

**Board of Fire Commissioners**  
Greenfield Fire District  
P.O. Box 103  
Greenfield Center, NY 12833  
Office: (518) 893-0723 Fax: (518)893-7006

The December 11, 2019 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:03 PM.

Flag salute, moment of silence recognized for departed members.

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

**RESOLUTION #284 APPROVING THE NOVEMBER 25, 2019 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: King

RESOLVED to approve the November 25, 2019 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

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

Chief Ellsworth questioned voucher #19057, G.A. Bove; it was noted Co #1 gets deliveries more often than the other firehouses.

**RESOLUTION #285 APPROVING PAYMENT OF ABSTRACT #23 FROM THE GENERAL FUND, VOUCHER #190543 THROUGH VOUCHER #190570, TOTALING \$26,764.98.**

|         |             |
|---------|-------------|
| A3410.1 | \$ 5,804.88 |
| A3410.2 | \$ 4,917.61 |
| A3410.4 | \$15,598.39 |
| A9000.8 | \$ 444.10   |

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Total: \$ 26,764.98

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #23 from the General Fund, Voucher #190543 through Voucher #190570, totaling \$26,764.98.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - 2019 Annual Election completed, welcome Commissioner-Elect Russo. Need more ballot clerks; would like the Board to consider moving the election to the district office rather than all the firehouses.
  - Reminder to officers and auxiliary; after elections please send sheet in to district office.
  - Cancer coverage forms due December 1<sup>st</sup> were submitted.

- Reminder that the Organizational meeting is on January 8<sup>th</sup>; draft Organizational Meeting agenda/associated paperwork put in each of the Commissioners baskets for review.
- **Purchasing Agent:** Don Ranck
  - Water tests from all stations in; all lead levels are below State levels. Wel-Done thinks it is a fixture issue. Discussion continued. Don to remove signs. Regarding hardness, Wel-Done also recommended reverse osmosis; Don to contact them again.
  - Received carpet quotes for Co #2 and #4. Commissioner Davis noted he heard Co #4 wants to do something different. Brief discussion continued.

## RESOLUTION #286 REPLACING CO #2 CARPET.

MOTION: Davis

SECOND: Dussault

RESOLVED to replace Co #2 carpet.

VOTE: All in favor, motion carried.

- Computer upgrades in process; laptops completed.
- **Treasurer:** Joyce Petkus
  - Needs update regarding Accrual Report. Brief discussion continued.
    - Commissioner Chandler to check on stabilization struts.
    - 293 paint estimates to be encumbered.
    - George Farnum to be removed.
    - ER CAD system to be removed.
    - Chazen Co #2 and #4 projects: to be removed.
  - Reminder that the Close of Books meeting December 30<sup>th</sup>.

## RESOLUTION #287 GIVING THE TREASURER PERMISSION TO MOVE \$4,352 FROM .4 CONTINGENCY TO .2 COMPUTERS.

MOTION: Chandler

SECOND: King

RESOLVED to give the Treasurer permission to move \$4,352 from .4 Contingency to .2 Computers.

VOTE: All in favor, motion carried.

## RESOLUTION #288 GIVING THE TREASURER PERMISSION TO PAY THE ANNUAL MEETING BALLOT CLERKS.

MOTION: Davis

SECOND: Dussault

RESOLVED to give the Treasurer permission to pay the Annual Meeting Ballot Clerks.

VOTE: All in favor, motion carried.

### Firefighter Applications/Changes in membership:

- Co 2: Erik Lloyd requested life.

## RESOLUTION #289 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE CHANGE IN MEMBERSHIP.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Chairman permission to sign off on above Change in Membership.  
VOTE: All in favor, motion carried.

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

- None.

