

Board of Fire Commissioners
Greenfield Fire District
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The October 11, 2023 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, Ellsworth, Hays, Ramsey, Russo; D/A-Treasurer Petkus, D/P Olson. Also in attendance, attorney Tim Hannigan. See sign in sheet for others in attendance.

RESOLUTION #250 ENTERING INTO EXECUTIVE SESSION AT 7:00 PM REGARDING MATTERS RELATED TO THE EMPLOYMENT OF NEW LEGAL COUNSEL.

MOTION: Chandler

SECOND: Russo

RESOLVED to enter into executive session at 7:00 pm regarding matters related to the employment of new legal counsel.

VOTE: All in favor, motion carried.

RESOLUTION #251 RECONVENING FROM EXECUTIVE SESSION AT 7:19 PM.

MOTION: Chandler

SECOND: Russo

RESOLVED to reconvene from executive session at 7:19 pm.

VOTE: All in favor, motion carried.

RESOLUTION #252 APPROVING THE SEPTEMBER 26, 2023 SPECIAL MEETING MINUTES AND THE SEPTEMBER 27, 2023 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the September 26, 2023 Special Meeting Minutes and the September 27, 2023 Commissioner Meeting minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #253 APPROVING PAYMENT OF ABSTRACT #19 DATED OCTOBER 11, 2023 FROM THE GENERAL FUND, VOUCHER #230408 THROUGH VOUCHER #230432, TOTALING \$51,397.74.

A3410.1 \$ 6,802.25

A3410.2 \$ 23,931.60
A3410.4 \$ 20,119.68
A9000.8 \$ 544.21

Total: \$ 51,397.74

MOTION: Chander

SECOND: Russo

RESOLVED to approve payment of Abstract #19 dated October 11, 2023 from the General Fund, Voucher #230408 through Voucher #230432, totaling \$51,397.74.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Capital Area Fall Workshop is November 4th at Verdoy Fire Department; anyone interested in going must notify her prior to the October 25th meeting.
 - Occupational Medicine has received flu vaccinations; flyers posted in each of the firehouses. Brief discussion.
 - Read letter received from D/C Edward Petkus requesting his name be added to the ballot for the Chief's election in December.
 - Reminder the Annual Election on December 12th will be held at the district office only. Clarified that the rumor going around that there are two seats up for election is not true, it is the five-year term only that is up this year. For those interested, Letters of Intent are due no later than November 22nd and candidates should read the Election Policy, which is posted on the district website, for directions.
 - Reminder that the public hearing on the proposed budget is next Tuesday, the 17th.
 - Early voting at Co #1 begins on October 28th; previously sent out an email reminder.
 - Lengthy discussion regarding UDS, their detection protocol services and costs. Cost for the standard comprehensive program is \$325 per firefighter. Chiefs to poll their firefighters to see how many want to be tested and get the numbers back to the Board.
- **Purchasing Agent:** Douglas Olson
 - Co #4 and now Co #1 phones are not working. Verizon says lines are good; IT is now working on it. Discussion continued.
 - Hose ordered for Co #4 will not be delivered until May/June 2024.
 - Fall generator service has been completed; various repairs have been recommended as well as some tree trimming. Co #4 generator needs a new control board; waiting on estimate. Brief discussion.
 - A few meters have been sent out to another provider for calibration.
 - MES will be doing pack inspections this year. All packs and masks must be in station, so please remember to make sure any packs/masks in vehicles are brought to the stations. Co #1 & Co #2 inspections will be done on November 1st and Co #3 & Co #4 to be completed on November 2nd. RIT packs will also be done. Discussion continued.
 - TIC chargers have been installed. Rob will finish up 271 fans and stokes basket.
 - Drone ID module has been delivered; Justin Burwell is working on installing it and then the FAA website will be updated.
 - Co #1 roof has been repaired; keep an eye on it. New pantry light has been ordered.
 - No further information on Co #2 replacement vehicle for 275.
 - Will be picking up the new maintenance vehicle at the end of the month.
 - No further information on the Chief's replacement Tahoe.
 - Co #3 radios are in; needs to coordinate with Frank.
 - AED Superstore shipping the mannequins today; estimated delivery in 3 weeks.
 - Suctions machines have been delivered and given to Christian.
 - 282 is back from paint; need to pay invoice of \$26,910.05 received from Frank & Sons.

RESOLUTION #254 GIVING THE TREASURER PERMISSION TO PAY INVOICE RECEIVED FROM FRANK & SONS IN THE AMOUNT OF \$26,910.05 FOR PAINTING 282.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to pay invoice received from Frank & Sons in the amount of \$26,910.05 for painting 282.

VOTE: All in favor, motion carried.

- 282 front end damaged parts have been approved by the insurance carrier with the exception of the reflective tape. Brief discussion.
- 262 is at HL Gage.
- Erik installed the flashlights on 262 and relocated the old LED lights to 263.
- 30-year bottles delivered. Brief discussion.
- Co #2 laptop that is now being used for the Explorers needs a new battery; cost is \$50. Brief discussion; Board okayed.
- When requested, please return equipment; they are just doing their jobs.

Commissioner Ellsworth questioned if Premier was still interested in the surplussed maintenance vehicle. Brief discussion continued.

• **Treasurer:** Joyce Petkus

- Did some research regarding moving some of the Reserve Fund monies into CDs as the interest rates are much better than the money market interest rates. Reviewed OSC guides to make sure it is permissible, and also spoke to Bill Young. Worked with Whitney Berger at SNB regarding various amounts, interest rates and terms, which she emailed to the Board for review. Monies would still be FDIC insured and collateralized. Lengthy discussion continued.

RESOLUTION #255 GIVING THE TREASURER PERMISSION TO TRANSFER UP TO \$650,000.00 FROM THE SARATOGA NATIONAL BANK LADDER RESERVE FUND TO A SARATOGA NATIONAL BANK ONE-YEAR MUNICIPAL CD WITH AN ESTIMATED INTEREST RATE OF 4.80%, AND APPOINTING THE TREASURER AS THE SIGNATORY ON THE ACCOUNT.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to transfer up to \$650,000.00 from the Saratoga National Bank Ladder Reserve Fund to a Saratoga National Bank one-year municipal CD with an estimated interest rate of 4.80%, and appointing the Treasurer as the signatory on the account.

VOTE: All in favor, motion carried.

RESOLUTION #256 MOTION GIVING THE TREASURER PERMISSION TO TRANSFER UP TO \$200,000.00 FROM THE SARATOGA NATIONAL BANK SCBA RESERVE FUND TO A SARATOGA NATIONAL BANK SIX-MONTH MUNICIPAL CD WITH AN ESTIMATED INTEREST RATE OF 5.00%; APPOINTING THE TREASURER AS THE SIGNATORY ON THE ACCOUNT.

MOTION: Ellsworth

SECOND: Ramsey

RESOLVED to give the Treasurer permission to transfer up to \$200,000.00 from the Saratoga National Bank SCBA Reserve Fund to a Saratoga National Bank six-month municipal CD with an estimated interest rate of 5.00%; appointing the Treasurer as the signatory on the account.

VOTE: All in favor, motion carried.

- o Lengthy discussion regarding the budget, accruing and encumbering monies, accounts being spent down and overages in various accounts, and the necessity to move money to balance accounts.

RESOLUTION #257 GIVING THE TREASURER PERMISSION TO APPROPRIATE MONIES AS FOLLOWS:

- 1) \$1,212.87 FROM 9025.82 EMPLOYER IRA CONTRIBUTION TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 2) \$9,000.00 FROM A9050.8 UNEMPLOYMENT TAXES TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 3) \$387.84 FROM 9055.81 EMPLOYEE DISABILITY TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 4) \$88.88 FROM 9055.82 EMPLOYEE PFL TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 5) \$2,670.00 FROM 9055.83 CANCER DISABILITY COVERAGE TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 6) \$181.00 FROM 9060.82 24 HOUR AD&D POLICY TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 7) \$4,800.00 FROM 9060.83 EMPLOYEE HEALTH INSURANCE TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS;
- 8) \$992.00 FROM A9089.8 OTHER EMPLOYEE BENEFITS TO .4 REPAIRS, BUILDING, MAINTENANCE & GROUNDS.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to appropriate monies as follows:

- 1) \$1,212.87 from 9025.82 Employer IRA Contribution to .4 Repairs, Building, Maintenance & Grounds;
- 2) \$9,000.00 from A9050.8 Unemployment Taxes to .4 Repairs, Building, Maintenance & Grounds;
- 3) \$387.84 from 9055.81 Employee Disability to .4 Repairs, Building, Maintenance & Grounds;
- 4) \$88.88 from 9055.82 Employee PFL to .4 Repairs, Building, Maintenance & Grounds;
- 5) \$2,670.00 from 9055.83 Cancer Disability Coverage to .4 Repairs, Building, Maintenance & Grounds;
- 6) \$181.00 from 9060.82 24 Hour AD&D Policy to .4 Repairs, Building, Maintenance & Grounds;
- 7) \$4,800.00 from 9060.83 Employee Health Insurance to .4 Repairs, Building, Maintenance & Grounds;
- 8) \$992.00 from A9089.8 Other Employee Benefits to .4 Repairs, Building, Maintenance & Grounds.

VOTE: All in favor, motion carried.

- The Treasurer also noted everything that has been accrued also has money encumbered to pay for it. Going forward, she will transfer money as allowed to any accounts that are going to be overspent in real time, and if there is no money available, she will let everyone know prior to purchase. Commissioner Hays questioned changes in the balances of the expense accounts once the money is moved as approved; Joyce noted that the reports going forward will show there is no longer any money available in certain accounts.
- The Treasurer noted that the Board had previously approved moving the Contingency money to the .2 Misc. Equipment line to purchase Co #1 jaws, which was then moved to .2 Rescue. The Board since then budgeted the jaws for purchase in the 2024 proposed budget. She would like the Board to consider moving the money back to either .4 Contingency, or .4 Repairs, Building, Maintenance & Grounds if the Board decides to replace Co #3 furnace.
- Has been watching the online National Grid account for Co #4 electric; she is finally seeing the electric through August. Brief discussion; she will be watching for invoices, as they are not in the system yet. Brief discussion.

Lengthy discussion regarding Co #3 furnace issue, quotes received from Middlebrook's Plumbing and Mohawk Heating; Roland J. Down was scheduled twice, but never showed up. The Board requested Douglas try to get a third quote. Added to next agenda for further discussion.

RESOLUTION #258 GIVING THE TREASURER PERMISSION TO APPROPRIATE \$10,200 FROM .2 RESCUE BACK TO .4 CONTINGENCY.

MOTION: Chandler

SECOND: Ellsworth

RESOLVED to give the Treasurer permission to appropriate \$10,200 from .2 Rescue back to .4 Contingency.

VOTE: All in favor, motion carried.

Firefighter/Auxiliary/Explorer Membership: None.

Joyce also noted that she has been holding applications for several months on Dean Deuel and Mike Lagalles, and they have still not yet scheduled their physicals. Brief discussion; the board approved destroying their applications once it is confirmed they have not made their physical appointments. The Presidents will need to notify both applicants.

Report of the Chief – Jon Davis:

- Not present this evening.

Reports from Companies:

Company #1:

- No one present this evening.

Company #2: A/C Chandler

- Thanks for getting stuff done on 271.

Company #3: D/C Petkus

- 282 was returned yesterday; everything has been put back on the truck; would like Commissioner Ellsworth to look at paint chip issue on back.

- Would like the board to have the air conditioning units cleaned on the trucks, possibly during annual maintenance. Discussion continued; Erik and Doug to look at it to see if it can be done in-house, or Doug will enquire about this at Premier.

Company #4: D/C Bogardus

- Really appreciate, and very happy with the service at Premier.
- Cell tower went online this afternoon. Brief discussion.
- Requested the Board write a letter to the Saratoga Springs School Board asking that repeaters be installed at the Maple Avenue at Middle School and Dorothy Nolan school. Lengthy discussion continued.

Report of the Training Committee: A/C Thurman

- Part 1 of the master stream operations class is completed.
- Four company water shuttle drill scheduled for 10/24.

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

- Spaghetti dinner fundraiser was successful.
- Looking into getting a bus or van to go to the 911 Memorial.

Reports of the Commissioners:

- Ellsworth
 - Requested again a copy of Co #1 jaws quote. Discussion continued; Commissioner Chandler will bring it up again at their meeting.
 - Leaf vacuum works great and hooks up to both mowers.
 - Keep Jack King in your thoughts and prayers.
- Hays
 - Environmental Hazmat report received from JC Penney. Discussion continued. Reports sporadically received, and Lt. Krueger puts them on IAR. When they are received, they need to go to Lt. Krueger.
 - Still working on the extractor grant.
- Ramsey
 - Thanks to Commissioner Hays on his work on the extractor grant.
 - In reference to the broken training building window, recommends framing it out with composite material. Discussion continued.
 - Questioned why Co #3 furnace issue was not brought up earlier. Brief discussion continued.
- Russo
 - Nothing at this time.
- Chandler
 - Co #1 roof seems to finally be repaired.
 - No update on Co #4 water project.
 - Need to make a decision on what to do with moving National Grid pole at Co #2. Cost from National Grid is \$9,178.24. Discussion continued, including adding new service at the same time. Commissioner Chandler to ask President McGown to contact National Grid to see if it can be put off for a bit, and to try to get an answer from the Chief.

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:

- Firefighter Training & Officer Requirements: discussion regarding grammatical changes and changes requested by the Training committee.
- Firefighter Pager: no changes made.
- SCBA Qualified Firefighter: no changes made.

RESOLUTION #259 APPROVING THE FIREFIGHTER TRAINING & OFFICER REQUIREMENTS POLICY AS SUBMITTED.

MOTION: Ramsey

SECOND: Russo

RESOLVED to approve the Firefighter Training & Officer Requirements policy as submitted.

VOTE: Hays, Ramsey, Russo, in favor; Chandler, Ellsworth, opposed.

Motion carried.

Special Topics of Discussion/Final Comments:

- Commissioner Chandler questioned the status of the third quote for Co #4 floor repairs; Douglas noted he a third vendor coming on the 19th. Added to the next agenda.
- Co #4 Vice President Chouinard requested approval to move forward with out of district resident Michael Halligan. Board approved.

RESOLUTION #260 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

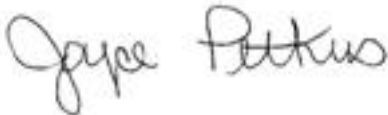
SECOND: Russo

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 8:38 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus

District Administrator/Treasurer