

Board of Fire Commissioners
Greenfield Fire District
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The June 8, 2022 Greenfield Fire District Board of Fire Commissioners meeting was called to order at the District Office by Commissioner Scott Dussault at 7:04 PM. The flag salute and a moment of silence were recognized for departed members.

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

RESOLUTION #122 APPROVING THE MAY 25, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Russo

RESOLVED to approve the May 25, 2022 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Commissioner Dussault asked for questions/comments regarding the abstract:

RESOLUTION #123 APPROVING PAYMENT OF ABSTRACT #11 DATED JUNE 8, 2022 FROM THE GENERAL FUND, VOUCHER #220250 THROUGH VOUCHER #220273, TOTALING \$20,620.25.

A3410.1	\$ 5,749.83
A3410.2	\$ 5,577.27
A3410.4	\$ 8,803.97
A9000.8	\$ 489.18

Total: \$20,620.25

MOTION: Dussault

SECOND: Hays

RESOLVED to approve payment of Abstract #11 dated June 8, 2022 from the General Fund, Voucher #220250 through Voucher #220273, totaling \$20,620.25.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Annual EAP renewal is coming up and she needs to give a final count, questioned if any of the firefighters on leave of absence have been removed from the roster; Sara Bogardus and Craig Smith are to be removed from the roster; Joyce reminded everyone that she needs the Change in Membership forms. Zach Welch has requested another leave of absence; Joyce to send both previously approved leave requests to Co #4.
 - Co #4 has been dealing with water issues; Commissioner Dussault noted KPM submitted a quote for \$14,000, there is a \$1,000 deductible and the insurance to cut a check. Brief discussion continued.

- Occupational Medicine is now allowing PFT tests again without the COVID vaccination requirement. Questioned if the Board wanted to rescind the March 23rd resolution to not require PFT testing. Discussion continued; Commissioner Hays to research requirements for next meeting.
- Reminded Co #2 that she still did not receive the Co #2 Chiefs Red Operational Manual to update; please drop off at the office ASAP.
- **Purchasing:** Douglas Olson
 - Tips were ordered for Co #4.
 - The blue and yellow hose arrived this evening but the orange hose is still on backorder.
 - The display cabinet will be delivered on 8/24.
 - Reminder that hose and ladder testing starts at 9 am on 6/16; will need assistance getting set up. Brief discussion continued.
 - Discussion occurred, but approval not given at the last meeting, to accept the floor waxing quote.

RESOLUTION #124 ACCEPTING QUOTE FROM NORTH COUNTRY JANITORIAL FOR THE DISTRICT OFFICE FLOOR WAXING.

MOTION: Ramsey

SECOND: Russo

RESOLVED to accept quote from North Country Janitorial for the district office floor waxing.

VOTE: All in favor, motion carried.

- Received some calls, but no submissions yet for the sealcoating; RFP's are due 6/21.
- SCBA bottles ordered; 5-6 weeks out.
- Co #1 compressor has been ordered, delivery date is 7/29.
- Maint-1 needs new tires. State contract price for the same tires currently on the vehicle from Adirondack Tire is \$847.16. Non-state contract middle of the road tires from Firestone is \$746.52. Brief discussion continued.

RESOLUTION #125 APPROVING THE PURCHASE OF THE TIRES FROM ADIRONDACK TIRE FOR MAINT-1 IN THE AMOUNT OF \$847.16.

MOTION: Dussault

SECOND: Russo

RESOLVED to approve the purchase of the tires from Adirondack Tire for Maint-1 in the amount of \$847.16.

VOTE: All in favor, motion carried.

- Left a pager inventory sheet in each of the company baskets; please complete and return to him no later than July 13th. Brief discussion continued.
- **Treasurer:** Joyce Petkus
 - LOSAP audit has been forwarded to the auditors, so audit should be completed shortly.

Commissioner Hays questioned the utilities line item highlighted in orange on the BvA; Joyce explained that she is a little concerned that there may not be enough money in that budgeted line item to get to the end of the year. She noted that she is also concerned about the budgeted fuel line item, and that both Operations and Maintenance supplies have never before been depleted as they are this year. Discussion continued; the budget will need to be more closely monitored for the rest of the year.

D/C Ed Petkus questioned the cost of Co #3 electricity; it was noted all the firehouse electric costs are going up; if a report is needed, she can run one. Brief discussion continued.

Membership: None.

- Joyce noted a VFIF was submitted on out of District resident Nicholas McDowell; it was noted it came from Co #1. Brief discussion; board okayed moving forward with application.

Report of the Chief – Jon Davis

- Not present this evening.

Reports from Companies:

Company #1: D/C Coffey

- Quiet.

Company #2: Captain W. Chandler

- Good.

Company #3: D/C Petkus

- Good

Company #4: Captain Nate King

- Questioned if there was an update on 292 paint; the paint is now peeling off. Commissioner Dussault noted he would ask Commissioner Chandler. Co #3 President Ellsworth noted that the paint on 282 is bubbling and popping. Brief discussion continued.
- D/C Bogardus noted that the floor under 292 has a large area that is popping, and under 296 the floor is popped all the way down to the rebar which has now become a trip hazard when the truck is not there.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee – Z. King

- Live Burn is next week.
- Started a text message group for better communication regarding MBK.
- Would like to start thinking about FDIC for next year, and book the hotel for next year now. Discussion continued. Commissioner Ramsey suggested 4 slots, one for each company, and if a slot is not filled by February, it would open up to the other companies.

Report of the Explorer Program – W. Chandler

- Good.

Reports of the Commissioners:

- Dussault
 - Toby Middlebrook installed the water tank today.
 - The Verizon lease has been sent to Verizon.
 - The subject of parade flags for all four companies was brought up, he believes the quote was for \$900. Captain Chandler noted it is \$1,000 for each flag set, purchased from Saratoga Flag, and he would like to purchase four sets. Request was also made for 2 aluminum axes. Discussion continued; questions arose regarding the need to purchase four sets when the department marches together in the parades. Commissioner Russo questioned if flag holsters also need to be purchased; it was noted they were probably downstairs. Purchasing Agent to research purchase of two gold axes.

RESOLUTION #126 APPROVING THE PURCHASE OF ONE FLAG SET FROM SARATOGA TROPHY FOR \$1,000.00.

MOTION: Dussault

SECOND: Ramsey

RESOLVED to approve the purchase of one flag set from Saratoga Trophy for \$1,000.00.

VOTE: All in favor, motion carried.

- Need to surplus the old trailer.

RESOLUTION #127 SURPLUSING THE 2003 TRITON ENCLOSED TRAILER.

MOTION: Dussault

SECOND: Russo

RESOLVED to surplus the 2003 Triton enclosed trailer.

VOTE: All in favor, motion carried.

A/C Marshall questioned what the plan is for the trailer; it was noted that there was a substantial offer made on the trailer already. Brief discussion continued.

- Noted the Chief has contacted Nemer to set up a meeting regarding allowing the district a right of way on their property for water hook-up. Doug noted that Toby had said it is now okay to disconnect from the hydrant and roll the hose up.
- Hays
 - Nothing at this time.
- Ramsey

RESOLUTION #128 RESERVING FOUR HOTEL ROOMS NOW FOR THE 2023 FDIC CONFERENCE.

MOTION: Ramsey

SECOND: Hays

RESOLVED to reserve four hotel rooms now for the 2023 FDIC Conference.

VOTE: All in favor, motion carried.

Captain Zak King to work with Deidre to make the hotel reservations.

- Spoke with Deidre regarding the LMS system for training registrations. Lengthy discussion continued. It was noted that the district paperwork still needs to be completed and submitted to Deidre, and the training requisition form already has an option to notify Deidre that the firefighter registered him/herself. The Training Approval policy should also be reviewed by everyone.
- Would like to review the circumstances regarding a recent firefighter injury; maybe something can be learned from this incident. Brief discussion continued.
- Russo
 - Nothing at this time.
- Chandler
 - Not present this evening.

Commissioner Dussault noted that since there was a significant offer of \$4,000 for the surplused trailer, and a new 14' double axle trailer costs \$7,150, it would cost the district an additional \$3,150; he is not sure where they are going to take the money from to purchase it. It

was noted it is located in Connecticut and Larry would go and pick it up. Spoke to Chris, where the last trailer was purchased from, and the cost to purchase from him is over \$10,000. Lengthy discussion continued; Larry is currently using his own trailer as the surplussed trailer is not conducive to getting the lawn mower in and out of the trailer. Questions arose as to why the surplussed trailer is not going out to bid and why it was never advertised. Commissioner Dussault noted they should table this for further research, but it was noted that if the Board does not make a decision on this now, they will lose the trailer. Commissioner Russo noted three quotes were needed.

Reports of the Town Board/Town Planning Board Liaisons:

- **Town of Greenfield:** Russo
 - The town board discussed purchasing a generator for the ambulance building.
 - Building inspector will be monitoring the parking at the trail system on Greene Road.
- **Town of Wilton:** Scott Dussault
 - There was quite a lot of discussion, and many residents in attendance, regarding the possible construction of 400 apartments near Wilton Mall. The Town Board was split in reference to putting this to a public hearing. At this point it is going to the Town and County Planning Boards for recommendations. It is expected there will be a public hearing in about two months. It has not yet been approved or voted on by the Board, but a town public hearing has been approved for town residents to voice their opinion for or against the project. Commissioner Ramsey noted his concern that the district has a ladder that will be able to get to the roof. Brief discussion continued.
 - D/C Bogardus noted this does not affect Greenfield directly except for mutual aid; there is a proposed rezoning at the exit 16 area that all residential property that are adjacent to all commercial property be rezoned as commercial property, bringing in a warehouse.
 - D/C Bogardus recommended that driver training be done with all trucks at all the roundabouts at Jones Road. There are also 4-5 more roundabouts being proposed. Brief discussion continued.

District Policy Review:

- BLS Glucometer Storage – no changes made.
- BLS Glucometer Use – there are only some typographical errors that need to be corrected.

RESOLUTION #129 CORRECTING THE TYPOGRAPHICAL ERRORS IN POLICY #38, BLS GLUCOMETER USE AS PREVIOUSLY SUBMITTED.

MOTION: Ramsey

SECOND: Russo

RESOLVED to correct the typographical errors in Policy #38, BLS Glucometer Use as previously submitted.

VOTE: All in favor, motion carried.

Special Topics of Discussion:

- Joyce stressed the importance of all firefighters completing the cancer coverage beneficiary form; she will be sending out the forms to everyone, and requested that all firefighters complete them whether they have the coverage or not, so when they do become eligible, there will be no issues with having to complete the form. Brief discussion continued.
- Co #3 President Jay Ellsworth noted regarding the lights in Co #3 firehouse, possibly look into using timers or motion sensors. Commissioner Hays questioned if National Grid ever did an energy survey; it was noted yes, and new lights were installed in all the firehouse truck bays. Brief discussion continued.

- Doug noted that Bullard will be bringing cameras to the Live Fire training. Brief discussion continued.
- Commissioner Dussault noted there are in fact three quotes for the new trailer, and the surplus trailer will go out to bid with a minimum bid of \$4,000.
 New Britain, Ct.: \$7,150.00
 Appalachian Trailer Sales: \$11,499
 Chris Grieves: \$10,500

RESOLUTION #130 THAT THE BOARD HAS RECEIVED THREE QUOTES AND TO PUT THE OLD TRAILER OUT TO BID FOR A MINIMUM BID OF \$4,000.

MOTION: Dussault
 SECOND: Hays

Commissioner Ramsey noted shouldn't they be two separate motions; Joyce noted yes and also that it is not necessary to make a motion to accept three quotes.
 Motion not voted upon.

RESOLUTION #131 ACCEPTING THE QUOTE OF \$7,150 FROM NEW BRITAIN TRAILER SALES FOR THE PURCHASE OF A NEW TRAILER.

MOTION: Dussault
 SECOND: Hays

Commissioner Ramsey noted he is opposed to the motion; Commissioner Russo requested discussion, questioning if the surplus trailer is currently being used. Larry noted no, as he cannot get the lawnmower in the trailer with the safety bar up and the trailer is only 5½' tall. Commissioner Russo questioned what is being used now; Larry noted he is using his. Captain King questioned why the open trailer is not being used as Co #4 gave half their shed to the maintenance department so they could store the mower in there; if not being used they could have that section of the shed back. Currently some surplus equipment and broken stuff that needs to be thrown away are stored there. Discussion continued; the shed will be cleaned out and then it will go back to Co #4 for their use. Commissioner Russo questioned if the new trailer is purchased, will it be hitched up to the truck and taken from company to company, and will it be parked at the district office; Larry noted the lawnmower and tools and everything else will stay in it, and confirmed it will be parked at the district office. Captain King suggested an RFP should go out for the new trailer, giving local vendors a chance to quote it.

Commissioner Hays noted some concern regarding the proper procedure regarding motions being made on the three quotes; Joyce noted that two of three are not quotes; this was also confirmed by the Purchasing Agent. Commissioner Hays suggested tabling this until the next meeting in two weeks; Larry noted that the district will not get the trailer because the vendor will not hold the quote for two weeks. Brief discussion continued.
 Motion not voted upon.

RESOLUTION #132 TABLING THE DECISION UNTIL NEXT MEETING WHILE AWAITING THREE QUOTES.

MOTION: Hays
 SECOND: Ramsey

RESOLVED to table the decision until next meeting while awaiting three quotes.

VOTE: All in favor, motion carried.

Brief discussion among those present that specs should be written up so that all vendors can quote the same trailer equally. Brief discussion continued. Joyce noted that there is still a motion on the table to put the surplussed trailer out to bid. Doug explained that a new trailer really is needed to drive the lawn mower in without hitting your head.

RESOLUTION #133 ADVERTISING FOR BIDS ON THE SURPLUSSED 2003 TRITON ENCLOSED TRAILER, WITH MINIMUM BID STARTING AT \$4,000.

MOTION: Dussault

SECOND: Hays

RESOLVED to advertise for bids on the surplussed 2003 Triton enclosed trailer, with minimum bid starting at \$4,000.

VOTE: All in favor, motion carried.

Joyce and Doug will work on bid advertisement.

RESOLUTION #134 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Dussault

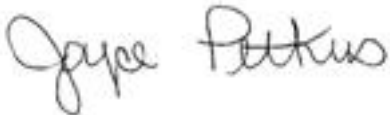
SECOND: Ramsey

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,



Joyce A. Petkus
District Administrator/Treasurer