

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
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(518) 893-0723  
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The July 12, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Jack Sadousky at 7:07 PM.

## **Present were:**

Commissioners Chandler, Dussault, King, Miller, Sadousky; D/A & Treasurer Petkus, and D/P Chouinard. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.

## **RESOLUTION #199 DEDICATING A PAGE OF THE MINUTES IN MEMORY OF ERNEST CHAMBERLIN AND RICHARD REQUA.**

MOTION: King

SECOND: Dussault

RESOLVED to dedicate a page of the Minutes in memory of Ernest Chamberlin and Richard Requa.

VOTE: All in favor, motion carried.

2. **Approve Minutes:** June 28, 2017 Commissioner Meeting Minutes as written.

## **RESOLUTION #200 APPROVING THE JUNE 28, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the June 28, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. **Payment of Bills:**

Commissioner King questioned voucher #170340 for the \$120,000.00 LOSAP payment; the recommended payment was for \$117,744.00; why are we paying the full \$120,000.00 budgeted? Treasurer Petkus explained that each year Penflex estimates what next year's payment would be so the Board can budget accordingly. Based on OSC audits, LOSAPs are generally underfunded, which means if the program were to cease to exist and was underfunded, there would not be enough money to pay out to the eligible members. Previous Boards have historically paid the amount budgeted in order to be as close to 100% funded. The extra also helps in those years where investments did not do well and investments fell below expectations. Commissioner Chandler added that it is also based on the annual income, which was better this year

than in the last few previous years. The Board chose to stay with the \$120,000.00 payment.

Commissioner Dussault questioned voucher 170330, forestry hose; it was noted it was replacement hose for Co #2 damaged hose.

**RESOLUTION #201 TO PAY ABSTRACT #13, VOUCHER #170316 THROUGH #170345 FROM THE GENERAL FUND, TOTALING \$169,212.75.**

A3410.1	\$	6,182.04
A3410.2		31,364.63
A3410.4		11,155.77
A9000.8		120,212.75
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Total:	\$	169,212.75

MOTION: King

SECOND: Chandler

RESOLVED to pay Abstract #11, Voucher #170316 through #170345 from the General Fund, totaling \$169,212.75.

VOTE: All in favor, motion carried.

**RESOLUTION #202 TO PAY THE EQUIPMENT RESERVE FUND, ABSTRACT #4, VOUCHER #ER17006 TOTALING \$741.09.**

MOTION: King

SECOND: Miller

RESOLVED to pay the Equipment Reserve Fund, Abstract #4, Voucher #ER17006 totaling \$741.09.

VOTE: All in favor, motion carried.

Commissioner Dussault questioned the purchase of forestry hose, it was explained that it was to replace damaged hose.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- Would like to schedule an annual LOSAP meeting. Brief discussion; will try to schedule it for the second Tuesday in July. Will also schedule a meeting with RBC and Penflex sometime in the next month or so.
- NMO has been scheduled for September 16<sup>th</sup>.
- ASFDCA meeting is tomorrow night.
- AFSDCA Fall Workshop is at Boght Fire District on November 11, 2017.
- AFDSNY Fall Workshop @ SSCC is October 12-14, 2017.

**RESOLUTION #203 GIVING COMMISSIONERS KING, MILLER, DUSSAULT, SADOUSKY, D/A PETKUS, D/P CHOUINARD PERMISSION TO ATTEND THE AFDSNY ANNUAL FALL WORKSHOPS AT SARATOGA SPRINGS CITY CENTER, OCTOBER 12-14, 2017.**

MOTION: Dussault

SECOND: Miller

RESOLVED to give Commissioners King, Miller, Dussault, Sadousky, D/A Petkus, D/P Chouinard permission to attend the AFDSNY Annual Fall Workshops at Saratoga Springs City Center, October 12-14/2017.

VOTE: All in favor, motion carried.

- New 26 title has been received.
  - Three are registered for Fire Officer 1; Jill has their books.
  - Working on New Member Welcome Packet, which will be handed out to new members once the Board decides on Target Solutions.
  - Have been making changes to the Member Only section of the website to make it more user friendly.
  - **Director of Purchasing – Jill Chouinard:**
    - BDB Sealing will begin sealcoating at Co #4 on August 6<sup>th</sup>, then to Co #3, weather permitting.
    - Denied the DEC Grant.
    - Uniform project has been wrapped up.
    - Radio install for new Car 26 is scheduled for the week of July 23<sup>rd</sup>. Will also include current Car 26 and Car 280.
    - Quotes are in for the new JAWS upgrade.
    - Portable radio antenna came in for Co #3.
    - Aerial testing scheduled for July 20<sup>th</sup>.
    - Annual Fit Testing wrapped up; spreadsheets handed out to each company.
    - Bug spray and baby wipes will be ordered.
    - Fire Prevention items are ready for those attending the Fair. Will do the same for Big Truck Day.
    - Fire Prevention scheduled for October 13<sup>th</sup> at Greenfield Elementary School and October 12<sup>th</sup> at Dorothy Nolan Elementary School.
    - Co #1 Cascade System: shocks are shot. Bauer has been called to look at it. Chief will handle it.
    - Co #4 gas meters have been taken care of.
    - Captain Barss dropped off a delivery ticket for Pompa.
    - Jill will look into prices for traffic cones.
    - Completed a 7 year analysis on air bottles and will be running a 10 year.
    - Will be out of the office on Friday.
  - **Station Keeper – Don Ranck:**
    - Not present this evening.
  - **Treasurer/Deputy Treasurer – Joyce Petkus:**
    - Received notification from BST that our audit is late and they would notify OSC because they are still trying to reconcile the K fund.
    - Will leave preliminary budget information in Commissioner's baskets. Will receive two budgets for comparison. Brief discussion continued.
    - Will be on vacation next week.
5. **Firefighter/Auxiliary Applications/Changes in Membership:**
- **Firefighter Applications for Membership:**
    - Co. #1 – Matthew Boyd
  - **Firefighter Changes in Membership:** None.

## RESOLUTION #204 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER APPLICATION.

MOTION: King

SECOND: Miller

RESOLVED to give the Chairman of the Board permission to sign off on Firefighter Application.

VOTE: All in favor, motion carried.

- **Auxiliary Applications/Changes in Membership:**
  - Co #3 – Bridget Henry – would like to have a meeting with auxiliary offices and Henry Family; tabled until the next meeting. Joyce to contact family and various officers that should attend.

## RESOLUTION #205 TABLING DECISION ON AUXILIARY APPLICANT BRIDGET HENRY UNTIL A MEETING WITH THE FAMILY HAS OCCURRED.

MOTION: King

SECOND: Dussault

RESOLVED to table the decision on auxiliary applicant Bridget Henry until a meeting with the family has occurred.

VOTE: All in favor, motion carried.

### 6. Report of the Chief – Chief Burwell:

- Reviewed various trainings.
- Apparatus:
  - 296 currently out of service at starter failed.
  - Sent a service report from KME to Commissioners and Chief Officers. Also sent to Station Keeper for possible triage of some repairs.
  - KME has started pump repairs.
  - Pump testing scheduled for the first week of August.
  - Will get a second opinion from Adirondack Fire regarding 283.
  - New Car 26 should be in service by the end of July.

### 7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
  - All good.
- **Porter Corners Co #2: D/C Middlebrook**
  - Footings have been poured for new training facility.
- **Middle Grove Co #3: D/C Ellsworth**
  - All good.
  - Cell phone has not been acting up lately.
- **Maple Avenue Co #4: A/C Bullard**
  - Problem with rear overhead door; Station Keeper already repaired.
  - Various quotes received 292 jaws upgrade; report given to the Board. Lengthy discussion continued. Would like to stay with Holmatro, demo is \$29,934.00, tether is optional. 292 would need some modifications. Chief Burwell will get final quote. Added to July 26<sup>th</sup> meeting agenda.

**8. EMS – Ed Petkus:**

- Not present this evening.

**9. Reports of the Commissioners:**

- Chandler
  - There are no horizontal rebar in the walls of the training facility; the Town would like to see three added and the cost would be \$950.00.

**RESOLUTION #206 APPROVING THE PURCHASE AND INSTALLATION OF THREE HORIZONTAL REBAR IN THE WALL OF THE NEW TRAINING CENTER, TOTALING \$950.00.**

MOTION: King

SECOND: Miller

RESOLVED to approve the purchase and installation of three horizontal rebar in the wall of the new Training Center, totaling \$950.00.

VOTE: All in favor, motion carried.

- Captain Barss would like the beam to stick out of the building three feet with an anchor point for second story bail out. No additional charge for this.
- Miscellaneous items needed for Training Center: electrical, black top, smoke pipe, mafia blocks, seed, mulch, topsoil, etc. totaling about \$39,000.00.

**RESOLUTION #207 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND UP TO \$40,000.00 FROM THE BUILDING RESERVE FUND FOR SITE WORK IN CONJUNCTION WITH THE TRAINING CENTER CONSTRUCTION.**

MOTION: Chandler

SECOND: King

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend up to \$40,000.00 from the Building Reserve Fund for site work in conjunction with the Training Center construction.

VOTE: All in favor, motion carried.

- Dussault
  - Wilton Fest went well. The District was well represented.
  - Thank you for the new saw.
- King
  - Co #4 overhead door in front of 282 has been adjusted; truck clears better.
  - Co #1 driveway edge was repaired by the Town Highway department.
  - Co #4 driveway has also been repaired.
  - Structural Engineer will be here next Tuesday at 8 am to look over buildings. Co #4 President Nate King still needs to submit his list.
  - Met with the Building Inspector and took some measurements in reference to Co #1 water tank. Plot plan is needed for the Town.
  - Attended Ernie Chamberlain's wake today. Listed his extensive credentials.
  - Ranger Rick also recently passed away. Listed his credentials.

- Miller
  - Nothing at this time.
- Sadousky
  - Meeting recently with Tim Hannigan regarding the formation of the Department, and there is apparently a rumor circulating that companies need to surrender their treasury to one account. This is NOT true and companies will continue to maintain their own treasury accounts. Commissioner King noted that it had been discussed and agreed from the very beginning of this process that the company treasuries would remain autonomous.

**10. Planning Board:**

- Town of Wilton: Gary Bullard
  - Nothing at this time.
- Town of Greenfield: Mike Chandler
  - Prestwick Chase is planning a 240 single family home subdivision. Construction not expected to begin until 2018.
  - Polo Club is also planning single family homes, but is not yet at the planning or zoning boards.

**11. Special Topics of Discussion:**

- Donation of 280: Chief has received four requests for 280. Brief discussion continued. Chief will have his recommendation at the next meeting. Added to July 26<sup>th</sup> agenda for final decision.
- Target Solutions (formerly Centrelearn): Would cost additional \$3000 per year from the training budget. Joyce, Deidre and the Chief or designee would be the Administrators. Chief Burwell noted that as an EMS CME agency, the district is required to offer online training, and only two companies are approved; Target Solutions and Centrelearn. Brief overview given and discussion continued.

**RESOLUTION #208 ADOPTING TARGET SOLUTIONS AS THE GREENFIELD FIRE DISTRICT ONLINE TRAINING PROGRAM.**

MOTION: King

SECOND: Dussault

RESOLVED to adopt Target Solutions as the Greenfield Fire District Online Training Program.

VOTE: All in favor, motion carried.

**12. Final Comments:**

- Commissioner Chandler spoke to Toby Middlebrook regarding Co #3 plumbing. Reviewed the water system and for \$1500.00 he can up size the hose to fill trucks. Discussion continued. Commissioner Chandler will update Toby.
- Commissioner King would have liked to see more representation at the recent daytime wake.
- A/C Bullard noted the fire prevention trailer at Park Fest was a huge success.
- Jill asked about the adapters for the water tank; to be ordered.

**13. Dispense with the reading of the minutes**

**RESOLUTION #209 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Miller

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 Miller to adjourn the meeting at 8:25 PM. All in favor.

Respectfully submitted,



Deidre Chandler  
Operations Secretary

Reviewed/Approved by,



Joyce Petkus  
District Administrator/Treasurer

*IN MEMORY OF OUR  
DEPARTED BROTHER*

*Ernest Chamberlain*

*YOU WILL BE  
MISSED BY ALL*



*IN MEMORY OF OUR  
DEPARTED BROTHER*

*Richard Requa*

*YOU WILL BE  
MISSED BY ALL*