

Board of Fire Commissioners

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

The November 13, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Chairman Jay Ellsworth at 7:01 PM. The flag salute and a moment of silence were recognized for departed members.

Present were: Commissioners Chouinard, Ellsworth, Etson, Russo; D/A-Treasurer Petkus. Please see sign in sheet for others in attendance.

RESOLUTION #266 APPROVING THE MINUTES OF THE OCTOBER 23, 2024 COMMISSIONER MEETING AND THE NOVEMBER 4, 2024 SPECIAL MEETING AS WRITTEN.

MOTION: Chouinard

SECOND: Russo

RESOLVED to approve the minutes of the October 23, 2024 Commissioner meeting and the November 4, 2024 Special meeting as written.

VOTE: All in favor, motion carried.

Chairman Ellsworth asked for questions/comments regarding the abstract:

RESOLUTION #267 APPROVING PAYMENT OF ABSTRACT #21 DATED NOVEMBER 13, 2024 FROM THE GENERAL FUND, VOUCHER #240411 THROUGH VOUCHER #240453, TOTALING \$89,793.03.

A3410.1	\$11,493.15
A3410.2	\$25,280.76
A3541.4	\$52,139.00
A9000.8	\$ 879.22

Total: \$89,793.03

MOTION: Russo

SECOND: Chouinard

RESOLVED to approve payment of Abstract #21, dated November 13, 2024 from the General Fund, Voucher #240411 through Voucher #240453, totaling \$89,793.03.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Read letter received from Joseph Russo requesting his name be added to the ballot for the December Commissioner Election for the 2-year term of January 1, 2025 through December 31, 2026.
 - Received confirmation from VFIS that they will not be invoicing the fire district for the extra personnel that attended the EVDT Train the Trainer class.
 - Need to inventory the fobs of the Chiefs vehicles, please fob in and she will run a report.

- Worked on Cancer Coverage Annual Roster of Interior Firefighters; sent to the Chief for his review and signature.
- RBC Certificate of Powers needs to be updated with the Commissioners.
- Previously received request from Jennifer at the Saratoga Springs Library to use Co #1 meeting room over the winter for their bookmobile. They are requesting Wednesdays from 4-6 pm, and they can supply a COI. Brief discussion; to go to Co #1 for approval.
- 275 Invitation to Bid is currently on hold until the bid is written; working with attorney.
- Moving forward with sale of 293, so the Board needs to first surplus it, then it needs to go to mandatory referendum tentatively scheduled for January 28, 2025. Brief discussion.

RESOLUTION #268 WHEREAS, SECTION 176(23) OF THE NEW YORK TOWN LAW PERMITS THE GREENFIELD FIRE DISTRICT (DISTRICT) TO SELL OR OTHERWISE DISPOSE OF SURPLUS PROPERTY OF THE DISTRICT NO LONGER NECESSARY FOR ANY OF ITS PURPOSES; AND

WHEREAS, THE DISTRICT HAS DETERMINED THAT ITS 2009 KME CUSTOM 102' AERIALCAT PLATFORM VIN# 1K9AF64819N058616 (REFERRED TO HEREIN AS THE "APPARATUS") IS DEEMED WASTE AND HAS NO FUNCTIONAL OR KNOWN INTRINSIC VALUE, AND IS THEREFORE SURPLUS PROPERTY AND NO LONGER NECESSARY FOR THE PURPOSES OF THE DISTRICT; AND

WHEREAS, THE DISTRICT DETERMINED THAT THE APPARATUS HAS A VALUE OF MORE THAN ONE HUNDRED THOUSAND DOLLARS (\$100,000.00), MAKING IT NECESSARY TO OBTAIN THE APPROVAL OF A PROPOSITION PERMITTING THE SALE OF THE APPARATUS AT A SPECIAL ELECTION.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. THAT THE DISTRICT HEREBY DECLARES THAT THE APPARATUS IS SURPLUS PROPERTY OF THE DISTRICT AND UPON SALE OF THE APPARATUS, WILL NO LONGER BE NECESSARY FOR THE DISTRICT'S USES OR PURPOSES.
2. THAT THE APPARATUS HAS A VALUE OF MORE THAN ONE HUNDRED THOUSAND DOLLARS (\$100,000.00).
3. THAT THE BOARD OF FIRE COMMISSIONERS IS HEREBY AUTHORIZED TO CARRY OUT THE SALE OF THE APPARATUS IN "AS IS" CONDITION, WITH THE ACTUAL PRICE OF THE SALE TO BE DETERMINED BY THE MARKET.
4. THAT THIS RESOLUTION SHALL, BEFORE BECOMING EFFECTIVE, BE SUBJECT TO A MANDATORY REFERENDUM, AND SHALL, BEFORE BECOMING EFFECTIVE, BE APPROVED AT A SPECIAL ELECTION OF THE QUALIFIED ELECTORS OF THE GREENFIELD FIRE DISTRICT TO BE HELD AT THE GREENFIELD FIRE DISTRICT OFFICE LOCATED AT 13 SOUTH GREENFIELD ROAD, GREENFIELD CENTER, NY 12833, ON JANUARY 28, 2025, BETWEEN THE HOURS OF 6:00 PM AND 9:00 PM.

MOTION: Ellsworth
SECOND: Chouinard

RESOLVED **WHEREAS**, Section 176(23) of the New York Town Law permits the Greenfield Fire District (District) to sell or otherwise dispose of surplus property of the District no longer necessary for any of its purposes; and

WHEREAS, the District has determined that its 2009 KME Custom 102' AerialCat Platform VIN# 1K9AF64819N058616 (referred to herein as the "Apparatus") is deemed waste and has no functional or known intrinsic value, and is therefore surplus property and no longer necessary for the purposes of the District; and

WHEREAS, the District determined that the Apparatus has a value of more than one hundred thousand dollars (\$100,000.00), making it necessary to obtain the approval of a proposition permitting the sale of the Apparatus at a special election.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the District hereby declares that the Apparatus is surplus property of the District and upon sale of the Apparatus, will no longer be necessary for the District's uses or purposes.
2. That the Apparatus has a value of more than one hundred thousand dollars (\$100,000.00).
3. That the Board of Fire Commissioners is hereby authorized to carry out the sale of the Apparatus in "as is" condition, with the actual price of the sale to be determined by the market.
4. That this Resolution shall, before becoming effective, be subject to a mandatory referendum, and shall, before becoming effective, be approved at a Special Election of the qualified electors of the Greenfield Fire District to be held at the Greenfield Fire District office located at 13 South Greenfield Road, Greenfield Center, NY 12833, on January 28, 2025, between the hours of 6:00 pm and 9:00 pm.

VOTE: All in Favor, motion carried.

- Has been doing research on the Facility Use Agreement, will continue to move forward with creating that new policy.
- Currently working on both the Commissioner and Mandatory Referendums elections.
- **Director of Purchasing**: Douglas Olson not present, report given by Joyce
 - Need to declare the 3500 gallon Fol-DA-Tank surplus and then make a motion the sell it to West Valley Fire District #1 in the amount of \$2,000.00. Brief discussion.

RESOLUTION #269 DECLARING THE 3500 GALLON FOL-DA-TANK CURRENTLY LOCATED AT PORTER CORNERS CO #2 OF NO KNOWN VALUE, AND THEREFORE SURPLUS PROPERTY.

MOTION: Ellsworth
SECOND: Russo

RESOLVED to declare the 3500 gallon Fol-DA-Tank currently located at Porter Corners Co #2 of no known value, and therefore surplus property.

VOTE: All in Favor, motion carried.

RESOLUTION #270 APPROVING THE SALE OF THE SURPLUSSED 3500 GALLON FOL-DA-TANK CURRENTLY LOCATED AT PORTER CORNERS CO #2 TO WEST VALLEY FIRE DISTRICT #1 IN THE AMOUNT OF \$2,000.00.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to approve the sale of the surplussed 3500 gallon Fol-DA-Tank currently located at Porter Corners Co #2 to West Valley Fire District #1 in the amount of \$2,000.00.

VOTE: All in Favor, motion carried.

- Quotes received for repairs to Co #2 bay door #3:

O'Leary Overhead Door: \$2,060.00

Overhead Door of Glens Falls: \$2,782.09

Lift will need to be supplied or there will be an additional lift fee from both vendors. Brief discussion continued in reference to supplying the lift currently located at Co #3.

RESOLUTION #271 ACCEPTING QUOTE FROM O'LEARY OVERHEAD DOOR.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to accept quote from O'Leary Overhead Door.

VOTE: All in Favor, motion carried.

- Board needs to sign 2025 Premier Service Contract in order to avoid price increase.

RESOLUTION #272 ACCEPTING PREMIER'S 2025 SERVICE CONTRACT.

MOTION: Chouinard

SECOND: Ellsworth

RESOLVED to accept Premier's 2025 Service Contract.

VOTE: All in Favor, motion carried.

- Questioned if the Board wanted to accept the quote of \$4,405.00 from Dival Safety and Supplies for the Rit Pak III, that includes regulator and mask. Brief discussion continued, including the Treasurer moving money around in the .2 Equipment & Capital Outlay line items.

RESOLUTION #273 ACCEPTING THE QUOTE OF \$4,405.00 FROM DIVAL SAFETY AND SUPPLIES FOR THE RIT PAK III, THAT INCLUDES REGULATOR AND MASK.

MOTION: Chouinard

SECOND: Russo

RESOLVED to accept the quote of \$4,405.00 from Dival Safety and Supplies for the Rit Pak III, that includes regulator and mask.

VOTE: All in Favor, motion carried.

- 2024 VFA (DEC) grant has been submitted. Brief discussion.
- Co #2 basement reconstruction completed; someone needs to level beverage cooler.
- Jaws for new 261 ordered, should arrive in December.
- Deidre worked with TSI; fit test machine is now operating as it should.
- The new SCBA masks are in.
- F264 has an ongoing intermittent no start issue, keeping an eye on it at this time.
- Old MED 266 has been sold and waiting on check from Auctions International. Vehicle was stripped of radios and bar light.
- The single gas ammonia and the 5 gas meter from Co #1 are out for calibration.

- 294 is scheduled for inspection, oil change and tire rotation on the 18th at Ryans.
- 284 is scheduled for an oil change and tire rotation on the 19th at Ryans.
- Remainder of 2024 PPE was ordered and should arrive by mid-December.
- Douglas will be out of the office from November 22nd through December 2nd.
- **Treasurer:** Joyce Petkus
 - Released the following accruals:
 - Co #4 water line project/Core & Main: \$19,985.19 back to Repairs, Building, Maintenance & Grounds
 - Undercoating for three trucks: \$4,500.00 back to Apparatus, Maintenance & Repairs
 - Received invoice from Southworth Milton Cat for Co #4 annual generator service in the amount of \$2,084.71.

RESOLUTION #274 GIVING THE TREASURER PERMISSION TO PAY SOUTHWORTH MILTON CAT INVOICE IN THE AMOUNT OF \$2,084.71.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give the Treasurer permission to pay Southworth Milton CAT invoice in the amount of \$2,084.71.

VOTE: All in Favor, motion carried.

RESOLUTION #275 GIVING THE TREASURER PERMISSION TO CLOSE OUT EQUIPMENT RESERVE FUND .040 NEW 273 DEEP SOUTH & NEEDED EQUIPMENT IN THE AMOUNT OF \$550,000.00 AS A RESULT OF THE BOARD APPROVING THE CANCELLATION OF THE PURCHASE ON AUGUST 14, 2024.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to give the Treasurer permission to close out Equipment Reserve Fund .040 New 273 Deep South & Needed Equipment in the amount of \$550,000.00 as a result of the Board approving the cancellation of the purchase on August 14, 2024.

VOTE: All in Favor, motion carried.

RESOLUTION #276 GIVING THE TREASURER PERMISSION TO MOVE MONEY AS FOLLOWS:

**TRANSFER: \$2,547.00 FROM A9040.8 WORKERS' COMP
 \$4,940.25 FROM A9050.8 UNEMPLOYMENT TAXES
 \$3,767.13 FROM A9055.8 DISABILITY INSURANCE
 \$2,772.00 FROM A9060.8 HOSPITAL & MEDICAL INSURANCE
 \$1,363.03 FROM A9089.8 OTHER EMPLOYEE BENEFITS**

TOTAL: \$15,389.41.

TRANSFER \$15,389.41 TO THE FOLLOWING ACCOUNTS AS FOLLOWS:

**\$1,214.00 TO .4 SERVICE AWARD PROGRAM FEE
 \$1,500.00 TO .4 PHYSICALS & INFECTIOUS DISEASE
 \$12,675.41 TO .4 APPARATUS, MAINTENANCE & REPAIRS**

TOTAL: \$15,389.41.

MOTION: Russo

SECOND: Ellsworth

RESOLVED to give the Treasurer permission to move money as follows:

Transfer: \$2,547.00 from A9040.8 Workers' Comp
\$4,940.25 from A9050.8 Unemployment Taxes
\$3,767.13 from A9055.8 Disability Insurance
\$2,772.00 from A9060.8 Hospital & Medical Insurance
\$1,363.03 from A9089.8 Other Employee Benefits

Totaling: \$15,389.41.

Transfer \$15, 389.41 to the following accounts as follows:

\$1,214.00 to .4 Service Award Program Fee
\$1500.00 to .4 Physicals & Infectious Disease
\$12,675.41 to .4 Apparatus, Maintenance & Repairs

Totaling: \$15,389.41

VOTE: All in Favor, motion carried.

Firefighter/Auxiliary Applications and Changes in membership: None.

- New member: Kyle Arnold, Co #4.

RESOLUTION #277 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE APPLICATION.

MOTION: Chouinard

SECOND: Russo

RESOLVED to give the Chairman permission to sign off on above application.

VOTE: All in Favor, motion carried.

Joyce also noted new member Colin Osborne still has not called to schedule an appointment to finalize his paperwork and be issued gear. Commissioner Chouinard will call him again.

Report of the Chief – Derrick Barss

- Noted a Sheriff had stopped in to drop off paperwork regarding using the training building. Joyce noted no one stopped in when she was here; the Chief noted he had stopped in and dropped it off to someone in the office. Also requested the board approve a waiver for the Sheriffs and OFPC until the insurance is straightened out. Joyce requested the Chief give the office number and her email address to those wanting to use the district facilities and speak directly with only her. Commissioner Ellsworth also noted that they should also be contacting Deidre directly to schedule use of the building. Discussion continued.

RESOLUTION #278 GIVING WAIVERS TO THE SHERIFFS AND OFPC TO USE THE TRAINING BUILDING UNTIL THE PROPER PAPERWORK IS RECEIVED.

MOTION: Russo

SECOND: Etson

RESOLVED to give waivers to the Sheriffs and OFPC to use the training building until the proper paperwork is received.

VOTE: All in Favor, motion carried.

- He will be signing the annual roster on November 19th to give firefighters time to complete their fit testing.

- Noted there was some discrepancy/discussion regarding the Conex box, but wanted to clarify that the policy itself was followed; read corresponding section of the policy. Brief discussion followed.

Reports from Companies:

Company #1 – Chief Barss

- Good.

Company #2 – President McGowan

- Thanks for the basement.
- Requested O’Leary be asked to check bay door #2 as well.
- Area behind the pole barn has been cleaned out. Requested the lawn be mowed in that area if possible. Brief discussion continued.

Company #3 – D/C Petkus

- Participating in Toys for Tots in Ballston Spa.
- He will be out of town until next Wednesday.
- A/C Murray requested approval for their December 8th breakfast, the Auxiliary fundraiser on November 17, 2024 as well as their annual blood drive on January 25, 2025.

RESOLUTION #279 GIVING CO #3 PERMISSION TO HOLD THEIR DECEMBER 8, 2024 BREAKFAST, THE AUXILIARY FUNDRAISER ON NOVEMBER 17, 2024 AND ANNUAL BLOOD DRIVE ON JANUARY 25, 2025.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give Co #3 permission to hold their December 8, 2024 breakfast, the Auxiliary fundraiser on November 17, 2024 and annual blood drive on January 25th, 2025.

VOTE: All in Favor, motion carried.

