

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

The March 8, 2023 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:09 PM.

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

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

RESOLUTION #84 APPROVING THE FEBRUARY 22, 2023 COMMISSIONER MEETING MINUTES AND THE MARCH 1, 2023 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the February 22, 2023 Commissioner meeting minutes and the March 1, 2023 special meeting minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #85 APPROVING PAYMENT OF ABSTRACT #5 DATED MARCH 8, 2023 FROM THE GENERAL FUND, VOUCHER #230096 THROUGH VOUCHER #230116, TOTALING \$107,851.57.

A3410.1	\$ 6,175.00
A3410.2	\$ 2,769.09
A3410.4	\$89,357.41
A9000.8	\$ 9,550.07

Total: \$107,851.57

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #5 General Fund, Voucher #230096 through Voucher #230116, totaling \$107,851.57.

VOTE: All in favor, motion carried.

RESOLUTION #86 APPROVING PAYMENT OF ABSTRACT #2 DATED MARCH 8, 2023 FROM THE BUILDING RESERVE FUND, VOUCHER #BR23002 TOTALING \$2,077.50.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of abstract #2 dated March 8, 2023 from the Building Reserve Fund, Voucher #BR23002 totaling \$2,077.50.

All in favor, motion carried.

The Treasurer requested permission to pay the invoice received from Frank & Sons for the work completed on 292; amount is \$21,330.73.

RESOLUTION #87 GIVING THE TREASURER PERMISSION TO PAY INVOICE RECEIVED FROM FRANK & SONS.

MOTION: Chander

SECOND: Ramsey

RESOLVED to give the Treasurer permission to pay invoice received from Frank & Sons.

All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Annual physicals to be completed between March 1st and May 31st; four have been completed so far. Brief discussion.
 - Has received all the completed annual paperwork, including the certification of receipt of the updated Training Building Use policy needed for use of the training building from the following: Corinth and Galway. Brief discussion.
 - Still waiting to hear back from Co #4 in reference to the cable issue. Brief discussion.
 - Still waiting on the signed paperwork from SSFD in reference to the use of 261.
 - Ongoing security system issue at Co #4, looks like batteries need to be replaced and they are on order. Brief discussion.
 - Capital Area Officers' Installation this weekend.
 - Commissioners Ramsey and Russo took commissioner training this past weekend.
 - As of today, no additional resumes have been received regarding the station keeper position; the deadline is March 17th.
 - AFDSNY annual meeting, elections and conference are May 18-20th at the Turning Stone Resort & Casino.
- **Purchasing Agent:** Douglas Olson
 - Waiting on gear shipment; should be in end of March/April.
 - Co #2 and #3 brush trucks repaired. In addition, a pump to tank valve and a discharge valve repair completed on 272.
 - 292 back from Frank & Sons, cab lift motor solenoid will be installed by Vander Molen when the part arrives.
 - Electrician will be at Co #1 to do electrical work tomorrow prior to the hot water tank installation.
 - Fit test machine sent out for annual service and calibration.
 - Plymovent systems to be serviced beginning tomorrow.
 - My Techs is still waiting on HDMI adapter in order to complete the TV installation.
 - Reminder that hose testing is June 26th and June 27th.
 - Lawn maintenance RFPs sent out.
 - My Techs has partnered with Vector One, who will be taking over IT Support. Joyce and Doug meeting with the Rep on Monday. Brief discussion.
 - Received 3 quotes for Pest control for the district office, Co #1, 2 and 3: Attention Pest Solutions, Nature's Way and Orkin. Discussion continued.

RESOLUTION #88 APPROVING CONTRACT RECEIVED FROM ATTENTION PEST SOLUTIONS.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve contract received from Attention Pest Solutions.

All in favor, motion carried.

- Lengthy discussion regarding Co #3 flooring and revised quote received from Wilton Flooring due to an error on their part.
- Co #2 hydrogen cyanide meter should be arriving mid-April.
- Received quotes to replace gas meters at Co #1, 3, & 4. Cost is \$2,850.00 through National Trench. Discussion continued, including insufficient funds in the Hazmat account. Overage to come out of Rescue account.

RESOLUTION #89 GIVING THE DIRECTOR OF PURCHASING PERMISSION TO PURCHASE THREE GAS METERS; MONEY TO COME FROM THE HAZMAT ACCOUNT, WITH OVERAGE COMING FROM THE RESCUE ACCOUNT.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give the Director of Purchasing permission to purchase three gas meters; money to come from the Hazmat account, with overage coming from the Rescue account.

All in favor, motion carried.

