

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

The February 28, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Michael Chandler at 7:00 PM. The flag salute and a moment of silence were recognized for departed members.

Present were: Commissioners Chandler, Chouinard, Etson, Russo; D/A-Treasurer Petkus, D/P Olson. Excused: Commissioner Ellsworth. See sign in sheet for others in attendance.

RESOLUTION #67 APPROVING VFIS FOR PROPERTY AND CASUALTY COVERAGE EFFECTIVE MARCH 1, 2024.

MOTION: Chandler

SECOND: Etson

RESOLVED to approve VFIS for Property and Casualty coverage effective March 1, 2024.

VOTE: All in favor, motion carried.

RESOLUTION #68 APPROVING THE FEBRUARY 14, 2024 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Chouinard

RESOLVED to approve the February 14, 2024 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

Commissioner Russo questioned the invoice received from LaBella; it was noted it was work performed for Co #2 bid specs and bid opening.

RESOLUTION #69 APPROVING PAYMENT OF ABSTRACT #4 DATED FEBRUARY 28, 2024 FROM THE GENERAL FUND, VOUCHER #240064 THROUGH VOUCHER #240081, TOTALING \$33,308.03.

A3410.1	\$ 6,948.90
A3410.2	\$ 1,157.00
A3410.4	\$23,871.76
A9000.8	\$ 1,330.37

Total: \$33,308.03

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #4, dated February 28, 2024 from the General Fund, Voucher #240064 through Voucher #240081, totaling \$33,308.03.

VOTE: All in favor, motion carried.

RESOLUTION #70 APPROVING PAYMENT OF ABSTRACT #2 DATED FEBRUARY 28, 2024 FROM THE BUILDING RESERVE FUND, VOUCHER #BR24002, TOTALING \$3,075.00.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve payment of Abstract #2, dated February 28, 2024 from the Building Reserve Fund, Voucher #BR24002, totaling \$3,075.00.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - 2024 physical flyers have been posted and forms delivered to the firehouses. They can also be printed from the member only section of the district website. Firefighter Halligan does not need a physical this year. Brief discussion; reminder that physicals must be completed by May 31st.
 - A/C Z. King had asked her about setting up an EVOC class. VFIS offers a Train the Trainer class and West Crescent fire department is in the planning stages of hosting a class. A/C King added that Rock City invited them to their EVOC class. Brief discussion; Joyce will contact VFIS for more information.
 - Co #2 President McGowan has requested that the officers' office be accessible to all Co #2 members. Board okayed.
 - Will not be in the office tomorrow and Friday.
- **Director of Purchasing:** Douglas Olson
 - Spectrum has started pulling the phone wires at Co #2 and Co #3. Brief discussion.
 - Met with Scott from Center for Security in reference to the firehouse alarm boxes. Discussion continued regarding different options.
 - Check received from Auctions International in reference to the sale of old Maint-1.
 - Received 2nd quote on truck box for 26; unfortunately, it was quoted through Rob again, so he has reached out to get other quotes. All quotes are in for the lights. Brief discussion.
 - 280 and 294 chargers are in for Rob to install.
 - 293 is ready to go to Sowles Auto Body on March 8th; from there it will go directly to Premier. Swivel should be delivered in early May. Brief discussion.
 - 281 is at Frank & Sons; a new bracket was needed for one of the rear lights.
 - 261 is out of service. Premier has all the parts.
 - Reached out to Adirondack Truck Repair as requested in reference to 295; they cannot repair the kneeler. It will need to go to Brown's or ask Premier to come up and fix it. Captain King suggested contacting Bluebird across from Quad.
 - Co #1 heater has been installed in the radio room and is preprogrammed. Brief discussion; please keep the door closed.
 - Did not notice any leaks in Co #1 roof today; will continue to keep an eye on it.
 - Helmet shields ordered in January are due sometime in March or April; helmet shields ordered for Co #1 are six weeks out.
 - Co #2 had a plumbing issue that was resolved by Erik. Brief discussion.
 - All bottles returned from hydro.
 - Meters should be back soon.
 - Dress uniform fitting went well last night.
 - Reminder that carpets are scheduled to be cleaned April 15th beginning with the district office, then Co #1, 2 and 4 in that order.
 - Fit test machine should be back from annual service & calibration next week.

- The seven 30-year bottles were delivered today; they were hydro tested this month but the necks can be spinned off. Discussion continued; they need to go to B-Lann to be re-hydro tested. A/C King noted the SCBA committee will reach out to the vendor.
- Gear meeting scheduled for tomorrow night at 6:30 pm at the district office.

Treasurer: Joyce Petkus

- Confirmed the Commissioners want to deposit the Auctions International check into the Equipment Reserve Fund.

RESOLUTION #71 GIVING THE TREASURER PERMISSION TO DEPOSIT THE CHECK RECEIVED IN THE AMOUNT OF \$15,700.00 FROM AUCTIONS INTERNATIONAL FOR THE SALE OF THE 2016 FORD F350 PICKUP (MAINT-1) INTO THE EQUIPMENT RESERVE FUND.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Treasurer permission to deposit the check received in the amount of \$15,700.00 from Auctions International for the sale of the 2016 Ford F350 Pickup (Maint-1) into the Equipment Reserve Fund.

VOTE: All in favor, motion carried.

- Independent audit is scheduled for April 8th.

Firefighter/Auxiliary Applications and Changes in membership:

Received the following requests for changes in membership from Co #2, as follows:

- Thomas Chandler; requested life-inactive and to keep his access, helmet and name plate from his coat. It was noted the requested equipment is outdated.
- Shawn Coonrad, resigned due to work scheduled and he moved out of district.
- Phil Richards requested another 6 month leave of absence.
- Ian Cameron has returned from military leave as of February 27th, and all proper paperwork has been received.

Reminder that if a firefighter moves out of the district without proper notification as per NYS law, they are automatically no longer a member. Question arose if someone owns multiple houses; Joyce noted she would think it would go by their legal address.

RESOLUTION #72 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE CHANGES IN MEMBERSHIP.

MOTION: Chandler

SECOND: Russo

RESOLVED to give the Chairman permission to sign off on above changes in membership.

VOTE: All in favor, motion carried.

Report of the Chief – Derrick Barss

- Mikayla Tougas and Tom Vumbaco would like access to the Chiefs' and administrative offices at Co #1 for administrative duty. Board okayed.
- Polled the entire department regarding interest in the cancer screening; they will be forwarded to Joyce to move forward with UDS. Brief discussion continued.
- Thanks for the true fuel.
- The Greenfield building department has changed significantly and they are much more responsive to the fire district. They are taking over the code enforcement portion. He is also receiving the detailed code violation within 2 days. Brief discussion.

- Would like to use the district office meeting room for a class on 3/23; set up will occur on 3/21. Brief discussion; Board okayed.

Reports from Companies:

Company #1

- No one present this evening.

Company #2 – D/C Alvord

- Argo is back from annual PM. Annual PMs are starting this Monday.
- Thanks for the Chief's car approval.
- Building Inspector is very receptive.

Company #3 – D/C Petkus

- Thanks for 281 paint/repairs.
- Believes hose roller needs new batteries; A/C Thurman to send information to Douglas.

Company #4 A/C Z. King

- Thanks to Erik for getting the work orders done.

Report of the Training Committee: A/C Z. King

- Working on EVOC; will be working with Deidre to send something out regarding the Rock City Falls EVOC class. It is April 27th and 28th. Brief discussion.
- He worked with Deidre getting everyone signed up for FDIC.
- Started MBK training last night with a team building drill. Brief discussion.
- Classroom portion of the ice rescue drill was put on last night by A/C Murray; Saturday is the hands-on portion.

Report of the Explorer Program: Chief Barss

- Status Quo.

Reports of the Commissioners:

- Chouinard
 - Would like to issue Unifirst a key fob with access to the back foyer door; they were hired to do carpet runners at Co #4. Board okayed.
 - Would like permission to hold blood drive.

RESOLUTION #73 GIVING CO #4 PERMISSION TO HOLD BRYAN KING MEMORIAL BLOOD DRIVE JUNE 1, 2024.

MOTION: Chouinard

SECOND: Chandler

RESOLVED to give Co #4 permission to hold Bryan King Memorial Blood Drive June 1, 2024.

VOTE: All in favor, motion carried.

- Ellsworth
 - Not present this evening.
- Etson
 - Nothing at this time.
- Russo
 - Nothing at this time.
- Chandler
 - Easement paperwork has been sent to the district's attorney.
 - Co #2 bids were rejected, but the board should get together at a workshop to discuss the future of the project. Joyce to add to next meeting agenda.
 - Received a quote from Titan Roofing in reference to Co #1 roof. He has a call in to

LaBella. Brief discussion continued.

- Reached out to Brindlee Mountain to get a preliminary value on 293. They sent out a packet and once that is completed and received back, they will value it, and it will be good for the rest of the year. Discussion continued regarding purchasing another ladder truck 2015 or newer, trade in, etc. Chief Barss also noted they are working on a couple of things, including a mutual aid plan when the ladder does go out of service for repairs.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Commissioner Etson
 - Working with the Town regarding a building inspector policy. Discussion continued, including using the old form, or getting a new form.
- **Town of Wilton:** Commissioner Chouinard
 - There will be a public hearing on March 20th in reference to the following:
 - BJ's Wholesale has presented plans to install a 12-pump gas island.
 - Two story medical surgical facility going in at 612 Maple Avenue; they have applied for a red light on Route 9.
 - 631 Maple Avenue is a mixed use residential/commercial 8 building complex. Brief discussion.

District Policy Review:

- Firefighter Training & Officer Requirements: no changes made.
- Training Approval: no changes made.

Special Topics of Discussion/Final Comments:

- Fire Police Captain Dave Wilson noted there is a fire police seminar in Utica and has three that would like to go. Brief discussion. It was noted the Training Approval Policy needs to be followed. Added to the 3/13 meeting agenda.
- Casey Cornell has requested fire police traffic control assistance at the car show on May 4th from 10 am – 2 pm. Brief discussion. Board okayed.
- D/C Petkus questioned if the Board is considering looking into a special tax district due to the uncertainty of the ladder truck. Chief Barrs noted that they are working on a plan to present to the board on what they are able to do and how to make it happen. Would like a month to get the rest of the information together. D/C Bogardus noted he has also been looking into it, noting that resources needed for exit 15 is outgrowing what the budget can provide. Lengthy discussion continued, including special taxing districts.
- A/C Stanton gave report from the tech committee: EN will be taking over effective Friday March 1st. All 8 codes have been used regarding the drone program; 5 firefighters are actively going through the program now, and 2 that have used the codes are still going to do it. There is the expectation that by mid-summer there may be 8 drone pilots. There is one available code left. Brief discussion continued.
- Douglas noted that Lt. Tougas got a new email address, as well as the fire police and safety officer emails. Going forward any additional emails needed will have to be purchased at \$48 per email.

RESOLUTION #74 ENTERING INTO EXECUTIVE SESSION AT 7:53 PM IN REFERENCE TO AN EMPLOYMENT ISSUE.

MOTION: Chandler

SECOND: Chouinard

RESOLVED to enter into executive session at 7:53 PM in reference to an employment issue.

VOTE: All in favor, motion carried.

RESOLUTION #75 RECONVENING FROM EXECUTIVE SESSION AT 8:09 PM.

MOTION: Chandler

SECOND: Chouinard

RESOLVED to reconvene from executive session at 8:09 PM.

VOTE: All in favor, motion carried.

RESOLUTION #76 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 8:10 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joyce Petkus".

Joyce A. Petkus
District Administrator/Treasurer