

Board of Fire Commissioners

Greenfield Fire District
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The October 23, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:04 PM.

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

1. Flag salute/moment of silence for departed members.

2. **Bid Opening: Co #1 Roof Replacement**

Rebecca Sheely from Chazen in attendance to open and read bid results.

Bast Hatfield	Base bid: \$420,110.00
Clifton Park, NY	Add alt replace windows/doors: \$ 25,300.00
	Add alt replace west wall siding: \$ 43,862.00

General Roofing Contractors, LLC	Base bid: \$424,944.00
Queensbury, NY	Add alt replace windows/doors: \$ 40,050.00
	Add alt replace west wall siding: \$ 20,350.00

Mid-State Industries, LTD	Base bid: \$418,811.00
Schenectady, NY	Add alt replace windows/doors: \$ 48,740.00
	Add alt replace west wall siding: \$ 34,996.00

S&L Roofing & Sheetmetal, Inc.	Base bid: \$439,900.00
Voorheesville, NY	Add alt replace windows/doors: \$ 42,900.00
	Add alt replace west wall siding: \$ 38,900.00

Titan Roofing, Inc.	Base bid: \$415,900.00
Springfield, MA	Add alt replace windows/doors: \$ 28,000.00
	Add alt replace west wall siding: \$ 37,750.00

It was noted that the following three vendors were in attendance at the mandatory pre-bid meeting: Bast Hatfield, Mid-State Industries, Titan Roofing.

Bid packages given to Rebecca Sheely for review and recommendation.

Chief Ellsworth questioned a letter dated October 15, 2019 from the Chazen Companies in reference to property located on Brigham Road. Discussion continued; Ms. Sheely recommended he call Michael O'Neill directly.

3. **Approve Minutes:** October 9, 2019 Commissioner Meeting Minutes and October 15, 2019 Public Budget Hearing minutes as written.

RESOLUTION #251 APPROVING THE OCTOBER 9, 2019 COMMISSIONER MEETING MINUTES AND THE OCTOBER 15, 2019 PUBLIC BUDGET HEARING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: King

RESOLVED to approve the October 9, 2019 Commissioner Meeting Minutes and the October 15, 2019 Public Budget Hearing Minutes as written.

VOTE: All in favor, motion carried.

4. **Payment of Bills:**

Commissioner McGowan questioned the deductible on the trucks; it was noted \$2,000. Questioned the drink mixes for rehab bus; it was noted they are Gatorade drink mixes.

RESOLUTION #252 APPROVING PAYMENT OF ABSTRACT #20, VOUCHER #190472 THROUGH #190494, FROM THE GENERAL FUND, TOTALING \$23,342.94.

A3410.1	\$	5,723.94
A3410.2		2,832.35
A3410.4		14,348.77
A9000.8		437.88

Total: \$ 23,342.94

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #20, Voucher #190472 through #190494, from the General Fund, totaling \$23,342.94.

VOTE: All in favor, motion carried.

RESOLUTION #253 APPROVING PAYMENT OF EQUIPMENT RESERVE FUND ABSTRACT #10, VOUCHER #ER19019 IN THE AMOUNT OF \$852.28.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Equipment Reserve Fund Abstract #10, Voucher #ER19019 in the amount of \$852.28.

VOTE: All in favor, motion carried.

5. **Reports of the Staff**

• **District Administrator – Joyce Petkus:**

- AFDCA Fall Workshop on November 9th. Joyce and 4 Chief Officers to attend.

RESOLUTION #254 GIVING JOYCE PETKUS PERMISSION TO ATTEND THE AFDCA FALL WORKSHOP ON NOVEMBER 9, 2019 AT WEST CRESCENT FIRE STATION. PERMISSION TO ALSO MAKE PAYMENT OF \$100 FOR REGISTRATIONS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give Joyce Petkus permission to attend the AFDCA Fall workshop on November 9, 2019 At West Crescent Fire Station. Permission to also make payment of \$100 for registrations.

VOTE: All in favor, motion carried.

- Firefighter Jessica Stearns would like permission to attend Technical Large Animal Emergency Rescue on November 2, 2019 at Red Hook Firehouse. Fee of \$75. Brief discussion continued.

RESOLUTION #255 GIVING FIREFIGHTER JESSICA STEARNS PERMISSION TO ATTEND TECHNICAL LARGE ANIMAL EMERGENCY RESCUE ON NOVEMBER 2, 2019 AT RED HOOK FIREHOUSE. PERMISSION ALSO FOR THE TREASURER TO PAY THE REGISTRATION FEE OF \$75.

MOTION: King

SECOND: Chandler

RESOLVED to give firefighter Jessica Stearns permission to attend Technical Large Animal Emergency Rescue on November 2, 2019 at Red Hook Firehouse. Permission also for the Treasurer to pay the registration fee of \$75.

VOTE: All in favor, motion carried.

- Working on Cancer Coverage forms that are due December 1st.
- Will be going to DMV for title on new 273.
- Reminder flu shots are on October 29th at district office from 6:30 – 7:30 pm.
- Need to update security ID tag program. Brief discussion continued. Cost is about \$250; Board okayed. Brief discussion continued.
- **Director of Purchasing – Don Ranck:**
 - Decon kits will cost \$50 each; will order one per station.
 - Old cascade system was picked up by Harmony Corners on Monday evening; they also thanked the District for the Suburban.
 - Gear fitting for the last two firefighters was last night; delivery of gear tentative for first week in November.
 - No update from Waterous on 272 pump.
 - Two roof simulator bids received. Commissioner Chandler opened them:
 - Bishop Beaudry, \$88,000.00
 - Bonacquisti Brothers, \$83,300.00
- **Treasurer – Joyce Petkus:**
 - Nothing at this time.

6. Firefighter/Auxiliary Applications/Changes in Membership:

New firefighters:

Co #1: Alexandra Sutton, under 18

Co #2: Shawn Coonradt

Firefighter Changes in Membership:

Co #3: Dan Crumb, active/probationary to active

Co #4: Ryan Triller, moved, termination of membership.

RESOLUTION #256 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON THE ABOVE NEW FIREFIGHTERS AND CHANGES IN MEMBERSHIP.

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Chairman permission to sign off on the above new firefighters and changes in membership.

VOTE: All in favor, motion carried.

7. Report of the Chief – Jay Ellsworth:

- 270 went in for a recall.
- No update on 293.
- Thanks to everyone involved in fire prevention.
- Greenfield Elementary Principal Davis would like to do another Give a Kid a Ride to School on November 15th. D/C Chouinard to handle.
- Working on the cancer forms; need to have beginning and ending interior dates. Lengthy discussion continued; Deidre to pull records and fill in the blanks.
- 275 needs tires; Don noted per State Contract it is \$305.28 for two tires. To be ordered.
- Every company to be sending someone for Toys for Tots.
- Received letter from Jessica Toric in reference to REMO protocols letter.

8. Reports of the Companies:

- **Greenfield Center Co #1: D/C Chouinard**
 - Don working on fixing seals around overhead doors, and vents on doors in compressor room.
 - Thanks to everyone that participated in fire prevention; 757 children at Dorothy Nolan school and 410 children at Greenfield Elementary.
 - Firefighter Harold Hall's mother passed away this morning.
- **Porter Corners Co #2: D/C Barss**
 - Thanks to Don and Larry for the parts on 273.
 - Questioned the air pack; will be back next week.
- **Middle Grove Co #3: D/C Murray**
 - Discussion regarding parking lot sealcoating.
- **Maple Avenue Co #4: Commissioner Dussault**
 - Completed driver training on 291; need LED lights.

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

- Not present this evening.

10. Report of the Training Committee: D/C Barss

- Firefighter Zak King paid for the use of the Middle School auditorium on his personal credit card; would like the Board to reimburse him. Brief discussion continued.

RESOLUTION #257 GIVING THE TREASURER PERMISSION TO REIMBURSE FIREFIGHTER ZAK KING THE AMOUNT OF \$195.70.

MOTION: Davis

SECOND: Chandler

RESOLVED to give the Treasurer permission to reimburse firefighter Zak King the amount of \$195.70.

VOTE: All in favor, motion carried.

- Training committee will be meeting this Sunday regarding 2020 training budget.
- Would like to look into purchasing capital equipment. Brief discussion; committee to put list together to submit to the Board.
- One part of New Member Orientation left.
- MES strut system training completed.

11. Reports of the Commissioners:

- Davis
 - Quiet.
- Dussault
 - Good.
- McGowan
 - Good.
- King
 - Lengthy discussion regarding the Co #3 water testing and subsequent results. Signs to be put up at Co #3, water cooler to be purchased, Don to contact Wel-Dun in Cambridge. Water to be tested at all the other buildings.
 - Noted that if there is an accident with damages greater than \$1,000 an MV104 should be completed; Accident policy to be updated.
- Chandler
 - 291 left Saturday.
 - Discussion regarding recent caller that would like to visit the fire houses.

12. Reports of the Town Board Liaisons:

- Town of Greenfield: Jon Davis
 - Quiet.
- Town of Wilton: Gary Bullard
 - Not present this evening.

13. Reports of the Town Planning Board Liaisons:

- Town of Greenfield: Michael Chandler
 - Nothing at this time.
- Town of Wilton: Scott Dussault
 - Lawn & Garden Center may go up on Maple Avenue.
 - Saratoga Hospital is going to be putting offices in the Wilton Mall in the old

Sears. D/C Murray noted he heard something about housing the homeless at the old BonTon. Discussion continued.

- Does not pertain to us; high end homes are going in at 250 Ballard Road.
- Nate King has been attending Wilton Water Authority meetings.

14. District Policy Review:

- **Credit Card:** no changes made.
- **Investment:** no changes made.
- **Purchasing:** no changes made.
- **Travel:** no changes made.

15. Special Topics of Discussion:

- 2020 Budget: Discussion regarding A3410.1 Personal Services. All employee salaries to revert back to 2019 amounts, with overage to be placed in A3410.15 Overtime line item. Total for .1 Personal Services to remain at \$154,337.39.

The Board noted they will again not be overriding the tax cap.

The Treasurer then submitted the tax cap form.

RESOLUTION #258 ADOPTING THE 2020 BUDGET IN THE AMOUNT OF \$1,694,537.39 WITH CHANGES AS NOTED TO A3410.1 PERSONAL SERVICES.

MOTION: Chandler

SECOND: Davis

RESOLVED to adopt the 2020 Budget in the amount of \$1,694,537.39 with changes as noted to A3410.1 Personal Services.

VOTE: Chandler, yes; Davis, yes; Dussault, yes, King, no; McGowan, yes.

Motion carried.

16. Final Comments:

- Larry Ramsey requested heated mirrors on Maint-1. Brief discussion, Don to look into purchasing them.
- Co #2 President Walt Ramsey updated Board on committee meeting regarding LOSAP alignment with other departments. Discussion continued; at issue is possibility of awarding point for annual physicals under LOSAP vs Active Status. President Ramsey will talk to committee for decision by Friday.

17. Dispense with the reading of the minutes

RESOLUTION #259 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Davis

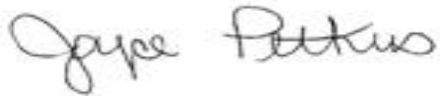
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Dussault with a second from Commissioner King to adjourn the meeting at 8:17 PM. All in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The signature is written in dark ink on a white background.

Joyce Petkus
District Administrator/Treasurer