

Board of Fire Commissioners
Greenfield Fire District
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The April 14, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at 7:02 pm at the District Office by Chairman Michael Chandler at 7:02 PM.

Flag salute, moment of silence.

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

Bid Opening: Heating oil/propane 2021-2022 heating season; only one bid was received:

G.A. Bove, Mechanicville	Heating oil: \$2.249
	Propane: \$1.499

RESOLUTION #92 ACCEPTING BID FROM G.A. BOVE FUELS FOR HEATING OIL/PROPANE FOR THE 2021-2022 HEATING SEASON.

MOTION: Chandler

SECOND: Dussault

RESOLVED to accept bid from G.A. Bove Fuels for heating oil/propane for the 2021-2022 heating season.

VOTE: All in favor, motion carried.

RESOLUTION #93 APPROVING THE MARCH 24, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the March 24, 2021 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #94 APPROVING PAYMENT OF ABSTRACT #7 DATED APRIL 14, 2021 FROM THE GENERAL FUND, VOUCHER #210129 THROUGH VOUCHER #210164, TOTALING \$32,853.48.

A3410.1	\$ 6,149.98
A3410.2	\$ 6,268.82
A3410.4	\$ 19,896.05
A9000.8	\$ 538.63

Total: \$ 32,853.48

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Abstract #7 dated April 14, 2021 from the General Fund, Voucher #210129 through Voucher #210164, totaling \$32,853.48.

VOTE: All in favor, motion carried.

RESOLUTION #95 APPROVING PAYMENT OF ABSTRACT #2 DATED APRIL 14, 2021 FROM THE BUILDING RESERVE FUND, VOUCHER #BR21003, TOTALING \$3,223.25.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #2 dated April 14, 2021 from the Building Reserve Fund, Voucher #BR21003, totaling \$3,223.25.

VOTE: All in favor, motion carried.

RESOLUTION #96 APPROVING PAYMENT OF ABSTRACT #2 DATED APRIL 14, 2021 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER21002 THROUGH VOUCHER #ER21003, TOTALING \$5,081.97.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #2 dated April 14, 2021 from the Equipment Reserve Fund, Voucher #ER21002 through Voucher #ER21003, totaling \$5,081.97.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - 2020 LOSAP completed; Chairman needs to sign final forms before being mailed.
 - 2021 annual physical reports are in company baskets.
 - New access card and gear tag project spreadsheet placed in company baskets; missing information is highlighted in yellow. Brief discussion regarding pictures and delivery of new cards and tags. The plan is to hand out during fit testing. Any questions, please contact her.
 - Anniversary Installation committee meeting tomorrow night.
 - Questioned how the Board feels about continuing with the COVID sign in sheets. Brief discussion; vendors/guests entering the office must continue to sign in.
 - Received an email from the State Archives Regional Advisory Officer that the City of Saratoga Springs has 15 Corcraft shelving units for sale that meet or exceed the State Archives requirements. They are asking \$30 per unit, for a total of \$450. She and Don would like to take a look at them and possibly purchase them for the records room. Brief discussion continued. Board okayed.
- **Purchasing Agent:** Don Ranck
 - Received quotes on district office gutter replacement:
 - Northeast Seamless gutter: \$772.50
 - Queensbury Seamless Gutter: \$850
 - Ballston Lake Gutter: \$800; also recommended snow guards for an additional \$500.

RESOLUTION #97 APPROVING BALLSTON LAKE GUTTER FOR REPLACEMENT OF DISTRICT OFFICE GUTTER AND ADDITIONAL SNOW GUARDS. MONEY TO COME FROM REPAIRS, BUILDING, MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve Ballston Lake Gutter for replacement of district office gutter and additional snow guards.

VOTE: All in favor, motion carried.

- Received updated quotes for 3 front garage door replacements and 2 new door openers with remotes at Co #3:
 - Winchip Door: \$14,706.00 with single phase industrial duty trolley operator
 - O'Leary Overhead Door: \$15,100.00 with Liftmaster motors
 - Overhead Door of Glens Falls: \$22,395.00

All include full view, double pane insulated glass.

RESOLUTION #98 APPROVING O'LEARY OVERHEAD DOOR FOR CO #3 GARAGE DOOR REPLACEMENT. MONEY TO COME FROM REPAIRS, BUILDING, MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve O'Leary Overhead Door for Co #3 garage door replacement. Money to come from Repairs, Building, Maintenance & Grounds line item.

VOTE: All in favor, motion carried.

- Replacement PPE: currently under State contract through Fire-End & Croker until May, then a new contract is issued. Gear style remains the same. Prices to purchase gear prior to May 1st are as follows:
 - 12 PPE sets: \$40,888.80
 - 1 replacement coat: \$1,980.00
 - 20 new style helmets: \$5,266.40
 - 20 pairs of gloves: \$1,853.00
 - 20 Thorogood leather boots: \$5,777.50

Total is \$55,763.20 from the PPE line item, with money left to purchase items throughout the year if necessary. Brief discussion continued.

RESOLUTION #99 APPROVING THE PURCHASE OF THE PPE GEAR AS DISCUSSED.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the purchase of the PPE gear as discussed.

