

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

The May 8, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Michael Chandler at 7:00 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.

RESOLUTION #122 APPROVING THE APRIL 24, 2024 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Chandler

SECOND: Chouinard

RESOLVED to approve the April 24, 2024 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Chandler asked for questions/comments regarding the abstract:

RESOLUTION #123 APPROVING PAYMENT OF ABSTRACT #9 DATED MAY 8, 2024 FROM THE GENERAL FUND, VOUCHER #240177 THROUGH VOUCHER #240200, TOTALING \$43,970.97.

| | |
|---------|-------------|
| A3410.1 | \$ 6,839.98 |
| A3410.2 | \$14,227.96 |
| A3410.4 | \$22,329.55 |
| A9000.8 | \$ 573.48 |

Total: \$43,970.97

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to approve payment of Abstract #9, dated May 8, 2024 from the General Fund, Voucher #240177 through Voucher #240200, totaling \$43,970.97.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Updated physicals report distributed. Brief discussion regarding classification questions; Joyce noted she is not able to enter them in Emergency Networking and print out a report, so she has been doing this by hand with excel, so she will review again.
 - Cancer screening to be held at the district office. Discussion continued. Joyce will call Sue at UDS and find out what is going on.
 - SH 900.1 was posted for the required 90 days and is now filed.
 - Received Boy Scouts certificate of Insurance.
 - Has been in touch with Target Solutions and is waiting for a new quote since the district has left Utica Mutual. Brief discussion.

- Has met with District EMS Coordinator Anders Olsen; currently waiting for the signed paperwork to send to DOH of the changes made. Also spoke about EMS records cleanup. Brief discussion continued.
- Thanks to Douglas for handling Co #2 water damage while she was away.
- District staff has been set with online annual training of Sexual Harassment and Harassment/Workplace Violence Prevention. Deadline is June 30th.
- Reminder that the annual LOSAP Review meeting is June 26th at 6:00 pm.
- **Director of Purchasing:** Douglas Olson
 - Gave overview of Co #2 water damage and progress to date. Needs to know what Co #2 wants to put on the floor. Brief discussion; Co #2 will make a decision at their meeting next week. Joyce also noted that Toby Middlebrook dropped off the invoice for the replacement water tank, and questioned her as to why the vent and return in the officers' office were covered up when the floor was put down, as now the air from the vent and return are circulating in the mechanical room and would then need to be sealed. Brief discussion; to have Toby Middlebrook put the vent and return back in. Commissioner Chandler also questioned if Douglas spoke to Bill; Commissioner Ellsworth noted he is not interested in replacing the windows, but he is interested in Co #2 job. Brief discussion continued, including the glue still currently on the floor.
 - Phone/alarm project is nearing completion. Alarms are installed and up and running with their own phone numbers. Brief explanation of new zones and alarm procedures. Commissioner Ellsworth questioned if the cold alarms are also hooked in to the fire alarms; Douglas to check. Phones are scheduled to go live on May 20th; will be sending out email regarding voicemail and auto attendant messages. Brief discussion.
 - New 26 and 273 completed, Premier has an E-One to look at, and meter at B-Lann is ready. Would like D/C Petkus to drive him, as well as Commissioner Ellsworth and Erik Welmaker down to Albany to get this all done tomorrow. Brief discussion.

RESOLUTION #124 GIVING ED PETKUS PERMISSION TO TAKE 280 AND DRIVE DOUGLAS OLSEN, JAY ELLSWORTH AND ERIK WELMAKER TO THE ALBANY COUNTY AREA ON MAY 9, 2024.

MOTION: Chandler

SECOND: Russo

RESOLVED to give Ed Petkus permission to take 280 and drive Douglas Olsen, Jay Ellsworth and Erik Welmaker to the Albany County area on May 9, 2024.

VOTE: All in favor, motion carried.

- No update on status of 293.
- 295 went to Don Brown's; kneeler was originally working, then it stopped working, and after multiple phone calls and multiple mechanics looking at it, no one can figure out why it stopped working. Discussion continued. Board agreed kneeler is not to be fixed.
- 261 will be inspected at Shaw's on Monday.
- Uniform pick up is scheduled for this Monday until 6 pm.
- Co #1 cascade issue seems to be operator error. Brief discussion.
- Co #1 portables delivered; batteries went to D/C Marshall.
- Did not get a quote for a new mobile radio as the radio committee has not sent him the specs for what they want.
- Received quotes from Albany Tank for underground tank removal project; Co #1 is \$3,000 plus \$1.25 per gallon if liquids need to be pumped out, and Co #3 is \$3,000 plus \$1.25 per gallon if liquids need to be pumped out, as well as \$325 if a soil sample needs to be taken. Waiting on quotes from Expert Environmental. Discussion continued regarding possible additional charges.

- Generator contracts have been signed and submitted.
 - Oil and sealcoating RFPs should be coming in for the May 22nd meeting.
 - Co #3 widow project on hold right now.
 - New bottles are in for Co #2 and #3 to take back to firehouses this evening.
 - Flags can also be picked up.
 - Co #3 window quotes for 21 windows are as follows:
 - Window King of Saratoga: \$10,916.00 for Okna 500 series
 - Complete construction: \$12,400.00
 - Saratoga Windows: \$16,679.00 for Mezzo replacement windows
- Discussion continued; tabled to next meeting.

Treasurer: Joyce Petkus

- ICS accounts have been set up, created in QuickBooks, and monies transferred; interest rate is currently at 5%. All accounts will be reconciled on a monthly basis.
- SCBA CD matured on 4/9, account was closed and money has been transferred to its corresponding ICS account.
- Still waiting on LOSAP audit paperwork from Penflex; once received, the annual independent audit can be finalized.

Firefighter/Auxiliary Applications and Changes in membership: NONE.

Report of the Chief – Derrick Barss

- Not present this evening.
- Commissioner Ellsworth noted he did call advising that he could not make tonight's meeting, but that he has spoken to firefighter Olsen about the physical.

Reports from Companies:

Company #1: D/C Marshall

- All good, thank you for the portables.

Company #2 – President McGowan

- Thanks to everyone for their support and help again.

Company #3 – D/C Petkus

- Co #3 is holding their annual Mother's Day breakfast this Sunday 8 – 11 am.
- Inotex will be coming up on May 23rd.
- Questioned the status of the oil pump; Joyce noted she contacted Toby Middlebrook and he was going to look at it. Brief discussion.

Company #4 – D/C Bogardus

- 280 and 290 have an issue with the backs of the vehicles sagging, noting that Wilton Fire had the same issue and had repairs made at Upstate Truck and Plow. Discussion continued; it was noted that D/C Alvord is aware of the issue.

Report of the Training Committee: No one present this evening.

Report of the Explorer Program: Walker Chandler

- Thanks to Jill for doing the CPR class with the Explorers.
- Three Explorers will be joining as members.
- A 15-year-old Explorer would like to go to Junior Firefighter Camp in West Virginia. Cost is \$450. It was noted there were 2 junior firefighter camps scheduled in New York. Brief discussion continued.

Reports of the Commissioners:

- Chouinard
 - Was recently contacted by a life member who was a former interior firefighter, and he

was wondering if the upcoming cancer screening was going to be opened up to interior firefighter life members. Joyce also noted that UDS will be bringing medical equipment into the district office, and would like to limit the number of people who can enter the building during that time. Lengthy discussion continued, including an option to pay out of pocket, HIPAA concerns, at this time there may not be enough appointment times to screen the current firefighters, giving all the other life members the same opportunity. This year's 2024 screening will be available only to current firefighters, Joyce to reduce access if necessary while the screenings are going on. Adding life members to the screening can be revisited for next year after the 2024 screenings are complete.

- Etson
 - Nothing at this time.
- Russo
 - Nothing at this time.
- Ellsworth
 - Floors at Co #3 have been cleaned several times and it seems it was a glue issue and has not come back. Brief discussion.
 - Questioned the status of Co #1 roof; Commissioner Chandler has heard nothing and will reach out to Becca again.
- Chandler
 - Regarding Co #4 water line, they are waiting on Niemer's for the easement paperwork.

Reports of the Town Board/Planning Board Liaisons

- **Town of Greenfield:** Commissioner Etson
 - Nothing at this time.
- **Town of Wilton:** Commissioner Chouinard
 - Nothing at this time.

District Policy Review:

- Whistleblower: no changes made.
- Workplace Violence Prevention: no changes made.

Special Topics of Discussion/Final Comments:

- None.

RESOLUTION #125 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

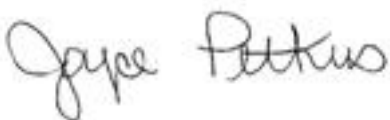
SECOND: Russo

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 Ellsworth to adjourn the meeting at 8:05 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer