

Board of Fire Commissioners

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

The December 14, 2016 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:08 PM.

Present were:

Commissioners Atwell, Chandler, Dussault, Kugler, D/A & Treasurer Petkus, D/P Chouinard, D/T Thurman and S/K Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** November 9, 2016 and November 21, 2016 Commissioner Meeting Minutes as written.

RESOLUTION #337 APPROVING THE NOVEMBER 9, 2016 AND NOVEMBER 21, 2016 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the November 9, 2016 and November 21, 2016 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

RESOLUTION #338 TO PAY ABSTRACT #23, VOUCHER #160663 THROUGH #160701 FROM THE GENERAL FUND, TOTALING \$34,061.08.

A3410.1	\$	5,904.05
A3410.2		5,664.68
A3410.4		22,037.16
A9000.8		455.19

Total:	\$	34,061.08

MOTION: Atwell

SECOND: Kugler

RESOLVED to pay Abstract #23, Voucher #160663 through #160701 from the General Fund, totaling \$34,061.08.

VOTE: All in favor, motion carried.

RESOLUTION #339 TO PAY ABSTRACT #13, VOUCHER #BR16023 THROUGH #BR16024 FROM THE BUILDING RESERVE FUND, TOTALING \$162.00.

MOTION: Atwell

SECOND: Kugler

RESOLVED to pay Abstract #13, Voucher #BR16023 through #BR16024 from the Building Reserve Fund, totaling \$162.00.

VOTE: All in favor, motion carried.

RESOLUTION #340 TO PAY ABSTRACT #10, VOUCHER #ER16016 THROUGH #ER16017 FROM THE EQUIPMENT RESERVE FUND, TOTALING \$(74.36).

MOTION: Kugler

SECOND: Atwell

RESOLVED to pay Abstract #10, Voucher #ER16016 through #ER16017 from the Equipment Reserve Fund, totaling \$(74.36).

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- Received a letter from Eagle Matt Lee Co. #1 extending many thanks for supporting their 200th year celebration.
- Have some copies of the Town of Greenfield Historical Society Newsletter. There is a section on Greenfield Fire District.
- Banquet RSVP's have been slowly coming in. The Chief will have the list with him at the Annual Meeting if anyone would like to RSVP then. Deadline is December 15th.
- Will not be in the office this Friday.

• **Director of Purchasing – Jill Chouinard:**

- No update on Class A Knock Down Foam.
- Co #4 needs a new cow tags. Will order it.
- Command lights are in for Co #4 and given to Don.
- Website domain license is expiring. Cost of \$115.00 to renew for five years. Will put it on the next abstract.

RESOLUTION #341 APPROVING THE GFD WEBSITE DOMAIN LICENSE RENEWAL IN THE AMOUNT OF \$115.00 FOR FIVE YEARS.

MOTION: Atwell

SECOND: Chandler

RESOLVED to approve the quote for GFD Website Domain License renewal in the amount of \$115.00 for five years.

VOTE: All in favor, motion carried.

- Member only section of the website is still in the development stages. Will be up and running next week.

- Installation banquet is coming up; Officers need to make sure their uniforms are in proper order.
- Co #4 alarm bell should be working; it was noted the pager is not working.
- Will be handing out tie tacks at tomorrow's Annual meeting.
- Will also not be in the office on Friday.
- **Station Keeper – Don Ranck:**
 - Command lights have been replaced on 291.
 - Two CO detectors are being installed in each station.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**

RESOLUTION #342 GIVING THE TREASURER PERMISSION TO PAY BALLOT CLERKS FOR THE DECEMBER 13, 2016 ANNUAL ELECTION.

MOTION: Chandler

SECOND: Kugler

RESOLVED to give the Treasurer permission to pay ballot clerks for the December 13, 2016 Annual Election.

VOTE: All in favor, motion carried.

5. **Firefighter/Auxiliary Applications/Changes in Membership:**

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co #3 – Clark Hayward, membership terminated.
 - Co #4 – Dean Deuel, life-inactive; Lucas Laplanche, returning from military leave; Connor Krueger, 16-17 probie to active; Aubrey Nowhitney, Leif Catania, Joseph Russo and Kyle Abrams, all probie to active.
- **Auxiliary Applications/Changes in Membership:**
 - Co #3 – Joan DeSourdy, resigned.

Co #4 to find out if Dean Deuel wants to keep his uniform and access.

RESOLUTION #343 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP AND AUXILIARY CHANGES IN MEMBERSHIP.

MOTION: Atwell

SECOND: Kugler

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter Changes in Membership and Auxiliary Changes in Membership.

VOTE: All in favor, motion carried.

6. **Report of the Chief – Justin Burwell:**

- Review of 2016:
 - Purchased three Chief's vehicles;
 - Installed two water tanks;
 - Took delivery of new 282;
 - Upgraded JAWS on ETA 271;
 - Refurbished donated truck, which is now new E283;
 - Purchased nine upgraded AEDs;

- Combined pump testing with Wilton Fire District;
- Standardized Knox keys across the district;
- Phased out Firetracker, replaced with Alpine Red NMX;
- Completed OSHA training online for the first time;
- Hosted a Chief's meeting last January to improve working relationships with surrounding Chief Officers;
- Implemented monthly Chief's meetings, improving communication with District leadership;
- Initiated monthly status reports;
- Four members completed FF1, one EMT recertified;
- Proposal completed for a District Training Facility;
- Two tone paging system scheduled for 2017;
- Will be voting tomorrow evening on forming the Greenfield Fire Department.
- 2016 calls were on par with 2015, although there were a few more serious calls than previous years. Because of this the Board approved buying into the County EAP Program for 2017, which will be a benefit to all members and their families.
- Will be out of town on December 27th.
- Would like to thank all of the Officers, the membership, office staff and the Commissioners for their support in making 2016 a very successful year.

7. Reports of the Companies:

- **Greenfield Center Co #1: A/C Chouinard**
 - Thanks to the Board for everything; it was a good year.
 - Would like to know if the JAWS will be upgraded; the Board has not made a final decision.
 - Outside lights are not working again; Don will look at them.
 - Would like to purchase some heavy duty vinyl tarps to cover the Fire Prevention Prop at a cost of approximately \$500 each; Board okayed.
- **Porter Corners Co #2: D/C Middlebrook**
 - Thank you to the Board for everything in 2016.
 - Would like to know if Dave Hatin's Vehicle Extrication Class will be accepted as a pre-requisite for officer qualifications. Brief discussion; Board approved.
- **Middle Grove Co #3: D/C Ellsworth**
 - Thank you to everyone for 2016.
 - Former member Brian Bunnell would like to go life. Board to take care of it at the end of the meeting.
- **Maple Avenue Co #4 A/C Bogardus**
 - Would like a few more smoke detectors.
 - Thanks to the Board for not having to appear in Executive Session this year.
 - This was a transitional year and thank you for all your patience.

8. EMS – Nicole Thurman:

- Thank you to the Board for this year.
- Will be EMS Coordinator for 2017.
- Commissioners Chandler & Atwell complemented Nicole on a job well done.
- Received a proposal from Wilton EMS to take over CME training in 2017. Discussion continued; added to the December 27th agenda for further discussion.

9. Reports of the Commissioners:

- Kugler
 - Thank you to everyone for your concern while in the hospital.
- Dussault
 - Noted his displeasure regarding some comments made on social media. Lengthy discussion continued.
- Atwell
 - Would like to know how, if at all, what effect going to a single tone will have on LOSAP; Chief Burwell explained that it will have no impact. Brief discussion continued.
 - Training Center discussion added to the December 27th agenda.
- Chandler
 - Thanks and congratulations to Jack Sadousky and Jack King, the new Commissioners.
 - Thanked Jackie Atwell for his many years of time and effort in the District.
 - Asked for the District Building Committee names; will be finalized at year end.

10. Planning Board:

- Town of Wilton: Gary Bullard
 - Not present this evening.
- Town of Greenfield: Mike Chandler
 - Chief Burwell noted that Rosie in the Building Department is retiring.

RESOLUTION #344 RECOMMENDING FIREFIGHTER STEPHANIE BURWELL TO THE FIRE ADVISORY BOARD FOR 2017.

MOTION: Chandler

SECOND: Kugler

RESOLVED to recommend firefighter Stephanie Burwell to the Fire Advisory Board for 2017.

VOTE: All in favor, motion carried.

11. Special Topics of Discussion:

- Commissioner Kugler noted he would like to make sure that \$30,000 be set aside for Co #3 pavilion. Commissioner Chandler would like to let the District Building Committee meet and put a plan together. Discussion continued.
- President Nate King requested clarification on 51% vote, specifically for Deputy Chief. Lengthy discussion continued. It was noted the by-laws should read: "The next regularly scheduled meeting".
- Co #4 would like to address reimbursement for the treadmill. Nothing was found in previous minutes. Will address at December 27th meeting.
- Co #4 cleaned out their shed; there are some tires that need to be recycled and other items upstairs, including 3 positive pressure fans no longer being used. Discussion continued; Station Keeper will dispose of the tires and bring other items to the office.
- Commissioner Chandler questioned the use of Auctions International; Jill noted they voted to use it.
- President Nate King thanked the Board for their support and patience.
- Commissioner Chandler asked about the new phone systems; brief discussion continued.

12. Final Comments:

- None.

13. Dispense with the reading of the minutes

RESOLUTION #345 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Atwell

SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

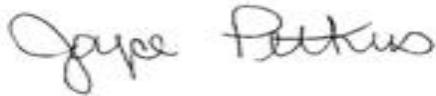
VOTE: All in favor, motion carried.

Motion made by Commissioner Dussault with a second from Commissioner Atwell to adjourn the meeting at 8:10 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer