

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833
(518) 893-0723
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The November 29, 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, 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.
2. Special Guest: Lanson Cosh from The Chazen Companies to review Structural Engineer Report on all four district firehouses. Lengthy discussion continued, including:
 - Pre-engineered buildings are not generally well insulated;
 - Condensation/insulation/ventilation issues;
 - Adding insulation (not blown in) and/or ventilation systems;
 - Will go back and look at Co #3 for potential expansion;
 - District may want to look into geothermal, exhaust systems;
 - Snow guards, if designed properly;
 - Does not necessarily recommend roof extensions;
 - Concerns to be addressed first: Co #2 stairs to loft area, Co #4 front left column
 - Suggestion to address issues as follows:
 - Safety Issues
 - Insulation/ventilation;
 - Painting goes a long way,
 - Co #1 lower roof replacement;
 - Co #2 perlan.
3. **Approve Minutes:** November 8, 2017 Commissioner Meeting Minutes as written.

RESOLUTION #305 APPROVING THE NOVEMBER 8, 2017 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the November 8, 2017 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

4. Payment of Bills:

RESOLUTION #306 APPROVING PAYMENT OF ABSTRACT #22,
VOUCHER #170564 THROUGH #170596 FROM THE GENERAL FUND,
TOTALING \$37,950.40.

A3410.1	\$	5,912.04
A3410.2		11,275.56
A3410.4		20,310.52
A9000.8		452.28

Total:	\$	37,950.40

MOTION: Miller

SECOND: King

RESOLVED to approve payment of Abstract #22, Voucher #170564 through #170596 from the General Fund, totaling \$37,950.40.

VOTE: All in favor, motion carried.

5. Reports of the Staff

- **District Administrator – Joyce Petkus:**
 - Received a letter of thanks from the Chandler family.
 - Received a letter from Scott Dussault asking to be added to the ballot for the five year term of Commissioner 1/1/2018 – 12/31/22.
 - OSC Class on December 13th at the Town of Brunswick Community Center: no one attending.
- **Director of Purchasing – Jill Chouinard:**
 - Remaining work shirts came in.
 - FAB approved portable radio identifiers; Pittsfield to program them soon.
 - Company Wish Lists placed in Commissioner baskets for review.
 - Waterford FD purchased six of the surplus masks.
 - Received E. Van Nostrand's pager and FF Feulner's FF 1 book.
 - Survey Monkey survey sent out regarding Installation/Inspection Dinner.
 - Commissioner King asked that we look into Fleet Management Software.
- **Station Keeper – Don Ranck:**
 - Report previously submitted to the Board.
- **Treasurer – Joyce Petkus:**
 - Reminder that if there is any spending going on, the district office staff needs to know/have invoices/estimates in order to encumber money at year end.

6. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co #2: M. McFarlane, life
 - Co #4: K. Bell and C. Reale, probationary to active firefighter; K. Greenwood and T. Jones, life; V. LaPlanche, 9 month leave of absence.

RESOLUTION #307 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Sadousky

SECOND: Chandler

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:** None.

7. Report of the Chief – Given by D/C Ellsworth:

- Reviewed various trainings.
- Apparatus:
 - 263 air system to be looked at, strobe lights will be finished by Friday.
 - 271 ongoing electrical issues have been repaired. Possible water tank issues beginning. Will contact Garrison.
 - 281 light tower needs to be looked at; Station Keeper will look at it.
 - 282 working on scheduling w/ KME to fix compartment lids.
 - 291 parts have been ordered for the oil leak.
 - 292 JAWS upgrade has been completed.
- Issues with RED NMX at the firehouses. Computers need updating and how often should they be updated? Joyce will call Justin tomorrow.
- FAB approved the new portables as of Monday. New policy with the county.

8. Reports of the Companies:

- **Greenfield Center Co #1: Lt. Marshall**
 - All good.
- **Porter Corners Co #2: D/C Middlebrook**

RESOLUTION #308 APPROVING THE 2018 CONCEALED CARRY WEAPON CLASS DATES AS ATTACHED.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to approve the 2018 Concealed Carry Weapon Class Dates as attached.

VOTE: All in favor, motion carried.

- Questioned hose to be replaced. Brief discussion; Board will look into it and get back to them.
- Issue with tank on 271. Water on the bottom of the tank. Brief discussion.
- **Middle Grove Co #3: D/C Ellsworth**
 - Tri-Tech email. Joyce will look into it.
- **Maple Avenue Co #4: A/C Bullard**
 - Thank you again for the jaws; used them last night.
 - Would like to put the pack tracker in the ladder. Would like 120 volt power cord. Brief discussion; Jill will look into it.
 - Captain Barss will contact Mr. Farnam regarding the roof ventilation facility.

9. EMS – Ed Petkus:

- Dr. Case asked if PCRs are being utilized; the district is.

10. Reports of the Commissioners:

- Chandler
 - Training building update. The second invoice received includes stairs/railings that have been ordered. Station Keeper needs to look at roof railing.
- Dussault
 - Thank you to everyone for your help at the Corinth fire. Not a very good scene. Thanks for your efforts.
- King
 - At that fire, it became apparent that the cascade system on 263 is aging and becoming an issue. Brief discussion continued.
- Miller
 - Reviewed changes to the Employee Manual.

RESOLUTION #309 APPROVING THE CHANGES TO THE EMPLOYEE MANUAL, EFFECTIVE JANUARY 1, 2018.

MOTION: Chandler

SECOND: King

RESOLVED to approve the changes to the Employee Manual, effective January 1, 2018.

VOTE: All in favor, motion carried.

- Would like to reschedule the Youngest Members Meeting to January 9, 2018 at 7 p.m. at the district office. Brief discussion regarding who will be attending.
- Sadousky
 - Nothing at this time.

11. Planning Board:

- **Town of Wilton: Gary Bullard**
 - Nothing at this time.
- **Town of Greenfield: Mike Chandler**
 - Nothing at this time.

12. District Policy Review:

- Membership Application: No changes.
- New Member Orientation: No changes.
- New Member Live Burn: No changes.
- Uniform: Changes made.
- New: Annual Installation-Inspection; previously sent to Bill Young and Auditors for their review as well.

RESOLUTION #310 APPROVING THE NEW ANNUAL INSTALLATION-INSPECTION POLICY AND THE CHANGES TO THE UNIFORM POLICY AS SUBMITTED.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the new Annual Installation-Inspection policy and the changes to the Uniform policy as submitted.

VOTE: All in favor, motion carried.

13. Special Topics of Discussion:

- o Request made for new Forest Ranger, Joe Hess to get an access fob.

RESOLUTION #311 GRANTING FOREST RANGER JOE HESS AN ACCESS FOB TO THE FIREHOUSES.

MOTION: Chandler

SECOND: Dussault

RESOLVED to grant Forest Ranger Joe Hess an access fob to the firehouses.

VOTE: All in favor, motion carried.

14. Final Comments:

- D/C Ellsworth noted that the Toys for Tots turnout was very impressive. Well organized goal was surpassed.
- D/C Ellsworth questioned the status of the tank blow offs. Brief discussion continued; Jill will call HD Supply.

15. Dispense with the reading of the minutes

RESOLUTION #312 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.

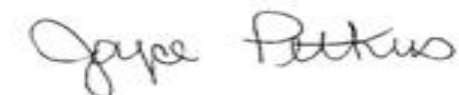
Motion made by Commissioner Dussault with a second from Commissioner Miller to adjourn the meeting at 7:56 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary

Reviewed/Approved,



Joyce Petkus
District Administrator/Treasurer