- Firefighter Chris Thurman requested O’Leary also look at Co #3 back bay door as well.

Company #4 D/C Bogardus

- Questioned the status of the water line project, as sand is coming in again. Commissioner Chouinard noted it is on hold, but the board is working on other options. Brief discussion continued.
- Back bay door #6 motor is intermittently running, requested O’Leary look at it as well.
- Auctions International is selling a stock of brand new Mercedes hose from a fire district. Discussion continued; he will speak with Douglas.
- Would like the board to consider putting off repairs to 293 and keep it in use until the new aerial comes in so they are not without an aerial. Commissioner Ellsworth noted that Premier wants to get the aerial in and turn it around quickly. Discussion continued.

Report of the Training Committee: report given by Chief Barss

- Nothing to report.

Report of the Explorer Program:

- No one present this evening.

Reports of the Commissioners:

- Chouinard
 - Nothing at this time.
- Etson
 - Nothing at this time.

- Russo
 - Nothing at this time.
- Ellsworth
 - Co #3 window was replaced; project is now closed.
 - 261 should be finished tomorrow.

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:

- Drug & Alcohol: Joyce noted she previously gave an update about a change to post accident and reasonable suspicion testing for drug screen and breathe alcohol testing through the district provider, but she only just received the forms today. Chief Barss questioned who is authorized to declare reasonable suspicion and are we obligated to offer training. Lengthy discussion continued. Joyce to research more.
- Training Facility Use: no changes made.
- Unmanned Aircraft Systems (UAS): no changes made

RESOLUTION #280 APPROVING CHANGES TO THE DRUG AND ALCOHOL POLICY AS DISCUSSED, DELETING SECTION B AND LAST SENTENCE IN SECTION C.

MOTION: Chouinard

SECOND: Ellsworth

RESOLVED to approve changes to the Drug and Alcohol policy as discussed, deleting section B and last sentence in section C.

VOTE: All in Favor, motion carried.

Special Topics of Discussion/Final Comments:

- Chief Barss noted he will be out of town until Saturday.
- D/C Bogardus noted AT&T will probably be calling Joyce in reference to FirstNet. Brief discussion continued.
- Commissioner Ellsworth thanked both Joyce and Douglas; they have both had a busy couple of weeks, but the district is making good progress.

RESOLUTION #281 ENTERING INTO EXECUTIVE SESSION AT 7:51 PM IN REFERENCE TO MATTERS LEADING TO THE EMPLOYMENT OF A PARTICULAR PERSON.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to enter into executive session at 7:51 PM in reference to matters leading to the employment of a particular person.

VOTE: All in Favor, motion carried.

RESOLUTION #282 RECONVENING FROM EXECUTIVE SESSION AT 9:07 PM.

MOTION: Ellsworth
SECOND: Chouinard
RESOLVED to reconvene from executive session at 9:07 pm.
VOTE: All in Favor, motion carried.

RESOLUTION #283 OFFERING JUSTIN COOPER THE MAINTENANCE POSITION, AND IF OFFER IS ACCEPTED, GIVING THE DISTRICT ADMINISTRATOR AND DIRECTOR OF PURCHASING PERMISSION TO BEGIN ORIENTATION AS SOON AS POSSIBLE.

MOTION: Ellsworth
SECOND: Etson
RESOLVED to offer Justin Cooper the maintenance position, and if offer is accepted, giving the District Administrator and Director of Purchasing permission to begin orientation as soon as possible.
VOTE: All in Favor, motion carried.

RESOLUTION #284 ADVERTISING FOR A PART TIME DISTRICT SECRETARY.

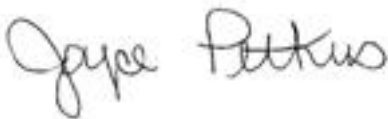
MOTION: Ellsworth
SECOND: Russo
RESOLVED to advertise for a part time district secretary.
VOTE: All in Favor, motion carried.

RESOLUTION #285 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Ellsworth
SECOND: Chouinard
RESOLVED to dispense with the reading of the minutes.
VOTE: All in favor, motion carried.

Motion was made by Commissioner Ellsworth with a second from Commissioner Russo to adjourn the meeting at 9:11 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer