

Board of Fire Commissioners

Greenfield Fire District
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The November 9, 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, Kugler, Dussault, D/A & Treasurer Petkus and 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.

RESOLUTION #316 RESCINDING RESOLUTION #304 PREVIOUSLY APPROVING THE OCTOBER 12, 2016 COMMISSIONER MEETING MINUTES, OCTOBER 18, 2016 BUDGET HEARING MINUTES AND THE OCTOBER 20, 2016 SPECIAL MEETING MINUTES.

MOTION: Chandler

SECOND: Dussault

RESOLVED to rescind Resolution #304 previously approving the October 12, 2016 Commissioner Meeting Minutes, October 18, 2016 Budget Hearing Minutes and the October 20, 2016 Special Meeting Minutes.

All in favor, motion carried.

2. **Approve Minutes:** October 12, 2016 Commissioner Meeting Minutes, October 18, 2016 Budget Hearing Minutes, October 20, 2016 Special Meeting Minutes and October 26, 2016 Commissioner Meeting Minutes as written.

RESOLUTION #317 APPROVING THE OCTOBER 12, 2016 COMMISSIONER MEETING MINUTES, OCTOBER 18, 2016 BUDGET HEARING MINUTES, OCTOBER 20, 2016 SPECIAL MEETING MINUTES AND OCTOBER 26, 2016 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Kugler

SECOND: Dussault

RESOLVED to approve the October 12, 2016 Commissioner Meeting Minutes, October 18, 2016 Budget Hearing Minutes, October 20, 2016 Special Meeting Minutes and October 26, 2016 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

Commissioner Atwell questioned Voucher #16062; does it include brake repair from KME. Discussion continued; brake repair confirmed.

RESOLUTION #318 TO PAY ABSTRACT #21, VOUCHER #160604 THROUGH VOUCHER #160633 FROM THE GENERAL FUND, TOTALING \$32,118.19.

A3410.1	\$	5,980.04
A3410.2		3,525.84
A3410.4		22,147.21
A9000.8		465.10

Total:	\$	32,118.19

MOTION: Atwell

SECOND: Dussault

RESOLVED to pay Abstract #21, Voucher #160604 through Voucher #160633 from the General Fund, totaling \$32,118.19.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- Thanks to everyone for your cards, thoughts and prayers during our family loss. Thank you also to Jill and Chris for taking over while away.
- Went around today and ran another Alpine update. Check off boxes for individual companies are now included in NFIRS incidents.
- Training on Alpine software is Monday, 11/14 at the District Office at 7 p.m. After the training if everyone is confident, we will put the installation software on memory sticks for those who want to install the program on their home computers. Also have a conference call with RedNMX/Alpine and Deidre tomorrow morning to go over some things.
- Received title paperwork for new 282 and will be titling it next week.
- Banquet Invites went out. If you haven't gotten one, let her know. Co #3 has already done their paper invites, waiting on #1, #2 and #4 to complete theirs. Brief discussion continued.
- Received a letter from Justin Burwell asking to have his name added to the ballot for District Chief for 2017.
- Letter received from Jack Sadosky asking to have his name added to the ballot for the five year term for Greenfield Fire District Commissioner 1/1/2017-12/31/2021.
- Letter received from John (Jack) King asking to have his name added to the ballot for the three year term for Greenfield Fire District Commissioner 1/1/2017-12/31/2019.
- Letter received from Roger Bechard asking to have his name added to the ballot for the three year term for Greenfield Fire District Commissioner 1/1/2017-12/31/2019.
- Would like to put the Elections Policy on our website as it is for the district elections and it is for the public. Brief discussion continued; a "Policy" section could be added to the website for policies pertaining to the public. Board to get back to her on this.
- Reminder that the next meeting is not on Wednesday, it will be Monday, November 21st instead.
- ADCA Fall Workshop is November 12th at Boght Fire District.

RESOLUTION #319 GIVING DON KUGLER AND JOYCE PETKUS PERMISSION TO ATTEND THE AFDCA FALL WORKSHOP AT BOGHT COMMUNITY FIRE DISTRICT IN LATHAM ON NOVEMBER 12, 2016.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Don Kugler and Joyce Petkus permission to attend the AFDCA Fall Workshop at Boght Community Fire District in Latham on November 12, 2016.

All in favor, motion carried.

- **Director of Purchasing – Jill Chouinard:**
 - Still has not received quote for Class A Knock Down Foam.
 - Co #3 hose needs to be re-quoted.
 - Radios have been installed in 282 & 283 and are running well.
 - New safety vests purchased and delivered.
 - Officer safety vests are also in and put in the Chief's office.
 - Asked if MED 296 radio antenna was repaired; President Nate King to check.
 - If anyone needs additional ID tags, let her know by Monday.
 - Replacement parts for Co #4 Command lights are no longer available. Received replacement quote from Garrison for \$57 each, two are needed. Brief discussion continued. Board okayed.
 - Fire Prevention trailer should be delivered in the next week.
 - President Nate King has the empty water jugs from Co #4.
 - Received an invoice from Hawk Drilling today for Co #2 & #3 wells, totaling \$14,761.85. Brief discussion continued regarding Co #1 well.
 - Please see her if anyone wants EMS pager tones installed in their pagers.
 - Brian Bunnell turned in district property; still waiting on Tom Bunnell.
- **Station Keeper – Don Ranck:**
 - Wells are running, but they must be turned on/off manually.
- **Treasurer/Deputy Treasurer – Joyce Petkus/Chris Thurman:**

RESOLUTION #320 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$1,841.48 DUE TO 9/23/16 HAZMAT ALARM TO .4 OPERATIONS.

MOTION: Chandler

SECOND: Atwell

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$1,841.48 due to 9/23/16 Hazmat alarm to .4 Operations.

All in favor, motion carried.

RESOLUTION #321 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$4,196.96 DUE TO 2015-16 UTICA NATIONAL DIVIDEND TO .4 INSURANCE.

MOTION: Chandler

SECOND: Kugler

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$4,196.96 due to 2015-16 Utica National dividend to .4 Insurance.

All in favor, motion carried.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- None.

6. Report of the Chief – Chief Burwell:

- Reviewed company trainings over the past few weeks.
- Reviewed various apparatus repairs/maintenance:
 - 293 & 271 Jake brakes are not working. Brief discussion; chief to make appointments to get them repaired.

7. Reports of the Companies:

- **Greenfield Center Co #1: A/C Chouinard**
 - Thank you for the new phone system; but no phone in the gear room. Discussion continued. Jill to look into moving the upstairs phone to the gear room. Jill also noted that the phone in kitchen is not working and there is a repair ticket in to Kincaid. President Nate King also noted Co #4 phone by the stairs is not working. Jill to put in a repair ticket for that phone as well.
- **Porter Corners Co #2:**
 - No one present this evening. Chief Burwell noted that Peggy Roxbury will be coming in to do paper invites.
- **Middle Grove Co #3: D/C Ellsworth**
 - Asked if price was ever received for the phantom hydrants. Brief discussion continued; they are approximately \$3,000 each. Jill to pull quote tomorrow and email everyone.
- **Maple Avenue Co #4 President Nate King**
 - Noted that last year Co #4 was supposed to get reimbursed with year end monies for the treadmill they had purchased.
 - Requested permission for Co #4 to participate in Toys for Tots train again this year on November 27th.

RESOLUTION #322 GIVING CO #4 PERMISSION TO PARTICIPATE IN TOYS FOR TOTS TRAIN ON NOVEMBER 27, 2016.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Co #4 permission to participate in Toys for Tots train on November 27, 2016.

All in favor, motion carried.

- Fire alarms were tested but not cleaned.
- Phone training went really well. The outside speakers were in question and Jill will speak to Kincaid.

8. EMS – Nicole Thurman:

- Started a new job and is no longer available during working hours by cell. Chief Burwell has her work number and extension for emergencies.

9. Reports of the Commissioners:

- Dussault
 - Thank you to everyone who participated in Trooper Pratt's services.

- Kugler
 - Questioned the bill for Co #4 treadmill. Brief discussion continued; Joyce will do research.
- Atwell
 - New seat will be installed in 282 tomorrow. Brief discussion continued.
- Chandler
 - Nothing at this time.

10. Planning Board:

- Town of Wilton: Gary Bullard
 - The land behind Co #4 will be approved for two driveways instead of three.
- Town of Greenfield: Mike Chandler
 - Small apartment complex to be built across from King's Glass on Maple Avenue beginning sometime in February 2017.

11. Special Topics of Discussion:

- None.

12. Final Comments:

- None.

13. Dispense with the reading of the minutes

RESOLUTION #323 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Kugler

SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

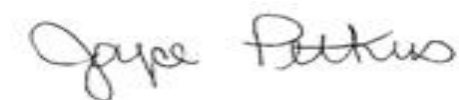
VOTE: All in favor, motion carried.

Motion made by Commissioner Atwell with a second from Commissioner Dussault to adjourn the meeting at 7:49 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer