

Board of Fire Commissioners

Greenfield Fire District
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The September 8, 2021 Commissioners Meeting of the Greenfield Fire District was called to order at 7:02 pm at the District Office by Vice Chairman Clinton McGowan.

Flag salute, moment of silence.

Present were: Commissioners Chandler (arrived at 7:35 pm), Dussault, McGowan, Ramsey, Russo; D/A-Treasurer Petkus, S/K-P/A Ranck. Please see sign in sheet for others in attendance.

RESOLUTION #191 APPROVING THE AUGUST 25, 2021 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: McGowan

SECOND: Russo

RESOLVED to approve the August 25, 2021 Commissioner Meeting Minutes as written.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

Vice Chairman McGowan asked for questions/comments regarding the abstract:

Treasurer Petkus noted that Commissioner Chandler had indicated to her that he had no questions in reference to payment of bills.

RESOLUTION #192 APPROVING PAYMENT OF ABSTRACT #17 DATED SEPTEMBER 8, 2021 FROM THE GENERAL FUND, VOUCHER #210368 THROUGH VOUCHER #210383, TOTALING \$20,194.26.

A3410.1 \$ 5,842.27

A3410.2 \$ 7,598.12

A3410.4 \$ 6,306.93

A9000.8 \$ 446.94

Total: \$ 20,194.26

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve payment of Abstract #17 dated September 8, 2021 from the General Fund, Voucher #210368 through Voucher #210383, totaling \$20,194.26.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

RESOLUTION #193 APPROVING PAYMENT OF ABSTRACT #8 DATED SEPTEMBER 8, 2021 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER21009 THROUGH ER21010, TOTALING \$10,328.45.

MOTION: McGowan

SECOND: Dussault

RESOLVED to approve payment of Abstract #8 dated September 8, 2021 from the Equipment Reserve Fund, Voucher #ER21009 through ER21010, totaling \$10,328.45.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus

- Reminder that the next Anniversary Banquet meeting is September 16th.
- Received a call from the owner of the motor home and car that had been burned up last month, thanking everyone involved for going above and beyond to help her that day. Brief discussion continued.
- Has been working on the access system report regarding who has not used access in a long time. Brief discussion continued; will forward the report to the Board and Chief for review and decision on who to deactivate.

- **Purchasing Agent:** Don Ranck

- Received quote from AJ Signs in reference to lettering the new trailer. Reflective is \$3,450 and non-reflective is \$2,600. Brief discussion continued; money to come from Apparatus Maintenance and Repair line item. The Chief requested quoting just the rear door as reflective. Don to get updated quotes.

- **Treasurer:**

- Commissioner Chandler has asked that the Board approve the following invoices:
 - Ashline Enterprises: Co #3 concrete pad for dumpster: \$1,250;
 - Str8 Stripes: Co #1 and #2 parking lot sealcoating and striping: \$11,858.08.

RESOLUTION #194 GIVING THE TREASURER PERMISSION TO PAY THE FOLLOWING INVOICES: ASHLINE ENTERPRISES FOR CO #3 CONCRETE PAD FOR DUMPSTER IN THE AMOUNT OF \$1,250 AND STR8 STRIPES FOR CO #1 AND #2 PARKING LOT SEALCOATING AND STRIPING IN THE AMOUNT OF \$11,858.08.

MOTION: McGowan

SECOND: Ramsey

RESOLVED to give the Treasurer permission to pay the following invoices: Ashline Enterprises for Co #3 concrete pad for dumpster in the amount of \$1,250 and Str8 Stripes for Co #1 and #2 parking lot sealcoating and striping in the amount of \$11,858.08.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

Commissioner McGowan noted they did a great job with sealcoating.

Firefighter/Auxiliary New Members/Requests for Change in Membership:

Co #4: Caitlyn LaPage requested 1 year leave of absence; Zachary Welch, requested extension of his leave of absence until March 2022.

RESOLUTION #195 GIVING THE CHAIRMAN PERMISSION TO SIGN ABOVE FIREFIGHTER CHANGES IN MEMBERSHIP.

MOTION: McGowan

SECOND: Dussault

RESOLVED to give the Chairman permission to sign above firefighter changes in membership.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.
Motion carried.

Report of the Chief – Jonathan Davis:

- Larry Gates has the proposal for the annual apparatus maintenance; should be received by the next board meeting.
- New 271 is scheduled to go to Vander Molen on the 22nd. Questioned if anyone has the pictures that were sent; D/C Richards has them; pictures to be forwarded to Don for quotes on lettering. Anticipated delivery date is the 29th with training that Saturday. Brief discussion continued.
- He will be out of Town for 10 days; A/C Barss is in charge.
- The water line was approved and will be going to the brewery this year; it is currently with the Health Department. The Chief noted he will be doing the job. Recommended the Board look into getting the water line to Co #4. Brief discussion continued.
- Questioned the deadline for the year end money list. Should be in to Don by October 15th. Discussion continued. The Chief to meet with his officers at the October Chiefs meeting to get a list together for the following Commissioner meeting.

Reports from Companies:

Company #1 – Captain Marshall

- Quiet.

Company #2 – D/C Richards:

- Thanks for the trailer, would like to have the floor sealed. Will work with Larry on it. Discussion also regarding installing rubber mats or belting.

Company #3 – Captain Thurman:

- Thanks for the concrete pad.

Company #4: D/C Bogardus

- Spoke to Don about getting hydrant wrenches; Don was able to get some.
- President Abrams noted they have two out of District Applicants; Richard Scott and Jonas Margono; brief discussion, board okayed moving forward with the application process.
- Captain King noted DOT looked at the red light and there is nothing wrong with the light itself. They also could find nothing wrong with the wiring between the light and the firehouse, they think it is between the pole and the switch, so they are now looking for the conduit. Brief discussion continued.
- Vander Molen looked at 291; brief discussion continued.

District EMS Coordinator Report: Christian Alvord

- Not present this evening.

Report of the Training Committee: Captain W. Chandler

- Questioned the status of Officer Qualifications. It is under policy review.

Reports of the Commissioners:

- Dussault
 - Good.
- McGowan
 - Still waiting to receive the grant packet, should be receiving it soon. Will be starting with the AFG for extrication equipment.
 - Cautioned everyone in reference to hackers. Brief discussion continued.
- Ramsey
 - Nothing at this time.

- Russo
 - Nothing at this time.
- Chandler
 - Not present at this time.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Ramsey
 - Stewart's annexation was approved, and the plant is now entirely in our fire district.
 - EMS should be up and running by December.
 - There have been complaints regarding the polo field.
- **Town of Wilton:** Dussault
 - Nothing at this time.

District Policy Review:

- Firefighter Training and Officer Requirements: Changes made based on last meeting's discussion and resubmitted to Board.

RESOLUTION #196 APPROVING THE FIREFIGHTER TRAINING AND OFFICER REQUIREMENTS POLICY WITH CHANGES AS SUBMITTED.

MOTION: Ramsey

SECOND: Dussault

RESOLVED to approve the Firefighter Training and Officer Requirements policy with changes as submitted.

VOTE: Chandler, not present; Dussault, yes; McGowan, yes; Ramsey, yes; Russo, yes.

Motion carried.

- Unassigned Fund Balance Policy: No changes made.
- Investment Policy: No changes made.
- Uniform Policy: no changes made.

Commissioner Chandler arrived at 7:35 pm, and a presentation was then given by Maria Trabka from Saratoga PLAN (Preserving Land And Nature) regarding the extension of the trail system in the Palmertown Range, the area between Routes 9N and 9, the Hudson River and Saratoga Springs. They are a part of a group of organizations that have gotten together to work to build out the trail system, and part of that trail would potentially go through the rear of the property at the Maple Avenue firehouse. Artisanal Brew Works has requested a trail head, and so the trail designers are asking if the fire district would consider a trail easement, a 20' wide corridor along the western edge of the property. Ms. Trabka noted that there is a NYS statute that if a landowner allows the public to recreate on its land, you are protected from liability for recreational purposes. She will email the statute for the Board to review. Discussion continued regarding as to where exactly the 20' easement would be, how it would effect the construction of the future training facility. The Board noted they would like to think about it and they will need to do a site visit; Ms. Trabka noted someone would be happy to go with them and thanked the Board for considering the trail. The Board thanked Ms. Trabka for her time.

Special Topics of Discussion/Final Comments:

- Joyce gave a brief overview of the current employee Simple IRA Plan with Adirondack Trust, her conversations with Dave Rogers at RBC and his suggestion to look at Fidelity, Vanguard and Schwab, and the research she has been doing. Commissioner McGowan added he has had conversations with Joyce, and he also likes Fidelity. Commissioner Chandler questioned what their rate of return is; Commissioner McGowan noted that the plans are self-directed and the employees each choose how they want to

invest. He also noted that there are many investment choices with Fidelity, and felt their Risk Department is exceptional. Discussion continued, including the necessary paperwork to be signed by the Board, and the timeframe in moving the Simple IRA's. The employees are also in agreement.

RESOLUTION #197 GIVING THE DISTRICT ADMINISTRATOR PERMISSION TO MOVE THE SIMPLE IRA PLAN FROM ADIRONDACK TRUST TO FIDELITY'S SIMPLE IRA PLAN.

MOTION: McGowan

SECOND: Dussault

RESOLVED to give the District Administrator permission to move the Simple IRA plan from Adirondack Trust to Fidelity's Simple IRA Plan.

VOTE: All in favor, motion carried.

- Discussion regarding Gansevoort FD's request for increased access moved to the September 22nd agenda.
- Budget discussion: Commissioner Chandler recommended the Board set up a workshop. Joyce noted the Proposed Budget needs to be adopted by September 26th. Joyce to set up a budget workshop on September 21st at 7 pm.
- Commissioner Chandler noted that Cossayuna is possibly interested in old 290 Tahoe. Brief discussion continued. Added to September 22nd meeting agenda.
- Commissioner Chandler questioned if the final invoice for the trailer was received as he would like to take a look at it; Joyce noted it was and she would make a copy.
- Captain W. Chandler requested permission for the Explorer Post to host a drive through Chicken BBQ fundraiser at Co #2 on October 9th. He will be asking each company to donate \$250 toward the costs, to be reimbursed from the fundraiser funds.

RESOLUTION #198 GIVING THE EXPLORER POST PERMISSION HOST A DRIVE THROUGH CHICKEN BBQ FUNDRAISER AT CO #2 ON OCTOBER 9, 2021.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Explorer Post permission host a drive through Chicken BBQ Fundraiser at Co #2 on October 9, 2021.

VOTE: All in favor, motion carried.

- D/C Bogardus questions if the Purchasing Agent received a request for a Blitz gun mount for 292; he has not.
- Commissioner Dussault noted that Saratoga Plan has allegedly requested \$25,000 from each of the 4 towns involved in the trail program. Question arose as to what to do if they requested a donation from the fire district. The Board requested Joyce to contact the attorney and advise him of the request. Discussion continued.

RESOLUTION #199 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: McGowan

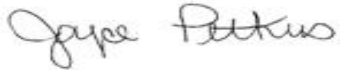
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner McGowan with a second from Commissioner Ramsey to adjourn the meeting at 8:30 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus".

Joyce A. Petkus
District Administrator/Treasurer