- Meeting with NY Fire & Security tomorrow in reference to a security system quote.
- Spring generator service completed at Co #1, 2 and 4.
- Working on reinstalling the light that came off of Co #2 due to the snow.
- **Treasurer:** Joyce Petkus
 - FY 2022 AUD was submitted to OSC on February 27th, and confirmation has been received. Copies also emailed to the Commissioners.
 - Still waiting for the list of documents from the auditors in reference to the annual audit.
 - Received notification from QB that NYS now requires that we file certain independent contractors as a New Hire. Not sure what this really means; she will try to find out.

Firefighter/Auxiliary/Explorer Membership: Joyce Petkus

- Firefighter New Members and Changes in Membership:
 - Co #1 new member: William Brian Crowe.
 - Co #3 changes in membership: Craig Smith and Steve Tofanelli: membership terminated due to inactivity.

RESOLUTION #90 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON THE ABOVE NEW MEMBER AND CHANGE IN MEMBERSHIP FORMS.

MOTION: Ramsey

SECOND: Russo

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

All in favor, motion carried.

Report of the Chief – Jon Davis:

- Not present this evening.

Reports from Companies:

Company #1:

- No one present this evening.

Company #2:

- No one present this evening.

Company #3: D/C E. Petkus

- Has been speaking with Fire-End in reference to PPE. Brief discussion.
- 282 is out of service.
- Thanks to Commissioner Ramsey in reference to working on the Best Practices.
- Thanks for the flooring.
- Feels there is some sort of disconnect between the Board and the Officers. Change is met with resistance. Brief discussion.
- Will be watching an upcoming IAR webinar.

Company #4: D/C Bogardus

- No one present this evening.

Report of the Training Committee:

- No one present this evening.

Report of the Explorer Program: A/C W. Chandler

- Not present this evening.

Reports of the Commissioners:

- Ellsworth
 - Excused.
- Hays
 - Excused.
- Ramsey
 - Questioned the status of EL293 aerial inspection. Discussion continued. Doug also noted that starting March 20th, PM services will begin, starting with Co #1, except that 261 will be out of rotation until it comes back.
 - The Capital Area Fire Districts Association is working on a Commissioner/Chief seminar on November 4th; he would like to offer this location. Brief discussion continued.
 - Questioned Town Law 176, out of district residents; Joyce noted she tracks it.
- Russo
 - Thanks to Joyce and Doug for all they do for the district.
- Chandler
 - 282 broke down earlier this evening. Brief discussion.
 - Co #1 radio room is cold; he reached out to Billy Reid. Brief discussion; Doug suggested possibly purchasing a ductless mini-split.
 - The lawsuit with KME/Bulldog has been settled.

RESOLUTION #91 APPROVING THE SETTLEMENT OF THE SARATOGA COUNTY SUPREME COURT ACTION AGAINST KME AND BULLDOG FOR \$825,000.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the settlement of the Saratoga County Supreme Court action against KME and Bulldog for \$825,000.00.

All in favor, motion carried.

Reports of the Town Board/Planning Board Liaisons

- Town of Greenfield: Commissioner Russo
 - Nothing at this time.
 - Commissioner Chandler questioned if the Chief spoke to anyone in reference to Tupelo Forest. Discussion continued.
- Town of Wilton: D/C Bogardus
 - Not present this evening.
 - D/C Petkus noted that at work they received the site plans for the possible new Coberg Village II, including if the fire district receiving plans: Joyce noted she receives nothing. Discussion continued.

District Policy Review:

- Purchasing: Commissioner Ramsey reviewed changes made. Brief discussion.

RESOLUTION #92 APPROVING THE PURCHASING POLICY AS REVIEWED WITH CHANGES.

MOTION: Ramsey

SECOND: Russo

RESOLVED to approve the Purchasing Policy as reviewed with changes.

All in favor, motion carried.

- Travel: Commissioner Ramsey gave overview of changes previously submitted; brief discussion followed.

RESOLUTION #93 APPROVING THE CHANGES TO TRAVEL POLICY AS AMENDED.

MOTION: Ramsey

SECOND: Russo

RESOLVED to approve the changes to Travel Policy as amended.

All in favor, motion carried.

- Credit Card: Commissioner Ramsey reviewed changes made.

RESOLUTION #94 APPROVING CHANGES TO THE CREDIT CARD POLICY AS AMENDED.

MOTION: Ramsey

SECOND: Chandler

RESOLVED to approve changes to the credit card policy as amended.

All in favor, motion carried.

Special Topics of Discussion/Final Comments:

- None.

RESOLUTION #95 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

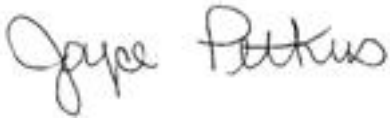
SECOND: Russo

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 Russo to adjourn the meeting at 7:56 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The signature is written in dark ink on a white background.

Joyce A. Petkus
District Administrator/Treasurer