VOTE: All in favor, motion carried.

- Received updated quotes on purchasing Zoll AED's:
 - AED Superstore and AED.com: both \$1,699.00, but prices do not include batteries and pads.
 - Zoll is the cheapest: \$1,585.08 each and includes batteries and a couple of sets of pads. Purchase of 5 as requested by the District EMS Coordinator is \$7,925.40. He has also requested a USB adapter for the ability to plug the AED into a computer for \$74.97 and an AED trainer for \$330. Total for above: \$8,330.37.

RESOLUTION #100 APPROVING THE PURCHASE OF FIVE ZOLL AEDS AND ADDITIONAL EQUIPMENT AS DISCUSSED. MONEY TO FROM EMS ACCOUNT.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the purchase of five Zoll AEDs and additional equipment as discussed. Money to from EMS account.

VOTE: All in favor, motion carried.

- Researched Supervac and Ram Fans battery operated 16" PPE fans, using DeWalt flex batteries:
 - Dival: \$4,413.00 each.
 - The Fire Store: \$5,279.35 each.
 - E Darley: \$4,537.30 each.

The Chief noted one fan will go to Co #4, not sure where the other fan will go. Brief discussion continued.

RESOLUTION #101 APPROVING THE PURCHASE OF TWO BATTERY OPERATED PPE FANS FROM DIVAL FOR A TOTAL OF \$8,826.00. MONEY TO COME FROM MISC. EQUIPMENT.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the purchase of two battery operated PPE fans from Dival for a total of \$8,826.00. Money to come from Misc. Equipment.

VOTE: All in favor, motion carried.

- Review of Purchasing Policy: draft changes have been reviewed by Bill Young. Discussion continued.

RESOLUTION #102 APPROVING THE PURCHASING POLICY WITH CHANGES AS SUBMITTED.

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve the Purchasing policy with changes as submitted.

VOTE: All in favor, motion carried.

- **Treasurer**: Joyce Petkus

RESOLUTION #103 GIVING THE TREASURER PERMISSION TO PAY INVOICES RECEIVED FROM DE LAGE LANDEN IN THE AMOUNT OF \$130.00 WITH MONEY TO COME FROM IT SERVICES, AND AIR CLEANING SYSTEMS IN THE AMOUNT \$93,977.50 WITH MONEY TO COME FROM THE BUILDING RESERVE FUND PER PREVIOUS REFERENDUM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Treasurer permission to pay invoices received from De Lage Landen in the amount of \$130.00 with money to come from IT Services, and Air Cleaning Systems in the amount \$93,977.50 with money to come from the Building Reserve Fund per previous referendum.

VOTE: All in favor, motion carried.

Firefighter/Auxiliary Applications for Membership/Requests for Change in Membership:

Firefighter Change in Membership forms as follows:

- Co #4: Edward Ackley, resignation received March 19, 2021.

RESOLUTION #104 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON THE ABOVE NOTED CHANGE IN MEMBERSHIP.

MOTION: Dussault

SECOND: McGowan

RESOLVED to give the Chairman permission to sign off on the above noted Change in Membership.

VOTE: All in favor, motion carried.

Report of the Chief – Jonathan Davis:

- Co #1, 2 and 3 PM's and pump testing are completed.
- 282 has a bad DEF sender and it was replaced; part itself is \$900.
- 292 wiper arms fell off motor; repaired by Vander Molen.
- 262 had oil leak from turbo return line and hole in muffler, and have since been repaired.
- 273 driver side inner rear tire has a chunk missing from it. Brief discussion continued. Don to look into it, as well as Commissioner Chandler.
- 271 invoice received with almost \$5,000 in repairs. Brief discussion continued.
- The Chiefs and Board are going to need to talk about truck replacement. He received communication that a Sutphen demo is going to be coming out for sale in November, and he would like to purchase two as Co #1 needs a truck too. He will be getting the truck committee together in the next week or two.
- He has been invited to attend an EMS meeting tomorrow morning with the Town Board that he will be attending. Brief discussion continued.

Reports from Companies:

Company #1 – A/C Coffey

- Questioned how the new water softener system is working at Co #3; Co #1 also has a water spot issue. Brief discussion continued; it was noted it is not as bad as it was but there are still spot issues and the glass must be cleaned and you must stay on top of it. Don to contact Hawk Drilling.

Company #2 – A/C Barss:

- Nothing at this time.
- Commissioner McGowan questioned the status of the TIC; it was noted it was a battery issue and Don has ordered a new battery.

Company #3 – D/C Ellsworth:

- Nothing at this time.

Company #4 – President Abrams:

- Has an out of district resident that would like to join Co #4, Donald McDowell, who lives behind the Navy base. Board okayed. Chief Davis noted that there has been discussion that applicants should be joining the firehouse closest to where they live, and believes the Board should set the standard. Brief discussion continued.

District EMS Coordinator Report: Christian Alvord

- Not present this evening.

Report of the Training Committee – A/C Barss

- Live Fire training is scheduled.
- New Member Orientation has begun.
- Would like to purchase two 10' roof ladders to cut down for roof props; money to come out of the fire training budget. Discussion continued; prices do not include S&H of approximately \$200 per ladder; Don to contact Miles about cutting the ladders down. President Gibbins suggested reaching out to surrounding areas to see if anyone has ladders that they are no longer using.
 - Duo Safety: \$264.00
 - Alco-Lite: \$279.00
 - The Fire Store \$290Currently in use are Duo Safety ladders. Brief discussion continued.

RESOLUTION #105 APPROVING THE PURCHASE OF TWO 10' LADDERS FROM DUO SAFETY. MONEY TO COME OUT OF FIRE TRAINING.

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve the purchase of two 10' ladders from Duo Safety. Money to come out of Fire Training.

VOTE: All in favor, motion carried.

- A Fire Police training course has been requested. MBK Fire Training LLC offers a course that follows the State training but with no State certification. Cost of the class is \$685.00. Brief discussion continued. Board okayed.
- Received a quote for \$5,800.00 from MBK Fire Training LLC. Discussion continued.

RESOLUTION #106 APPROVING THE CONTRACT RECEIVED FROM MBK FIRE TRAINING LLC IN THE AMOUNT OF \$5,800.00 FOR 2021 FIRE TRAINING. MONEY TO COME FROM FIRE TRAINING LINE ITEM.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the contract received from MBK Fire Training LLC in the amount of \$5,800.00 for 2021 fire training. Money to come from fire training line item.

VOTE: All in favor, motion carried.

- The two training props have been used and are working well. The committee is looking into getting more props. Have not heard much on the roof simulator at Co #4; Chief Davis noted that it has been put on hold due to the Equipment Reserve Fund. Brief discussion continued; the Chief will bring it up at their next meeting.
- Training laptops were previously purchased for each company, but they are now getting old. Firefighter Stanton gave brief overview, with discussion following. The plan is to replace the training laptops next year.

Reports of the Commissioners:

- Dussault
 - Stopped by to check in on the Explorer program; great job by the Explorer Advisors.

- McGowan
 - Nothing at this time.
- Ramsey
 - Two company drill was good, it's nice to sometimes get back to the basics.
- Russo
 - Nothing at this time.
- Chandler
 - Have been looking at trailers to replace the old one at Co #2; packets were given to the Commissioners. Brief discussion continued; quotes are as follows:
 - Roxbury trailer: \$10,995.00.
 - SLE trailer: currently at factory in Tennessee and delivery is almost \$1,900.
 - CNC Lawns & Property Services: \$10,430.65. Offers more than the above quotes. Will take 6 weeks as it is a special-order trailer and needs to be built at the factory.

RESOLUTION #107 APPROVING THE PURCHASE OF THE TRAILER FROM CNC LAWN & PROPERTY SERVICES IN THE AMOUNT OF \$10,430.65.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the purchase of the trailer from CNC Lawns & Property Services in the amount of \$10,430.65.

VOTE: All in favor, motion carried.

Brief discussion continued regarding lettering, cabinets and other miscellaneous equipment.

RESOLUTION #108 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO ADVERTISE A PERMISSIVE REFERENDUM TO WITHDRAW AND EXPEND UP TO \$12,000.00 FROM THE EQUIPMENT RESERVE FUND TO PURCHASE A TRAILER, ADDITIONAL MISCELLANEOUS RELATED EQUIPMENT AND LETTERING.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the District Administrator permission to advertise a permissive referendum to withdraw and expend up to \$12,000.00 from the Equipment Reserve Fund to purchase a trailer, additional miscellaneous related equipment and lettering.

VOTE: All in favor, motion carried.

RESOLUTION #109 GIVING THE TREASURER PERMISSION TO PAY THE REQUIRED \$500 DEPOSIT FOR THE PURCHASE OF THE TRAILER FROM CNC LAWN & PROPERTY SERVICES. MONEY TO COME FROM OPERATIONS LINE ITEM.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Treasurer permission to pay the required \$500 deposit for the purchase of the trailer from CNC Lawns & Property Services. Money to come from Operations line item.

VOTE: All in favor, motion carried.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Ramsey
 - Town wide clean up in April 23-25th.
 - A resident on Middle Grove Road is looking for a variance.
- **Town of Wilton:** Dussault
 - Mor-Store would like to add more units.
 - There is an upcoming public hearing on the Brewery.

District Policy Review:

- Social Media: proposed changes previously submitted for review. Discussion continued.

RESOLUTION #110 APPROVING THE SOCIAL MEDIA POLICY WITH CHANGES AS SUBMITTED AND DISCUSSED.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the Social Media Policy with changes as submitted and discussed.

VOTE: All in favor, motion carried.

- Computer & Internet Use: no changes made.
- District Photographer/Photography: tabled to the next meeting.

Special Topics of Discussion/Final Comments:

- P/A Ranck reminded everyone that the uniform fitting is scheduled for May 4th at 6 pm at the district office. Brief discussion continued.
- President Gibbins questioned the status of the truck in litigation. Commissioner Chandler noted that papers have been filed.

RESOLUTION #111 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler


SECOND: Ramsey

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Ramsey with a second from Commissioner Dussault to adjourn the meeting at 8:29 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer