

**Board of Fire Commissioners**

Greenfield Fire District

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The March 13, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:00 PM.

Flag salute and a moment of silence were recognized for departed members.

**Present were:** Commissioners Chandler, Davis, Dussault, King, McGowan; D/A-Treasurer Petkus, S/K-P/A Ranck. Please see sign in sheet for others in attendance.

**RESOLUTION #84 APPROVING THE FEBRUARY 27, 2019 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: McGowan

RESOLVED to approve the February 27, 2019 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

**Bid Opening: Two 2019 Tahoes**

One bid received: Joe Basil Chevrolet, Inc. \$73,344.00  
Depew, NY

Commissioner Davis to meet with Chief Ellsworth and Purchasing Agent Ranck to review bid.

**Chairman Chandler asked for questions/comments regarding the abstract:**

Commissioner King questioned voucher #190100 food for standby, and credit from Crystal Rock water.

Commissioner Dussault questioned IT invoice.

Commissioner McGowan questioned Voucher #190102, was it submitted to insurance. P/A Ranck noted no, due to the deductible.

Commissioner Davis questioned Voucher #190109, Vander Molen invoice for the installation of the brow lights. Chief Ellsworth will call them tomorrow.

**RESOLUTION #85 APPROVING PAYMENT OF ABSTRACT #5 FROM THE GENERAL FUND, VOUCHER #190090 THROUGH VOUCHER #190112, EXCLUDING THE \$970 VANDER MOLEN INVOICE ON VOUCHER #190109, TOTALING \$20,917.80.**

|         |             |
|---------|-------------|
| A3410.1 | \$ 5,310.75 |
| A3410.2 | \$ 829.52   |
| A3410.4 | \$11,467.46 |
| A9000.8 | \$ 3,310.07 |
| -----   |             |

Total: \$ 20,917.80

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #5 from the General Fund, Voucher #190090 through Voucher #190112, excluding the \$970 Vander Molen invoice on Voucher #190109, totaling \$20,917.80.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Due to lack of interest, the 3/23 Defensive Driver class has been cancelled. Brief discussion continued.
  - 2018 LOSAP completed; Chairman needs to sign and then will be forwarded to Penflex.
  - Working with Maria McCashion at State Archives regarding Fire Report records retention.
  - Additional Occupational Medicine form needs to be filled out by everyone this year since they are the new Provider. Copies placed in officer baskets.
  - W/C audit completed.

**RESOLUTION #86 GIVING CHAPLAIN CAROLE MILLER PERMISSION TO ATTEND THE NYS ASSOCIATION OF FIRE CHAPLAINS ANNUAL TRAINING CONFERENCE IN EAST GREENBUSH APRIL 28 – MAY 1, 2019. PERMISSION ALSO GIVEN TO TREASURER TO PAY CONFERENCE FEE OF \$380.00. MONEY TO COME OUT OF CONVENTION LINE ITEM.**

MOTION: Chandler

SECOND: King

RESOLVED to give Chaplain Carole Miller permission to attend the NYS Association of Fire Chaplains Annual Training Conference in East Greenbush April 28 – May 1, 2019. Permission also given to Treasurer to pay conference fee of \$380.00. Money to come out of Convention line item.

VOTE: All in favor, motion carried.

**RESOLUTION #87 GIVING CO #3 AUXILIARY PERMISSION TO HOST AN EASTER PARTY AT MIDDLE GROVE CO #3 ON APRIL 14, 2019.**

MOTION: Davis

SECOND: King

RESOLVED to give Co #3 Auxiliary permission to host an Easter Party at Middle Grove Co #3 on April 14, 2019.

VOTE: All in favor, motion carried.

- **Purchasing Agent:** Don Ranck
  - Discussion regarding current IT service contract ending March 31<sup>st</sup>, quotes received from various vendors.

**RESOLUTION #88 APPROVING THE CONTRACT RECEIVED FROM MYTECHS IN CLIFTON PARK.**

MOTION: Davis

SECOND: McGowan

RESOLVED to approve the contract received from myTechs in Clifton Park.

VOTE: All in favor, motion carried.

- Discussion regarding replacing the I Am Responding computers and quotes received.

**RESOLUTION #89 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE FOUR LENOVO COMPUTERS FROM OVERSTOCK.COM IN THE AMOUNT OF \$1,563.96.**

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase four Lenovo computers from Overstock.com in the amount of \$1,563.96.

VOTE: All in favor, motion carried.

- 2019 apparatus/truck maintenance has been entered into ER, including scans of the work performed; previous years will also eventually be input for tracking purposes. Chiefs can access the information. Brief discussion continued.
- 292/293 needs new bank chargers. Brief discussion continued.

**RESOLUTION #90 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE TWO 6 BANK CHARGERS FOR 292 AND 293 IN THE AMOUNT OF \$873.00 PLUS TWO VEHICLES KITS AT \$149, TOTALING \$1,019.90. MONEY TO COME FROM MISC. EQUIPMENT.**

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase two 6 bank chargers for 292 and 293 in the amount of \$873.00 plus two vehicles kits at \$149, totaling \$1,019.90. Money to come from Misc. Equipment.

VOTE: All in favor, motion carried.

- Discussion regarding single button thermal imaging cameras. There is no trade in allowance. Cost is \$2600 each. Chief Ellsworth noted that at the Chief's meeting they discussed and decided the two oldest cameras would be replaced and they would start a replacement rotation.

**RESOLUTION #91 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE TWO THERMAL IMAGING CAMERAS FOR A TOTAL OF \$5,200.00. MONEY TO COME FROM MISC. EQUIPMENT.**

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase two thermal imaging cameras for a total of \$5,200.00. Money to come from Misc. Equipment.

VOTE: All in favor, motion carried.

Any overage to be transferred from the Pager line item.

- Smooth bore tips cost \$60 each; size 15/16<sup>th</sup>. Board okayed the purchase of three.
- Working on Co #2 TWC/Spectrum cable request. Brief discussion.
- Thanked Commissioner King for his assistance with the damaged chain saws.
- **Treasurer:** Joyce Petkus

- Progress on annual independent audit.

### **Firefighter Applications for/Changes in membership:**

- Co #3: Travis Hoyt, resignation.

### **Auxiliary Applications for membership/Requests for Change in Membership:**

- Co #2: Rochelle Miller, change from 16/17 year old auxiliary to active auxiliary.

## **RESOLUTION #92 GIVING THE CHAIRMAN PERMISSION TO SIGN FIREFIGHTER AND AUXILIARY CHANGES IN MEMBERSHIP.**

MOTION: Dussault

SECOND: Davis

RESOLVED to give the Chairman permission to sign Firefighter and Auxiliary Changes in Membership.

VOTE: All in favor, motion carried.

### **Report of the Chief – Jay Ellsworth:**

- Chief Ellsworth noted that there is a resident in Co #3 district who is a current member of Corinth Fire Department on the dive team. He is interested in joining Co #3, but the Corinth Chief would like this gentleman to have permission from Greenfield to still participate in their dive team. Brief discussion continued; the Board currently has a resolution on the books, Joyce will pull that resolution.
- Apparatus maintenance/repairs:
  - Had a conference call with Bulldog in reference to 293 paint repair to see if they can get some kind of payment from KME. Brief discussion continued.
  - 292 paint blister repair is covered under warranty.
  - 291 passed pump service/test, inspection. Air box crushed, not sure when it happened, but it has been repaired.
  - 292 is back in service/
  - 271 window has been replaced. It passed pump test, but needs front shocks and fuel tank straps. Will be repaired shortly.
  - Rehab bus is at Vander Molen now for service.
- Asked if Don could call Pittsfield as he has heard that the radios could be re-aligned. Brief discussion continued.
- Questioned the status of the annual Sexual Harassment class. Brief discussion continued; D/C Barss to look into Target Solutions; Joyce also noted Capital EAP offers it.
- Gear committee met with Inotech regarding gear; will be meeting with Globe and then Lion before making a decision.
- Bail out replacement program and revision presented by D/C Barss. Currently working on updating the Bail Out Best Practice, several firefighters recently completed a Bail Out Train the Trainer class. Would like to purchase 6 sets of bail out equipment, cost is \$2,100.00. Discussion continued.

## **RESOLUTION #93 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE SIX SETS OF BAIL OUT EQUIPMENT. MONEY TO COME FROM MISC. EQUIPMENT.**

MOTION: Davis

SECOND: McGowan

RESOLVED to give the Purchasing Agent permission to purchase six sets of bail out equipment. Money to come from Misc. Equipment.

VOTE: All in favor, motion carried.

- Live Fire Training scheduled for March 28<sup>th</sup> at Co #3.
- Hose testing scheduled for June 14<sup>th</sup>; D/C Barss and A/C Petkus in charge.
- Co #4 would like permission to clear an area by the firehouse earmarked for the roof simulator building. Brief discussion; Board requires a Certificate of Insurance from FF King's company, Co #4 can revisit and get updated pricing. Commissioner Davis noted he is not against the project, he would just like to wait until the other building project is completed before putting this one out to bid.
- There has been a lot of discussion on hose; an inventory was completed on all the trucks and the hose was standardized on the apparatus. There is roughly 1200' of spare 5" hose. All the ETAs now have 500' of 2½" supply and 200' of 2½" attack. Would like to purchase 1600' of 1¾", 400' for each company, half white, half red. Will buy 2½" next year. A/C Bullard has volunteered to make up 5" jumpers, with cam locks on them. Don has a list as follows:
  - Co #3: 6" ten foot hard suction;
  - Co #1: 2½" ten foot hard suction.

## **RESOLUTION #94 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 1600' OF 1¾" HOSE.**

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase 1600' of 1¾" hose.

VOTE: All in favor, motion carried.

Overage to be transferred from the Pager line item.

- Also looked at the smooth bore nozzles; Co 2 & 3 already have them, Co #1 put the smooth bores back on, and Co #4 will be doing some training and have them back on by June 1<sup>st</sup>.
- Regarding the 3" hose that is no longer being used, asked the Board what they would like to do with it. The County has some interest in it; Joyce to also ask Tom Rinaldi put it in the Capital Area bulletin for donation; to be specified that it is not tested.

### **Report of District EMS Coordinator: Nate King:**

- Working on the Exposure Plan; anticipates it will be completed in about a month.
- Received positive feedback on the March CME training using the Sim lab at WEMS.

### **Reports from Companies:**

#### **Company #1 – Cpt. Marshall**

- Nothing at this time.

#### **Company #2 – D/C Barss:**

- Two firefighters just completed Safety Officer Requirements, they will be appointed at the next monthly meeting of the company.
- Roof ladder and coupling being shipped, thanks Don.
- Continue to work on the Oliver B. Merlyn grant.
- New 273 is progressing, multiple clarification emails daily.

#### **Company #3 – D/C Murray:**

- Quiet.

#### **Company #4 – A/C Bullard:**

- A/C Bullard questioned the status of the column repair; Commissioner Chandler noted the contractor is waiting for some warmer weather.
- Zack Conniff, firefighter Ray Conniff's son, would like to join Co #4, lives out of district. Board okayed moving ahead with application process.

#### **Report of the Training Committee: D/C Barss**

- Various training invoices have been submitted to the Treasurer for payment.
- Training books have been published and companies are using them.
- Driving qualification books are almost ready to publish.
- NYSAFC will be holding Flashover training at Co #2 September 14-15, 2019. Brief discussion continued.

### **RESOLUTION #95 ALLOWING THE TRAINING COMMITTEE TO HOLD THE NYSAFC FLASHOVER TRAINING AT CO #2 ON SEPTEMBER 14-15, 2019.**

MOTION: Chandler

SECOND: King

RESOLVED to allow the training committee to hold the NYSAFC Flashover Training at Co #2 on September 14-15, 2019.

VOTE: All in favor, motion carried.

- Four company Live Fire training with thermal imaging cameras scheduled for April 9, 2019 at Saratoga County Fire Training Center.
- Live Fire with individual fire companies is scheduled for May 19, 2019.
- Received updated quote of \$692.00 from Maple Avenue Middle School for auditorium use for the Dr. David Griffin seminar on May 11, 2019. Brief discussion continued.

#### **Reports of the Commissioners:**

- Davis
  - Thanks to the officers for getting stuff done.
  - Would like to get together with the Chief and don in reference to the Tahoe bid.
  - Asked for an update regarding the recent email sent out about the portables; Don noted Pittsfield is checking with their sales staff, he is waiting to hear back from them.
  - Will be speaking to Supervisor Pemrick in reference to the County radio changes.
- Dussault
  - Spoke with Supervisor Johnson in reference to the County radio changes and associated costs. Also noted that Albany County got a grant when they made the change.
- King
  - Fabulous speaker at last night's training.
  - Received email late today regarding Co #1 roof/renovations; brief discussion continued.
  - Progress on the compressor/cascade system.
  - Have recently received some complaints from residents regarding the sudden large increases in homeowners insurance; it has been attributed to the change in the ISO rating even though the District was not notified of this change. The Chief received a letter from an insurance agent. Discussion continued, including updating district information in the NFIRS program and doing as much as possible to help the taxpayers; Joyce will take the letter to the Capital Area meeting tomorrow evening.
  - Received copy of Town Emergency Plan; will review. Chief Ellsworth asked if Commissioner King could get the contact information for the Town's new Building Inspector.

- McGowan
  - Nothing at this time.
- Chandler
  - Thanks to the Training committee, they are doing an excellent job.
  - Contacted the Building department; they will start sending him emails and meeting minutes again so he can keep track of it.

**Reports of the Town Board Liaisons**

- **Town of Greenfield:** Davis
  - Nothing at this time.
- **Town of Wilton:** Dussault
  - Appointed Assessor.
  - Yellow Ribbon Day is April 9<sup>th</sup>, honoring military personnel deployed all around the world. Collection boxes will be around.
  - Wilton Preserve has multiple events scheduled.
  - There is currently a bill proposed by a legislator in the Assembly that for all those in the State retirement plan overtime and unused sick, vacation and comp time will no longer count towards retirement calculation. Bill #A5361.

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

- **Town of Greenfield:** Mike Chandler
  - Nothing at this time.
- **Town of Wilton:** Scott Dussault
  - Meeting next week.

**Special Topics of Discussion:**

- Discussion regarding purchasing tables to the firehouses: Co #3 would like replacement tables. Four wooden tables to be purchased for Co #3 at \$89.99 each, a table cart for \$139.95 and a chair dolly for \$109.95. Co #3 to reimburse District for the cart and the dolly.
- Chief Ellsworth noted that the district truck committee was represented by all companies, and they have put together a presentation regarding long term (10 years) replacement of apparatus. Lt. Michael Bogardus then gave presentation.
- Co #2 President Walt Ramsey asked for compensation for the membership regarding LOSAP, he feels people spend a lot of time on OSHA and people have to take days off from work to do the physical. He reviewed the GML law regarding what points can be awarded, noting that “points shall be granted for activities designated by the Program Sponsor”. Brief discussion continued; it was noted that points are being granted for OSHA, the amount depends on if a firefighter takes it as a classroom drill, or takes it on Target Solutions and submits the certificate for the training. Joyce will contact Penflex to get more information, and possibly set up a special meeting.

**RESOLUTION #96 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Dussault

SECOND: Davis

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Davis with a second from Commissioner King to adjourn the meeting at 9:00 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce Petkus

Joyce A. Petkus  
District Administrator/Treasurer