

Board of Fire Commissioners

Greenfield Fire District

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The March 13, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Vice Chairman Jay Ellsworth at 6:33 PM. The flag salute and a moment of silence were recognized for departed members.

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

Commissioner Ellsworth noted that special guests Jeff and Drew from Premier Fire Apparatus were present this evening, giving detailed reports on the repairs to both 292 and 293 including 292 pump warranty, as well as discussions regarding a service contract, annual apparatus PM service and inspections, generator servicing, 262 paint warranty, piggybacking, leasing, apparatus production times, onspot service on various apparatus including 281 and 282, 293 joystick issue, use of Fullbay software. The board thanked both gentleman for their time this evening.

Chief Barss invited D/C Bogardus and A/C King up to the front of the room, where they were recognized for valor for meritorious conduct, and received the lifesaving medals for performing acts in the line of duty through prompt and alert action at great personal risk specifically resulting in saving human life. The related incident occurred on January 8, 2024 for a reported cardiac arrest, and the individual has since been released from the hospital.

RESOLUTION #77 APPROVING THE FEBRUARY 28, 2024 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Russo

RESOLVED to approve the February 28, 2024 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Vice Chairman Ellsworth asked for questions/comments regarding the abstract:

RESOLUTION #78 APPROVING PAYMENT OF ABSTRACT #5 DATED MARCH 13, 2024 FROM THE GENERAL FUND, VOUCHER #240082 THROUGH VOUCHER #240109, TOTALING \$37,920.20.

A3410.1	\$ 7,151.44
A3410.2	\$ 5,638.13
A3410.4	\$23,453.36
A9000.8	\$ 1,677.27

Total: \$37,920.20

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to approve payment of Abstract #5, dated March 13, 2024 from the General Fund, Voucher #240082 through Voucher #240109, totaling \$37,920.20.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Received a claim payment from Utica Insurance in the amount of \$478.13 for the replacement of the lift pump. Brief discussion continued; total cost of the claim was \$80,284.37, of which all was denied except for this payment received.
 - RBC Certification of Investment Powers has been updated and some board members need to sign it.
 - 2024 CAFDA Conference is in April.
 - Regarding the cancer coverage, this year there will be some former members who have reached 5 years, and will be removed from the coverage. Brief discussion.
 - Sent out email to UDS, and is awaiting a response.
 - Gave update on VFIS EVDT Train the Trainer. Discussion; information given to A/C Z. King to bring back to the training committee. Also noted that VFIS has a training website and monthly newsletter.
 - Dave Meager has reminded her that COIs should be received from all vendors who are on property, as well as hold harmless agreements. Brief discussion; Joyce suggested that the Board may want to put a policy in writing.
 - Reminded everyone not to forget the hold harmless agreements as pool fill season is coming up.

RESOLUTION #79 GIVING JILL CHOUINARD, JEAN CRUMB AND PETER DUMAR PERMISSION TO ATTEND THE ANNUAL THOMAS F. WITH FIRE POLICE TRAINING & EDUCATION SEMINAR AT DEERFIELD FIRE DEPARTMENT, UTICA, ONEIDA COUNTY, ON MARCH 23, 2024. PERMISSION TO ALSO TAKE 275.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give Jill Chouinard, Jean Crumb and Peter Dumar permission to attend the Annual Thomas F. With Fire Police Training & Education Seminar at Deerfield Fire Department, Utica, Oneida County, on March 23, 2024. Permission to also take 275.

VOTE: All in favor, motion carried.

RESOLUTION #80 GIVING THOMAS VUMBACO PERMISSION TO TAKE THE FIRE OFFICER 1 EXAMINATION AT AIRPORT FIRE – ALBANY COUNTY ON MARCH 28, 2024. PERMISSION TO ALSO TAKE 266.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give Thomas Vumbaco permission to take the Fire Officer 1 examination at Airport Fire – Albany County on March 28, 2024. Permission to also take 266.

VOTE: All in favor, motion carried.

- NYS recently revised their Sexual Harassment Prevention policy; Terry Hannigan has contacted her advising that he was working on the changes for his clients. Brief discussion continued. Regarding firefighter annual OSHA that has already begun, current programming will continue.
- **Director of Purchasing:** Douglas Olson
 - Phone project moving forward, waiting on alarm system quotes. Discussion continued.
 - Received lighting, truck box and push bar quotes on new 26.

RESOLUTION #81 ACCEPTING LIGHTING PACKAGE QUOTE RECEIVED FROM EMERGENCY VEHICLE UPFITTERS IN THE AMOUNT OF \$8,498.69.

MOTION: Chandler

SECOND: Russo

RESOLVED to accept lighting package quote received from Emergency Vehicle Upfitters in the amount of \$8,498.69.

VOTE: All in favor, motion carried.

RESOLUTION #82 ACCEPTING THE TRUCK BOX QUOTE RECEIVED FROM EMERGENCY VEHICLE UPFITTERS IN THE AMOUNT OF \$3,508.88.

MOTION: Chouinard

SECOND: Russo

RESOLVED to accept the truck box quote received from Emergency Vehicle Upfitters in the amount of \$3,508.88.

VOTE: All in favor, motion carried.

RESOLUTION #83 ACCEPTING QUOTES FROM EMERGENCY VEHICLE UPFITTERS FOR THE PUSH BAR WITH LIGHTS FOR \$1,160 AND PORTABLE RADIO INSTALLATION FOR \$225.00, AND AJ SIGNS FOR VEHICLE LETTERING FOR \$1,840.00.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to accept quotes from Emergency Vehicle Upfitters for the push bar with lights for \$1,160 and portable radio installation for \$225.00, and AJ Signs for vehicle lettering for \$1,840.00.

VOTE: All in favor, motion carried.

RESOLUTION #84 GIVING THE TREASURER PERMISSION TO CUT A CHECK IN THE AMOUNT OF \$54,109.26 TO DENOOYER CHEVROLET FOR THE PURCHASE OF THE 2023 CHEVROLET TAHOE.

MOTION: Chouinard

SECOND: Chandler

RESOLVED to give the Treasurer permission to cut a check in the amount of \$54,109.26 to DeNooyer Chevrolet for the purchase of the 2023 Chevrolet Tahoe.

VOTE: All in favor, motion carried.

- 293 is currently at Sowles.
- 295 will be going to Don Brown Bus on Tuesday for repairs. Brief discussion.
- 281 completed at Frank & Sons.
- 261 PM completed.
- Co #1 printer has been installed in the radio room.
- Most uniform pieces are in, when everything is received, they will be picked up.
- New badges and name tags ordered; brief discussion.
- Bathroom repairs completed at Co #2.
- Air bottles are back from B-Lann.
- Carpet cleaning on April 15th.
- Fit test machine is back from calibration.

- Looked into replacement fuel tanks with Toby Middlebrook and G.A. Bove.
- Discussion continued.
- Will begin working on Co #3 window quotes.
- Has not yet ordered a small crane at request of Commissioner Chandler.

Treasurer: Joyce Petkus

- Independent audit is scheduled for April 8th.
- Will be meeting with Whitney Burger from Saratoga National Bank in reference to municipal investment options. Discussion continued.

Firefighter/Auxiliary Applications and Changes in membership:

Received the following change in membership from Co #4:

- Kendra Krueger requested a one year leave of absence.

RESOLUTION #85 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE CHANGE IN MEMBERSHIP.

MOTION: Chouinard

SECOND: Russo

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

VOTE: All in favor, motion carried.

Co #1 President Brian Gibbins met with Co #1 auxiliary and they have agreed to dissolve and will re-apply to Co #3. District Auxiliary Liaison Brenda Jennings noted Co #3 is aware. Brief discussion. Joyce questioned the status of Co #4 auxiliary, and Commissioner Chouinard noted whoever is left at Co #4 are talking about applying to Co #3. Added to next meeting agenda for final decision on Co #4 auxiliary status. Brief discussion continued.

Report of the Chief – Derrick Barss

- Mutual aid plan is moving forward.
- Tom Vumbaco received a bill from Occupational Med. Joyce noted this discussion is between the patient and OccMed. Discussion continued.
- 293 will be down for a while; they met with Wilton regarding covering the district with ladder response. They are not sure they can provide manpower to cover the mutual aid as required by the GFD. Lengthy discussion continued regarding housing Wilton's truck at Maple Avenue and staff it while responding back to Wilton, as well as discussion of a lease to buy option. The truck committee has looked at the truck, there is money in the reserve and they would like to move forward so they are looking for direction or decisions from the Board as to how to move forward at this time. Discussion also continued regarding the logistics and process of repairing 293, finding a buyer and then purchasing Wilton's ladder truck. Commissioner Chandler noted he would like to see a commitment from Wilton's board that a lease to buy would be okay. Chief Barss requested permission to attend the Wilton board meeting to discuss it and work on a plan to move forward. It was noted that a Commissioner should be involved; Commissioner Chandler will take this on and the Chief could be there with him. He also noted he is not against buying it, but it needs to be done the proper way. Commissioner Chandler also noted he is concerned regarding the Saratoga County Mutual aid agreement; discussion continued. A/C Z. King noted their communications have been with Wilton's chief officers, and the monetary value is what the Greenfield chief officers are looking to present as a possible option, looking into a lease with a contract to buy the vehicle. Commissioner Ellsworth noted they cannot get a price on 293 until after it is repaired. Commissioner Chandler noted he would reach out to Counsel tomorrow.
- Has reached out to their mutual aid partners in reference to the UDS cancer screening.

Reports from Companies:

Company #1: D/C Marshall

- Questioned the status of the roof issue. Commissioner Chandler noted he got an updated price of \$8,700 from Titan to install the snow guards. Brief discussion continued; Commissioner Chandler will continue to work on it.

Company #2 – Lt. Ramsey/President McGowan

- Nothing at this time.

Company #3 – D/C Petkus

- Gear meeting Thursday night at 7 pm at the district office to discuss the quotes received. Noted that he has been informed that the new life expectancy of new gear is 6-7 years; suggested that old gear be used for certain training purposes only. Chief Barss noted he would like to bring this to the officers for discussion; he personally is against using old gear as he believes in training how you operate, including the gear that you wear and the stuff carried in the pockets. Brief discussion continued.
- A/C Murray requested permission to host an Easter egg hunt at Co #3 on March 23rd from 10 am - 2 pm.

RESOLUTION #86 GIVING CO #3 PERMISSION TO HOST AN EASTER EGG HUNT AT CO #3 ON MARCH 23RD FROM 10 AM - 2 PM.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to give Co #3 permission to host an Easter egg hunt at Co #3 on March 23rd from 10 am - 2 pm.

VOTE: All in favor, motion carried.

Company #4 A/C Z. King

- 261 is currently first due, but due to equipment restraints, 291 will also be going for extrication calls. Thanks to Co #1 for allowing them to use 261.

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

- Captain N. King would like to attend the CAFDA Conference in Lake George April 25-27; cost is \$150. Commissioner Ellsworth noted he would also like to attend on Thursday and Friday. Brief discussion continued.
- The training committee will be meeting this weekend.

RESOLUTION #87 GIVING CAPTAIN N. KING PERMISSION TO ATTEND THE CAFDA CONFERENCE IN LAKE GEORGE, 4/25-27/2024, AND COMMISSIONER ELLSWORTH PERMISSION TO ATTEND THE CAFDA CONFERENCE AT THE FORT WILLIAM HENRY CONFERENCE CENTER IN LAKE GEORGE, 4/25-26/2024.

MOTION: Chouinard

SECOND: Ellsworth

RESOLVED to give Captain N. King permission to attend the CAFDA Conference in Lake George, 4/25-27/2024, and Commissioner Ellsworth permission to attend the CAFDA Conference at the Fort William Henry Conference Center in Lake George, 4/25-26/2024.

VOTE: All in favor, motion carried.

Brief discussion regarding the use of the TRF; Commissioners do not use a TRF to register for a course if they are planning to attend as a Commissioner; Commissioners are not subject to receiving LOSAP points if they register as a Commissioner.

Report of the Explorer Program:

- Brief discussion; will be reported quarterly.

Reports of the Commissioners:

- Chouinard
 - Nothing at this time.
- Ellsworth
 - 281 paint cost only went over by \$772.
 - Premier will be fixing the light on 281 during PM service. Firefighter Thurman asked if the headlights could also be looked at.
 - Terry Hannigan training to be scheduled for 4/22; details to follow. Will be open to all.
 - Doug will be looking into Co #3 and #4 sealcoating next month.
 - Recruitment and Retention is coming up.
 - Chris Stanton called him to let him know 6 people are taking the drone course. Brief discussion regarding moving the drone to coming #2 trailer. Drone will stay at district office and drone operators will get access to the main entrance of the district office.
 - The board has the authority to create special tax districts. Discussion continued. He would like to have counsel attend a board meeting to discussion various topics; please send Joyce a list of topics.
- Etson
 - Nothing at this time.
- Russo
 - Nothing at this time.
- Chandler
 - Easement paperwork updated by attorney has been forwarded to Town of Wilton; he has not yet heard back from the Town. Question arose as to whether or not the Town will meter the building after the water line is installed. Discussion continued.
 - Spoke to Adam regarding new 261; earliest delivery would be January or February.
 - Reached out to Deep South regarding 273; they are apparently still on track with their time frame. They are also looking at a Spring pre-con meeting.
 - There was a drainage issue at Co #4 over the past weekend. Discussion continued; the issue will need to be addressed, including adding the swale back.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Commissioner Etson
 - Brookview is starting another expansion, but they are removing the second road.
 - DEC adding some bridges to Tupelo Park on Greene Road.
- **Town of Wilton:** Commissioner Chouinard
 - Nothing at this time.

District Policy Review:

- Credit Card: no changes made.
- Purchasing: no changes made
- Travel: no changes made.

Special Topics of Discussion/Final Comments:

- Workshop to discussion future of Co #2 building expansion will be scheduled on April 3rd in place of the annual insurance review meeting.

- District Auxiliary Liaison Brenda Jennings noted that the auxiliary is here to help and they want to be called to assist, but please keep in mind they need time to assemble and bring supplies. Discussion continued; also noted that Ed Fink and Bob Ludwig are taking care of the re-stocking the rehab bus. Joyce will have Deidre check and make sure the auxiliary are updated in IAR. Brenda will talk to Nate about setting something up so the auxiliary can familiarize themselves with the bus.

RESOLUTION #88 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

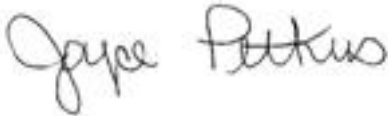
SECOND: Russo

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 Chouinard to adjourn the meeting at 9:49 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer