

Board of Fire Commissioners

Greenfield Fire District
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The July 26, 2017 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Jack Sadousky at 7:00 PM.

Present were:

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

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** July 12, 2017 Commissioner Meeting Minutes as written.

RESOLUTION #210 APPROVING THE JULY 12, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the July 12, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

Treasurer noted that voucher #170359 was voided as invoice should be paid out of the Equipment Reserve Fund.

Commissioner King questioned voucher #170368 - Treasurer will work on resolving the past credit from the NYSAFC.

Commissioner Chandler questioned KME bills. Brief discussion continued; all accounted for except ladder service.

RESOLUTION #211 APPROVING PAYMENT OF ABSTRACT #14, VOUCHER #170346 THROUGH #170372 FROM THE GENERAL FUND, TOTALING \$49,388.62.

A3410.1	\$	5,970.54
A3410.2		2,404.95
A3410.4		40,541.65
A9000.8		471.48

Total:	\$	49,388.62

MOTION: Miller

SECOND: King

RESOLVED to approve pay Abstract #14, Voucher #170346 through #170372 from the General Fund, totaling \$49,388.62.

VOTE: All in favor, motion carried.

RESOLUTION #212 APPROVING PAYMENT OF THE EQUIPMENT RESERVE FUND, ABSTRACT #5, VOUCHER #ER17007 TOTALING \$5,400.00.

MOTION: Dussault

SECOND: Chandler

RESOLVED to approve payment of the Equipment Reserve Fund, Abstract #5, Voucher #ER17007 totaling \$5,400.00.

VOTE: All in favor, motion carried.

4. Reports of the Staff

- District Administrator – Joyce Petkus:

- New area code being added to Saratoga County; effective August 19th you will have to enter the area code first when calling out. Firehouse dialers will be updated before the deadline.
- Would like to move the annual and special elections to the District Office. Brief discussion continued; the Board to think about it.
- Received thank you letter from Saratoga/Wilton Elks thanking parade participants in this year's 50th anniversary parade.

- Director of Purchasing – Jill Chouinard:

- Sealcoating begins 7 am August 6th at Co #4, then Co #3, weather permitting.
- New 26 has arrived and will be sent for lettering tomorrow.
- Pittsfield will be here when lettering is done to get radios changed over.
- Garrison has been notified regarding purchase of Jaws.
- Ladder truck failed aerial testing.
- 25 SCBA bottles to be scrapped. Would like to do a D and D; Don will assist. Valves and tabs will be kept.

RESOLUTION #213 GIVING DIRECTOR OF PURCHASING PERMISSION TO DISPOSE OF 25 EXPIRED SCBA BOTTLES.

MOTION: Chandler

SECOND: Miller

RESOLVED to give Director of Purchasing permission to dispose of 25 expired SCBA bottles.

VOTE: All in favor, motion carried.

- Kits are done for Big Truck Day.
- Ten year analysis for SCBA bottles is done. Copies in mailboxes. Will include in budget for 2018.
- Cascade system door has been fixed.
- Co #3 Chainsaw is in; old saw can be used for parts.
- Pump testing scheduled with Wilton FD on August 10th and 11th.

- Co #4 gas meters are back except for one.
- Phones at Co #3 were not working today; Kincaid is working on the issue.
- **Station Keeper – Don Ranck:**
 - Report previously submitted to the Board.
- **Treasurer – Joyce Petkus:**

RESOLUTION #214 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$300.00 FROM CME REIMBURSEMENT TO EMS TRAINING.

MOTION: King

SECOND: Chandler

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$300.00 from CME Reimbursement to EMS Training.

VOTE: All in favor, motion carried.

- Should have our audit by Friday.
- Tax Cap for 2018; it is 1.84%. Will update 2018 budget worksheets.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co. #1: Joe Post transfer to Co #3; Julia Woolley moved out of district.

RESOLUTION #215 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Miller

SECOND: Dussault

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

VOTE: All in favor, motion carried.

- **Auxiliary Applications/Changes in Membership:**
 - Co #3 – new applicant, Bridget Henry

RESOLUTION #216 ACCEPTING THE APPLICATION OF AUXILIARY APPLICANT BRIDGET HENRY.

MOTION: Sadousky

SECOND: King

RESOLVED to accept the application of auxiliary applicant Bridget Henry.

Vote: Chandler, no; Dussault, no; King, no; Miller, no; Sadousky, no.

Motion not carried.

Report of the Chief: Chief Burwell

- Reviewed various trainings.
- Apparatus:

- Truck maintenance complete except for ladder on 293, needs repair.
- 261, 271, 281, 291 need repairs by KME; Station Keeper can do minor repairs.
- Station Keeper created data base of tires; hope to come up with a tire replacement plan. Rescue truck tires are original and will need replacement. 261 will need tires when it comes back from KME.
- Working on paint quotes for 261 & 281. 271 is a smaller issue.
- Inspections will begin tomorrow at Shaw's.
- New 26 is in service.
- Received four requests for donation of 280. Brief discussion continued. Recommend donating it to Sammonsville Volunteer Fire Department.

RESOLUTION #217 THAT THE GREENFIELD FIRE DISTRICT DONATE OLD 280 TO THE SAMMONSVILLE VOLUNTEER FIRE DEPARTMENT ON THE RECOMMENDATION OF CHIEF BURWELL.

MOTION: Sadousky

SECOND: Miller

RESOLVED that the Greenfield Fire District donate old 280 to the Sammonsville Volunteer Fire Department on the recommendation of Chief Burwell.

VOTE: Chandler, yes; Dussault, yes; Miller, yes, King, no; Sadousky, yes.

- Received Co #4 Jaws quotes. Discussion continued. Total of \$36,752.36. The Treasurer will move money within the .2 account, but also needs resolution to move money from the .4 to .2 account.

RESOLUTION #218 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO MOVE \$5,000 FROM .4 HEALTH INSURANCE TO .2 MISCELLANEOUS EQUIPMENT ACCOUNT.

MOTION: King

SECOND: Chandler

RESOLVED to give District Administrator permission to move \$5,000.00 from the .4 Health Insurance Account to the .2 Miscellaneous Equipment Account.

VOTE: All in favor, motion carried.

6. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Would like a door opener for the brush truck. Board okayed.
- **Porter Corners Co #2: D/C Middlebrook**
 - Training Facility is moving along.
- **Middle Grove Co #3: D/C Ellsworth**
 - Would like a second washing machine for gear. Jill will work on it.
- **Maple Avenue Co #4 A/C Bullard**
 - Thank you for the purchase of the Jaws.

7. EMS – Ed Petkus:

- Not present this evening.

8. Reports of the Commissioners:

- Chandler
 - Co #2 faucet needs to be replaced; cost is approximately \$700.00. Board okayed.
 - Station Keeper would like an electrical kit to work on trucks. \$100.00-\$300.00. Board okayed.
 - Jill looked at work shirts with a patch; \$19.00 each. Jill will get a sample.
 - Would like to get a quote on selling Co #3 generator. Commissioner King will work with Jill on a price.
- Dussault
 - Nothing at this time.
- King
 - Building inspections have been completed. Discussion of initial findings. Water testing will begin tomorrow.
 - Waiting for tank plans from Paul Male.
- Miller
 - Nothing at this time.
- Sadousky
 - Nothing at this time.
 - Chief Burwell noted he received a call from the Town of Greenfield Assistant Building Inspector, who said that as of 2018 the town will be devoting time to do fire inspections on commercial buildings and would like to discuss Knox boxes with the District.

9. Planning Board:

- Town of Greenfield: Mike Chandler
 - Nothing new at this time.
- Town of Wilton: Gary Bullard
 - Walmart has been approved for a drive up grocery addition.
 - Adirondack Trust and Stewart's are entering into a joint venture to replace the bank and the store at the corner of Northern Pines Road. Initial plan is out and they are being pressured to install a sprinkler system in the building.

10. District Guideline Review:

- Credit Card: no changes made.
- Investment: no changes made.
- New Member Orientation: changes made
- Purchasing: no changes made.
- Travel: no changes made.
- Funeral: New.
- Public Information Officer: New.

RESOLUTION #219 TO APPROVE FUNERAL AND PUBLIC INFORMATION OFFICER POLICIES AND CHANGES TO THE NEW MEMBER ORIENTATOIN POLICY AS DISCUSSED/SUBMITTED.

MOTION: Sadousky

SECOND: Miller

RESOLVED to approve new policies and changes to NMO Policy as

discussed/submitted.

VOTE: All in favor, motion carried.

It was noted that the Association of Fire Districts of the Capital Area is having a speaker at their Fall Workshop in Boght regarding Public Information Officer. Joyce will also look into Target Solutions for an online course.

11. Special Topics of Discussion:

- NYS Paid Family Leave. The program becomes effective January 1, 2018. The majority of the staff have opted not to participate. Lengthy discussion continued. The cost of the annual premium is approximately \$200, and Shelter Point Life will also underwrite this program. Joyce to contact Dave Meager for details.

12. Final Comments:

- None.

13. Dispense with the reading of the minutes

RESOLUTION #220 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Dussault

SECOND: Miller

RESOLVED to dispense with the reading of the minutes.

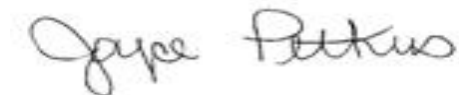
VOTE: All in favor, motion carried.

Motion made by Commissioner Chandler with a second from Commissioner Dussault to adjourn the meeting at 7:59 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary



Joyce Petkus
District Administrator/Treasurer