

Board of Fire Commissioners

Greenfield Fire District
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The May 22, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Vice Chairman Jack King at 7:03 PM.

Present were: Commissioners Davis, Dussault, King, McGowan; D/A & Treasurer Petkus, P/A Ranck. Excused: Commissioner Chandler. See sign in sheet for others in attendance.

1. Flag salute/moment of silence for departed members.
2. **Approve Minutes:** May 8, 2019 Commissioner Meeting Minutes as written.

RESOLUTION #142 APPROVING THE MAY 8, 2019 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Davis

RESOLVED to approve the May 8, 2019 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

3. Payment of Bills:

Commissioner King questioned Voucher #190223 Adirondack Tire overpayment; the Treasurer noted it was a duplicate payment refunded back to the District. Also thank you for attaching the list of attendees to the invoice for the recent training session.

RESOLUTION #143 APPROVING PAYMENT OF ABSTRACT #10, VOUCHER #190220 THROUGH #190244, FROM THE GENERAL FUND, TOTALING \$159,932.84.

A3410.1 \$ 5,232.44

A3410.2 13,706.38

A3410.4 20,584.47

A9000.8 120,409.55

Total: \$159,932.84

MOTION: Davis

SECOND: Dussault

RESOLVED to approve payment of Abstract #10, Voucher #190220 through #190244, from the General Fund, totaling \$159,932.84.

VOTE: All in favor, motion carried.

RESOLUTION #144 APPROVING PAYMENT OF EQUIPMENT RESERVE FUND ABSTRACT #2, VOUCHER #ER19003 THROUGH #ER19004 IN THE AMOUNT OF \$7,684.66.

MOTION: Dussault

SECOND: Davis

RESOLVED to approve payment of Equipment Reserve Fund Abstract #2, Voucher #ER19003 through #ER19004 in the amount of \$7,684.66.

VOTE: All in favor, motion carried.

4. Reports of the Staff

• **District Administrator – Joyce Petkus:**

- 2018 LOSAP has been finalized, summary reports given to Commissioners and she has the full report for their review. Deidre has put active firefighter statements in each company basket and is mailing the rest.
- Updated physical lists placed in baskets; if there are any questions, please let her know. Brief discussion continued.

RESOLUTION #145 GIVING JACK KING AND EDWARD PETKUS PERMISSION TO ATTEND “BEST PRACTICES – ROLES AND RESPONSIBILITIES OF THE AHJ” AT WEST GLENS FALLS FIRE DEPARTMENT, QUEENSBURY ON MAY 30, 2019.

MOTION: Davis

SECOND: McGowan

RESOLVED to give Jack King and Edward Petkus permission to attend Best Practices – Roles and Responsibilities of the AHJ” at West Glens Falls Fire Department, Queensbury on May 30, 2019.

VOTE: All in favor, motion carried.

• **Director of Purchasing – Don Ranck:**

- Received updated quote from Waterous for replacement of 272 pump/motor, \$7,834. Quotes previously received just to replace mechanical seal and add valve; Bulldog is \$1,520 and Vander Molen is \$2,504. Discussion continued.

RESOLUTION #146 REPLACING 272 PUMP/MOTOR BY WATEROUS IN THE AMOUNT OF \$7,834.

MOTION: Davis

SECOND: McGowan

RESOLVED to replace 272 pump/motor by Waterous in the amount of \$7,834.

VOTE: All in favor, motion carried.

- 49 SCBA bottle hydro’ed, none failed. Thanks to Lt. Chandler for his assistance that afternoon.
- Received request for carcinogen wipes. Best price is from Hero Wipes at \$65/case. Board okayed purchasing 4 cases.
- Would like to donate the AV2000 masks; they can no longer be used by our firefighters. Brief discussion continued.

RESOLUTION #147 DECLARING AV2000 MASKS SURPLUS EQUIPMENT.

MOTION: King

SECOND: Dussault

RESOLVED to declare AV2000 masks surplus equipment.

VOTE: All in favor, motion carried.

- Two EMS suction units repaired. Brief discussion continued. Replacements units are approximately \$700 each and batteries are about \$60.
- Fit testing starts next Tuesday.
- Commissioner Davis inquired about battery tester; brief discussion continued.
- **Treasurer – Joyce Petkus:**
 - Nothing at this time.

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

- Firefighter Applicants:
 - Daniel Crumb, Co #3;
- Changes in Membership:
 - Mikayla Tougas, Co #1, coming off probation;
 - Rychard DeTraglia, Co #1, resignation;
 - Duane Hammond, Co #3, requested life status, keep uniform and access.

RESOLUTION #148 GIVING THE VICE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW FIREFIGHTER AND CHANGES IN MEMBERSHIP.

MOTION: Davis

SECOND: Dussault

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

VOTE: All in favor, motion carried.

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

- Thanks to Don for the bottle hydro this Saturday.
- Thanks to everyone for the David Griffin program.
- Hose testing is June 14th.
- Rescue demo at Co #1 at 7 pm on May 29th.
- Brookhaven Community Event went very well, thanks to those that attended.
- Asked about the status of the foam; Don noted it has been ordered.
- Questioned if Auxiliary needs OSHA; Joyce noted that Bill Young suggested they have OSHA related to their duties. Brief discussion continued.
- Asked about the status of the Tahoe bid. Brief discussion continued.
- Asked about the radio re-alignment; Don noted he didn't think so, and if it is decided to do it, it will take about four days.
- Asked about the Fire Police radios; Don noted they would be done along with the authorization letter. Brief discussion continued.
- Asked about the status of the Sexual Harassment Policy. Discussion continued. Commissioner McGowan noted he had a question and a couple of issues

regarding the complaint procedure, felt the escalation process is very specific and found that odd and concerning. Also did not think the policy was strong enough in reference the documentation of what occurs afterwards, like whether or not documentation is put in personnel files. Joyce noted policy was created by NYS and should have been adopted last October. Suggested the Board adopt it this evening as currently written, then she will place it on the June 26th meeting agenda for revision; this will give Commissioner McGowan time to make any revision suggestions and to get them over to Bill Young for his review. Commissioner Dussault added this policy is an initiative from Governor's office. Joyce added policy to the June 26th meeting agenda.

RESOLUTION #149 ADOPTING THE SEXUAL HARASSMENT POLICY AND RELATED FORMS PER THE ATTORNEY.

MOTION: King

SECOND: Dussault

RESOLVED to adopt the Sexual Harassment Policy and related forms per the Attorney.

VOTE: All in favor, motion carried.

- Questioned the missing flashing on the training building; Don noted new flashing has been purchased.
- Asked if there is any interest in moving forward with Co #4 roof simulator bids. Brief discussion; Commissioner Davis asked for designs/drawings.
- The gear committee met last Monday with Lion. A/C Bullard noted three quotes were received, ranging from \$2,700-\$3,200; Lion, Inotech and Globe. Gave brief overview. Recommending 10 sets of Lion Red Zone gear be purchased, as well as helmets and boots as necessary. Still deciding on harness or safety belt system. Discussion continued regarding NFPA, inspecting gear and justifying purchases. Commissioner Davis asked for the spec for the Board to review. Don will call Lion to get the safety belt for the firefighters to test. A/C Bullard also noted that the committee is recommending purchasing cancer hoods; they are about \$100 per hood and there are about 43 interior firefighters.
- Don took care of replacing 263 batteries.
- 293 did not pass pump test; Vander Molen to replace LDH's, etc., then re-test. Other repairs also need to be done before inspection.
- Would like to move forward with 293 ladder truck paint, maybe toward the end of August. Received two estimates; \$12,500 from Vander Molen and \$86,500 from KME. Brief discussion continued; Commissioner Davis suggested contacting Green Island Auto Body for an estimate.

7. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Requested spare auto pulse battery; Don noted it is ordered.
 - Requested a set of heavy duty jumpers for 263; Don will order.
 - Questioned if everybody is supposed to getting the same physical? Noted some people have gotten different things. Discussion continued; Joyce suggested that any questions, comments, etc. be put in writing and sent to her and she will address with Occupational Medicine.
 - Would like topsoil to put around the tank; to work with Derrick Barss.

- **Porter Corners Co #2: A/C Richards**
 - Corinth parade is May 30th.
 - Oliver B. Merlyn grant approved.
 - Would like chains for 271; Don has already ordered them.
 - No new progress on truck.
- **Middle Grove Co #3: D/C Murray**
 - Quiet.
- **Maple Avenue Co #4: A/C Bullard**
 - Asked if there is any update on Edward Ackley's application/physical. Joyce noted his application will be presented to the Board at the next meeting.

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

- Not present this evening.

9. Report of the Training Committee: given by Lt. W. Chandler

- Live Fire this past Sunday went well, thank you to those who attended.
- Building on 9N owned by the school is in progress.
- Thanks to the Board for the Dr. David Griffin seminar.
- Driving books are done.

10. Reports of the Commissioners:

- Davis

RESOLUTION #150 DECLARING 260 AND 270 SURPLUS.

MOTION: Davis

SECOND: Dussault

RESOLVED to declare 260 and 270 surplus.

VOTE: All in favor, motion carried.

- Dussault
 - Good.
- McGowan
 - Asked if there is an update on Spectrum; Don noted no.
 - Received complaints from Co #2 Auxiliary that somebody may have a key to the pantry door that should not have a key, and it may have been broken into. Discussion continued. Would like the Board to consider putting access on the door; understands there is a considerable cost involved. When this happens, if the District office is notified ASAP, a report can be run to see who was in the firehouse. Commissioner King asked if the authorities have been contacted. Commissioner Davis noted it needs to be fixed, and if it happens again, Joyce needs to know about it right away.
- King
 - Co #1 building plans are 90% complete.
 - Hawk had an issue with Co #1 tank float, so they looked at Co #3 float.
 - Still no final delivery date on compressor/cascade system. Brief discussion continued.
- Chandler
 - Not present this evening.

11. Reports of the Town Board Liaisons:

- Town of Greenfield: John Davis
 - Nothing at this time.
- Town of Wilton: Scott Dussault
 - Nothing at this time.

12. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Not present this evening.
- Town of Wilton: Scott Dussault/Gary Bullard
 - Nothing at this time.

13. District Policy Review:

- **Access Card & Fob:** no changes made.
- **DMV/LENS:** no changes made.
- **Employee Privacy:** no changes made.
- **Performance Review:** no changes made.
- **Employee Benefits Manual:** Received email; Board to kick the idea around. Move to June 12th agenda.
- **Sexual Harassment:** see above.

14. Special Topics of Discussion:

- Discussion regarding the possibility of the PT Maintenance position become full time. Would like to have full Board present for further discussion.
- Don noted that Commissioner Chandler called earlier in the day to let him know that Co #4 project is underway, and they are working on two columns, not one.

15. Final Comments:

- Nothing.

16. Dispense with the reading of the minutes

RESOLUTION #151 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Davis

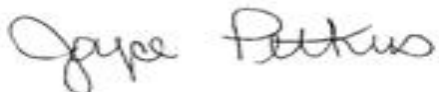
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Davis with a second from Commissioner Dussault to adjourn the meeting at 7:59 PM. All in favor.

Respectfully submitted,



Joyce Petkus

District Administrator/Treasurer