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

- Congratulations to Joe Russo to Board of Fire Commissioners.
- Thanks to Commissioner Davis for his service this past year.
- Questioned the status of the gear; should be on its way back soon.
- Questioned if both sets of jaws at Co #2 inspected; it was noted yes.
- Thanks to Commissioner McGowan for taking new 273 to KME to fix communication issues. Also added vents in compartment to get rid of moisture; may want to look at 282 as it has the same issue in same compartment.
- 295 air leak not yet looked at.
- 271 still has ongoing issues.
- 270 has appointment for wheel bearings.
- 272 leaking oil, going for repair next Thursday.
- A/C Bullard going to meet with Larry at Vander Molen in reference to 293. Paint is supposed to be done; all other issues repaired except for back up camera. Regarding the aerial inspection, two motors are burned out and need to be ordered, and they are 8-12 weeks out. Discussion continued; 293 will be out of service until aerial is repaired and inspected again. Also, John Cameron has no problems with the Board. Has no time right now, but 292 paint will be taken care of.

**Reports from Companies:**

**Company #1:**

- No one present at this time.

**Company #2:**

- No one present at this time.

**Company #3: A/C Petkus**

- Happy Holidays to everyone.

**Company #4**

- No one present at this time.

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

- Not present this evening.
- Report given by Commissioner Davis.
- Christian has been doing inventory and catching up on things. Would like the Board to approve the new CME Program Manual.

**RESOLUTION #290 THAT THE BOARD WILL APPROVE THE NEW CME PROGRAM MANUAL; EFFECTIVE DATE TO BE DETERMINED BY THE NEW DISTRICT EMS COORDINATOR AFTER JANUARY 1, 2020.**

MOTION: Davis

SECOND: Dussault

RESOLVED that the Board will approve the new CME Program Manual; effective date to be determined by the new District EMS Coordinator after January 1, 2020.

VOTE: All in favor, motion carried.

- Met with WEMS yesterday, reviewed their 2016 contract, price for 2020 will remain the same. Had discussion regarding communications, personnel involvement, and using them to purchase supplies at this time at the request of Christian. Brief discussion continued.
- Jamie, the CIC instructor, would like access to IAR; Joyce to notify Deidre.
- WEMS asked if the Board would allow 4 EMTs from Victory Mills to sit through our CME program. Board okayed.

### **Report of the Training Committee:**

- No one present at this time.

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

- Davis
  - This will probably be his last meeting as a Commissioner, learned a lot sitting on the Board, very much an eye opener. Also thanked the District Staff.
- Dussault
  - Thanks for all the good work everybody has done, shows that our training is really shining and people are learning a lot.
- King
  - Thanks to Don for the vacuum.
  - Questioned when the steel will be going on the roof; Don noted they are going to try tomorrow morning.
  - Questioned the progress of the asbestos check regarding Co #1; Commissioner Davis noted he dropped the ball and will get an answer.
  - Went over the CPR supplies with Christian.
- McGowan
  - Not present at this time.
- Chandler
  - Welcome to Joe Russo; Good Luck to Jon.

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

- Town of Greenfield: Jon Davis
  - Nothing at this time.
- Town of Wilton: Scott Dussault
  - Became a Purple Heart Community.
  - Water line extension going down Davidson Drive. Brief discussion continued.

### **Special Topics of Discussion:**

- New work order form. Brief discussion; Board okayed, Joyce to convert to PDF. Joyce to also work on Purchase Requisition form.

### **Final Comments:**

- A/C Petkus suggested EMS supplies be cut to the bare minimum due to expiration dates.
- Joe Russo thanked everyone; will to the best of his ability be a Commissioner and a member of the team.
- Commissioner Davis asked that Co #1 compressor room get on the schedule to be painted; Don noted it is.
- Thanked Chief Ellsworth for his service.

## **RESOLUTION #291 TO DISPENSE 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 was made by Commissioner Dussault with a second from Commissioner Davis to adjourn the meeting at 7:44 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The signature is written in dark ink and is positioned to the left of the typed name.

Joyce A. Petkus  
District Administrator/Treasurer