

Board of Fire Commissioners
Greenfield Fire District
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Greenfield Center, NY 12833
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The September 9, 2020 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.

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 #170 APPROVING THE AUGUST 26, 2020 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Russo

RESOLVED to approve the August 26, 2020 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Commissioner McGowan questioned the purchase of the air compressor on voucher #200408, it was noted it was for Co #3.

RESOLUTION #171 APPROVING PAYMENT OF ABSTRACT #17, VOUCHER #200386 THROUGH VOUCHER #200409, FROM THE GENERAL FUND, TOTALING \$31,053.53.

A3410.1	\$ 5,817.91
A3410.2	\$ 1,287.88
A3410.4	\$23,484.67
A9000.8	\$ 445.07

Total: \$ 31,053.53

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #17 Voucher #200386 through Voucher #200409 from the General Fund, totaling \$31,053.053.

VOTE: All in favor, motion carried.

RESOLUTION #172 APPROVING PAYMENT OF ABSTRACT #10, VOUCHER #BR20013 THROUGH BR20015, FROM THE BUILDING RESERVE FUND, TOTALING \$2,238.05.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #10, Voucher #BR20013 through BR20015, from the Building Reserve Fund, totaling \$2,238.05.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Flu vaccination flyers were given out by the Chief to post in each firehouse.
 - Occupational Medicine has opened another facility in Queensbury; they will be open Tuesdays and Thursdays. More information to follow.
 - Updated physical reports were given out.
 - Gear tag project: discussion regarding pictures; the staff will take the pictures going forward. Brief discussion continued; requested permission to replace all access cards. Board Okayed. Brief discussion continued
- **Purchasing Agent:** Don Ranck
 - Requested purchase of 2020 Fire Prevention supplies; total cost from Alert-All is \$10,011.00, no cost for shipping. Commissioner McGowan questioned if in person fire prevention is going to happen this year; D/C Chouinard noted he has an email in for updated information, but that it probably will not be in-person, but the bags would be put together and delivered to the schools. Brief discussion continued.
 - Chief vehicles need to be approved. Brief discussion continued. Bid to go out for two Tahoes, bid opening will be October 14th and bid acceptance to be at a special meeting to be scheduled for October 20th after the Budget hearing.
- **Treasurer:** Joyce Petkus
 - Budget discussion at the end of the meeting.

Firefighter Applications/Changes in Membership:

Applications:

Co #3: Joshua Hightower, Dain LaCross (under 18)

Co #4: Zachary Welch

Auxiliary Applications/Changes in Membership: None.

RESOLUTION #173 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER APPLICATIONS.

MOTION: Dussault

SECOND: Russo

RESOLVED to give the Chairman permission to sign off on above New Member Applications.

VOTE: All in favor, motion carried.

Reports from Companies:

Company #1 – D/C Chouinard:

- D/C Chouinard requested that a new applicant who is just applying attend New Member Orientation. Brief discussion continued. Board okayed applicant Tim Wall to attend.

Company #2

- No one present at this time.

Company #3 – D/C Ellsworth:

- Parking lot striping was not done in front of 283 bay; Don to check.
- Asked about 283 charger; it was noted it came in yesterday.
- Requested LED headlights for 281, 283 and 284.

- Requested access to Co #3 exterior doors for Firefighter Welmaker while he is taking Firefighter 1. Board okayed.
- Asked about 282 shoreline update; Don noted he needs to coordinate with Larry.
- Gave Chief 282 paint estimate.
- Has spoken to Past Commissioner King regarding the garage doors, it was not budgeted for this year and would like to have it budgeted for next year. Brief discussion; Don is waiting on replacement quotes.

Company #4

- No one present at the time.

Report of the District EMS Coordinator – Christian Alvord:

- Not present this evening.
- Halligan presentation given by Firefighter Stanton with discussion, questions and answers following.

Reports from Training Committee

- No one present this evening

Report of the Chief – Jon Davis:

- Has been quiet for the most part.
- Was told 291 oil is low again. Commissioner Chandler noted Larry checked it again today and it is not low. Also reminded everyone that the oil that goes in the new trucks needs to be 5W30, anything with DEF should be synthetic oil.
- 296 has new tires.
- Old Timers Night has been cancelled.
- Chief's election will be held at Co #1.
- Nick Colucci will be the instructor for EMT class. Schedule to be emailed to the Chief. May be Tuesday/Thursday nights and some Saturdays. Will reserve Co #1 meeting room for class. Brief discussion continued. Class should be starting in a couple of months.
- Officer qualifications came up at the recent Officers meeting, and consensus of the Officers present is that anyone that is an Officer this year that lacked classes be waived again for the upcoming year. Anyone else that is running that does not meet the qualifications cannot be considered for an officer position.

Reports of the Commissioners:

- Dussault
 - Steel is starting to go up at Cole's.
 - Thanks to The Greenfield Town Highway Department for their work at Co #4.
 - Thanks for everyone's hard work this month and be safe.
- McGowan
 - Equipment ordered for the DEC grant is not going to come in in time; Trax will be sending the quote for submittal to the Ranger.
- Russo
 - Questioned Co #1 on how the undercarriage washer is going; D/C Chouinard noted it looks like it worked pretty well.
- Chandler
 - 291 steps delivered to his house free of charge; Don or Larry can figure out how to install it.
 - Sent out an email regarding Co #1 interior renovations. Two clarifications needed:
 - Two more speakers to be added; the District is buying them.
 - For bottom insulation, they are going to add two more inches of rigid foam between

- the studs, getting to about R15-R16. No prices received yet.
- Town now has a building permit, and they will do periodic inspections.
- Need to work on cabinets and appliances. Discussion continued.

RESOLUTION #174 APPROVING THE PURCHASE OF KITCHEN CABINETRY FROM LOWES IN THE AMOUNT OF \$5,925.28. MONEY TO COME FROM REPAIRS, BUILDING, MAINTENANCE AND GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the purchase of kitchen cabinetry from Lowes in the amount of \$5,925.28. Money to come from Repairs, Building, Maintenance and Grounds line item.

VOTE: All in favor, motion carried.

RESOLUTION #175 APPROVING THE PURCHASE OF THE KITCHEN REFRIGERATOR, DISHWASHER AND TWO STOVES FROM BEST BUY IN THE AMOUNT OF \$2,379.00. MONEY TO COME FROM REPAIRS, BUILDING, MAINTENANCE AND GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the purchase of the kitchen refrigerator, dishwasher and two stoves from Best Buy in the amount of \$2,379.00. Money to come from Repairs, Building, Maintenance and Grounds line item.

VOTE: All in favor, motion carried.

Co #1 President Gibbins questioned if the two exterior doors and trim are going to be painted before it gets too cold; it was noted yes. Commissioner Chandler also noted that Gallo is getting numbers for repairs of the doors throughout the district.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** McGowan
 - Nothing at this time.
- **Town of Wilton:** Dussault
 - Nothing at this time.

Special Topics of Discussion/Final Comments:

- 2021 Budget discussion.
 - Group Accident line to remain the same.
 - Audit to be reduced by \$2500.
 - Repairs, Building, Maintenance & Grounds line item reduced by \$3900.
 - LOSAP program fee increased \$100.
 - Miscellaneous Equipment increased \$5000.
 - Building Reserve Fund increased \$20,000.
 - EMS (.2) increased \$13,000. Chief Davis noted he wants to buy about 5-6 new AED's next year.
 - \$4000 added to IT Services for the new Halligan Program.
 - \$1000 added to Contingency Fund.

Joyce noted new draft 2021 proposed budget is \$1,748,037, which is once again under the tax cap. She will update the budget worksheet and email to the Board for final review. Proposed

budget must be approved no later than September 29th, and the Board has a meeting scheduled on September 23rd; proposed budget approval added to September 23rd agenda.

- President Gibbins requested the carpet be replaced in the one office in 2021, and to replace flooring in firemen's lounge with high grade snap lock flooring. Would also like to possibly remove bar to make room bigger. Thank you for the cabinets and appliances.
- Commissioner Chandler noted that Co #1 added a 3rd TV, and changed some soffit around to make the interior look more uniform.
- D/C Chouinard asked if the Board needs to approve the cost for cutting the new kitchen countertop. Granite and Marble Works is donating the countertop.

RESOLUTION #176 APPROVING PAYMENT OF \$500 TO GRANITE AND MARBLE WORKS TO CUT THE SINK OUT OF THE DONATED COUNTERTOP.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approving payment of \$500 to Granite and Marble Works to cut the sink out of the donated countertop.

VOTE: All in favor, motion carried.

- Firefighter Stanton confirmed that the Halligan program for 12 months is \$3576.

RESOLUTION #177 APPROVING HALLIGAN SOFTWARE CONTRACT.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve Halligan software contract.

VOTE: All in favor, motion carried.

- Commissioner McGowan noted he will not be able to attend Co #1 meeting as he will be out of town. Brief discussion continued.

RESOLUTION #178 TO DISPENSE WITH THE READING OF THE MINUTES.

MOTION: Chandler

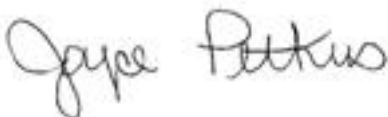
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner McGowan to adjourn the meeting at 8:35 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer