

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

The July 8, 2020 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:04 PM.

Flag salute, moment of silence.

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

**RESOLUTION #134 APPROVING THE JUNE 24, 2020 ANNUAL LOSAP REVIEW AND JUNE 24, 2020 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Dussault

SECOND: McGowan

RESOLVED to approve the June 24, 2020 Annual LOSAP Review and June 24, 2020 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

**RESOLUTION #135 APPROVING PAYMENT OF ABSTRACT #13, VOUCHER #200289 THROUGH VOUCHER #200305, FROM THE GENERAL FUND, TOTALING \$14,297.01.**

A3410.1	\$ 5,574.34
A3410.2	\$ 3,896.46
A3410.4	\$ 4,399.78
A9000.8	\$ 426.43

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Total: \$ 14,297.01

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Abstract #13 Voucher #200289 through Voucher #200305, from the General Fund, totaling \$14,297.01.

VOTE: All in favor, motion carried.

**RESOLUTION #136 APPROVING PAYMENT OF ABSTRACT #1, VOUCHER #ER20001, FROM THE EQUIPMENT RESERVE FUND, TOTALING \$288,700.00.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #1, Voucher #ER20001, from the Equipment Reserve Fund, totaling \$288,700.00.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Updated physical reports were given out; deadline is August 26<sup>th</sup>.
  - Received a question in reference to the use of firehouse halls. Brief discussion; Board noted halls can be used but social distancing protocols/guidelines must be enforced. The firehouse also must be sanitized by the users. Cleaning supplies can be requested from the person in charge of the hall use.
  - Needs some questions answered in reference to the drone insurance coverage. Form completed and Joyce will submit tomorrow.
  - Will not be in the office from 7/10-7/17/2020.
- **Purchasing Agent:** Don Ranck
  - Would like to purchase 12 sets of gear from Fire-End & Croker for a total of \$38,282.40 on State contract. Prices will increase 10-20% after August 1<sup>st</sup>.

**RESOLUTION #137 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE 12 SETS OF GEAR IN THE AMOUNT OF \$38,282.40. MONEY TO COME FROM PPE ACCOUNT.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase 12 sets of gear in the amount of \$38,282.40. Money to come from PPE account.

VOTE: All in favor, motion carried.

- Regarding Co #3 AC for upstairs, Toby recommends a stand-alone unit that is dual system. Brief discussion continued. Estimate of \$4,300-4,500.

**RESOLUTION #138 GIVING THE PURCHASING AGENT PERMISSION TO MOVE FORWARD WITH CO #3 AIR CONDITIONING INSTALLATION. MONEY TO COME FROM REPAIRS, BUILDING, MAINTENANCE & GROUNDS.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to move forward with Co #3 air conditioning installation. Money to come from Repairs, Building, Maintenance & Grounds.

VOTE: All in favor, motion carried.

- Would like to purchase more Tyvek suits and safety glasses from Uline. 225 Tyvek suits in multiple sizes are \$1,080 plus S&H. N95 masks have already been ordered. Five boxes of safety glasses are \$270 plus S&H.

**RESOLUTION #139 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE TYVEK SUITS AND SAFETY GLASSES FROM ULINE. MONEY TO COME FROM PPE.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Purchasing Agent permission to purchase Tyvek suits and safety glasses from Uline. Money to come from PPE.

VOTE: All in favor, motion carried.

- Found under wash units for the pressure washers to get under vehicles on Amazon. Each is \$44. Brief discussion; Don to purchase one to test.
- Commissioner Chandler questioned the status of Larry's credit card. Don noted it was finally approved, email was sent out and it should be about 7-10 days.
- **Treasurer:** Joyce Petkus
  - FY 2019 audit finalized.
  - Budget season is starting when she returns from vacation. Reminder that the Proposed Budget needs to be approved towards the end of September.

**Firefighter Applications/Changes in Membership:**

Applications:

- Co #3: Erik Welmaker, under 18.
- Co #4: Al Brooks, returning member; Kevin Scala.

Changes in Membership:

- Co #3: Jessica Stearns, resignation.
- Co #4: Connor Krueger and Kendra Treadway, moving outside district.

**Auxiliary Changes in Membership:**

- Co #3: Bree Yager, resignation.

**RESOLUTION #140 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NOTED APPLICATIONS AND CHANGES IN MEMBERSHIP.**

MOTION: Dussault

SECOND: McGowan

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

VOTE: All in favor, motion carried.

Joyce reminded everyone that she has not been getting pictures and tag numbers for the new members. Handed out a list. Brief discussion continued.

**Report of the Chief – Jon Davis:**

- Apologized for the comment he made at the last meeting regarding Co #4 officers.
- Thanked the Board for 291.
- Would like to order hose; 4 lengths of 1¾" in red, white and blue, and 2 lengths of 2" color does not matter, all 50'. Don to order.
- Need to start looking at firefighters taking classes and making sure they are active. Discussion continued. Would like backing of the Board. The Chief will work on a policy.
- 261 generator is fixed; not sure the insurance carrier wants to pay the claim. Discussion continued.
- Will be on vacation from 7/20-7/27. D/C Barss will be in charge.

**Reports from Companies:**

**Company #1 – D/C Chouinard:**

- Would like more wood cribbing; Commissioner Chandler to handle.
- Would like a copy of the contractor's blueprint for the interior work. Joyce to look into it.
- Would like permission to move forward with out of district applicant Callie Davenport. Board okayed.

**Company #2 – A/C Richards:**

- Old 273/291 up and running.

**Company #3 – D/C Stanton:**

- Thanks for the AC, underbody cleaner and the pressure washer.

**Company #4 – D/C Bogardus:**

- Lt. Mullen would like permission for some members to participate in an MRI training class at Wilton Medical Arts.
- Thanks to Christian for the EMS medical supplies.
- President Reale would like permission to move forward with out of district applicant Kevin Murphy. Board okayed.

**Report of the District EMS Coordinator – Christian Alvord:**

- EMT class is tentatively scheduled for January 2021.
- Working with Don to keep EMS supplies stocked.
- Back to running all EMS calls as normal.
- O2 bottles are being hydro'ed.
- Would like to bring Stop the Bleed classes to the district. Brief discussion continued.
- Received TRF from Caleb Bentley along with invoice for \$380 for reimbursement request.

**RESOLUTION #141 GIVING THE TREASURER PERMISSION TO REIMBURSE CALEB BENTLEY \$380 FOR THE COST OF THE EMS CLASS.**

MOTION: Dussault

SECOND: Russo

RESOLVED to give the Treasurer permission to reimburse Caleb Bentley #380 for the cost of the EMS class.

VOTE: All in favor, motion carried.

**Reports of the Commissioners:**

- Dussault
  - Saw that Co #3 and 4 will be seal coated this weekend; Don noted it is weather dependent.
  - Also saw that carpet install is the following week.
  - Does not know why pictures are being taken of people working inside district buildings; feels it should not be happening.
- McGowan
  - Would like the tanker to be re-lettered to 273. Don to handle.
  - Regarding the audit; sent out an email regarding the letter received on the two items that need to be addressed. If the Board is in agreement, a letter needs to be sent. Board okayed; he will work with Joyce. Also reminded everyone to stick to policies and procedures. Spoke at length with the auditors, and he would recommend that we continue with them. Brief discussion continued.
- Russo
  - Questioned update on Co #3 water softener; Don noted they are still waiting on the equipment to come in.
- Chandler
  - Reminded D/C Bogardus to take the package for new 291.
  - Co #1 needs to get together to look at colors for interior work.

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

- **Town of Greenfield:** McGowan
  - Town should be starting up tomorrow.

- **Town of Wilton:** Dussault
  - Town of Wilton still conducting meetings via Zoom.
  - A lot of work is being done along Route 9. Explanation continued.

**Special Topics of Discussion/Final Comments:**

- Captain Chandler and the Explorer committee met; flyer is complete. Need insurance limit from Board. Decision to take \$2 million policy. He and firefighter Murray would like access to the district office to hold meetings. Captain Chandler to get schedule to Joyce and she will program doors.
- Firefighter Atwell questioned the status of the posting of LOSAP points. Chief Davis noted that the quarterly points were emailed to the Chiefs two weeks ago. Also believes they are posted in the bulletin boards. Brief discussion continued.
- President Gibbins would to reschedule the painting of the overhead doors as the bottoms need to be cut out and new metal added. Brief discussion continued. All firehouse doors need to be looked at. Don to handle and get quotes.

**RESOLUTION #142 ENTERING INTO EXECUTIVE SESSION AT 7:45 PM IN REFERENCE TO THE SUSPENSION OF A PARTICULAR FIREFIGHTER.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to enter into executive session at 7:45 pm in reference to the suspension of a particular firefighter.

VOTE: All in favor, motion carried.

**RESOLUTION #143 RECONVENING FROM EXECUTIVE SESSION AT 9:00 PM.**

MOTION: Chandler

SECOND: McGowan

RESOLVED to reconvene from executive session at 9:00 pm.

VOTE: All in favor, motion carried.

**RESOLUTION #144 CONTINUING THE SUSPENSION OF FIREFIGHTER JILL CHOUINARD THROUGH MIDNIGHT SEPTEMBER 21, 2020.**

MOTION: Chandler

SECOND: McGowan

RESOLVED to continue the suspension of Firefighter Jill Chouinard through midnight September 21, 2020.

VOTE: All in favor, motion carried.

**RESOLUTION #145 TO DISPENSE WITH THE READING OF THE MINUTES.**

MOTION: Chandler

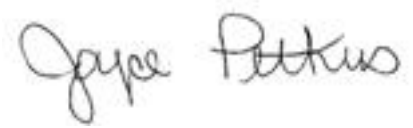
SECOND: McGowan

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 McGowan to adjourn the meeting at 9:04 PM. All in favor, meeting adjourned.

Respectfully submitted,

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

Joyce A. Petkus  
District Administrator/Treasurer