

Board of Fire Commissioners
Greenfield Fire District
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The May 11, 2022 Greenfield Fire District Board of Fire Commissioners meeting was called to order at the District Office by Chairman Michael Chandler at 7:01 PM. The flag salute and a moment of silence were recognized for departed members.

Present were: Commissioners Chandler, Dussault, Hays, Ramsey, Russo; D/A-Treasurer Petkus, D/P Olson. See sign in sheet for others in attendance.

RESOLUTION #98 APPROVING THE APRIL 27, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the April 27, 2022 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Open RFPs for 2022-2023 heating oil/propane:

One received from G.A. Bove: heating oil: \$4.699/gallon
\$2.249/gallon

RESOLUTION #99 ACCEPTING THE RFP FROM G.A. BOVE FOR 2022-2023 HEATING OIL/PROPANE.

MOTION: Chandler

SECOND: Russo

RESOLVED to accept the RFP from G.A. Bove for 2022-2023 heating oil/propane.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Commissioner Chandler questioned voucher #220226 finance charge on the credit card; it was noted it is actually interest charged.

Commissioner Ramsey questioned the purchase of the four new laptops; it was noted the new laptops are replacing the old training laptops, and the old laptops will be used for firefighters attending training classes that require a laptop, until the laptops no longer work.

Commissioner Russo questioned Vander Molen servicing the apparatus, and Larry and Doug transporting the vehicles rather than Vander Molen coming to get them and charging the district. Commissioner Chandler noted that was only if the district had signed a service contract with them, which did not happen. Brief discussion followed.

RESOLUTION #100 APPROVING PAYMENT OF ABSTRACT #9 DATED MAY 11, 2022 FROM THE GENERAL FUND, VOUCHER #220201 THROUGH VOUCHER #22030, TOTALING \$44,281.06.

A3410.1	\$ 5,003.71
A3410.2	\$ 8,963.58
A3410.4	\$29,870.51
A9000.8	\$ 443.26

Total:	\$44,281.06

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #9 dated May 11, 2022 from the General Fund, Voucher #220201 through Voucher #220230, totaling \$44,281.06.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Firefighter Jill Chouinard presentation was moved to the May 25th meeting agenda.
 - Supervisor Veitch requested the use of the district office for early voting. Brief discussion; sent to Co #1 for their approval.
 - Will be delivering the cell tower lease agreement to Bill Young tomorrow for his review.
 - Submitted Co #4 collapsed well/water damage and the damage to the Chief's personal vehicle to the insurance carrier to get claims set up. Brief discussion continued.
 - Updated physicals report placed in the Chiefs' baskets; please check report and review for accuracy. Access to be deactivated June 1st for those not completing their physicals.
- **Purchasing:** Douglas Olson
 - Received quote from Hawk for temporary well repair; \$2,155.00. Discussion continued.

RESOLUTION #101 APPROVING THE HAWK QUOTE FOR THE REPAIR OF CO #4 WELL.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the Hawk quote for the repair of Co #4 well.

VOTE: All in favor, motion carried.

- Administrator info for Saratoga National Bank credit card has been completed.
- Boots are still on backorder through Fire-End & Croker.
- Box strainer is due to ship from Fire-End & Croker on June 3rd.
- Nozzle and shut offs from Feld Fire have arrived with the exception of Co #3 smooth bore nozzles; there is currently no ship date on those.
- Hose/ladder testing still scheduled for June 16th and 17th.
- All ordered fire police gear has been received and given to Bob Roxbury.
- Witmer is still weeks behind on Class A uniform name plates and helmet shields.
- Lt. Krueger has finally fixed the issues with his Halligan account.
- Basement clean up has started; he and Larry have started sorting through the gear. Brief discussion continued.
- Met with three contractors in reference to sandblasting and coating services. Brief discussion continued. Waiting on quotes.
- Contacted eight cleaning companies; only two called back and gave quotes:

- Missy's Cleaning Service
- April Fresh Cleaning
- FAST boards have arrived.
- Co #1 received the Knucklehead flashlights.
- Co #4 received shut off valves.
- Co #3 waiting on various building supplies.
- Working on tractor quotes. Brief discussion continued.
- Received display case quotes. Brief discussion continued.

Commissioner Chandler noted the office really needs to be cleaned. Discussion continued.

RESOLUTION #102 ACCEPTING THE QUOTE FROM MISSY'S CLEANING SERVICE.

MOTION: Chandler

SECOND: Russo

RESOLVED to accept the quote from Missy's Cleaning Service.

VOTE: All in favor, motion carried.

- **Treasurer:** Joyce Petkus
 - No-Show charge on Occupational Medicine invoice has been taken care of.
 - LOSAP investments took a fairly large loss in April.

Membership:

- Firefighter Change in Membership:
 - Co #4: Gary Bullard, moved out of State.
- Auxiliary Changes in Membership
 - Co #1: Margaret Roxbury: granted Life
 - Co #1: Patricia Subcliff: moved out of the area.

RESOLUTION #103 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON SAID CHANGES.

MOTION: Dussault

SECOND: Ramsey

RESOLVED to give the Chairman permission to sign off on said changes.

VOTE: All in favor, motion carried.

Report of the Chief – Jon Davis

- PMs and pump tests continue.
- 280 and 290 had additional lights added.
- Drone is being utilized a lot more; would like firefighter Justin Burwell to have a portable radio. Brief discussion continued.
- The Town bought their own mobile radios; believes their identifiers are 276 and 278. Chris Stanton and Justin Burwell have mobiles in their trucks.
- Get your physicals done; officers who have not completed their physicals by May 31st will lose their rank.
- Need to order more life saving awards. Brief discussion continued.
- Discussion regarding the donation of out-of-date gear and antiquated AEDs to an independent fire company in New Hampshire. Joyce to speak to Bill Young.

RESOLUTION #104 SURPLUSSING ALL THE OUT-OF-DATE GEAR AND OLD AEDS.

MOTION: Chandler

SECOND: Dussault

RESOLVED to surplus all the out-of-date gear and old AEDs.

VOTE: All in favor, motion carried.

- Co #2 D/C Richards has stepped down; requested the Board move Co #2 A/C Barss into the 270 spot. Brief discussion continued; referred back to the company for their approval.

Reports from Companies:

Company #1: A/C Marshall

- Will be putting a long list of supplies into Halligan for President Gibbins.
- Thanks for the flashlights.

Company #2: Captain W. Chandler

- 273 radio needs to be fixed.
- Questioned the status of 273 gear box; the Chief noted there is no update.

Company #3: A/C Thurman

- Thanks for the equipment.

Company #4: Captain Z. King

- Thanks for sending three firefighters to FDIC; a lot was learned.
- Asked if there was anything that he could tell the members at their next meeting regarding the well/water issue.
- 292 still has to go for PM service, but the paint is chipping really bad on the wheel well. Larry also noted that 292 also needs to have a short airline ran to it. Brief discussion continued.
- 291 front discharge still leaks. Chief Davis questioned if the district could hire their own mechanic and send them to school, possibly share them with other surrounding districts. Brief discussion continued.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee - W. Chandler

- Thanks for the FAST boards.
- MBK training continues.
- Spring mandatory live burn is scheduled for June 14th.

Report of the Explorer Program – W. Chandler

- Needs to order more PPE equipment.
- Maple Avenue Middle School is doing an outside event on June 3rd; would like permission from the Board to participate.

Reports of the Commissioners:

- Dussault
 - Thanked everyone for their time, the calls they have been covering, mutual aid and training.
- Hays
 - He and Joyce met with Dave Meager in reference to the Hold Harmless agreements.

They are a good idea to have, and Dave recommended they be used for scheduled events, like a craft fair, as well as recurring events like the Lion's Club. Dave did not think that firefighters who use the facilities needed to complete a Hold Harmless. Also, if district property is being used for storage of personal items, there should also be a Hold Harmless agreement for that. Lastly, a Hold Harmless needs to be completed prior to doing pool fills. Dave had also recommended having a Building Use policy.

- Attended Commissioner training, and also watched an OSC webinar in reference to cash flows, noting that the district's cash flow is mostly fixed, and that heating oil and propane costs are going up as well as vehicle fuel costs, and it will probably be more difficult next year to purchase more miscellaneous equipment.
- Ramsey
 - Confirmed that 261 air bags are good.
 - Questioned if Co #1 has started their punch list yet; A/C Marshall noted they are working on it.
 - Questioned if there is any way of ending the "end of call alerts". Chief Davis noted the County is aware of it, and is working on it, but it may be a few more weeks.
- Russo
 - Nothing at this time.
- Chandler
 - Discussion regarding Co #4 well/water issue, noting the following:
 - KPM could not get the bathroom floors dry so they ripped them up. They also took some more walls down and put plastic up.
 - Hopefully the restoration part will start next week.
 - Hawk should be there Monday to get the well back in place.
 - Was in contact with Travis Mitchell, the owner of EDP; submitted a rough estimate of \$10,000 to make plans, get DOT permits and whatever else is needed to continue the water line and to hook into. Also spoke to Mike Mooney. Lengthy discussion continued regarding hooking up to the water line at this point, even though it is going to be pricy. Co #4 has water, but not potable water at this point.

RESOLUTION #105 TO MOVE FORWARD WITH GETTING THE FORMAL PROPOSAL FROM EDP ON THE PROJECT, AND START GOING FORWARD WITH IT.

MOTION: Chandler

SECOND: Russo

RESOLVED to move forward with getting the formal proposal from EDP on the project, and start going forward with it.

VOTE: All in favor, motion carried.

- Commissioner Chandler noted that this project may more than likely push the Co #2 expansion project back one year, and he spoke to the engineer at last night's Co #2 meeting about possibly having to push back the project.
- D/C Bogardus noted that the Town of Wilton has grant money available. Brief discussion; Joyce to look into it.
- Met with several representatives at last night's Co #2 meeting regarding the renovations. Brief discussion continued.
- Regarding the cell tower at Co #4, he gave them permission to do initial studies and take soil samples, nothing evasive. They also sent a lease agreement package that Joyce will be delivering to Bill Young tomorrow. He and Bill will be getting together next week to go over it and get it signed.

- The Town of Greenfield is getting rid of a sander, and they offered it to the district for \$500. Brief discussion continued.

RESOLUTION #106 APPROVING THE PURCHASE OF THE SANDER FROM THE TOWN OF GREENFIELD IN THE AMOUNT OF \$500.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the purchase of the sander from the Town of Greenfield in the amount of \$500.00.

VOTE: All in favor, motion carried.

- The maintenance truck has been sitting at the district office for the past two weeks or so, and now the hitch was stolen off it; Doug has started looking for a replacement.
- Has awards left over from the banquet; please take them and deliver them to your members.
- Regarding Co #3, received a proposal from Billy Reid in reference to re-skinning the roofs, but he did not think that was enough, so Billy is going to submit a new proposal for raising the roofs another 4 feet with half walls on the entrances. Brief discussion continued.

Reports of the Town Board/Town Planning Board Liaisons:

- **Town of Greenfield:** Russo
 - Nothing at this time.
- **Town of Wilton:** Scott Dussault
 - Planning board meeting is next week.
 - Regular town meeting was uneventful. D/C Bogardus noted that the roundabout is going in as of May 16th. Brief discussion continued.
 - D/C Bogardus also noted that they are still pushing for the apartment building complex on the mall property. He has pushed for local contractors being heavily involved.

District Policy Review:

- Communication: no changes made.
- Public Access to Records (FOIL): no changes made.
- Public Information Officer: discussion regarding what the required course is supposed to be, the FEMA course PIO Awareness, and who has taken any PIO courses. Tabled for further review.

Special Topics of Discussion:

- A/C Marshall noted that at the recent Officers' meeting, it was unanimous, as well as with the training committee, about changing the delivery of New Member Orientation. Lengthy discussion continued. Changes submitted; Joyce will update the policy and submit to the Board for their review and approval at the next meeting.
- Captain Z. King noted he thought they were keeping black helmets for those under 18. Commissioner Chandler noted a yellow helmet is given to any new member that has no prior experience or 6 months, and if you are over 18 and still on probation. Brief discussion continued.
- District was sent a letter from North Bellmore fire department looking for an advertisement for their parade; Joyce noted it was given to the department because it has nothing to do with the district.

RESOLUTION #107 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler


SECOND: Russo

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Dussault with a second from Commissioner Hays to adjourn the meeting at 8:09 PM. All in favor, meeting adjourned.

Respectfully submitted,

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

Joyce A. Petkus
District Administrator/Treasurer