

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

The June 14, 2023 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:01 PM.

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

**Present were:** Commissioners Chandler, Ellsworth, Hays, Ramsey, Russo; D/A-Treasurer Petkus, D/P Olson, Maint. Welmaker. See sign in sheet for others in attendance.

**Requests For Proposals:**

**2023-2024 Heating Season:**

G.A. Bove, Mechanicville

Heating fuel oil: fixed price \$3.099 per gallon

Propane: fixed price \$1.899 per gallon

J & R Fuel Co., Ballston Spa

Heating fuel oil: 55¢ over pipeline price

Propane: 75¢ over pipeline price

**Co #1 & Co #2 Parking lot seal coating and striping:**

Elite, Greenfield Center

Co #1: \$11,350.00

Co #2: \$ 7,650.00

Total: \$19,000.00

Prestige, Rensselaer

Co #1: \$ 7,900.00

Co #2: \$ 4,900.00

Total: \$12,800.00

**RESOLUTION #153 AWARDING THE RFP FOR THE 2023-2024 HEATING SEASON TO G.A. BOVE.**

MOTION: Chandler

SECOND: Russo

RESOLVED to award the RFP for the 2023-2024 heating season to G.A. Bove.

VOTE: All in favor, motion carried.

Commissioner Ellsworth made a motion to award the Co #1 & Co #2 parking lot seal coating and striping RFP to Prestige. After discussion, motion was rescinded by Commissioner Ellsworth. Added to June 28<sup>th</sup> agenda pending further research and review.

**RESOLUTION #154 APPROVING THE MAY 24, 2023 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the May 24, 2023 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

**Chairman Chandler asked for questions/comments regarding the abstract:**

Treasurer Petkus noted a corrected invoice was received this afternoon from Frank & Sons; balance due is \$81.67, which she will process on the next abstract. Brief discussion.

**RESOLUTION #155 APPROVING PAYMENT OF ABSTRACT #11 DATED JUNE 14, 2023 FROM THE GENERAL FUND, VOUCHER #230236 THROUGH VOUCHER #230269, TOTALING \$74,189.05.**

A3410.1	\$ 13,298.75
A3410.2	\$ 1,679.80
A3410.4	\$ 58,126.58
A9000.8	\$ 1,083.92

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Total: \$ 74,189.05

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Abstract #11 dated June 14, 2023 from the General Fund, Voucher #230236 through Voucher #230269, totaling \$74,189.05.

VOTE: All in favor, motion carried.

**RESOLUTION #156 APPROVING PAYMENT OF ABSTRACT #2 DATED JUNE 14, 2023 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER23002, TOTALING \$4,659.00.**

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Abstract #2 dated June 14, 2023 from the Equipment Reserve Fund, Voucher #ER23002, totaling \$4,659.00.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Received notification from Saratoga County DPW of Wilton-Greenfield Road closure beginning from July 5<sup>th</sup> until approximately July 20<sup>th</sup>. Brief discussion continued.
  - Physicals deadline was June 1<sup>st</sup>; anyone not completing their physical had their access deactivated and are on the inactive list. As she receives paperwork, she will make the proper notifications.
  - Has received the flyer for the summer bookmobile to be held at Co #2, and it has been posted on the district website and Facebook page. Brief discussion.
  - FY 2022 annual LOSAP reports have been received and placed in each Commissioners' baskets.
  - Annual LOSAP review meeting confirmed for June 28<sup>th</sup> beginning at 6 pm.
  - Lengthy discussion regarding NYS cancer coverage for volunteers and the affect it may have on our volunteer firefighters who are also paid firefighters in another municipal department. Will work on this to make sure those affected receive the proper coverage.

- Lengthy discussion regarding the security system upgrade, cost of purchase of cards and fobs, who should have access and how many they should receive. Also questioned the status of the auxiliary, and suggested the board may want to consider whether or not they are still a practical organization within the fire district. Douglas then reviewed the details of the addition of doors to Co #1 and Co #2. Joyce then detailed the process of the upgrade, including CFS requesting they take the new security system computer so they can build the system and transfer the current databases into the new system, and the breakdown of additional costs. Board okayed purchase of 5 boxes each of cards and fobs, the additional door to Co #2, and allowing CFS to take the computer to complete the transfer of existing databases and upgrade. Co #1 door on hold; Commissioner Chandler will speak to Co #1 about their door request.
- Mutual aid insurance claim payment has been received for the repairs needed to 284.
- **Purchasing Agent:** Douglas Olson
  - Still waiting on the gear tag order.
  - Reminder that hose testing is June 26<sup>th</sup> for Co #1 and Co #2 & Co #3 and Co #4 on the 27<sup>th</sup>. Loose hose will be picked up on the 23<sup>rd</sup>, so please have it easily accessible. Couplings will also be spray painted. Commissioner Ellsworth questioned who is in charge of this; after brief discussion, A/C Chandler volunteered to take charge.
  - 284 was repaired. There was also apparently a conversation had between a Co #3 firefighter and a body shop employee that led to a complaint as to why the headlight was not fixed. Explanation regarding why the headlight was not part of the insurance claim; Chief Petkus has already taken care of the issue.
  - 264 went to Ryan's for airbag installation, but they said the district had the wrong airbag kit. Brief discussion; Commissioner Chandler to handle the installation.
  - Co #3 flooring has been completed. The Company President has requested chair leg covers; cost for about 100 chairs is \$259.93. Board okayed.
  - Fire Police has requested the purchase of 13 sets of magnetic rechargeable turbo flares. He was able to find them for \$80 per set of 6. Board okayed.
  - Two packs are still out for repair at Dival.
  - One Co #2 air bottle was damaged at training down to the aluminum. SCOTT has a testing program to try to rehab bottles for recertification; he would like to send pictures of the bottle to Dival to see if it qualifies for the testing program; it will not cost any money if it can be repaired. Board okayed.
  - Will get to Co #4 floor project.
  - Erik has the district maintenance cell phone; work orders should now be assigned to him. He is currently flushing the hot water tanks and hopes to get to the blow fill of Co #1 radio room in July/August. Co #1 drywell/sump pump project almost complete. Brief discussion continued.
  - Explained that the district cannot get rid of the air compressor as it was purchased under a FEMA grant until it has been owned at least 10 years, or all the grant money will need to be reimbursed. Commissioner Chandler noted that the truck committee had a meeting and they are not selling the truck and compressor, nor are they pursuing the purchase of new truck. Brief discussion continued.
  - Please do not put any cups, bottles, etc., in the garbage pails at the district office until the liquids have been emptied out.
- **Treasurer:** Joyce Petkus
  - Draft FY 2022 audit report has been received and was emailed to the Board for their review. If the Board is satisfied with the audit results, the Management Rep letter needs to be signed by the chairman, and the audit report will be finalized and filed with NYS OSC. Copies will go to the Towns of Greenfield and Wilton and the legal ad will be submitted for publishing as required by NYS law.

- Copies of the amended FY 2022 AUD will be distributed to the board once received back from OSC. Brief discussion continued.

**RESOLUTION #157 GIVING THE TREASURER PERMISSION TO APPROPRIATE \$48,000.00 OF THE MONIES RECEIVED FROM THE SETTLEMENT OF THE SARATOGA COUNTY SUPREME COURT ACTION AGAINST KME AND BULLDOG AND DEPOSITED INTO A2690 SETTLEMENT REVENUES TO 1930.4 CONTRACTUAL/OTHER: JUDGEMENTS & CLAIMS EXPENSES LINE ITEM.**

MOTION: Chandler

SECOND: Ellsworth

RESOLVED to give the Treasurer permission to appropriate \$48,000.00 of the monies received from the settlement of the Saratoga County Supreme Court action against KME and Bulldog and deposited into A2690 Settlement Revenues to 1930.4 Contractual/Other: Judgements & Claims Expenses line item.

VOTE: All in favor, motion carried.

**RESOLUTION #158 GIVING THE TREASURER PERMISSION TO APPROPRIATE \$3,438.02 RECEIVED FROM MCNEIL & COMPANY, INC. AND DEPOSITED INTO A2680 INSURANCE RECOVERIES TO .4 APPARATUS MAINTENANCE & REPAIRS LINE ITEM.**

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to appropriate \$3,438.02 received from McNeil & Company, Inc. and deposited into A2680 Insurance Recoveries to .4 Apparatus Maintenance & Repairs line item.

VOTE: All in favor, motion carried.

**Firefighter/Auxiliary/Explorer Membership: Joyce Petkus**

- New Firefighters:
  - Co #2: Darrow Mansfield

**RESOLUTION #159 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER.**

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Chairman permission to sign off on above new member.

VOTE: All in favor, motion carried.

- Explorers:
  - David Barnes
  - Lochlan Fuller

**Report of the Chief – Jon Davis:**

- Not present this evening.
- D/C Petkus noted it was a quiet month and nothing major is broken.

**Reports from Companies:**

**Company #1:**

- No one present this evening.

**Company #2: A/C W. Chandler**

- District truck committee meeting was held on Sunday, noting the following:
  - Purchasing Co #2 a new 5-man, 3000-gallon tanker to replace 273. Commissioner Chandler noted they have an initial spec that the committee has to review. Lengthy discussion continued. Commissioner Ellsworth noted his concern that the correct process is used. Commissioner Ramsey noted that it should be spec'ed with everything that is needed at the time of purchase rather than adding to it after delivery.
  - Keeping 263 with air system as a long toolbox;
  - Proceeding with replacing 275 with an F450 with a utility box. Commissioner Ellsworth questioned if fire police will still have access to it and what is the purpose of the new vehicle. It was noted the new vehicle will be used to tow the new trailer and put rope stuff on it, stokes basket, etc., for a rescue call. Joyce questioned the game plan regarding the settlement money that is currently sitting in the general fund; brief discussion. She will contact counsel and the auditors and do some research. It was also noted there was no talk about the purchase of a new Chief's vehicle, and the purchase of a pick up for Co #1 will not happen as 263 is not being sold. Discussion continued.
  - Keeping 263 with air system as a long toolbox.

**Company #3: D/C Petkus**

- Explained that there was talk about purchasing a 2-man cab for Co #2, and reminded the committee that the original reason why they went to higher capacity cabs on the tankers is to cut down on the number of trucks at scenes. Commissioner Chandler added that the new tankers will now be a commercial cab tanker, not custom cab tankers.
- Thanks for the new flooring and chair leg covers. Brief discussion.

**RESOLUTION #160 GIVING THE FOLLOWING FIREFIGHTERS PERMISSION TO ATTEND THE NYSAFC FIRE EXPO 2023 AT THE ONCENTER, SYRACUSE, NY ON JUNE 16, 2023: JAY ELLSWORTH, MARK HEILAND, DAVE WILSON, DAIN LACROSS AND CHRISTOPHER THURMAN. PERMISSION TO ALSO TAKE 280.**

MOTION: Chandler

SECOND: Hays

RESOLVED to give the following firefighters permission to attend the NYSAFC Fire Expo 2023 at the Oncenter, Syracuse, NY on June 16, 2023: Jay Ellsworth, Mark Heiland, Dave Wilson, Dain Lacross and Christopher Thurman. Permission to also take 280.

VOTE: All in favor, motion carried.

**Company #4: D/C Bogardus**

- Requested permission to move forward with out of district resident, Christopher Arnold, who lives on Waterbury Street, Saratoga Springs. Board okayed.
- Questioned the status of the water line project. Commissioner Chandler noted the design has not been received yet; he will reach out to EDP. Discussion continued.

**Report of the Training Committee: A/C Walker Chandler**

- Leadership class is being held in Ballston Spa this Sunday.
- Cancer and PTSD classes completed.
- Upcoming MRI training scheduled at Saratoga Hospital.

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

- FASNY Water Wars being held on July 22<sup>nd</sup> at the Fireman's Home and FASNY museum. Has approximately 13 people interested. Will bring the names and vehicles to be taken to the board for approval before then.

### **Reports of the Commissioners:**

- Ellsworth
  - Lee Acker now runs Ryan's Garage.
  - Co #2 retaining wall was repaired by the Town Highway Department. Joyce to send lunch as a thank you.
  - Co #3 floor looks great.
  - 261 and 262 went for service to Premier; they were very thorough. Discussion continued. Douglas noted they are coming up tomorrow to fix 2 lights on 262, and they will also be looking at the MVI on 292. Cost for the MVI kit is \$462 and about 4-5 hours to fix. He also noted that the 262 dump chute repair that was declined was fixed anyway for free. Board approved MVI repair, 263 service at Premier. 281 also to be looked at for an air dryer issue.
  - Douglas noted he is still waiting for a date from Frank & Sons to paint 282.
- Hays
  - Questioned if there is a plan in place in reference to the upcoming closure of Wilton-Greenfield Road. Brief discussion continued.
- Ramsey
  - There is going to be a four-company drill on July 25<sup>th</sup>, so the bus needs to be moved before then.
- Russo
  - Premier has done an excellent job, trucks have been detailed as well, and they found/repaired a broken bolt in the AC compressor.
- Chandler
  - Will have a spec soon for new 273.
  - Co #2 expansion project final plans have been received; construction cost estimated at \$1.3M. The board is going to need to figure out and make a decision when they can afford to do it and bid it, when they want it done. Discussion continued.

### **Reports of the Town Board/Planning Board Liaisons**

- Town of Greenfield:
  - There is an upcoming hearing for the Brookview 40-unit expansion.
- Town of Wilton: D/C Bogardus
  - Nothing at this time.

### **District Policy Review:**

- Training Facility Use

## **RESOLUTION #161 APPROVING THE CHANGES TO THE TRAINING FACILITY USE POLICY AS SUBMITTED AND DISCUSSED.**

MOTION: Ramsey

SECOND: Hays

RESOLVED to approve the changes to the Training Facility Use policy as submitted and discussed.

VOTE: All in favor, motion carried.

- Pregnant Firefighter: discussion regarding waiver; Joyce to speak to Counsel. Tabled to the next meeting.

- Firefighter/Auxiliary Injury: re-named the Medical Evaluation Policy.

### RESOLUTION #162 APPROVING THE CHANGES TO THE FIREFIGHTER / AUXILIARY INJURY POLICY AS SUBMITTED AND DISCUSSED.

MOTION: Ramsey

SECOND: Hays

RESOLVED to approve the changes to the Firefighter / Auxiliary Injury policy as submitted and discussed.

VOTE: All in favor, motion carried.

- Physical & Fit Test

### RESOLUTION #163 APPROVING THE CHANGES TO THE PHYSICAL & FIT TEST POLICY AS SUBMITTED AND DISCUSSED.

MOTION: Ramsey

SECOND: Russo

RESOLVED to approve the changes to the Physical & Fit Test policy as submitted and discussed.

VOTE: All in favor, motion carried.

### **Special Topics of Discussion/Final Comments:**

- A/C Chandler noted they have staked out where the new shed is going to go. Pad should hopefully be done next week.

### RESOLUTION #164 ENTERING INTO EXECUTIVE SESSION AT 8:50 PM IN REFERENCE TO EMPLOYMENT ISSUES.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to enter into executive session at 8:50 pm in reference to employment issues.

VOTE: All in favor, motion carried.

### RESOLUTION #165 RECONVENING FROM EXECUTIVE SESSION AT 10:00 PM.

MOTION: Chandler

SECOND: Russo

RESOLVED to reconvene from executive session at 10:00 pm.

VOTE: All in favor, motion carried.

### RESOLUTION #166 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

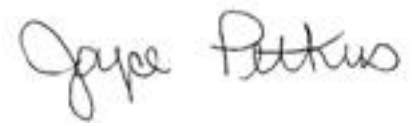
SECOND: Ramsey

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chandler with a second from Commissioner Ramsey to adjourn the meeting at 10:02 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus". The signature is written in a dark ink and is positioned above the printed name.

Joyce A. Petkus  
District Administrator/Treasurer