Co #3 gym equipment has been ordered; some has already been delivered. \$1,423.46 is owed to the district by Co #3.
 - The light vehicles have been inspected with the exception of Co #4 light vehicles.
 - Recall work has been completed on 294.
 - A total of 31 non-warranty repairs were done on 65 packs, with an additional 13 packs repaired under warranty. Brief discussion continued; repairs were mostly due to wear and tear, as well as carbon fiber packs are not meant to be dropped on the ground.
- **Treasurer:** Joyce Petkus
 - Reminder that the Budget Hearing is scheduled for next Tuesday, October 18th beginning at 7 pm.
 - Would like assistance from the auditor regarding some QuickBooks work. Brief discussion continued.

Membership/Changes in Membership:

- New members:
 - Co #1 new member Nicholas McDowell; his appointment has already been scheduled.
- Changes in Membership:
 - Co #1: Courtney Potter, Julia Woolley; resignations.
 - Co #2: Stephanie Burwell, requested life-inactive; would like to keep uniform/access.

RESOLUTION #204 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER AND CHANGES IN MEMBERSHIP.

MOTION: Dussault

SECOND: Hays

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

VOTE: All in favor, motion carried.

Report of the Chief – Jon Davis

- Has been in class for the past month, and will be in classes again in December.
- Has been quiet lately.
- Meeting with Larry at Vander Molen in reference to 273. Brief discussion continued.

Reports from Companies:

Company #1: A/C Marshall

- Greenfield Elementary fire prevention is this Friday beginning at 9:30 am, and Dorothy Nolan fire prevention is November 4th.

Company #2: Captain W. Chandler

- Thanks to Larry and Doug for getting things done around the firehouse.
- Thanks to the Board for the new deck gun.

Company #3: D/C Petkus

- Thanks for the generator work.
- Thanks also to Doug for cataloguing the locations of all the utilities.
- Questioned the status of the most recent electric bill.

Company #4: President Kyle Abrams

- Has an out of district resident that would like to join Co #4; Noah Luke. Brief discussion; Board okayed moving forward with the application process.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee: W. Chandler

- Jaws drill scheduled for 6 pm on the 25th at Co #2.
- MBK training continues; Co #2 & Co #3 this week and Co #1 & Co #4 next week.
- Live Burn is scheduled for 11/15.

Report of the Explorer Program: W. Chandler

- Has one new Explorer; there are now 6 in the program. Has the application paperwork for Joyce.

Reports of the Commissioners:

- Dussault
 - Nothing at this time.
- Hays
 - Reviewed the DEC grant; grant is for up to \$3,000 and DEC reimburses \$1,500. D/C Petkus is to bring it up at the Officer meeting.
 - Wilton Planning board has their cell tower meeting on 10/19.
- Ramsey
 - As of yesterday, Deidre has heard nothing regarding next year's FDIC conference from Captain King.
 - The Towns of Wilton and Saratoga are having meetings in reference to the possible expansion at the mall area; GFD representatives may want to attend as that is part of our coverage area. Brief discussion continued.
 - Questioned the status of 292 scene lights. Chief Davis apologized, noting there was apparently a miscommunication. Discussion continued.
 - Would like the Board to consider setting aside \$75,000 next year for extractors; he will do some research on them. Brief discussion continued.
- Russo
 - Nothing at this time.
- Chandler
 - Discussion regarding Unassigned Fund Balance. The Treasurer gave a brief overview, including that the Ladder Reserve Fund does not have maximum amount allowed to be saved, and at this time due to future financial uncertainty recommends \$300,000.00 be moved from the Unassigned Fund Balance to the various Reserve Funds. The subject

can then be re-visited next year after the independent audit has been completed. Lengthy discussion continued, including long term planning, better tracking of spending through the Equipment Reserve Fund, whether or not to move any money into the Ladder Reserve Fund, and the rumor that the Board wants to take away the Ladder Reserve Fund. The Board clarified that this rumor was in fact NOT true.

RESOLUTION #205 GIVING THE TREASURER PERMISSION, IN ACCORDANCE WITH THE UNASSIGNED FUND BALANCE POLICY, TO TRANSFER \$300,000.00 FROM THE UNASSIGNED FUND BALANCE AND DEPOSIT \$150,000.00 EACH TO THE BUILDING AND EQUIPMENT RESERVE FUNDS.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Treasurer permission, in accordance with the Unassigned Fund Balance Policy, to transfer \$300,000.00 from the Unassigned Fund Balance and deposit \$150,000.00 each to the Building and Equipment Reserve Funds.

VOTE: All in favor, motion carried.

Joyce and Doug will start working on a form for long term planning.

Reports of the Town Board/Town Planning Board Liaisons:

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

District Policy Review:

- Funeral Policy: No changes made.
- Honorary Deputy Chief Policy: no changes made.

Special Topics of Discussion:

- PPE purchase: Commissioner Hays gave a brief overview of the recent meeting between the gear committee and the comparison of two vendors' PPE. Was not impressed with the gear from one of the vendors. The other vendor, Fire-End and Croker, is the vendor that the District currently purchases their V-Force Red Zone gear from, and they also have the less expensive structural firefighting Liberty Series gear. They would be able to match the color and design of the District's current gear. This would be interior gear for new and proximity firefighters. Current inventory of gear is very limited; common sizes should be purchased. Lengthy spirited discussion continued, including building gear extractors.

RESOLUTION #206 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE TEN SETS OF LIBERTY SERIES GEAR.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Purchasing Agent permission to purchase ten sets of Liberty Series gear.

VOTE: All in favor, motion carried.

- The Purchasing Agent noted that Co #3 rear man door was found unlocked by a key; which means someone must have a key. Brief discussion continued; situation has been rectified at this time, and Co #3 to keep an eye on it.
- Commissioner Hays noted regarding the DEC woodland firefighting grant to please come up with a list of equipment needed; submission deadline is November 15th.
- Captain Z. King questioned if there was talk about meter calibrations. Brief discussion continued; Doug has been working on it. Chief Davis questioned if two more 4-gas meters should be purchased.
- Chief Davis explained he has called regarding the radio situation, noting the 1500's the district currently owns are not going anywhere, although they are going to be harder to fix. Explained the capabilities of the Motorola Next radios. Discussion continued. Requested the Board consider purchasing two 5-gas meters and two mobile radios if there is money left over at year end. The Purchasing Agent noted while doing some research he found that the 4-gas meters are apparently designed to be replaced every 10 years.

RESOLUTION #207 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE TWO 4-GAS METERS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase two 4-gas meters.

VOTE: All in favor, motion carried.

RESOLUTION #208 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

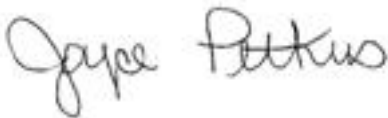
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 8:23 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer