

# **Board of Fire Commissioners**

Greenfield Fire District  
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The June 13, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

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

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** May 23, 2018 Commissioner Meeting Minutes as written.

## **RESOLUTION #154 APPROVING THE MAY 23, 2018 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Sadousky

SECOND: Dussault

RESOLVED to approve the May 23, 2018 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

### **3. Payment of Bills:**

Treasurer noted the Atlantic Detroit Diesel invoice, voucher # 180189 has been added to the abstract again. Brief discussion; Chief Ellsworth noted it has all been taken care of, and the Bulldog invoice regarding 293 in the amount of \$266.00 is also okay to be paid. Treasurer noted it would be added to the next abstract.

## **RESOLUTION #155 APPROVING PAYMENT OF ABSTRACT #11, VOUCHER #180189, AND 180264 THROUGH #180303 FROM THE GENERAL FUND, TOTALING \$42,277.51.**

A3410.1	\$	6,030.12
A3410.2		1,442.67
A3410.4		34,335.09
A9000.8		469.63
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Total:	\$	42,277.51

MOTION: Chandler

SECOND: Sadousky

RESOLVED to approve payment of Abstract #11, Voucher #180189, and 180264 through #180303 from the General Fund, totaling \$42,277.51.

VOTE: All in favor, motion carried.

#### 4. Reports of the Staff

- **District Administrator – Joyce Petkus:**
  - Firefighter/Auxiliary Injury/Illness packets made up and have all been picked up except for the District Auxiliary Liaison, Co #3 and Co #4 Auxiliary.
  - Updated 2018 Physicals/OSHA spreadsheet emailed out again today.
  - Finally spoke to someone regarding NFIRS data being exported; should be completed by the morning.
  - Working with Deidre in ER regarding LOSAP, making some minor changes.
  - Reminder democratic primary scheduled June 26<sup>th</sup> at Co #1, 2, 3, 12-9 pm.
  - Chief Show tickets are available; please see Joyce.
- **Director of Purchasing – Jill Chouinard:**
  - Sealcoating: Co #1 front apron on 7/3, back area on 7/4. Co #2 on 7/9, and Co #3 striping to be coordinated directly with D/C Petkus.
  - F350 on 20 week buildout. Coordinating the lighting and cap.
  - Hose testing this Friday.
  - Aerial testing is 7/10.
  - 2018 gear order should be shipping at the end of June.
  - Hose jumpers, paint and stenciling shipping Friday.
  - Speedy Dry has been replenished.
  - Co #4 steel column project blueprints have been made.
  - Office chairs cleaned yesterday.
  - New training TV ready to be used.
  - New pagers should be here tomorrow.
  - Asked if Firefighters Nicole Thurman and Duane Hammond have been returned; D/C Petkus noted he will be getting them this week.
  - Banquet awards can be taken this evening to give to awardees.
  - Received great feedback on BBQ, came in under budget.
  - Pager radio test went well.
  - Quotes for training building sign:
    - Saratoga Sign Pro quoted \$2600 for metal and \$1600 for plastic;
    - AJ Signs quoted \$1600 for plastic.
  - Brief discussion continued; tabled to next meeting.
  - Has no new SCBA masks, would like to order 12, totaling \$3600.00.

#### RESOLUTION #156 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PURCHASE TWELVE SCBA MASKS FOR A TOTAL OF \$3,600.00.

MOTION: Sadousky

SECOND: Dussault

RESOLVED to give the Director of Purchasing permission to purchase twelve SCBA masks for a total of \$3,600.00.

VOTE: All in favor, motion carried.

Chief Ellsworth asked about the fire prevention trailer; D/C Chouinard noted the fire prevention committee is meeting Monday and they will be going over it.

- **Treasurer – Joyce Petkus:**
  - F/Y 2017 audit in review with the partners.
  - Contacted BST regarding OSC accounting code for the new cancer coverage.

- Board should also start thinking about the cancer coverage and who is going to insured, as it needs to be added to the 2019 budget. Brief discussion. Workshop will be set up.

**5. Firefighter/Auxiliary Applications/Changes in Membership:**

- **Firefighter Applications for Membership:** None.
- **Firefighter Changes in Membership:**
  - Co #4: Bill Petel, medical leave.
- **Auxiliary Applications/Changes in Membership:** None.

**RESOLUTION #157 GIVING THE CHAIRMAN OF THE BOARD PERMISSION TO SIGN OFF ON FIREFIGHTER CHANGE IN MEMBERSHIP.**

MOTION: Dussault

SECOND: Sadousky

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

VOTE: All in favor, motion carried.

Reminder to all the officers to please do not tell an applicant when they are going to be accepted by the Board unless she notifies you. She had to explain to an applicant who was told by an officer they would be accepted, that all their paperwork had not come in and so their application would not be presented to the Board for approval this evening.

**6. Report of the Chief – Chief Ellsworth:**

- Received an email from the County that the noon siren will be coming to an end.
- County contacted the Chief in reference to the speedy Dry on Spier Falls Road; he will call them back.
- Had a gear meeting; gear looked pretty promising and was impressive.
- Thanked Jill and Co #1 for the picnic; next year goes to Co #2.
- Apparatus:
  - 273 oil leak repaired.
  - 294 repairs completed.
  - 281 is going for paint on Monday; will be there for about 2 weeks.
  - Thanks to Joyce for assisting with getting all the Vander Molen and Bulldog repair invoices. Will coordinate with the station keeper when he returns from vacation on repairs.
- Reports on various training.
- Co #3 has 3” hose they are not using; would like to donate to surrounding fire companies. Brief discussion.
- Co #3 has a complete set of jaws that were originally donated to them; they would now like to donate it to another fire company. Brief discussion.

**RESOLUTION #158 DECLARING THE JAWS AT CO #3 SURPLUS.**

MOTION: Chandler

SECOND: Sadousky

RESOLVED to declare the jaws at Co #3 surplus.

VOTE: All in favor, motion carried.

- Physicals/OSHA going well.
- Thanks to the Commissioners for showing their support by attending the EAP meeting Tuesday evening
- Having problems with the thermal imaging camera mask heads-up displays. Discussion continued. Bring them to Jill and she will have them repaired.
- Asked if Commissioner King could work with Aaron at KME regarding the necessary pictures of 263, 273 and 291.

**RESOLUTION #159 GIVING THE OFFICERS PERMISSION TO TAKE THE FOLLOWING VEHICLES TO THE CHIEFS SHOW AT TURNING STONE, JUNE 14-16, 2018: 26, 260, 270, 280.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Officers permission to take the following vehicles to the Chiefs Show at Turning Stone, June 14-16, 2018: 26, 260, 270, 280.

VOTE: All in favor, motion carried.

**7. Reports of the Companies:**

- **Greenfield Center Co #1: D/C Chouinard**
  - Requested spanner wrenches, cost is about \$150.00; approved.
- **Porter Corners Co #2: D/C Middlebrook**
  - Questioned when the stairs are going to be repaired; Jill noted she should have a better idea in about a week or so.
  - Asked if the jaws adapter was ordered; Jill noted yes.
- **Middle Grove Co #3: D/C Petkus**
  - 281 extrication equipment will temporarily be moved to 284.
  - Asked if Jill could update the pictures of Co #3 trucks on the website.
- **Maple Avenue Co #4: D/C Bogardus**
  - Lt. Ramsey resigned as Lieutenant; Joyce asked for a copy of his letter.
  - Cumberland Farms is progressing.
  - Wilton Parkfest is July 7<sup>th</sup>; Co #4 will be once again participating.
  - Saratoga has requested the ladder truck on July 4<sup>th</sup> to hang the flag.
  - There will be a new roundabout when the new development goes in on Jones Road by WEMS.

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

- Not present this evening.

**9. Report of the Training Committee: A/C Barss**

- Fire Officer Class has been cancelled due to lack of interest despite it being offered to surrounding departments. Brief discussion continued.
- Aerial device class is still scheduled for August; also offered to surrounding departments that have aerial device as well.
- Scheduled an OFPC Disability Awareness course in October.
- Live Burn After Action Report has been sent out to everyone.
- New Member Orientation will be run in September.
- New training building has been used every Tuesday night.
- SCBA committee working on new SCBA checklist.

- Looking to change the Bail Out policy.
- Forcible entry unit working well.
- Questioned the status of the Roof Simulator building; Commissioner Chandler noted they are still waiting on the property donation. Discussion continued; Commissioner Chandler noted that getting an updated estimate would be prudent as they are looking at a fall build out even if the donated land does not come to fruition. The Board will then have to make a decision where to put it. A/C Barss to contact Bill Reed for an updated estimate.

Jill questioned who would be getting the number from the Fire Advisory Board for new F350; Chief Ellsworth is working on it.

#### **10. Reports of the Commissioners:**

- Dussault
  - Thanks to Jill and the committee for the BBQ.
  - Thanks to the training committee for going to get the forcible entry equipment.
- King
  - Thanks for picking up the simulator.
  - Tops ordered for the water tank. Brief discussion continued.
  - Questioned how many firefighters still need physicals; Joyce noted 14 excluding those currently on leave of absence.
  - Asked about status of new truck; Commissioner Chandler noted the contract was sent back to Bill Young, should hear something back by the morning.
  - Questioned the status of the AFG grant; Jill noted no news is good news. Brief discussion continued.
- Miller
  - Excused.
- Sadousky
  - Training committee is doing a great job.
  - Apologized for not being able to attend the District BBQ due to a family issue.
- Chandler
  - Discussion regarding putting the bid out for co #4 steel column repair. Joyce to contact Chazen regarding the pre-bid meeting date, bids due back on July 11<sup>th</sup> for opening that evening with awarding of the bid on July 25<sup>th</sup>. To be advertised in papers 2 days each. Joyce to coordinate.
  - Questioned how close ER is to being opened up and turned on; Joyce noted it is already, and certain people have access to it already, doing data entry and entering various information. Will not be accessible to everyone until after LOSAP is worked out. Brief discussion continued.
  - Had a great time at the banquet.

#### **11. Reports of the Town Board Liaisons:**

- Town of Greenfield: Jack Sadousky
  - Still waiting on Supervisor Pemrick regarding the emergency action plan.
- Town of Wilton: Scott Dussault
  - Still gearing up for the bicentennial.
  - Will be adding various trails
  - Summer program up and running.
  - Re-appointed 2 part time commissioners to the zoning board.

**12. Reports of the Town Planning Board Liaisons:**

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

**13. Special Topics of Discussion:**

**RESOLUTION #160 APPROVING THE CHANGES TO THE AUXILIARY BY-LAWS AS SUBMITTED.**

MOTION: Sadousky

SECOND: King

RESOLVED to approve the changes to the Auxiliary By-Laws as submitted.

VOTE: All in favor, motion carried.

**14. Final Comments:**

- A/C Barss noted the training committee is also working on a Leadership Development Night at the September 5<sup>th</sup> Officers meeting; Commissioners are invited to attend.
- Firefighter Jon Davis questioned why Co #1 tank bid was awarded to the other bidder at \$63,450 when it came in at \$59,600.00, how was \$3850 added and he doesn't think the Comptroller is going to like that. Commissioner King commented to let them come. Brief discussion continued; Firefighter Davis noted he already looked into and the Board can't do that and he will call the Comptroller tomorrow and have them come here.

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

**RESOLUTION #161 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: Sadousky

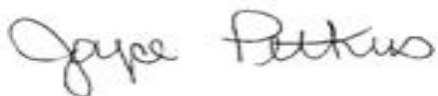
SECOND: King

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 King to adjourn the meeting at 8:07 PM. All in favor.

Respectfully submitted,



Joyce Petkus  
District Administrator/Treasurer