

# **Board of Fire Commissioners**

Greenfield Fire District

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The May 22, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Vice Chairman Jay Ellsworth at 7:00 PM. The flag salute and a moment of silence were recognized for departed members.

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

Bid Opening: sealcoating & striping parking lots at Co #3 & Co #4

Ferretti Services, LLC:	Co #3: \$5,050.00	
Schenectady, NY	Co #4: \$5,800.00	Total: \$10,850.00

Prestige Sealcoating, LLC	Co #3: \$5,100.00	
Rensselaer, NY	Co #4: \$5,900.00	Total: \$11,000.00

Bid acceptance added to the June 12, 2024 meeting agenda.

## **RESOLUTION #126 APPROVING THE MAY 8, 2024 COMMISSIONER MEETING MINUTES AS WRITTEN.**

MOTION: Russo

SECOND: Chouinard

RESOLVED to approve the May 8, 2024 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

The Treasurer noted she has been holding the WEMS invoice for CPR cards, but she has not received the copies of the CPR cards from the Explorers, and has contacted firefighter Chandler; would like the board to approve payment of the WEMS invoice pending receipt of those CPR card copies.

## **RESOLUTION #127 APPROVING PAYMENT OF ABSTRACT #10 DATED MAY 22, 2024 FROM THE GENERAL FUND, VOUCHER #240201 THROUGH VOUCHER #240216, TOTALING \$37,183.45; PAYMENT OF THE WEMS INVOICE TO BE HELD PENDING RECEIPT OF THE CPR CARD COPIES FROM THE EXPLORERS.**

A3410.1	\$ 6,899.71
A3410.2	\$ 2,968.00
A3410.4	\$26,739.29
A9000.8	\$ 576.45

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Total: \$37,183.45

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve payment of Abstract #10 dated May 22, 2024 from the General Fund, voucher #240201 through voucher #240216, totaling \$37,183.45; payment of the WEMS invoice to be held pending receipt of the CPR card copies from the Explorers.

VOTE: All in favor, motion carried.

## RESOLUTION #128 APPROVING PAYMENT OF ABSTRACT #4 DATED MAY 22, 2024 FROM THE EQUIPMENT RESERVE FUND, VOUCHER #ER24005, TOTALING \$788.81.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve payment of Abstract #4 dated May 22, 2024 from the Equipment Reserve Fund, voucher #ER24005, totaling \$788.81.

VOTE: All in favor, motion carried.

### **Reports of the Staff:**

- **District Administrator:** Joyce Petkus
  - Received quote from Vector/Target Solutions. Since the district is no longer insured with Utica, the price is now \$9,345.00. Brief discussion continued. She and A/C King to work together for another solution.
  - Reminder that the cancer screening is to be held at the district office beginning May 28<sup>th</sup>. Please make sure people sign up. Brief discussion. Commissioner Ellsworth suggested opening up the screening to the employees. Board okayed.
  - Annual physicals: there are 6 days left in the month, and she does not have paperwork on 29 firefighters. Discussion continued. Access will be deactivated on May 31<sup>st</sup> if paperwork has not been received.
  - Has been working on EMS records management subject to destruction; Board will need to approve. She will send list for the board to review prior to their approval on June 12<sup>th</sup>.
  - She, Douglas and Erik have completed the annual employee training; deadline to complete is June 30<sup>th</sup>.
- **Director of Purchasing:** Douglas Olson
  - Regarding physicals, if there have been any class changes and they can no longer wear a mask, please return them. Commissioner Ellsworth to call the Chief.
  - New phone system project is nearing completion, they are all working and a spreadsheet of extension have been handed out. Joyce is working on voicemail messages. Discussion continued.
  - Co #3 alarm has been repaired. Brief discussion.
  - Please call Douglas to make arrangements to pick up uniforms.
  - Rob is still waiting on parts for new 26.
  - 293 lift cylinders went out for rebuild.
  - 261 inspected on the 14<sup>th</sup>.
  - RFP's for the 2024-2025 heating season are due by the next meeting.
  - Received quotes from Expert Environmental, Albany; cost for 1 tank remediation is \$11,317 per tank, not including cost to remove fuel from tank. Albany Tank Services quote is \$3,000 plus any associated fees. Discussion continued.
  - Picked up 26 at DeNooyer; front parking sensors were disabled, front switches fixed, but speed limiter cannot be turned off.
  - 282 is at Premier.
  - 6/17 and 6/18 are dates for hose testing at Co #2; no make-up dates. Which Chief is in charge? It was noted that D/C Bogardus is in charge of the hose committee; Commissioner Ellsworth to call the Chief.

- Would like to surplus the following items to put on Auctions International: old fobs/card, old hale pump, old phones, 68 chairs from Co #2, 10 orange box lights. Brief discussion continued.

## RESOLUTION #129 APPROVING SURPLUS OF THE ITEMS AS DISCUSSED AND LISTED ABOVE.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to approve surplus of the items as discussed and listed above.

VOTE: All in favor, motion carried.

- Lengthy discussion regarding Co #3 replacement window project. Saratoga Windows & Doors: \$16,679.00 with 50% down required; windows are crank out. Window Kings quote is \$10,916.00 with downpayment of \$1,091.60; windows are sliders.

## RESOLUTION #130 ACCEPTING QUOTE OF \$16,679.00 FROM SARATOGA WINDOWS & DOORS PENDING CONFIRMATION THE WINDOWS ARE CRANK OUT. PERMISSION FOR THE TREASURER TO CUT A CHECK FOR THE 50% DOWNPAYMENT AMOUNT.

MOTION: Chouinard

SECOND: Russo

RESOLVED to accept quote of \$16,679.00 from Saratoga Windows & Doors pending confirmation the windows are crank out. Permission for the Treasurer to cut a check for the 50% downpayment amount.

VOTE: All in favor, motion carried.

Commissioner Ellsworth noted he spoke to the Treasurer about where to take the money from; choices are repairs, building, maintenance & grounds line item or the Building Reserve Fund; money to come from repairs, building, maintenance & grounds line item.

### **Treasurer:** Joyce Petkus

- FY 2023 LOSAP audit received and sent to the auditors; FY 2023 audit should now be finalized and submitted soon.
- Will be processing annual LOSAP contribution as noted in the LOSAP report for approval at next meeting. Brief discussion; board okayed the full \$120,000 budgeted.

### **Firefighter/Auxiliary Applications and Changes in membership:**

Co #4 new firefighter: Zachary Cunniff

Co #2 change in membership: Scott Hays; 1-year personal leave of absence effective June 1<sup>st</sup>.

Brief discussion regarding grants; Commissioner Russo to speak to him.

## RESOLUTION #131 GIVING THE VICE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE NEW MEMBER AND CHANGE IN MEMBERSHIP.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give the Vice Chairman permission to sign off on above new member and change in membership.

VOTE: All in favor, motion carried.

### **Report of the Chief – Derrick Barss**

- Not present this evening.

### **Reports from Companies:**

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

- All good

#### **Company #2**

- No one present this evening.

#### **Company #3 – D/C Petkus**

- Reminder there is a gear meeting Thursday night at 7 pm at the district office.

#### **Company #4 – A/C Z. King**

- Belmont on Broadway concert scheduled for June 5<sup>th</sup>. Broadway is being shut down and the arterial lanes are being reduced. Brief discussion.

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

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

- Chouinard
  - Nothing at this time.
- Etson
  - Thanks to Jerrid for calling him regarding the roofers being at the firehouse. Discussion continued.
- Russo
  - Nothing at this time.
- Ellsworth
  - Questioned if anyone has some sort of scope camera that can look under the foundation of Co #1. Discussion continued. Douglas to look for one.
  - Would like to send 282 for undercoating. Discussion continued.

### **RESOLUTION #132 SENDING 282 FOR UNDERCOATING AT PREMIER; COST IS \$1,500.00.**

MOTION: Chouinard

SECOND: Russo

RESOLVED to send 282 for undercoating at Premier; cost is \$1,500.00.

VOTE: All in favor, motion carried.

- Chandler
  - Not present this evening.

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

- **Town of Greenfield:** Commissioner Etson
  - Stewart's plant is expanding again.
  - Tupelo Bike Park passed.
- **Town of Wilton:** Commissioner Chouinard
  - Moving forward with 3 projects: Doctors' offices, apartments and BJ's.

### **District Policy Review:**

- Elections: no changes made.
- Public Information Officer: no changes made.

- Public Access to Records (FOIL): no changes made.

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

- None.

**RESOLUTION #133 DISPENSING WITH THE READING OF THE MINUTES.**

MOTION: Chouinard

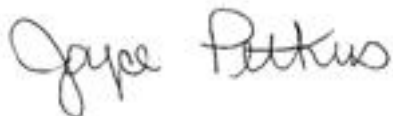
SECOND: Russo

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Chouinard with a second from Commissioner Russo to adjourn the meeting at 7:59 PM. All in favor, meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Petkus".

Joyce A. Petkus  
District Administrator/Treasurer