

# **Board of Fire Commissioners**

Greenfield Fire District  
P.O. Box 103  
Greenfield Center, NY 12833  
(518) 893-0723  
Fax: (518) 893-7006

The December 28, 2022 Commissioners Year End Close of Books Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

**Present were:**

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

Flag salute/moment of silence for departed members.

**Approve Minutes:** December 14, 2022 Commissioner Meeting Minutes as written.

**RESOLUTION #256 APPROVING THE DECEMBER 14, 2022 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve the December 14, 2022 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

**Payment of Bills:**

Treasurer Petkus noted vouchers 220612 through 220615 totaling \$7,103.82 has been added to the abstract. Brief discussion continued.

Chief Davis noted he met with Vander Molen regarding outstanding invoice # 3741 for 271 gear box repairs. Discussion continued; Chief Davis also noted that Vander Molen gave a credit of \$2,300 toward the outstanding portion of the invoice. Board okayed the invoice being processed on the next abstract.

**RESOLUTION #257 APPROVING PAYMENT OF ABSTRACT #24 DATED DECEMBER 28, 2022 FROM THE GENERAL FUND, VOUCHER #220594 THROUGH VOUCHER #220615, TOTALING \$27,659.74.**

A3410.1	\$ 5,471.79
A3410.2	\$ 219.50
A3410.4	\$ 21,549.86
A9000.8	\$ 418.59

-----  
Total: \$ 27,659.74

MOTION: Chandler

SECOND: Dussault

RESOLVED to approve payment of Abstract #24 dated December 28, 2022 from the General Fund, Voucher #220594 through Voucher #220615, totaling \$27,659.74.

VOTE: All in favor, motion carried.

**RESOLUTION #258 APPROVING PAYMENT OF ABSTRACT #5 DATED DECEMBER 28, 2022 FROM THE BUILDING RESERVE FUND, VOUCHER #BR22005, TOTALING \$692.50.**

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #4 dated December 28, 2022 from the Building Reserve Fund, Voucher #BR22005, totaling \$692.50.

All in favor, motion carried.

**Membership:** Joyce Petkus

**Firefighter Applications/Changes in membership:**

Co #4: Noah Lake, new member.

Co #4: Joshua Lawton, change from Active Probationary to Active.

**RESOLUTION #259 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER APPLICATION AND CHANGE IN MEMBERSHIP FORM.**

MOTION: Dussault

SECOND: Ramsey

RESOLVED to give the Chairman permission to sign off on above New Member application and Change in Membership form.

All in favor, motion carried.

**Special Topics of Discussion:**

- D/P Olson noted he received two quotes in reference to 262 State contract replacement tires from Adirondack Tire and Adirondack Truck Repair. Discussion continued.

**RESOLUTION #260 APPROVING PURCHASE OF TWO HANKOOK TIRES FOR 262 FROM ADIRONDACK TRUCK REPAIR TO INCLUDE MOUNT, BALANCE AND ALIGNMENT.**

MOTION: Chandler

SECOND: Russo

RESOLVED to approve purchase of two Hankook tires for 262 from Adirondack Truck Repair to include mount, balance and alignment.

VOTE: All in Favor, motion carried.

- Chief Davis questioned if Garrison gave a jaws inspection report; Douglas will email report to all the Chiefs.

- Year End Close of Books: Treasurer Petkus noted with the approval of 262 tires in the amount of \$2,811.72 the new .4 subtotal is \$47,673.91; this leaves the amount left to move into any of the Reserve Funds totals \$12,661.49. The Treasurer also suggested that for the little amount of general fund interest generated annually there is really no need to specifically separate that amount out. She will remove this for 2023. Commissioner Hays questioned any possible adjustments to the Reserve Funds as the balances noted are as of the November 30<sup>th</sup> bank reconciliation; any adjustments would come from the December bank reconciliations and noted they would be insignificant, i.e., interest earned.

**RESOLUTION #261 GIVING THE TREASURER PERMISSION TO MOVE \$12,661.49 INTO THE EQUIPMENT RESERVE FUND.**

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Treasurer permission to move \$12,661.49 into the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

**RESOLUTION #262 ADOPTING ALL CLAIMS AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET; AND GIVING THE TREASURER PERMISSION TO MOVE MONIES AS DISCUSSED AND LISTED ON THE YEAR END WORKSHEET.**

MOTION: Chandler

SECOND: Dussault

RESOLVED to adopt all claims as discussed and listed on the year end worksheet; and giving the Treasurer permission to move monies as discussed and listed on the Year End Worksheet.

VOTE: All in favor, motion carried.

- Co #1 D/C Coffey noted the kitchen lighting system need to be straightened out, and also requested someone check the walls in the radio room as it is very cold in that room. Douglas will work on it.
- Commissioner Dussault thanked Larry for staying on part time and assisting with plowing/salting.
- Commissioner Chandler also thanked Larry, and Doug as well for stepping up to the plate.
- Commissioner Ramsey thanked Commissioner Dussault for all his years on the Board.

**Dispense with the reading of the minutes:**

**RESOLUTION #263 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: Chandler

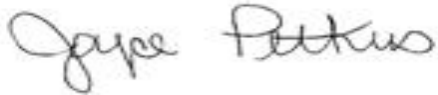
SECOND: Dussault

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion made by Commissioner Chandler with a second from Commissioner Ramsey to adjourn the meeting at 7:23 PM. All in favor, motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The ink is dark and the signature is written in a fluid, connected style.

Joyce Petkus  
District Administrator/Treasurer

FINAL 2022 Year End Monies			
	Beginning Balance	Expenses	Ending Balance
<b>ESTIMATED GF Balance as of 12/27/2022</b>	<b>\$174,581.36</b>		
1/6/2023 payroll (PP 12/17-12/30/2022)		\$6,000.00	
1/20/22 payroll (PP 12/31/2022-1/13/2023)	Estimated (incl. OT/add'l hol. pay)	\$0.00	
			<b>\$168,581.36</b>
December 28, 2022 Abstract #24		\$27,659.74	
<b>Sub Total</b>			<b>\$140,921.62</b>
Carryover			
Unreserved FB for Jan/Feb operations		\$50,000.00	
Transfer of Funds to Annual Install/Insp. FB (A915)		\$0.00	
<b>Sub Total</b>			<b>\$90,921.62</b>
Encumbered			
<b>A3410.2 Account</b>	<b>TO ACCOUNTS</b>	<b>Amount</b>	
Zoll Medical Corporation 5 AEDs	EMS	\$7,936.26	
VISA - Amazon - D batteries for fire police	FP	\$23.78	
VISA - Amazon - Hydrogen Cyanode meter	Hazmat	\$683.60	
Garrison - TFT Misc. 2 inch x 2 1/2 inch stackable base tip including shipping and handling.	Hose	\$250.00	
Garrison - Probationary Helmet Shields	PPE	\$797.16	
Morris-Croker - Boots, W. Chandler	PPE	\$418.71	
Morris-Croker - 10 sets Liberty gear	PPE	\$19,176.00	
Morris-Croker - Gear tags	PPE	\$408.55	
Fire Penny - Boots B. Coffey	PPE	\$355.95	
<b>Sub Total A3410.2</b>		<b>\$30,050.01</b>	
<b>A3410.4 Account</b>	<b>TO ACCOUNTS</b>	<b>Amount</b>	
VanderMolen - 273 gearbox repairs	AMR	\$21,450.60	
Feld Fire - perimeter lighting for 283	AMR	\$186.33	
Frank & Sons - 292 painting	AMR	\$15,803.33	
Jerome FE - Annual Cascade inspection/service & quarterly air quality test	EI	\$1,403.00	
Dival - bottle hydro	EI	\$667.80	
VISA - Amazon - Compressed Gas	OS	\$35.09	
VISA - Amazon - Headphones for Ops Secy	OS	\$13.29	
VISA - Amazon - Humidifier filters	Ops	\$32.89	
Staples - J. Ellsworth desk sign	Ops	\$5.81	
VISA - Pricechopper staff holiday lunch	Ops	\$67.92	
Kinsley - Install new control board Co #3	RBMG	\$1,654.93	
National Grid - 11/22-12/22/2022	Utilities	\$3,541.20	
Adirondack Truck Repair - 262 tires(2)	AMR	\$2,811.72	
<b>Sub Total A3410.4</b>		<b>\$47,673.91</b>	
<b>Total Encumbered</b>			<b>\$77,723.92</b>
<b>Ending Balance</b>			<b>\$13,197.70</b>
<b>2022 General Fund Interest</b>	<b>To Building Reserve Fund</b>	<b>\$536.21</b>	
<b>Ending Balance</b>			<b>\$12,661.49</b>
Final Ending Balance (see below, should = 0)			
<b>Reserves</b>	<b>Reserve Balances as of 11/30/2022 Bank Reconciliations</b>	<b>Year End Deposit</b>	<b>2022 Reserves YE Totals</b>
Building Reserve	\$899,657.65		\$899,657.65
Equipment Reserve	\$680,148.78	\$12,661.49	\$692,810.27
Ladder Reserve	\$636,245.42		\$636,245.42
SCBA Reserve	\$202,558.31		\$202,558.31
	<b>\$2,418,610.16</b>	<b>\$12,661.49</b>	<b>\$2,431,271.65</b>
<b>FINAL GF ENDING BALANCE:</b>			<b>\$0.00</b>