

Board of Fire Commissioners
Greenfield Fire District
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The March 24, 2021 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, Ramsey, Russo; D/A-Treasurer Petkus; S/K-P/A Ranck. Please see sign in sheet for others in attendance.

RESOLUTION #77 APPROVING THE MARCH 10, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: McGowan

RESOLVED to approve the March 10, 2021 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #78 APPROVING PAYMENT OF ABSTRACT #6 DATED MARCH 24, 2021 FROM THE GENERAL FUND, VOUCHER #210110 THROUGH VOUCHER #210128, TOTALING \$16,648.29.

A3410.1	\$	5,888.31
A3410.2	\$	107.50
A3410.4	\$	9,608.25
A9000.8	\$	1,044.23

Total:	\$	16,648.29

MOTION: Chandler

SECOND: McGowan

RESOLVED to approve payment of Abstract #6 dated March 24, 2021 from the General Fund, Voucher #210110 through Voucher #210128, totaling \$16,648.29.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - First month of annual physicals is almost complete; reports placed in officer baskets.
 - Reminder: AFDSNY Annual Meeting & Conference at Turning Stone Center May 5-8th.
 - 75th Anniversary Installation committee has had their first meeting; the second is scheduled for tomorrow evening.
 - Technology committee also met and she has updated information in Emergency Reporting; she and Firefighter Stanton will be meeting again soon.
 - Reminder the Commissioner training is this Saturday at Clifton Park Fire Department.

- Annual training facility use agreements were sent out, but only South Glens Falls has returned theirs at this time.
- Gear tag project has been restarted.
- **Purchasing Agent:** Don Ranck
 - Questioned if the Commissioners had made a decision on the air bag quotes presented at last meeting. Brief discussion continued.

RESOLUTION #79 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE ONE SET OF AIR BAGS FOR CO #1. MONEY TO COME FROM RESCUE ACCOUNT.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Purchasing Agent permission to purchase one set of air bags for Co #1. Money to come from Rescue account.

VOTE: All in favor, motion carried.

- Co #1 4 gas, gas meter needs new circuit board and O2 sensor; cost will be over \$400 just for parts. A new meter costs \$837.00. Brief discussion continued. Board okayed; money to come out of hazmat account.
- Received quotes for a new replacement flag pole at Co #1, same as the district office flagpole. Flagpoles, Etc., is the cheapest at \$986 with free S&H and includes the sleeve, rail rod, finial top and exterior halyard/line. Gettysburg Flag Works is \$1055 plus S&H and American Flags is \$1700 plus S&H. Brief discussion continued. Board approved; money to come from Repairs, Building Maintenance and Grounds line item.
- Tech committee had brought up the purchase of TV's for Co's 2 and 4; quotes with MyTechs have been updated the original quotes from last year; \$1921 at each station. Brief discussion continued.

RESOLUTION #80 GIVING THE PURCHASING AGENT PERMISSION TO PURCHASE THE TV'S FOR CO #2 AND 4 FROM MYTECHS. MONEY TO COME FROM REPAIRS, BUILDING MAINTENANCE AND GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Purchasing Agent permission to purchase the TV's for Co #2 and 4 from MyTechs. Money to come from Repairs, Building Maintenance and Grounds line item.

VOTE: All in favor, motion carried.

- 10 air bottles are scheduled to be hydro'd on Monday.
- **Treasurer:** Joyce Petkus
 - NYS SUI rate increased 1.6%.
 - New QB Payroll Core has begun processing tax payments on the District's behalf; she has been receiving reports.
 - There is a \$1,886.16 outstanding invoice dated 10/30/2020 from Vander Molen in reference to various repairs to new 291. Commissioner Chandler noted some is warranty work and other is electrical work changes; he will work to take care of the warranty work.

RESOLUTION #81 GIVING THE TREASURER PERMISSION TO PAY THE OUTSTANDING INVOICE DATED 10/30/2020 IN THE AMOUNT OF \$1,886.16 FROM VANDER MOLEN IN REFERENCE TO VARIOUS REPAIRS TO NEW 291.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Treasurer permission to pay the outstanding invoice dated 10/30/2020 in the amount of \$1,886.16 from Vander Molen in reference to various repairs to new 291.

VOTE: All in favor, motion carried.

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

Firefighter Applications as follows:

- Co #2: Ian Cameron, under 18.

Firefighter Change in Membership forms as follows:

- Co #4: Zachary Welch, leave of absence through April 21, 2021; William Levi; moved to Virginia.

RESOLUTION #82 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON THE ABOVE NOTED NEW MEMBER AND CHANGES IN MEMBERSHIP APPLICATIONS.

MOTION: Dussault

SECOND: Ramsey

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

VOTE: All in favor, motion carried.

Report of the Chief – Jonathan Davis:

- Thanks to Commissioners Chandler and Dussault for sitting in on the ER meeting; it was very helpful and things are now moving forward.
- Requested that Firefighter Christopher Stanton have full access to ER.

RESOLUTION #83 GIVING FIREFIGHTER STANTON PERMISSION TO HAVE FULL ACCESS TO EMERGENCY REPORTING.

MOTION: Chandler

SECOND: McGowan

RESOLVED to give firefighter Stanton permission to have full access to Emergency Reporting.

VOTE: All in favor, motion carried.

- Requested that the District Facebook account be turned over to firefighter Connor Krueger of the Tech committee. Brief discussion continued.

RESOLUTION #84 ALLOWING FIREFIGHTER KRUEGER TO TAKE OVER THE DISTRICT FACEBOOK ACCOUNT.

MOTION: Chandler

SECOND: Dussault

RESOLVED to allow firefighter Krueger to take over the District Facebook account.

VOTE: All in favor, motion carried.

- Questioned the status of opening the firehouses. Brief discussion continued.

RESOLUTION #85 OPENING THE FIREHOUSES EFFECTIVE APRIL 1, 2021; ANYONE USING THE FIREHOUSES MUST FOLLOW CDC GUIDELINES ON COVID RESTRICTIONS.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to open the firehouses effective April 1, 2021; anyone using the firehouses must follow CDC guidelines on COVID restrictions.

VOTE: Chandler, yes; Dussault, no; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

- Thanks to the Board and Don for getting the demo saws and chainsaw.
- Past couple of weeks have been extremely busy.
- Truck PM's have started. Some issues with 261; brief discussion continued. 271 also has a long list of things wrong with it.
- Ordered flags be lowered to half-staff for the Spring Valley fallen firefighter.
- Co #4 would like to buy a mounting bracket for 292 blitz gun; he will have firefighter Bullard send the Board the information. Cost is about \$190 and he will have the quote sent to Don.
- Would like to have Don order 400' of 2½" hose; color doesn't matter. Brief discussion continued.
- Would like to have Don price out some cordless positive pressure fans, one each for Co #1 and 4. Brief discussion continued.
- Requested executive session in reference to a disciplinary issue.

Reports from Companies:

Company #1 – A/C Coffey

- Needs to pick up the new saw.
- Women's bathroom toilet needs to be repaired; reminder to send a work order.
- Need fuel for the machines. Chief Davis noted that Co #1 has no mixed gas. Discussion continued; Larry to speak with A/C Coffey to get a list of things to be done.
- There is extra EMS equipment by the back door; Don will pick it up.

Company #2 – Captain W. Chandler:

- Thanks for the demo saw and jump pack.
- Would like a new digital clock for the engine bay; reminder again to put in a work order.

Company #3 – D/C Ellsworth:

- Thanks for the exit sign repairs.
- Thanks to Joyce for all her assistance with the paperwork/phone calls following his injury.

Company #4 – D/C Bogardus:

- Thanks for the saws and the simulator.
- New roof simulator worked out really well. Brief discussion continued.

District EMS Coordinator Report: Christian Alvord

- Not present this evening.

Report of the Training Committee – Captain W. Chandler

- Committee will be meeting to schedule the live fires.
- Working on getting some cars for the jaws drills.
- Training building was used last night; thanks for the new ladder and new door keypad.

Reports of the Commissioners:

- Dussault
 - Thanks to everyone for their hard work the last couple of weeks.
 - Saws do work great.
- McGowan
 - Questioned the status of the drone pilots; Chief Davis noted that firefighters Shawn Willard, Dan Crumb and Connor Kreuger are almost done with their training.
 - Firefighter Justin Burwell is working on the update in reference to the FAA changes.
- Ramsey
 - Busy couple of weeks in Porter Corners.
 - Would like the by-law committee to get together to review the by-laws, with a Commissioner as the liaison. Has received all names of company representatives except for Co #1; it was noted it is Billy Coffey and Jerrid Marshall. Brief discussion continued; Commissioner Russo assigned as liaison, and all by-law suggestions should be sent through Commissioner Russo to the committee.
- Russo
 - Questioned if there are any updates on Co #3 sign; it was noted at the last meeting it was turned over to the tech committee. Brief discussion continued; it will be a combination of Co #1, 2 and 3 for new signage. Reminder from Joyce that depending upon the prices of the signs, additional insurance coverage may need to be added.
- Chandler
 - Sent out an email earlier today in reference to the Funeral Leave policy in the employee handbook. Would like to implement that change as noted below:

Current Funeral Leave Policy: “Immediate family member includes a father, mother, spouse, child, sister, brother, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparent, or any relative that lives with the employee”.

Proposed change: “Immediate family member includes a spouse, mother, father, child, sister, brother, grandparent of the employee or their spouse or any relative that lives with the employee”.

RESOLUTION #86 IMPLEMENTING CHANGE TO FUNERAL LEAVE POLICY IN EMPLOYEE HANDBOOK AS NOTED ABOVE.

MOTION: Chandler

SECOND: Dussault

RESOLVED to implement change to Funeral Leave Policy in Employee Handbook as noted above.

VOTE: All in favor, motion carried.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Ramsey
 - Nothing at this time.
- **Town of Wilton:** Dussault
 - Lot has been cleared by TJ Maxx near Perry Road; strip mall called Perry Crossing is currently in application process.
 - Artisanal Brewery is going to be rehabbing old Cole’s building.

District Policy Review:

- Drug & Alcohol: proposed changes previously submitted for review. Discussion continued.

RESOLUTION #87 APPROVING THE DRUG AND ALCOHOL POLICY WITH CHANGES AS SUBMITTED.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the Drug and Alcohol Policy with changes as submitted.

VOTE: All in favor, motion carried.

- Explorer Post By-Laws: no changes made.
- Explorer Post Best Practice: no changes made.
- New Member Orientation: proposed changes previously submitted for review.

RESOLUTION #88 APPROVING THE NEW MEMBER ORIENTATION POLICY WITH CHANGES AS SUBMITTED.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the New Member Orientation Policy with changes as submitted.

VOTE: All in favor, motion carried.

Commissioner Dussault questioned if the Explorer Post Best Practice should be a District Policy rather than a Best Practice. Chief Davis questioned who is ultimately in charge of the Explorers. Discussion continued. Joyce to speak with Bill Young.

- Smoking & Other Tobacco Products: brief discussion; no changes made.

Special Topics of Discussion/Final Comments:

- Captain Chandler questioned if the Explorers would be allowed to attend the 75th Anniversary Installation with a parent. The Installation committee will be meeting tomorrow evening and will discuss it. Co #2 has agreed to store the Explorers' gear, Co #3 is donating lockers.
- Captain Chandler would like approval for a drive through dinner fundraiser for the Explorers at Co #2, or possibly at Co #4. Brief discussion; the Board asked for more detailed information to be brought to them before they will approve.
- Captain Chandler requested a laptop for the program. Brief discussion; Don to wipe the old security laptop clean for the Explorer program to use.
- Chief Davis also noted that the tech committee really should have a laptop as well. Brief discussion continued. Tabled.
- Captain Chandler noted there is a new neighborhood going in off Wilsey and Goose Hollow Roads, called Crestwood Drive.

RESOLUTION #89 ENTERING INTO EXECUTIVE SESSION AT 8:02 PM IN REFERENCE TO A POSSIBLE DISCIPLINARY ISSUE.

MOTION: Chandler

SECOND: McGowan

RESOLVED to enter into executive session at 8:02 pm in reference to a possible disciplinary issue.

VOTE: All in favor, motion carried.

RESOLUTION #90 RECONVENING FROM EXECUTIVE SESSION AT 8:50 PM.

MOTION: Chandler
SECOND: McGowan
RESOLVED to reconvene from executive session at 8:50 pm.
VOTE: All in favor, motion carried.

Commissioner Chandler noted that no decisions have been made.

RESOLUTION #91 DISPENSING 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 8:51 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer