

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 9, 2020 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

Flag salute, moment of silence.

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

RESOLUTION #228 ENTERING INTO EXECUTIVE SESSION AT 7:02 PM REGARDING PROPOSED, PENDING, OR CURRENT LITIGATION.

MOTION: Chandler

SECOND: Russo

RESOLVED to enter into executive session at 7:02 pm regarding proposed, pending, or current litigation.

VOTE: All in favor, motion carried.

RESOLUTION #229 RECONVENING FROM EXECUTIVE SESSION AT 7:46 PM.

MOTION: Chandler

SECOND: McGowan

RESOLVED to reconvene from executive session at 7:46 pm.

VOTE: All in favor, motion carried.

RESOLUTION #230 APPROVING THE NOVEMBER 23, 2020 ZOOM COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: McGowan

SECOND: Russo

RESOLVED to approve the November 23, 2020 Zoom Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Chief Davis requested the invoice for repairs on 293 received from Vander Molen be held; Treasurer Petkus noted it is not in this abstract, and will hold until authorized to process it on another abstract.

RESOLUTION #231 APPROVING PAYMENT OF ABSTRACT #23, VOUCHER #200541 THROUGH VOUCHER #200563 FROM THE GENERAL FUND, TOTALING \$47,769.46.

A3410.1	\$ 5,363.94
A3410.2	\$10,686.94
A3410.4	\$31,308.25
A9000.8	\$ 410.33

Total: \$ 47,769.46

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Abstract #23 Voucher #200541 through Voucher #200563 from the General Fund, totaling \$47,769.46.

VOTE: All in favor, motion carried.

RESOLUTION #232 APPROVING PAYMENT OF ABSTRACT #15, VOUCHER #BR20022 THROUGH VOUCHER #BR20024 FROM THE BUILDING RESERVE FUND, TOTALING \$4,006.68.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Abstract #15, Voucher #BR20022 through Voucher #BR20024 from the Building Reserve Fund, totaling \$4,006.68.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Results of Commissioner election have been posted on the website; congratulations to Commissioner Chandler and Commissioner-elect Walt Ramsey. Reminder they will both need to take their oaths and Commissioner training. Brief discussion continued.
 - Becky Sewell dropped off Saratoga Today newspapers that have the Greenfield Town map in them, including all the firehouses.
 - Each company has a box of various forms to take at the end of the meeting. Needs to order more TRF forms; gave copies to the Chief for review and changes. Please have any changes back to her no later than January 27th.
 - Reminder the Organizational meeting is January 6th.
 - ER security changes to take effect this weekend.
 - December Cancer coverage forms have been submitted.
- **Purchasing Agent:** Don Ranck
 - Would like permission to purchase a new security laptop; of three quotes received, cost of \$777.60 from My Techs is the lowest; may have to add software for an additional cost. Board okayed.
 - 294 lettering cost is \$2720 plus \$75/hour to remove old graphics. Brief discussion continued. Board okayed, money to come from Apparatus Maintenance/Repairs.

RESOLUTION #233 GIVING THE PURCHASING AGENT PERMISSION TO HAVE 294 RE-LETTERED.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Purchasing Agent permission to have 294 re-lettered.

VOTE: All in favor, motion carried.

- Requested re-quote from Center for Security for Co #1 doors and last door at District office. Discussion continued.
- Would like to purchase ozone generators for the firehouse meeting rooms; cost is \$294 each. Board okayed.
- **Treasurer:** Joyce Petkus
 - Reminder that the Year End Close of Books meeting is Monday, December 28th.
 - Has been contacted by Auditor for FY 2020 audit; looks like the audit will be completed the same way as FY 2019 as a “box” audit.
 - Received money from the State for CME reimbursement, but at 80% due to COVID.

RESOLUTION #234 GIVING THE TREASURER PERMISSION TO PAY THE ANNUAL ELECTION BALLOT CLERKS.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to pay the Annual Election ballot clerks.

VOTE: All in favor, motion carried.

RESOLUTION #235 GIVING THE TREASURER PERMISSION TO APPROPRIATE A TOTAL OF \$2,824.62 RECEIVED FROM CO #1 AND #4 FOR REIMBURSEMENT OF IPAD PURCHASES FROM A2770 OTHER UNCLASSIFIED REVENUE TO .2 COMPUTERS.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Treasurer permission to appropriate a total of \$2,824.62 received from Co #1 and #4 for reimbursement of iPad purchases from A2770 Other Unclassified Revenue to .2 Computers.

VOTE: All in favor, motion carried.

RESOLUTION #236 GIVING THE TREASURER PERMISSION TO APPROPRIATE \$720 CME REIMBURSEMENT FROM A3089 STATE AID – OTHER TO .4 EMS TRAINING ACCOUNT.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give the Treasurer permission to appropriate \$720 CME Reimbursement from A3089 State Aid – Other to .4 EMS Training Account.

VOTE: All in favor, motion carried.

Firefighter/Auxiliary Applications/Changes in Membership: None.

Report of the Chief – Jon Davis

- Continues to dealing with 293 issue.
- District Chief election will be held tomorrow evening at Co #1 at 7 pm; met with the other Chiefs and Presidents last week. Chiefs will be voting, but any member that wants to vote also can. There will not be an annual meeting. Clarification that under the current by-laws the Chief needs only one vote, and if the membership wants to change that, it needs to be changed in the by-laws.

- Two weeks ago, mandated that all members must wear masks while in the firehouses and during activities. Monitoring the situation, but not ready to shut the firehouses down totally. Brief discussion continued.
- Will be handing out awards at company meetings next week. Brief discussion continued.
- Board closed firehouses a couple of weeks ago to outsiders; what does that mean for the State classes being held? Brief discussion; classes can continue at this time following COVID protocols and State mandates; to be addressed again at the Organizational meeting in January.
- Has a couple of people in law enforcement that are willing to volunteer their time to fly the district drone if a pilot is needed; they do have drone licenses. Brief discussion; Joyce to contact Insurance agents to find out requirements, if allowed.

Reports from Companies:

Company #1 – D/C Chouinard:

- Would like to get the new carpet cleaned. Brief discussion; Don to get quote.
- Would like to have the pocket door moved to the basement in the district office.
- Would like to get a dumpster to rid of stuff in the firehouse; Don to call for 20-yard dumpster.

Company #2 – A/C Richards

- 270 at Ryan's for brake repairs.

Company #3 – D/C Ellsworth:

- Questioned when 282 air will be hooked up; it is noted it should be done in the near future.
- Would like to have the Smartboard and projector removed and company will purchase TV for \$1770. Would like the board to reimburse them for it next year. Brief discussion; board will pay for it.

RESOLUTION #237 GIVING CO #3 PERMISSION TO PURCHASE TV FOR \$1,770; INVOICE TO BE SENT TO THE DISTRICT FOR PAYMENT.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give Co #3 permission to purchase TV for \$1,770; invoice to be sent to the District for payment.

VOTE: All in favor, motion carried.

Commissioner Chandler asked about the carpet runner for Co #1; Don noted he is picking it up at Lowe's tomorrow. Brief discussion continued.

Company #4 –

- No one present this evening.

Report of the District EMS Coordinator – Christian Alvord:

- Not present this evening.
- Chief Davis noted there are 43 people signed up for EMT class in January.

Report of the Training Committee:

- Not present this evening.

Reports of the Commissioners:

- Dussault

- Not present this evening.
- McGowan
 - Asked if anyone has seen the DEC Ranger regarding the grant; it was noted no.
 - Would like to add key code to door at the training building. Discussion continued; Don to look into it.
- Russo
 - Questioned the status of the uniforms; don noted they are still on backorder.
 - Questioned the status of the vehicle cages; Don noted only one of three has just been delivered.
 - Questioned the drone box; it was noted it has already been installed.
- Chandler
 - Co #1 renovations almost complete.
 - Received Co #2 building expansion information/quote from Chazen Engineering; still needs to review.
 - Chief Davis questioned the start of the Plymovent project; Don noted he spoke to the company rep and they are shooting for the Spring. Brief discussion continued.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** McGowan
 - Nothing at this time.
- **Town of Wilton:** Dussault
 - Not present this evening.

Special Topics of Discussion/Final Comments:

- President Miller questioned if the Board is working on a district wide COVID plan on how to respond to firehouse. Commissioner Chandler noted that they will be looking into some kind of plan with the Chief. President Miller appreciates all the mask wearing at the fire stations; also noted that the DOH put out interim guidance in August. Discussion continued.
- D/C Ellsworth questioned if there was follow up on the conversation regarding firefighters that might contract COVID and covering them under Worker's Compensation as he is concerned about possible HIPAA violations. Joyce explained what she was doing to help protect the firefighters even though Workers' Compensation has indicated they will deny all claims at this time. Lengthy discussion continued. Joyce will send out a mass email; it is also to be mentioned at the company monthly meetings.

RESOLUTION #238 DISPENSING 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 Chandler with a second from Commissioner McGowan to adjourn the meeting at 8:30 PM. All in favor, meeting adjourned.

Respectfully submitted,

Joyce Petkus

Joyce A. Petkus
District Administrator/Treasurer