

# **Board of Fire Commissioners**

Greenfield Fire District  
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The November 14, 2018 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Scott Dussault at 7:05 PM.

**Present were:** Commissioners Dussault, King, Miller, and shortly thereafter, Commissioner Chandler; D/A & Treasurer Petkus, D/P & S/K Ranck. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** October 24, 2018 Commissioner Meeting Minutes, and October 29, 2018 and November 5, 2018 Special Meeting Minutes as written.

## **RESOLUTION #247 APPROVING THE OCTOBER 24, 2018 COMMISSIONER MEETING MINUTES, AND OCTOBER 29, 2018 AND NOVEMBER 5, 2018 SPECIAL MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: Miller

RESOLVED to approve the October 24, 2018 Commissioner Meeting Minutes, and October 29, 2018 and November 5, 2018 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

Commissioner King questioned Voucher #180572; cost of recharging one fire extinguisher. Don looking into it.

## **RESOLUTION #248 APPROVING PAYMENT OF ABSTRACT #21, VOUCHER #180538 THROUGH #180574 FROM THE GENERAL FUND, TOTALING \$22,790.61.**

A3410.1	\$	5,150.92
A3410.2		3,770.07
A3410.4		13,470.16
A9000.8		399.46
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Total:	\$	22,790.61

MOTION: Dussault

SECOND: Miller

RESOLVED to approve payment of Abstract #21, Voucher #180538 through #180574 from the General Fund, totaling \$22,790.61.

VOTE: All in favor, motion carried.

**RESOLUTION #249 APPROVING PAYMENT OF ABSTRACT #4, VOUCHER #BR18005 FROM THE BUILDING RESERVE FUND, TOTALING \$40.39.**

MOTION: Dussault

SECOND: Miller

RESOLVED to approve payment of Abstract #4, Voucher #BR18005 from the Building Reserve Fund, totaling \$40.39.

VOTE: All in favor, motion carried.

**4. Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- Letters of Intent to run for District Chief were due 10/31; Chief Ellsworth is the only letter received.
- Read letter received from Jonathan Davis requesting to be placed on the Annual Election ballot for the five year term beginning 1/1/2019 and ending 12/31/2023.
- Read letter received from Edward Ackley requesting to be placed on the Annual Election ballot for the remainder of the three year term beginning 1/1/2019 and ending 12/31/2021.
- List given to Chief for final review regarding new cancer coverage. Lengthy discussion continued.
- Target Solutions is compliant with the new New York State Sexual Harassment training; is also waiting to hear from Capital EAP regarding in person training.
- Insurance payment received regarding 293 glass claim.

• **Purchasing Agent – Don Ranck:**

- Thermal Imaging masks are all at Scott for the initial upgrade; being done for free through MES.
- Meeting with the forest Ranger on Monday to finalize the DEC grant.
- 283 radios installed, but they still need programming. Going tomorrow for lettering.
- Year end requests need to be in by November 26<sup>th</sup>. Commissioner King noted his list included a hose roller for Co #1 and rams for Co #2 and 4, 273 hose and updated bail out. 261 also needs 3” hose to replace the 2½ “.
- 271 quick connect replacement hose has been ordered.

• **Treasurer – Joyce Petkus:**

- Nothing at this time.

**RESOLUTION #250 GIVING THE TREASURER PERMISSION TO APPROPRIATE UNAPPROPRIATED FUNDS OF \$717.50 FROM 293 CRACKED WINDSHIELD INSURANCE CLAIM PAYMENT TO .4 APPARATUS MAINTENANCE/REPAIRS LINE ITEM.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Treasurer permission to appropriate unappropriated funds of \$717.50 from 293 cracked windshield insurance claim payment to .4 Apparatus Maintenance/Repairs line item.

VOTE: All in favor, motion carried.

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

Firefighter Applications:

- Co #3: Robert Fisher.

Firefighter Changes in Membership:

- Co #4: Cassandra Eddy and Aubrey Nowhitney, moved; Valeska Laplanche, not returning from leave of absence.

Auxiliary Applications/Changes in Membership:

- Co #3: Louise Okoniewski, new auxiliary member.

**RESOLUTION #251 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE FIREFIGHTER AND AUXILIARY APPLICATIONS AND FIREFIGHTER CHANGES IN MEMBERSHIP.**

MOTION: Dussault

SECOND: King

RESOLVED to give the Chairman permission to sign off on above Firefighter and Auxiliary applications and Firefighter Changes in Membership.

VOTE: All in favor, motion carried.

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

- Thanks to the Board for allowing them to go to the Capital Area seminar last Saturday; there were some good speakers, including a PESH rep. Would like to call them to have them come in and do a review, but the Board would have to then follow their recommendations. The talk regarding the Cancer bill was very interesting as well.
- Questioned Don if any more truck keys were received; Don noted no.
- I Am Responding in-service next Tuesday at 7 pm at the District office; he hopes to see everyone there.
- Spoke to Supervisor Pemrick; the Town master plan is almost done.
- There will be a new Town of Greenfield building inspector/code enforcer, he has spoken to the Town Supervisor on this as well. Brief discussion continued.
- Toys for Tots is November 25<sup>th</sup>. Co #4 has already placed some boxes, and one truck from each station will be going. Joyce noted if a flyer is sent to her she will put it on the district website.
- Would like to appoint Lt. Brandon Ray to the Fire Advisory Board beginning in 2019; Stephanie Burwell is stepping down at the end of the year. Joyce to send letter to Supervisor Pemrick.

**RESOLUTION #252 RECOMMENDING BRANDON RAY AS THE FIRE ADVISORY BOARD LIAISON.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to recommend Brandon Ray as the Fire Advisory Board liaison.

VOTE: All in favor, motion carried.

- Asked Commissioner King about the grants; progress is being made.
- Asked Commissioner Miller about the by-laws; Commissioner Miller noted they are almost complete; there is another by-law committee meeting tomorrow evening. Brief discussion continued.
- Asked if the jaws were serviced; Don noted they should be completed by the end of the month.
- 261 went to Vander Molen last night; they also discussed front/rear chevrons.
- 283 needs some brackets added for the Indian tanks and floating pump; Vander Molen to get prices, to be done next year.
- 293: Bulldog and Vander Molen to get prices to him. Brief discussion continued.
- Vander Molen also looked at 263 regarding the Cascade system.
- 294 is painted, the cap is being installed Monday and the lights after that.
- The companies would like to have their own photographer, instead of just one district photographer. The photos that are taken will then go on to a thumb drive and given to Don for posting on Facebook and the website. Board okayed, with Chief oversight. There is a district camera, and each fire company was given a camera several years ago. Brief discussion continued.

#### **7. Reports of the Companies:**

- **Greenfield Center Co #1: D/C Chouinard**
  - Thanked the Board for the LED light for 261.
  - Jerrid Marshal would like to run for Captain for 2019 but does not have Live Fire as it has not been offered. Brief discussion continued.

### **RESOLUTION #253 WAIVING THE LIVE FIRE REQUIREMENT FOR JERRID MARSHALL PENDING TAKING THE CLASS AS SOON AS POSSIBLE.**

MOTION: Chandler

SECOND: King

RESOLVED to waive the Live Fire requirement for Jerrid Marshall pending taking the class as soon as possible.

VOTE: All in favor, motion carried.

- **Porter Corners Co #2: D/C Middlebrook**
  - Thanked the Board for approving the changes to new 273.
- **Middle Grove Co #3: D/C Petkus**
  - Agrees with the Chief regarding the training last Saturday; if you have a chance to take the trainings that are being offered please take them as they are extremely worthwhile and full of information.
  - Will be away this weekend and back sometime Monday.
- **Maple Avenue Co #4: A/C Bullard**
  - Handed in year end request to Don.
  - Would like to duplicate the 261 LED lights on 293 and the rehab bus.
  - New 294 is coming along.

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

- Not present this evening.

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

- Annual bail out is scheduled for November 27<sup>th</sup>, December 11<sup>th</sup> and 15<sup>th</sup>.
- OFPC four company drill at Station 1 regarding group home and disability awareness.
- December 10<sup>th</sup> Company Office meeting; guest speaker will be Joe Dolan regarding Leadership. Cost is \$250.00

**RESOLUTION #254 APPROVING THE JOE DOLAN LEADERSHIP TRAINING ON DECEMBER 10, 2018 FOR \$250.00.**

MOTION: King

SECOND: Chandler

RESOLVED to approve the Joe Dolan Leadership Training on December 10, 2018 for \$250.00.

VOTE: All in favor, motion carried.

- 2019 OSHA classroom training scheduled for January 15<sup>th</sup> and 29<sup>th</sup>, 2019. Sexual harassment was removed from OSHA as the State has the new law to comply with. Brief discussion regarding sexual harassment training being done via Target Solutions and/or EAP.
- Would like to schedule Captain Fred Peters from Engine Seven in Albany for a Tuesday night in February; topic is Basement Fires, and cost is \$400.00.
- District CPR scheduled for February 16<sup>th</sup>; cost of supplies only. Joyce noted that New Member Orientation is already tentatively scheduled for that day; A/C Barss noted that they will be changing that date.
- March 9, 2019: proposed Bailout Train the Trainer with Dave Hatin; cost is \$1350.00. Five people will be trained.
- April 9, 2019: proposed Thermal Image Camera/Live Fire Training with Dave Hatin; cost is \$750.00.
- May 7, 14, 2019: Ventilation Tactics with Dave Hatin; cost is \$700.00.

**RESOLUTION #255 APPROVING THE THREE DAVE HATIN TRAININGS.**

MOTION: Chandler

SECOND: King

RESOLVED to approve the three Dave Hatin trainings.

VOTE: All in favor, motion carried.

- May 11, 2019 is Dr. David Griffin's presentation. Committee suggested attendee charge for non-Greenfield Fire District members is \$25. Brief discussion continued. Cost is \$4300.00, with incidentals as the date nears.

**RESOLUTION #256 GIVING THE TRAINING COMMITTEE PERMISSION TO PURSUE THE DR. DAVID GRIFFIN TRAINING, INCLUDING CHARGING \$25 FOR NON-GFD MEMBERS.**

MOTION: Chandler

SECOND: King

RESOLVED to give the training committee permission to pursue the Dr. David Griffin training, including charging \$25 for non-GFD members.

VOTE: All in favor, motion carried.

- Would like to give each firefighter a book to track their individual training. Brief explanation given; A/C Barss noted that there will be two books, a driver qualification book and the yearly training book.
- Would like to host Flashover training at Co #2 in August or September 2019. Potential cost is \$6,000.00, but if there is open enrollment, each non-GFD participant would be charged \$200.00.

**RESOLUTION #257 GIVING THE TRAINING COMMITTEE PERMISSION TO SUBMIT THE HOST USE FORM WITH OPEN ENROLLMENT FOR THE FLASHOVER TRAINING TO BE HELD IN 2019.**

MOTION: Chandler

SECOND: King

RESOLVED to give the training committee permission to submit the Host Use form with open enrollment for the Flashover training to be held in 2019.

VOTE: All in favor, motion carried.

- Training committee came up with a list of suggested Safety Officer requirements, and would like the Board to review and adopt. Discussion continued.

**RESOLUTION #258 ADOPTING THE SAFETY OFFICER REQUIREMENTS AS SUBMITTED BY THE TRAINING COMMITTEE.**

MOTION: Chandler

SECOND: Miller

RESOLVED to adopt the Safety Officer requirements as submitted by the Training committee.

VOTE: All in favor, motion carried.

**10. Reports of the Commissioners:**

- Dussault
  - Gavin Park tree lighting is December 7<sup>th</sup>.

**RESOLUTION #259 ALLOWING GREENFIELD FIRE DISTRICT TO PARTICIPATE IN THE GAVIN PARK TREE LIGHTING CEREMONY ON DECEMBER 7, 2018.**

MOTION: King

SECOND: Chandler

RESOLVED to allow Greenfield Fire District to participate in the Gavin Park Tree Lighting Ceremony on December 7, 2018.

VOTE: All in favor, motion carried.

- King
  - Co #1 water tank tops will be placed tomorrow morning. Brief discussion continued.
  - Letter came out that if you have the camera in the mask, you have to be fit tested twice, with/without camera attached. Will need to start tracking that.
  - Saturday's speaker, Eileen Franco was very good and she spoke about a lot of things that were just recently discussed at the officers meeting. She strongly stressed documentation. Brief discussion continued, including the NFPA gear 10 year rule, and that if the gear is in good shape and regularly inspected, there is no need to get rid of it at 10 years, and bail out does not require that the system be loaded; the firefighter can be standing on the ground. No issues with our training.
  - Fred Hutchinson from ATT was also a presenter Saturday regarding First Net, and he would like to get the rep to come and talk to the District.
  - Joyce Petkus is running again as Region 1 Director for the State Fire District Association; would like the Board to endorse her.

## RESOLUTION #260 ENDORSING JOYCE PETKUS FOR DIRECTOR OF REGION 1 OF THE ASSOCIATION OF FIRE DISTRICTS OF THE STATE OF NEW YORK.

MOTION: King

SECOND: Miller

RESOLVED to endorse Joyce Petkus for Director of Region 1 of the Association of Fire Districts of the State of New York.

VOTE: All in favor, motion carried.

Joyce thanked the Board for their support.

- Miller
  - Nothing at this time.
- Chandler
  - Will be away from November 27<sup>th</sup> – December 13<sup>th</sup>.
  - Sent a proposal to the Board from Van Dusen and Sons regarding the survey pins; cost is \$1200.00.

## RESOLUTION #261 APPROVING PAYMENT OF \$1200.00 TO VAN DUSEN AND SONS. MONEY TO COME FROM OPERATIONS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of \$1200.00 to Van Dusen and Sons. Money to come from Operations.

VOTE: All in favor, motion carried.

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

- Town of Greenfield:
  - Nothing.
- Town of Wilton: Scott Dussault
  - Nothing more on the Section 8 housing.

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

- Town of Greenfield: Michael Chandler
  - Nothing.
- Town of Wilton: Gary Bullard
  - Aldi's back on agenda; next meeting is Tuesday; D/C Bogardus will be going.

**13. Special Topics of Discussion:**

- A/C Barss noted that the State will be using the District office meeting room on December 3, 5, 6<sup>th</sup>; spoke to the District EMS Coordinator to have CME moved over to Station 1. Commissioner King asked that the classes get posted.
- Chief Ellsworth noted that an apparatus warranty spreadsheet has been put together.

**14. Final Comments:**

- None.

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

**RESOLUTION #262 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: Chandler

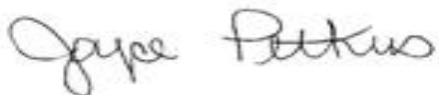
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Miller with a second from Commissioner King to adjourn the meeting at 8:04 PM. All in favor.

Respectfully submitted,



Joyce Petkus

District Administrator/Treasurer