

**Board of Fire Commissioners**  
Greenfield Fire District  
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The August 9, 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, Ramsey; D/A-Treasurer Petkus, D/P Olson, P/T Maint. Welmaker. See sign in sheet for others in attendance.

**RESOLUTION #203 APPROVING THE JULY 26, 2023 SPECIAL MEETING MINUTES AND THE JULY 26, 2023 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the July 26, 2023 Special meeting minutes and the July 26, 2023 Commissioner meeting minutes as written.

VOTE: All in favor, motion carried.

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

**RESOLUTION #204 APPROVING PAYMENT OF ABSTRACT #15 DATED AUGUST 9, 2023 FROM THE GENERAL FUND, VOUCHER #230327 THROUGH VOUCHER #230342, TOTALING \$18,462.74.**

A3410.1	\$ 6,552.75
A3410.2	\$ 195.00
A3410.4	\$ 11,189.33
A9000.8	\$ 525.66

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Total: \$ 18,462.74

MOTION: Chandler

SECOND: Ramsey

RESOLVED to approve payment of Abstract #15 dated August 9, 2023 from the General Fund, Voucher #230327 through Voucher #230342, totaling \$19,317.61.

VOTE: All in favor, motion carried.

**Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Security system upgrades moving forward, starting at Co #4 on 8/21. Brief discussion continued.
  - Received phone call from Town of Wilton Assessor Tina Weber; would like a liaison from the fire district to work on new tax credit for volunteer firefighters. Brief discussion; Commissioner Chandler to be liaison.

- Handed out last of the Incident forms; please share if necessary, until new order arrives. Brief discussion.
- Captain Murray received a Hold Harmless form from Wilton Fire Department in reference to using their live burn building. Brief discussion continued.

## RESOLUTION #205 GIVING CHIEF DAVIS PERMISSION TO SIGN THE HOLD HARMLESS FORM RECEIVED FROM WILTON FIRE DEPARTMENT.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to give Chief Davis permission to sign the Hold Harmless form received from Wilton Fire Department.

VOTE: All in favor, motion carried.

- Will be on vacation until the 21<sup>st</sup>.
- **Purchasing Agent**: Douglas Olson
  - Co #3 WIFI repaired, new access point installed.
  - He and Joyce recently met with Tech Valley regarding status of the district's aging IT equipment and additional memory needed for the purchasing computer. Discussion continued regarding recommended updates/upgrades and associated costs; total is \$8,644. Regarding the district phones, he is still working on quotes; has received the requested information from each of the companies.
  - Still waiting on the hose ordered for Co #4, hard suction hose has been received.
  - Still waiting for a final date for sealcoating dates.
  - Packs are still at Dival.
  - Co #1 blow fill project still on to do list.
  - Meters have all been repaired and returned from National Trench; there was no charge for the repairs. Brief discussion, including how to care for meters.
  - Received a quote for four new meters for 2024; cost will be about \$3,400.
  - New TICs have arrived; strap modifications have been made.
  - Meeting with Rob tomorrow in reference to 271, and mounting all the truck chargers. 261 will not have theirs permanently mounted. Brief discussion.
  - Drone ID module should ship on Tuesday.
  - Titan Roofing was here the other day. Commission Chandler gave update.
  - Specs went out on 450; has not heard anything back yet.
  - Sent out RFP for maintenance vehicle. Brief discussion.
  - Received pricing on 2023 Tahoe SSV from DeNooyer; they are the preferred dealer for the State. Estimate is \$52,497.50, and he has a copy of the piggybacking contract. Does not include box in back, light bar or center console. Discussion continued.
  - FW Webb is not a Darling hydrant provider; estimate is \$22,864.68 without hydrant.
  - Six radios ordered from Vast Horizons; Frank was able to get 6 refurbished radios with no antennas or batteries; cost is \$165 each, and he should have them by Friday to program them. Brief discussion continued.
  - Regarding budgeting, questioned if there have been any decisions made on purchasing extractors, purchasing more gear, or going from XTS radios to APX series. D/C Petkus noted he is not planning on purchasing any more gear this year, but he would like to purchase at least one extractor this year. Brief discussion continued.
  - Need to start thinking about moving everyone to one type of pager, getting rid of the aging Minitor 5 and G1 pagers, move everyone over to Minitor 6 pagers.
  - Explained that 261 truck charger is going to be mounted but not direct wired. A/C Marshall requested it be mounted in 262. Brief discussion; Douglas requested a note

be put in the spot where they want the charger mounted; A/C Marshall noted he wants it where the old one is currently.

## RESOLUTION #206 SPENDING THE MONEY FROM THE COMPUTER ACCOUNT FOR THE IT UPGRADES.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to spend the money from the computer account for the IT upgrades.

VOTE: All in favor, motion carried.

- Commissioner Ellsworth questioned if Co #3 cable is paid; it was noted no. There have been issues with cable service. Discussion continued.
- Doug noted there is a loose panel on the back of one of the TVs at Co #1, which is why it is not working correctly. Brief discussion regarding repairs vs. purchasing a new TV.
- **Treasurer:** Joyce Petkus
  - She, along with both Douglas and Commissioner Ellsworth, worked on a draft 2024 budget yesterday morning.
  - Budget workshop is scheduled for August 23rd; will send out spreadsheet tomorrow.
  - Recommended that the Board have a plan for the cell tower lease income. Lengthy discussion continued, included a plan for the unassigned fund balance and corresponding policy.

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

- Co #2: Firefighter Larry Ramsey requested life-inactive status and Firefighter Philip Richards requested a 6 month leave of absence for personal reasons.

## RESOLUTION #207 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE CHANGE IN MEMBERSHIP FORMS.

MOTION: Ramsey

SECOND: Russo

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

VOTE: All in favor, motion carried.

### **Report of the Chief – Jon Davis:**

- Lengthy discussion regarding 282 actuator issue, as well as the accident at Cummins where a carrier truck backed into the front bumper of 282. It is still drivable and should be back tomorrow, and apparently Cummins will be doing the work.
- Also noted that the apparatus, maintenance & repairs line item will go over budget if the trucks are painted, but should be under budget if they are not painted.
- Recommended increasing 2024 Apparatus, Maintenance & Repairs line item to \$150-175K.
- 270 had \$1,300 in repairs completed.

### **Reports from Companies:**

#### **Company #1: D/C Coffey**

- Discussion regarding the ongoing leaking roof issue, parts are to be ordered.

#### **Company #2: D/C Barss**

- Thanks for the new TIC.
- Rob will be coming to finish up the tool mounting on 271.

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

- He will be on vacation as well.
- Had the opportunity to work with Anthony, the IT guy, he did a great job fixing the issue at Co #3. A/C Thurman noted that after 5 people log into the WIFI, it starts to bounce people out. Brief discussion.

### **Company #4: Cpt. Z. King**

- Nothing at this time.

### **Report of the Training Committee: Captain Z. King**

- Part 2 of low angle rope drill was completed.
- Mannequins needed for training purposes, especially for large scale drills. Four mannequins cost about \$6,000.00. Brief discussion.

## **RESOLUTION #208 APPROVING PURCHASE OF FOUR MANNEQUINS.**

MOTION: Chandler

SECOND: Ellsworth

RESOLVED to approve purchase of four mannequins.

VOTE: All in favor, motion carried.

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

- Would like permission to host spaghetti dinner fundraiser for the Explorers at Co #2 on 10/6 from 4:30 – 7 pm.

## **RESOLUTION #209 GIVING THE EXPLORERS PERMISSION TO HOST SPAGHETTI DINNER FUNDRAISER AT CO #2 ON OCTOBER 6, 2023 FROM 4:30 – 7 PM.**

MOTION: Ellsworth

SECOND: Ramsey

RESOLVED to give the Explorers permission to host spaghetti dinner fundraiser at Co #2 on October 6, 2023 from 4:30 – 7 pm.

VOTE: All in favor, motion carried.

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

- Ellsworth
  - Worked on 2024 budget with Joyce and Doug. Doug is working on a replacement plan for the meters and the bottles. Would like the Chief officers to work on plans for the future for apparatus, PPE and radios. Brief discussion continued.
  - Would also like to reach out to Greg Serio regarding the interviews for new legal counsel now that Bill Young will be retiring at the end of the year. Brief discussion continued.
  - Questioned if the EAP program is really being utilized; maybe conduct a secret ballot to find out if it is being used or not. Lengthy discussion continued, including the County EAP team.
  - Reminder to everyone to look at vehicle inspection expiration dates.
- Hays
  - Questioned the status of the training facility use updates sent out to surrounding fire departments. Joyce noted none have been received back; reports were put in Co #2 basket earlier today as well as a copy to Deidre. Brief discussion.
  - Doug will be ordering more roles of adhesive ladder tape.

- Recently viewed NYS OSC financial planning webinar; we talk about the process but we don't formalize the process. There are a lot of good resources, and he will be sharing the slideshow with everyone.
- Will not be at the next meeting.
- Ramsey
  - Questioned why 290 is not on BvA; Joyce noted there are currently no expenses associated with that vehicle for this year.
- Russo
  - Nothing at this time.
- Chandler
  - Check for Co #4 water line application fee was sent. Mike Mooney to review plans. Received a decent price from Core & Main for materials. Brief discussion; including possibly using the cell tower lease income for the purchase of the materials.
  - 264 is done. Brief discussion.
  - 262 tool box has not been mounted; A/C Marshall noted they are working on modifying the tarp.
  - Toby suggested installing a portable AC unit upstairs at Co #1, with a drain down to the scrub sink. Discussion continued.

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

- Town of Greenfield:
  - Nothing at this time.
- Town of Wilton:
  - Nothing at this time.

### **District Policy Review:**

- Funeral: Commissioner Ramsey reviewed suggested changes.
- Honorary Deputy Chief: no changes made.

## **RESOLUTION #210 APPROVING CHANGES TO THE FUNERAL POLICY AS SUBMITTED AND DISCUSSED.**

MOTION: Ramsey

SECOND: Chandler

RESOLVED to approve changes to the Funeral Policy as submitted and discussed.

VOTE: All in favor, motion carried.

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

- Discussion regarding new 261 change orders: A/C Marshall noted the following:
  - Received clarification on the flow meters; one on the LVH, and one on each crosslay. A totalizer will calculate the total amount of gallons pumped by the truck for each session; when the truck shuts down it resets itself;
  - Was advised that auto roll windows up should be added with the crew protect system;
  - Total cost of truck with the above addition comes to \$721,159.71;
  - Stripe on side of truck matching Co #2 truck was added back in at an additional cost of about \$300.

Lengthy discussion regarding the addition of the flow meters, who will be tracking all the data and benefit vs. cost, and the breakdown of pricing for above additions. Flow meters

cost is \$5,900 and air filtration system cost is \$4,900. Commissioner Chandler polled the board regarding the flow meters: Commissioner Hays & Russo noted yes; Commissioners Chandler, Ellsworth & Ramsey noted no. D/P Olson explained how the Crew Protect air filtration units work in reference to cancer prevention.

## RESOLUTION #211 APPROVING THE CREW PROTECT AIR FILTRATION SYSTEM, INCLUDING THE AUTO ROLL UP WINDOWS FEATURE.

MOTION: Ellsworth

SECOND: Hays

RESOLVED to approve the Crew Protect air filtration system, including the auto roll up windows feature.

VOTE: All in favor, motion carried.

D/C Petkus requested that the air handling lines be cleaned out once or twice a year. Brief discussion. Suggestion made to make sure they are added to the PMs. Brief discussion regarding possibly adding this system to new 273. A/C Marshall will get the change order updated for signature.

- Lt. Krueger handed out an update to questions/answers from the ESO Rep, then gave brief overview of ESO Checklists. Recommended keeping Vector for ease and cleanliness, as well as to do work orders. If the board approves going with Vector within in the next 90 days, Vector will give a 40% discount for the first year, not including the training and one-time fees, the second year will be 20% off and the third year will be full price. Broke out into the following two options:
  - Annual subscription, including Checklists:
    - Year 1: \$12,078.00
    - Year 2: \$13,724.00
    - Year 3: \$17,155.00
  - Annual subscription, not including Checklists:
    - Year 1: \$10,221.00
    - Year 2: \$11,248.00
    - Year 3: \$14,060.00

Lt. Krueger noted also that the ESO Rep recommended to start the new program as soon as possible so as to learn the program before NFIRS changes in approximately 2025. Commissioner Ellsworth noted, and Joyce confirmed that NFIRS is a voluntary program. A/C Petkus noted participation is necessary for some grants to be awarded. Brief discussion regarding using the State NFIRS site, as well as IAR, although it does not auto feed information. Discussion continued.

- D/C Barss gave presentation in reference to firefighter cancer screenings performed by United Diagnostic Services, including:
  - Albany, Troy and Watervliet all use this company;
  - It is a low dose CT scan;
  - Cost is \$325 per firefighter;
  - District already has bloodwork done on the firefighters;
  - Effectiveness of test is very high;
  - Testing is done at our facilities;
  - Tests for 7 different cancers;
  - Also does calcium score;
  - Objective is to test active firefighters; cost would be approximately \$26,000.00 beginning in 2024.

- Would like to get screening out in May, then make a determination after the initial screening as to how often to screen.
- By the time there is an onset of symptoms, a firefighter is typically in Stage II or worse; this scan will hopefully discover cancers in Stage I;
- Scan takes roughly 10 minutes per firefighter;
- Sent Joyce the information.

Lengthy discussion continued, including testing others, like life members, and spouses getting tested at their expense. Budgeting \$30,000 suggested for 2024. Joyce also noted there would need to be a policy, or amend the Medical Evaluation policy.

- A/C Chandler noted Commissioner Chandler signed the paperwork on 273. Waiting on a date from the dealer to come up for a pre-con meeting. Also noted they are waiting on the 275 spec to come back. Commissioner Ellsworth questioned if the percentages on the contract were straightened out; Commissioner Chandler noted he has not gotten it back.
- Discussion regarding proposal received from National Grid in reference to moving a utility pole at Co #2. Cost of estimate is \$9,178.24 and is valid for 90 days. D/P Olson noted that the estimate does not specifically state which pole they are moving and where they are moving it to. Discussion continued. Chief Davis asked to give him a month to see if he can get it moved.

## RESOLUTION #212 ENTERING INTO EXECUTIVE SESSION AT 9:01 PM IN REFERENCE TO AN EMPLOYEE REVIEW.

MOTION: Chandler

SECOND: Hays

RESOLVED to enter into executive session at 9:01 pm in reference to an employee review.

VOTE: All in favor, motion carried.

## RESOLUTION #213 RECONVENING FROM EXECUTIVE SESSION AT 9:31 PM.

MOTION: Chandler

SECOND: Ramsey

RESOLVED to reconvene from executive session at 9:31 pm.

VOTE: All in favor, motion carried.

## RESOLUTION #214 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

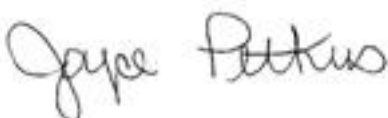
SECOND: Russo

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 9:32 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

