

Board of Fire Commissioners
Greenfield Fire District
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Greenfield Center, NY 12833
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The December 14, 2022 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 6:59 PM.

Flag salute and a moment of silence were recognized for departed members.

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

RESOLUTION #248 APPROVING THE NOVEMBER 21, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the November 21, 2022 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

The Treasurer noted that Voucher #220566 will not be paid as the ballot clerk was unable to work the annual election due to illness.

RESOLUTION #249 APPROVING PAYMENT OF ABSTRACT #23 DATED DECEMBER 14, 2022 FROM THE GENERAL FUND, VOUCHER #220553 THROUGH VOUCHER #220593, EXCLUDING VOUCHER #220566 IN THE AMOUNT OF \$70.00, TOTALING \$44,940.50.

A3410.1	\$ 12,312.46
A3410.2	\$ 15,512.42
A3410.4	\$ 16,173.73
A9000.8	\$ 941.89

Total: \$ 44,940.50

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #23 dated December 14, 2022 from the General Fund, Voucher #220553 through Voucher #220593, excluding voucher #220566 in the amount of \$70.00, totaling \$44,940.50.

VOTE: All in favor, motion carried.

RESOLUTION #250 APPROVING PAYMENT OF ABSTRACT #4 DATED DECEMBER 14, 2022 FROM THE BUILDING RESERVE FUND, VOUCHER #BR22004, TOTALING \$1,385.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #4 dated December 14, 2022 from the Building Reserve Fund, Voucher #BR22004, totaling \$1,385.00.

All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Received Thank You card from the Greenfield Food Pantry Staff.
 - All Operational Manuals updated except for Co #2 Chief's office copy; given to Captain W. Chandler to switch out credit card policy.
 - Issue at Co #2 security on door at the top of the stairs was investigated and repaired by Center for Security; they also had to replace the memory battery. Brief discussion regarding the age of the system and equipment no longer being supported. CFS is working on a quote to upgrade the system; they should be able to use some of the existing equipment and wiring.
 - Quick Response Hometown Heroes Night this Monday night.
 - Election results: Jay Ellsworth elected as Commissioner.
 - Discussion regarding the lack of interest in voting, the loss of ballot clerks over the past few years, and feels it is time to move the Annual Election to the District Office. To be added to the January Organizational meeting for approval.
- **Purchasing Agent:** Douglas Olson
 - Co #3 generator circuit board upgrade has been moved to December 23rd; Joyce will make sure the doors will be open for Kinsley to complete the work.
 - Still no delivery date on the 10 sets of Liberty gear. New boots were ordered for Captain Chandler.
 - Four sets of gear that were ordered last March arrived and everyone but D/C Coffey has received their new gear.
 - Dival has almost completed bottle hydro testing.
 - Wel-Dun was at Co #3 to look at the water; the PH is great at 7.4. Discussion continued regarding the foam in the water and the water spots; reviewed options available, but they are very expensive; Wel-Dun recommended buying shammies instead to dry the apparatus and get the water spots off. The hot water tank was replaced again; will have to be flushed twice a year. He has put it on the maintenance schedule.
 - He currently has the maintenance phone for immediate needs during the day; Larry can be contacted on his personal cell phone after hours until a replacement is hired.
 - Co #2 and #3 TIC and chargers have been repaired and returned.
 - Has replacement lights for Co #3 bathrooms.
 - Generators were recently topped off with diesel fuel.
 - Covid tests were dropped off if anyone needs them. Brief discussion continued.
 - Vander Molen has looked at Co #2 and #3 pumps; Chief Davis has the quotes. Captain Chandler asked that they be winterized. Discussion continued.
 - Trophy case glass has been shipped and broken four times by the carrier; another new set has already been sent.
 - He and Joyce worked on Vander Molen bill #3741 for work done on old 273 that has been on hold since September, breaking out the PM service, pump test, NYSI and related repairs from the gear box repairs. Lengthy discussion continued; Joyce recommended approving payment of the PM services and related repairs, totaling \$4,062.94; this excludes the gear box related repairs and shop supplies.

RESOLUTION #251 GIVING THE TREASURER PERMISSION TO PAY \$4,062.94 FROM INVOICE #3741 FOR OLD 273 PM SERVICES AND RELATED REPAIRS.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to pay \$4,062.94 from Invoice #3741 for old 273 PM services and related repairs.

All in favor, motion carried.

Discussion continued regarding the estimate on old 273 gear box related repairs and shop supplies, the difference in labor hours from the estimate and actual invoice and the billing of shop supplies. Commissioner Chandler will speak to Chief Davis to work this out.

- **Treasurer:** Joyce Petkus
 - Worked with the Auditor last week on GASB 84; the LOSAP statement is now being reconciled in QuickBooks via a journal entry on a monthly basis and will be added to the other monthly reconciliations to review. Brief discussion continued.

Membership: Joyce Petkus

Firefighter Applications/Changes in membership: None.

Co #1: William Etson: change from Active Probationary to Active.

Auxiliary Applications/Request for Change in Membership: None.

Explorer Applications/Request for Change in Membership: None.

RESOLUTION #252 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON CHANGE IN MEMBERSHIP FORM.

MOTION: Dussault

SECOND: Ramsey

RESOLVED to give the Chairman permission to sign off on Change in Membership form.

All in favor, motion carried.

Report of the Chief – given by D/C E. Petkus:

- No update from the Chief at this time.
- Has some topics to speak about with Commissioner Ramsey.

Reports from Companies:

Company #1:

- No one present this evening.

Company #2: Captain Chandler

- Questioned the status of the inverter and lights; he needs to contact Chief Davis.
- Questioned the status of 271; it is going to Vander Molen.
- Thanks to Doug for the TIC repairs.

Company #3 – D/C Petkus:

- Thanks to Doug for the bathroom light repairs.
- 282 has corroded battery circuit breakers; Vander Molen has been up to Look at it. Brief discussion continued.

Company #4: D/C Bogardus

- Sent in work orders for 293 joystick issue.

Report of District EMS Coordinator: Christian Alvord:

- Not present this evening.

Report of the Training Committee: Captain Chandler

- Nothing at this time.

Report of the Explorer Program: Captain Chandler

- Nothing at this time.
- Commissioner Chandler questioned if he would be getting some of the Explorers to help with next week's food drive at Walmart. Brief discussion continued.

Reports of the Commissioners:

- Dussault
 - Questioned the status of no heat at Co #4 last night. Doug had Toby Middlebrook take a look at it this morning, the furnace is old and needs to be replaced; he has serviced and repaired it many times in the past. Working on a quote.
- Hays
 - Has updated the district boundary map, but couldn't find a map at Co #3. Would like to get the boundaries completed, and requested everyone take a look at it after tonight's meeting for input/accuracy and then Lt. Krueger can digitize it.
- Ramsey
 - Will be requesting the training committee look at three events this year that could be used as good learning experiences but feels they are not being shared with the masses. Brief discussion continued.
- Russo
 - Thanks to everyone for their time and effort on calls this year.
 - Welcomed Jay Ellsworth to the Board.
- Chandler
 - Welcomed Jay Ellsworth to the Board.
 - Thanks to Scott Dussault for his service all these years as Commissioner.

Reports of the Town Board/Planning Board Liaisons

- Town of Wilton: D/C Bogardus
 - Discussions have been occurring regarding solar panels, regulations and proper training of first responders.
 - Mall apartments project is supposed to be going to the Planning board in January. Discussion continued.
- Town of Greenfield: Russo
 - Nothing at this time.

District Policy Review:

- Apparatus/Vehicle Use: No changes made.
- Duties of Fire Officers: Tabled to the 2nd January meeting.
- Public Information Officer: 2 classes were added to policy.
- Training Facility Use: Tabled to 2nd January meeting.

RESOLUTION #253 APPROVING CHANGES TO THE PUBLIC INFORMATION OFFICER POLICY AS WRITTEN WITH TWO CLASSES ADDED.

MOTION: Ramsey
SECOND: Chandler
RESOLVED to approve changes to the Public Information Officer Policy as submitted with two classes added.
All in favor, motion carried.

RESOLUTION #254 TABLING THE DUTIES OF FIRE OFFICERS AND TRAINING FACILITY USE POLICIES UNTIL THE JANUARY 25, 2023 BOARD MEETING.

MOTION: Ramsey
SECOND: Russo
RESOLVED to table the Duties of Fire Officers and Training Facility Use Policies until the January 25, 2023 Board meeting.
All in favor, motion carried.

Special Topics of Discussion/Final Comments:

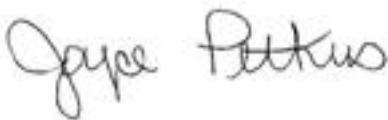
- Captain Chandler thanked everyone for helping Co #2 this year, enjoy the holidays and be safe.
- Joyce noted she has been closely monitoring the budget the past few months, some revenues have come in like the Utica dividend checks, and yesterday she received a phone call from the insurance adjuster regarding Co #3 generator claim; they have approved payment of \$23,425.00 after the \$1,000 deductible, and she expects to receive it next week. Also, credit card points were cashed in amounting to \$400.
- Briefly reviewed the finances for year-end; then accrued \$7,500 for Co #4 furnace replacement, \$3,000 for 262 tire replacements, and \$5,600 for 272/283 pump repairs.

RESOLUTION #255 TO DISPENSE 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 7:57 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer