

Board of Fire Commissioners

Greenfield Fire District
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The March 28, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:02 PM.

Present were: Commissioners Chandler, Dussault, King, 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:** March 14, 2018 Commissioner Meeting Minutes and March 20, 2018 Special Meeting Minutes as written.

RESOLUTION #92 APPROVING THE MARCH 14, 2018 COMMISSIONER MEETING MINUTES AND MARCH 20, 2018 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the March 14, 2018 Commissioner Meeting Minutes and March 20, 2018 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

Commissioner Sadousky noted that there are some purchase orders that are showing tax and some that are showing the tax in the shipping and handling charges. Added that the Visa bill must be paid so as not to be charged a late fee. Would like to review the bill and find out what the issue is. Will meet on this issue at another time.

Commissioner King noted that the Crystal Rock Invoice #180130 is an issue that staff has been working on since November. Keep receiving extra charges on the bill. Invoice will be paid minus the disputed charges.

RESOLUTION #93 APPROVING PAYMENT OF ABSTRACT #6, VOUCHER #180123 THROUGH #180149 FROM THE GENERAL FUND, TOTALING \$25,475.69.

| | | |
|---------|----|-----------|
| A3410.1 | \$ | 6,142.00 |
| A3410.2 | | 4,319.88 |
| A3410.4 | | 14,492.49 |
| A9000.8 | | 521.32 |

Total: \$ 25,475.69

MOTION: Dussault

SECOND: Sadousky

RESOLVED to approve payment of Abstract #6, Voucher #180123 through #180149 from the General Fund, totaling \$25,475.69.

VOTE: All in favor, motion carried.

**RESOLUTION #94 APPROVING PAYMENT OF ABSTRACT #2,
VOUCHER #BR18002 THROUGH #BR18003 FROM THE BUILDING
RESERVE FUND, TOTALING \$2,115.36.**

MOTION: Sadousky

SECOND: King

RESOLVED to approve payment of Abstract #2, Voucher #BR18002 through #BR18003 from the Building Reserve Fund, totaling \$2,115.36.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- Deidre finalized 2017 LOSAP and it was mailed out today.
- Reminder that AFDSNY Meeting/Conference is April 19-21, 2018 in Albany.
- Need five people scheduled for night physicals by April 4th or April 10th physical night will be cancelled. At this time only two people are scheduled. Please remind your firefighters.
- Held ER Training last night. Went fairly well.
- S/K thinks Co #4 will need an intermediate dialer like Co #3 has. Brief discussion continued. NY Fire & Signal to be contacted.

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

- Nothing new on the AFG grant.
- Gear fitting went well.
- Everything is ordered for Old Timers Night.
- Gear soap is in.
- Met with NY Fire & Equipment vendor and had a presentation on cracken hose. Co. #2 was given hose to test out.
- Have the companies lengths on the 8 ft. jumpers and will send that to NY Fire & Equipment. Should be extra lengths of hose at the factory and they will just charge us for the couplings. He will give us the cost as soon as he knows exactly what we need.
- Everyone has the quotes on the tablets. Lengthy discussion on brackets. Will table until April 11th meeting.
- Will get a price on the Dongle for Co. #3.
- Gave EMS Coordinator paperwork on the recall on the AED's. Will look that over tomorrow along with EMS supplies.
- Co. #4 chainsaw has been replaced.
- A/C Barss asked to have the smoke machine presented this evening. MES Tempest Smoke Machine is lowest quote of \$2,049.03. Will smoke the entire training building.

RESOLUTION #95 GIVING PURCHASING AGENT PERMISSION TO PURCHASE MES TEMPEST SMOKE MACHINE IN THE AMOUNT OF \$2,049.03. MONEY TO COME OUT OF THE TRAINING ACCOUNT.

MOTION: Chandler

SECOND: Sadousky

RESOLVED to give Purchasing Agent permission to purchase MES Tempest Smoke Machien in the amount of \$2,049.03. Money to come out of the training account.

VOTE: All in favor, motion carried.

- Received quotes on tools for Co. #3 from MES (lowest price) \$757.48. Two 4 ft. NY hooks, two 6 ft. NY hooks, two 6 ft. talons, one halogen. Also looking to purchase two hose packs, quote from the Fire Store (lowest price) is \$160.99. Discussion took place.

RESOLUTION #96 GIVING PURCHASING AGENT PERMISSION TO PURCHASE ABOVE DISCUSSED ITEMS FROM MES AND FIRE STORE FOR CO. #3 FROM THE MISCELLANEOUS EQUIPMENT FUND.

MOTION: Sadousky

SECOND: King

RESOLVED to give Purchasing Agent permission to purchase above discussed items from MES and Fire Store for Co. #3 from the Miscellaneous Equipment Fund.

VOTE: All in favor, motion carried.

- Phones at Co. #4 are not working. Service ticket has been issued and will be looked at tomorrow between 8 am and 5 pm.

- **Treasurer – Joyce Petkus:**

- Nothing at this time.

5. Firefighter/Auxiliary Applications/Changes in Membership:

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
 - Co. #1-Chris Thurman, moving out of district.
 - Co. #3- Duane Hammond and Nicole Thurman, requested 1 year leaves of absences each.
- **Auxiliary Applications/Changes in Membership:** None.

RESOLUTION #97 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: Sadousky

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.

6. Report of the Chief – Chief Ellsworth:

- Thank you to the Board for allowing everyone to go to Pinsky.
- Best Practices Meeting Monday, should be wrapped up. Presentation at the April 11th meeting and vote at the April 25th meeting.
- Had physical done, make sure to schedule your physical now! If you wait until the last minute you will probably not get in before the May 31st deadline. Question again arose regarding fasting before the physical; brief discussion continued; Joyce noted firefighters should be fasting, but she will call Center for Occupational Health again tomorrow.
- Jill will get a couple pagers to try out.
- Spoke with EMS Coordinator, CPR cards are expiring. Will hold recertification classes on 5/11/18 and 5/29/18.
- Apparatus:
 - 271 – Painted today, should be back by Friday or Monday.
 - 280 – Paint is under warranty. Will go Saturday.
 - 293 – Under warranty.
 - 261 – Lift pump was leaking and has been repaired-new one will be installed.
 - 291 – Out of service; injector or ejector leaking, needs to be towed.
 - 262/292 – maintenance at Bulldog that was not done, is done now. 262 has 1 more free maintenance in 2019. They also took care of the pumps.
 - Vander Molen – 271 - paint will be \$3,020.
280 - \$1,500 (under warranty)
260 - \$2,200 to paint
270 – Would like to hold off, should be next one replaced
\$4,500 to paint.
 - Brush truck (294) – Fix lighting and bumper \$5,000
 - 281 - \$8,500 to paint
 - 261 - \$15,220 to paint
- Class B Uniforms: Would like to know if each company could decide on their own shirts. Commissioners Chandler, Sadousky and King would like all four companies to remain uniform in look.
- Will be away next week on vacation, D/C Middlebrook will be in charge.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Thank you to the Board for the conference, very well put together and brought back information to share.
 - Would like to see Lieutenants go to the conference in Saratoga this year.
- **Porter Corners Co #2: D/C Middlebrook**
 - Sent the Board emails on replacement of 273. KME gave us a price of \$715,000.00. Discussion took place.
- **Middle Grove Co #3: D/C Petkus**
 - Would like to have the smart board serviced. Jill will check on servicing for all smart boards.
 - Thank you to the Board for the Pinsky conference. Also, thanks to this Board, our fire district is way ahead.
- **Maple Avenue Co #4: A/C Bullard**
 - Any news on the donation of the land? Nate will call the seller.

8. Report of the District EMS Coordinator – Nate King:

- Handling the recall on the older Philips AED's. If the machine beeps three times, take batteries out and put them back in. If it doesn't fix it, it can be replaced.
- CPR Recerts will be held 5/1 and 5/29/18 at Co. #1.

9. Report of the Training Committee: Lt. Ray

- Committee has been working on getting Dr. David Griffin to the Saratoga area. He was a driver for the first engine response to the Sofa Super Store fire that claimed nine lives of the Charleston Fire Dept. on June 18th, 2007. Discussion continued. Tentatively set a date of April 20th, 2019. Commissioner Sadousky spoke with our attorney who said we could charge for this. Committee would like to send this out to the county. Looking into using the Maple Avenue Middle School.
- Attended a PTSD Seminar with Chief Orshan from Bought Fire Dept. Would like to bring seminar to the district on a Tuesday night. Will try for April 10th at Co. #1. Board okayed.

10. Reports of the Commissioners:

- Dussault
 - Nothing at this time.
- King
 - How are the moveable walls coming along at the Training Center? They have not been started yet.
- Miller
 - Commissioner Training was really good.
 - Reminder for the D/C's, still working on putting together an older member committee. Looking for names from Co. #1, #3 and #4.
 - Smoke detectors are in for the Town Wide Clean Up days 5/4, 5/5 and 5/6.
- Sadousky
 - Would like the Board to open up trainings such as the Pinsky Training to Lieutenants and Captains. Discussion continued.
- Chandler
 - Board will need a new quote on the pond. Jill will look into it.
 - Will be attending the Advanced Commissioner Training on April 7th.

11. Reports of the Town Board Liaisons:

- Town of Greenfield: Jack Sadousky
 - Still waiting to meet with Supervisor Pemrick.
- Town of Wilton: Scott Dussault
 - Nothing at this time.

12. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Nothing at this time.
- Town of Wilton: Gary Bullard
 - Working on an 18 hole mini golf course across from Maple Avenue Middle School.
 - Started working on construction of Cumberland Farms.

13. District Policy Review:

- Disciplinary – changes made.
- Harassment & Discrimination – no changes made.
- Sexual Harassment – no changes made.
- Workplace Violence Prevention – no changes made. Need surveys completed.

RESOLUTION #98 APPROVING CHANGES MADE TO THE DISCIPLINARY POLICY AS DISCUSSED.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve changes made to the Disciplinary Policy as discussed.

VOTE: All in favor, motion carried.

14. Special Topics of Discussion:

- Two very good classes that Commissioner King attended at the Pinsky Conference: Why People Quit and Xbox to the Box Alarm. Would like to get the videos of the classes and use them here.

15. Final Comments:

- None.

16. Dispense with the reading of the minutes

RESOLUTION #99 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Sadousky

SECOND: Miller

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

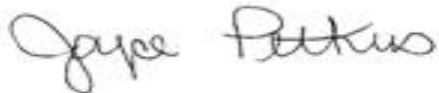
Motion made by Commissioner Sadousky with a second from Commissioner Miller to adjourn the meeting at 8:35 PM. All in favor.

Respectfully submitted,



Deidre Chandler
Operations Secretary

Reviewed/approved by,



Joyce Petkus
District Administrator/Treasurer