

Board of Fire Commissioners
Greenfield Fire District
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The August 10, 2022 Greenfield Fire District Board of Fire Commissioners meeting was called to order at the District Office by Commissioner Michael Chandler at 7:00 PM. The flag salute and a moment of silence were recognized for departed members.

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

Open RFP's: Co #3 & Co #4 parking lot sealcoating and striping:

BDB Paving: Middle Grove Co #3	\$5,850.00
Maple Avenue Co #4	\$6,150.00
Total	\$12,000.00

It was noted it did not look like crack repairs were included. Brief discussion continued.

RESOLUTION #163 ACCEPTING THE PARKING LOT SEAL COATING AND STRIPING OF CO #3 AND CO #4 FROM BDB PAVING IN THE AMOUNT OF \$12,000.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to accept the parking lot seal coating and striping of Co #3 and Co #4 from BDB Paving in the amount of \$12,000.00.

VOTE: All in favor, motion carried

RESOLUTION #164 APPROVING THE JULY 13, 2022 COMMISSIONER MEETING MINUTES AND THE JULY 27, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the July 13, 2022 Commissioner Meeting Minutes and the July 27, 2022 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Commissioner Chandler asked for questions/comments regarding the abstract:

Commissioner Chandler questioned Co #3 National Grid bill. Brief discussion continued; Joyce will call National Grid.

RESOLUTION #165 APPROVING PAYMENT OF ABSTRACT #15 DATED AUGUST 10, 2022 FROM THE GENERAL FUND, VOUCHER #220363 THROUGH VOUCHER #220381, TOTALING \$21,110.01.

A3410.1	\$	5,173.59
A3410.2	\$	0.00

A3410.4 \$ 15,415.51
A9000.8 \$ 520.91

Total: \$ 21,110.01

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #15 dated August 10, 2022 from the General Fund, Voucher #220363 through Voucher #220381, totaling \$21,110.01.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Have not received any firefighter physicals and only one fit test has been completed since last report.
 - Previously met with Occupational Medicine; report was given to the board. Noted the following: stress tests are very expensive, PFT's should be done as they are a great screening tool to pick up early lung issues, the district physicals are very thorough. Also explained how the EKG schedule actually works. Discussion continued.
 - Operational Manuals have been updated at all companies except Co #2; Captain W. Chandler will update those.
 - While she was on vacation a subpoena was received and the deadline passed; she has worked with Bill Young and the other attorney's office and taken care of it.
 - Quick Response is hosting a Volunteer Firefighter Appreciation Day on Thursday September 1st.
 - Rehab bus towing invoice submitted to insurance carrier for reimbursement.
 - Maintenance-1 vehicle accident paperwork submitted to the insurance carrier as well.
 - Will be on vacation next week.
 - No cancer coverage beneficiary forms have been received recently, will send out updated report when she returns from vacation.
- **Purchasing:** Douglas Olson
 - The carbon dioxide meter that has been requested will cost \$1,052.00. Brief discussion continued.

RESOLUTION #166 APPROVING THE PURCHASE OF A HONEYWELL CARBON DIOXIDE METER IN THE AMOUNT OF \$1,052.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the purchase of a Honeywell carbon dioxide meter in the amount of \$1,052.00.

VOTE: All in favor, motion carried.

- Replacement hard suction for Co #3 was ordered; will take 8-10 weeks.
- Reminder that Co #4 hose/ladder testing is 9/13, 9/14; he and Larry will be handling it.
- Received correct serial number list from Scott; air bottles will now be going into service. Co #3 and Co #4 have submitted their hydro list dates.
- Co #1 air compressor has finally been delivered after the issue with the purchase and delivery of the original one ordered was rectified. Brief discussion continued.
- Thank you to the companies that have turned in their pager inventories; still waiting on axe inventories so the banquet paperwork can be closed out.
- The maintenance trailer will be scheduled to be lettered.
- DeWalt demo saw is finally ordered and should be in next week.

- Received pagers back from Alexandra Sutton and Atticus Moll; still waiting to receive Ray Conniff's pager back; mail is being returned and phone number was changed.
- Septic tank project should be wrapped up soon.
- As soon as the temperature drops to an acceptable level, Frank Ryan and Sons will schedule a time to start the garage door repairs/painting project.
- Surplus hose has been donated to Frank Mihalek and the Hold Harmless was signed.
- He and Joyce met with MyTechs last month; reviewed reports on annual services provided, including viruses (82) and threats (23 per month average) removed, and fixed patches (78 per month average). Also discussed recommendations for the upcoming year, including:
 - Everyone using the computers should set up 2 factor authentication;
 - Recommendation to add DNS and spam filter protections for every machine at \$12 per machine per month for a total annual cost of \$3,888, and daily vulnerability scanning for \$75 per month for a total annual cost of \$900. Total annual increase for these IT services is \$4,788.00.
 - Replacement of 3 laptops by the end of this year, one at Co #2 and two at Co #3. The cost is \$1,038 each. Discussion continued.

RESOLUTION #167 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PURCHASE THREE REPLACEMENT LAPTOPS FOR CO #2 AND CO #3.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Director of Purchasing permission to purchase three replacement laptops for Co #2 and Co #3.

VOTE: All in favor, motion carried.

- Found a Not-for-Profit organization, A Medic USA out of Maryland, and they take expired surplus gear and equipment and bring it to Guatemala. Discussion on process, liability, paperwork to be signed. Joyce to contact Bill Young and run it by him.
- **Treasurer:** Joyce Petkus
 - Draft 2023 budget will be submitted to board for review before the budget meeting on the 24th. Brief discussion continued.
 - Requested approval to pay KPM Restoration for Co #4 water damage work; invoice is \$10,637.65. Brief discussion continued. D/C Bogardus noted that there is still sand in shower.

RESOLUTION #168 GIVING THE TREASURER APPROVAL TO PAY KPM RESTORATION \$10,637.65 PENDING CONFIRMATION FROM CO #4 THAT THE PROJECT HAS BEEN COMPLETED.

MOTION: Chandler

SECOND: Dussault

RESOLVED to give the Treasurer approval to pay KPM Restoration \$10,637.65 pending confirmation from Co #4 that the project has been completed.

VOTE: All in favor, motion carried.

RESOLUTION #169 GIVING THE TREASURER PERMISSION TO APPROPRIATE \$9,975.74 RECEIVED FROM UTICA NATIONAL INSURANCE AND DEPOSITED INTO A2680 INSURANCE RECOVERIES TO .4 REPAIRS, BUILDINGS, MAINTENANCE & GROUNDS LINE ITEM.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to appropriate \$9,975.74 received from Utica National Insurance and deposited into A2680 Insurance Recoveries to .4 Repairs, Buildings, Maintenance & Grounds line item.

VOTE: All in favor, motion carried.

Membership/Changes in Membership:

- Co #2 new member Jaedyn Middlebrook, under 18;
- Co #3 firefighter Brandon Ray, resignation.

RESOLUTION #170 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER AND CHANGE IN MEMBERSHIP.

MOTION: Dussault

SECOND: Russo

RESOLVED to give the Chairman permission to sign off on above new member and change in membership.

VOTE: All in favor, motion carried.

Report of the Chief – Jon Davis

- Questioned the status of the bus; Larry noted he is working on the blown line.
- 282 is at Cummins for the fuel line.
- 281 traffic advisor went bad and is not fixable; it will cost \$1,700 to replace it by Emergency Vehicle Upfitters.
- Questioned the status of the paint on the trucks; 292 needs to get done. Recommended getting 292 done this year and the other two next year. Frank & Sons quote is \$15,803.33. Brief discussion continued, including various other upcoming apparatus repairs. Doug and D/C Bogardus to work together on getting 292 painted, and 261 can be moved to Co #4 if necessary.

RESOLUTION #171 APPROVING THE PAINTING OF 292 BY FRANK & SONS IN THE AMOUNT OF \$15,803.33.

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve the painting of 292 by Frank & Sons in the amount of \$15,803.33.

VOTE: All in favor, motion carried.

Reports from Companies:

Company #1: D/C Coffey

- 262 air conditioning still not working; brief discussion continued.
- Meeting with the truck guy tomorrow night at 7 pm at Co #1.
- A/C Marshall is contacting Amkus in reference to the jaws.

Company #2: Captain W. Chandler

- Thanks to everyone in reference to getting the inverter and lights for 271.
- Questioned the status of the gas powered light; Larry noted he has the bracket.
- Questioned the status of the 5 gas meter; Larry noted it should be in Co #2 basket. Brief discussion continued; D/C Barss may have picked it up last night.
- Thanks to the Chief for getting the primer on 273 fixed.

- Would like to work with Doug to get two 25' 2½" jumpers.

Company #3: Lt. Crumb

- 281 intake is not working; thinks it is a bad switch. Chief Davis suggested that it may be time to look into getting a full-time certified mechanic. Discussion continued.

Company #4:

- 292 electric reel needs to be replaced, and the shore line is borrowed; it was noted it is on Larry's list.
- Captain N. King noted they were able to locate and dig out the septic. It is located on the north side next to the vent pipe; the vent pipe also looks like it needs to be replaced. Discussion continued. Commissioner Chandler noted in reference to the sand situation, he owns a small jetter to flush the lines.
- Questioned the status of the water line; there was no update.

Report of District EMS Coordinator – Christian Alvord

- Not present this evening.

Report of the Training Committee – W. Chandler

- Have been doing firefighter drills with MBK.
- Looking at new dummies and a couple of other things.
- FAST meeting tomorrow with Ballston Spa.

Report of the Explorer Program – W. Chandler

- CPR class scheduled on 8/15; if any firefighters need CPR contact him.
- Needs more gloves and safety glasses.

Reports of the Commissioners:

- Dussault
 - Thanked Christian Alvord for scheduling Co #4 CPR.
- Hays
 - Continues to work on the district map. Chief Davis questioned if there is a PDF of the map to send to him and he will try to print copies. Discussion continued.
 - Attended a FEMA grant zoom meeting. F/Y 2022 grant opens in November. Discussion continued.
 - Lengthy discussion regarding Halligan/Vector Check It. Chief Davis left the meeting.
- Ramsey
 - Not present this evening.
- Russo
 - Questioned how the weekly office cleaning is going; Doug noted he has been cleaning every Friday. Brief discussion continued. Cleaning will be moved to Thursdays so that Larry can assist as he does not work Fridays. The outside cleaning service comes in once a month to do a deep cleaning.
 - Noted a good job was done on the cleaning/waxing of the tile floors.
- Chandler
 - Co #3 entrances have been completed. Doug also noted that the bottom door panel was replaced.
 - Co #4 will make sure that the restoration is in fact complete.
 - Ansul system was ripped out of Co #2 and there are two new stoves that he has asked Larry to hook up. Brief discussion continued.
 - There is a bunch of stuff sitting on the trailer; fans, spreaders, etc., that need to be inventoried so they can be surplus. Brief discussion continued; Doug will make a list of all the equipment for the board to surplus; there are some items that are also listed on the K-fund that Joyce will need to remove as well.

- Doug noted that Harold Hall looked at the new compressor and it is okay.

Reports of the Town Board/Town Planning Board Liaisons:

- **Town of Greenfield:** Russo
 - Nothing at this time.
- **Town of Wilton:** Scott Dussault
 - Nothing at this time.

District Policy Review:

- Annual Installation/Inspection policy
- District Awards policy
- Uniform policy

No changes made to the above policies.

Special Topics of Discussion:

- Bob Roxbury noted the fire police need radios; there are 19 fire police and 10 radios, including finding them for sale on eBay. Brief discussion continued.

RESOLUTION #172 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 Dussault to adjourn the meeting at 8:30 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer