

Board of Fire Commissioners
Greenfield Fire District
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The July 13, 2022 Greenfield Fire District Board of Fire Commissioners meeting was called to order at the District Office by Commissioner Scott Dussault at 7:08 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. Excused: D/P Olson. Commissioner Chandler arrived at 7:20 pm. See sign in sheet for others in attendance.

Award RFP for Co #3 and #4 parking lot sealcoating/stripping: Three proposals received;
Str8 Stripes – \$20,599.62
Seal Pro – \$10,945.00
BDB Paving – \$12,000.00

Length discussion regarding the wide margin between low and high proposal and comparisons of all proposals.

RESOLUTION #150 REJECTING ALL BIDS RECEIVED AND RE-BIDDING THE CO #3 AND #4 PARKING LOT SEALCOATING/STRIPING.

MOTION: Ramsey

SECOND: Dussault

RESOLVED to reject all bids received and re-bidding the Co #3 and #4 parking lot sealcoating/stripping.

VOTE: All in favor, motion carried.

Clarification made that the vendors who submitted the above proposals are not prohibited from resubmitting new bids. Joyce will re-advertise in the newspapers tomorrow; new bids will be due prior to the August 10th meeting.

RESOLUTION #151 APPROVING THE JUNE 22, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Dussault

SECOND: Ramsey

RESOLVED to approve the June 22, 2022 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

Commissioner Dussault asked for questions/comments regarding the abstract:

Treasurer Petkus noted she added a few utility invoices to the abstract. She also noted a billing change issue with Spectrum/Time Warner Cable that she has hopefully corrected.

Commissioner Chandler arrived at 7:20 pm; Commissioner Ramsey explained that the Board declined the sealcoating proposals and it will be re-bid.

Chief Davis questioned the fuel bills and requested the fuel printouts; Joyce reminded him they get scanned to him each month. Brief discussion continued.

RESOLUTION #152 APPROVING PAYMENT OF ABSTRACT #13 DATED JULY 13, 2022 FROM THE GENERAL FUND, VOUCHER #220298 THROUGH VOUCHER #220343, TOTALING \$89,510.13.

A3410.1	\$ 12,338.18
A3410.2	\$ 25,461.33
A3410.4	\$ 50,671.93
A9000.8	\$ 1,038.69

Total: \$ 89,510.13

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #13 dated July 13, 2022 from the General Fund, Voucher #220298 through Voucher #220343, totaling \$89,510.13.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Received a Thank you from life members Diane and Peter Czechowicz in reference to the wonderful 75th Anniversary Installation Inspection banquet.
 - Received a Thank you from the family of deceased member George Miller for everyone's support during and after his illness.
 - AFDCA BBQ is on July 30th and is free to everyone.
 - Updated EAP contract needs to be signed.
 - Missy's Cleaning will be here this Saturday.
 - Coordinated final plans with A/C Thurman and Deidre.
 - VFIS Beneficiary forms were left in the company baskets; please have those firefighters complete the forms and send back to the district office. Brief discussion continued.
 - Will be on vacation from July 15 – 24th.
- **Purchasing:** Douglas Olson's report given by Joyce.
 - AED's and related supplies are on backorder; no anticipated delivery date.
 - Co #4 hose and ladder testing will be completed with SSFD on 9/13-14. Also, any hose not tested will be done at the same time; please let Doug know. Two 50' sections of 1¾" hose failed; one each from Co #2 and #3, as well as one section of 6" hard suction from Co #3. Does the Board want to replace it? Hold until next meeting.
 - Twelve 45-minute bottles arrived; they need to be added to Halligan before being distributed but there is an issue with serial numbers and he is currently waiting on the corrections from Scott. Brief discussion continued.
 - Co #1 air compressor has been ordered and delivery is scheduled for Friday, July 29th.
 - Pager inventory sheets were previously sent out to the companies and were to be returned by today; if you haven't, please do so ASAP.
 - Co #1 & #4 still need to return their axe receipt lists so he can close the Banquet file.
 - Questioned if the new maintenance trailer should be lettered like the maintenance truck; it was noted yes.
 - Dewalt demo saw ordered for Co #4 is currently on backorder.
 - Light for the side of Co #1 is in, Larry will get it installed soon.
 - Letters sent to the three former firefighters asking for their pagers back were sent out and so far Alexandra Sutton has returned hers. Still waiting to hear from Ray Conniff and Atticus Moll.
 - Radios have been dropped off to Frank for repair and programming.

- Septic tank riser project started.
- 262, 282 and 292 all went for paint repair quotes. Frank & Sons gave estimates, Brown Coach Works assessed the trucks but they declined the work due to their workload as they would not be able to get the trucks in until sometime next year. Kaiser Collision declined to even do estimates as they no longer paint fire trucks. Commissioner Chandler noted that he was able to get in touch with John Cameron, and he is working on it through KME.
- Would like the following out of date and/or damaged gear to be surplussed: 19 helmets, 64 coats, 53 pants, 13 hoods, 13 pairs of gloves, 13 zip style safety vests and 39 pairs of boots.

RESOLUTION #153 DECLARING THE FOLLOWING GEAR SURPLUS: 19 HELMETS, 64 COATS, 53 PANTS, 13 HOODS, 13 PAIRS OF GLOVES, 13 ZIP STYLE SAFETY VESTS AND 39 PAIRS OF BOOTS.

MOTION: Chandler

SECOND: Russo

RESOLVED to declare the following gear surplus: 19 helmets, 64 coats, 53 pants, 13 hoods, 13 pairs of gloves, 13 zip style safety vests and 39 pairs of boots.

VOTE: All in favor, motion carried.

- **Treasurer:** Joyce Petkus
 - FY 2021 audit notice has been published in the papers.
 - Will be removing previously surplussed gear from the K fund.
 - IRS increased the mileage reimbursement rate to 62.5¢ effective July 1st. Brief discussion continued.
 - Ran a report on gas/diesel fuel usage for January through June; there is only about \$3,000 left in that line item. Discussion continued. \$11,000.00 to be moved from .4 Contingency to .4 Gas & Diesel. Chief Davis also noted that money can be taken from .4 Apparatus Maintenance & Repairs. Joyce will continue to closely monitor budget.
 - Discussion returned to the IRS mileage rate. Chief Davis will bring his Chief's vehicle back to the district office for the staff to use as needed.

RESOLUTION #154 APPROVING THE NEW IRS MILEAGE RATE OF 62.5¢ EFFECTIVE JULY 1ST.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the new IRS mileage rate of 62.5¢ effective July 1st.

VOTE: All in favor, motion carried.

Membership: None.

Report of the Chief – Jon Davis

- 282 will be going to Cummins next week for an oil leak.
- 283 is going to Ryan's Garage next Wednesday for an oil leak.
- 263 will be going to Cummins because of the hard starts. Brief discussion continued.
- Meeting was held in reference to a new truck for Co #1. The board needs to move on it since it is a two-year build. Brief discussion continued.
- Talked about getting Co #1 a set of battery-operated jaws if all the gear money was not spent. Brief discussion continued. Co #1 to work with Doug.

- Questioned if the carbon dioxide meter was ever ordered; Joyce noted it is not on the accrual report. Commissioner Chandler will contact AJ Vel. To see if it was ordered.

RESOLUTION #155 APPROVING THE PURCHASE OF A CARBON DIOXIDE METER FOR CO #4.

MOTION: Chandler

SECOND: Hays

RESOLVED to approve the purchase of a carbon dioxide meter for Co #4.

VOTE: All in favor, motion carried.

Commissioner Chandler also noted that AJ Vel had pointed out that our meters need to be taken better care of, and to put them in cases when not in use, of which they supplied five cases, and not leave them to roll around on the dash of the trucks.

- Will be out of town next week and A/C Barss will be in charge.

Reports from Companies:

Company #1: D/C Coffey

- All good.
- Commissioner Chandler asked if Co #1 could pick up the old flag pole.

Company #2:

- No one present this evening.

Company #3: D/C Petkus

- Will be out of town next week.

Company #4: D/C Bogardus

- All good.
- Commissioner Chandler would like to get some of the old timers together to figure out where the septic system is. D/C Bogardus has spoken to or reached out to some of them, and so far they think it is somewhere between the generator and the dumpster. Brief discussion continued.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee – N. King

- Not present this evening.

Report of the Explorer Program – W. Chandler

- Not present this evening.

Reports of the Commissioners:

- Dussault
 - Good.
- Hays
 - Has continued working on updating the district map, including getting a map of the Greenfield area from the Town as of April 2022. The map needs to be reviewed for accuracy, then each company response area needs to be marked, copies will be made and laminated. Discussion continued.
 - In reference to radio replacement as discussed last month, he looked into the AFG grant and there is supposedly money put aside for the American Rescue Plan, but the website is not updated. It may still be an option, and recommended putting a committee together. He also noted that Harris Radios will assist in putting together a grant, and

there is a grant writer that will do a grant for \$1,900. Chief Davis noted he spoke to Frank, and he can still get 1500 and 2500 radios, and there are currently still parts available. Discussion continued.

- Will be out of town the week of the July 25th, and so will not be at the next meeting.
- Ramsey
 - Questioned if the plans in Co #2 radio room are the current plans; Commissioner Chandler noted they are the 60% plans, and is just a guide. There will be a meeting with the engineers at some point in the next few weeks.
 - The gear committee met recently; requested letter of intent be sent out to firefighters who are not coming around so their gear can come back to the district office. Thanked D/C Bogardus for dropping off 5 sets of gear; three of which are still good.
 - Will be away and will not be able to attend the July 27th and August 10th meetings.
- Russo
 - Nothing at this time.
- Chandler
 - He will be away this Friday and Monday.
 - As noted, Co #2 plans are 60% completed.
 - Co #3 apron was poured this morning.
 - Three of the septic tanks have been found. Would like to order a piece of 24" pipe from Core & Main to cut risers. Would like to get covers from Palette.
 - D/C Petkus questioned if Commissioner Chandler was able to get to the tank on the other side of the building; Commissioner Chandler noted not yet, it will probably happen after Doug gets back from vacation.

Reports of the Town Board/Town Planning Board Liaisons:

- **Town of Greenfield:** Russo
 - Locust Grove Road will be paved beginning July 28th from the railroad tracks to the city line. They will also be paving Daniels Road to 9N.
 - Planning Board approved a 4 house subdivision at 901 North Creek Road. They are also looking into a major subdivision of 15 lots at Grange Road and Woodland Edge, as well as a minor subdivision at 1146 North Creek Road and currently reviewing a minor subdivision at 498 Coy Road.
- **Town of Wilton:** Scott Dussault
 - Nothing at this time.

District Policy Review:

- Employee Privacy policy
- Performance Review policy
- Employee Benefits Manual (not a policy)
No changes made on the above.
- New Member Orientation policy: Commissioner Ramsey noted there were two changes proposed from the Training committee. Brief discussion continued.

RESOLUTION #156 APPROVING THE CHANGES TO THE NEW MEMBER ORIENTATION POLICY AS PROPOSED AND DISCUSSED.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the changes to the New Member Orientation policy as proposed and discussed.

VOTE: All in favor, motion carried.

Special Topics of Discussion:

Captain N. King questioned if the Oliver B. Merlyn grant was still active, and maybe Co #1 could apply to it to for their battery powered jaws. Brief discussion continued.

Commissioner Ramsey noted the next gear committee meeting is August 1st.

RESOLUTION #157 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 Russo with a second from Commissioner Ramsey to adjourn the meeting at 8:02 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer