

Board of Fire Commissioners

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

The October 23, 2024 Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Vice Chairman Jay Ellsworth at 7:02 PM on October 23, 2024. The flag salute and a moment of silence were recognized for departed members.

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

RESOLUTION #243 ENTERING INTO EXECUTIVE SESSION AT 7:02 PM IN REFERENCE TO THE RESIGNATION OF A PARTICULAR PERSON.

MOTION: Chouinard

SECOND: Russo

RESOLVED to enter into executive session at 7:02 pm in reference to the resignation of a particular person.

VOTE: All in Favor, motion carried.

RESOLUTION #244 RECONVENING FROM EXECUTIVE SESSION AT 7:10 PM.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to reconvene from executive session at 7:10 pm.

VOTE: All in Favor, motion carried.

District Administrator Petkus read letter received from Michael Chandler advising of his immediate resignation as a Commissioner of the Board of Fire Commissioners.

RESOLUTION #245 ACCEPTING THE RESIGNATION OF MICHAEL CHANDLER AS COMMISSIONER OF THE GREENFIELD FIRE DISTRICT, EFFECTIVE IMMEDIATELY.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to accept the resignation of Michael Chandler as Commissioner of the Greenfield Fire District, effective immediately.

VOTE: All in Favor, motion carried.

RESOLUTION #246 APPOINTING JAY ELLSWORTH 2024 CHAIRMAN OF THE BOARD OF FIRE COMMISSIONERS.

MOTION: Chouinard

SECOND: Etson

RESOLVED to appoint Jay Ellsworth 2024 Chairman of the Board of Fire Commissioners.

VOTE: All in Favor, motion carried.

RESOLUTION #247 APPOINTING WILLIAM ETSON 2024 VICE CHAIRMAN OF THE BOARD OF FIRE COMMISSIONERS.

MOTION: Ellsworth
SECOND: Chouinard
RESOLVED to appoint William Etson 2024 Vice Chairman of the Board of Fire Commissioners.
VOTE: All in Favor, motion carried.

Accept RFP: 2024-2025 Snowplowing

RESOLUTION #248 REJECTING SNOW PLOW BID RECEIVED.

MOTION: Ellsworth
SECOND: Russo
RESOLVED to reject snow plow bid received.
VOTE: All in Favor, motion carried.

RESOLUTION #249 APPROVING THE MINUTES OF THE OCTOBER 9, 2024 COMMISSIONER MEETING, THE OCTOBER 15, 2024 SPECIAL MEETING AND THE OCTOBER 15, 2024 PUBLIC HEARING ON THE 2025 PROPOSED BUDGET AS WRITTEN.

MOTION: Russo
SECOND: Chouinard
RESOLVED to approve the minutes of the October 9, 2024 Commissioner meeting, the October 15, 2024 Special meeting and the October 15, 2024 Public Hearing on the 2025 Proposed Budget as written.
VOTE: All in favor, motion carried.

Chairman Ellsworth asked for questions/comments regarding the abstract:

RESOLUTION #250 APPROVING PAYMENT OF ABSTRACT #20 DATED OCTOBER 23, 2024 FROM THE GENERAL FUND, VOUCHER #240397 THROUGH VOUCHER #240410, TOTALING \$17,611.78.

A3410.1	\$ 5,627.67
A3410.2	\$ 1,122.91
A3541.4	\$10,430.67
A9000.8	\$ 430.53

Total:	\$17,611.78

MOTION: Ellsworth
SECOND: Russo
RESOLVED to approve payment of Abstract #20, dated October 23, 2024 from the General Fund, Voucher #240397 through Voucher #240410, totaling \$17,611.78.
VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Administrator:** Joyce Petkus
 - Final reminder, CAFDA Fall workshop is being held at Verdox Fire district on November 2nd. Brief discussion, Captain Nate King has requested permission to attend.

RESOLUTION #251 GIVING CAPTAIN NATE KING PERMISSION TO ATTEND THE CAFDA FALL WORKSHOP AT VERDOX FIRE DISTRICT NOVEMBER 2, 2024 IN LATHAM, ALBANY COUNTY.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to give Captain Nate King permission to attend the CAFDA Fall Workshop at Verdox Fire District November 2, 2024 in Latham, Albany County.

VOTE: All in Favor, motion carried.

- Some chiefs' vehicles previously moved around, and she forgot to check the locations of the vehicle fobs to make sure they match her inventory. She will be emailing the chiefs for confirmation of numbers. Brief discussion.
- Read letter received from Edward Petkus requesting his name be added to the ballot for District Chief.
- Received letter from Occupational Medicine that their after-hours drug and alcohol testing procedures have recently changed. Brief discussion; she will review policies that might be affected with this change.
- She and Commissioner Etson recently met with staff at Occupational Medicine to review annual physicals, and it was a very good meeting. It has been recommended that the district drop the pre-placement drug screen and add back the PFT testing, with the following schedule:
 - pre-placement physical for baseline
 - less than 30 years old: PFT every 3 years
 - 30-39 years old: PFT every 2 years
 - 40+: PFT yearly

Lengthy discussion continued.

RESOLUTION #252 DISCONTINUING THE PRE-PLACEMENT DRUG SCREEN AND INSTITUTING THE PFT TESTING UNDER THE RECOMMENDED GUIDELINES.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to discontinue the pre-placement drug screen and institute the PFT testing under the recommended guidelines.

VOTE: All in Favor, motion carried.

- Brief discussion regarding the cell tower lease amendment that was received and sent to the attorney to review and receipt of his recommendations. To be tabled until the meeting with the attorney.
- Received thank you's from Greenfield Elementary for the recent fire prevention day.
- Saratoga Springs Public Library asked if it was possible to do their outreach program over the winter at Co #1. Brief discussion.
- **Director of Purchasing:** Douglas Olson
 - Auction of old MED 296 ended at \$5,100.00. Discussion continued; Douglas will start removing equipment not part of the sale.

RESOLUTION #253 ACCEPTING THE \$5,100.00 OFFER TO SELL OLD MED 296.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to accept the \$5,100.00 offer to sell old MED 296.

VOTE: All in Favor, motion carried.

- Co #2 basement construction moving along. Brief discussion.
- Hose has been delivered and is ready for pick up.
- Jaws are still on schedule to be delivered in December.
- 262 back from Premier.
- 292 waiting on heating and AC parts.
- Hi band antennas were picked up from Rob and delivered to Premier.
- 291 was sent to Premier for the wheel seal issue.
- Rescue to go to Premier once 291 is back in district.
- Air pack testing completed; repairs were completed and they can be picked up tonight.
- Deidre is working with TSI regarding fit test machine issues.
- New SCBA pack has been delivered to D/C Marshall.
- 264 has intermittent start issue, Commissioner Ellsworth is working on that.
- Co #1 gas meters are waiting on a part before they will be sent back.
- Auto pulse battery delivered to Co #3.
- Two suction units arrived today and will go to the EMS Coordinator after they are inventoried.
- 283 and 284 are scheduled for inspections; chiefs are responsible for scheduling their vehicle inspections.
- New Maintenance person should be starting soon.
- Question regarding FAST rescue board has been clarified, so that will be ordered.
- A/C Z. King noted that 294 is stating oil change required; Douglas will handle. It was also noted that 284 is the same.
- Has not forgotten about Commissioner Chouinard's letter.
- Radio in back of 280 that went bad is not repairable by Frank; circuit board died. He has a used radio head for sale for about \$500. The radio coming out of 296 is not interchangeable.

RESOLUTION #254 APPROVING THE PURCHASE OF A USED RADIO HEAD FROM VAST HORIZONS IN THE AMOUNT OF \$500.00.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve the purchase of a used radio head from Vast Horizons in the amount of \$500.00.

VOTE: All in Favor, motion carried.

- Commissioner Ellsworth noted that 293 will be going to Premier soon.
- Co #2 President McGowan noted he is happy with the basement work. Thanks to everyone for their assistance. Brief discussion continued.
- Co #2 President McGowan noted there was an issue with 273 overhead door. Brief discussion.
- **Treasurer:** Joyce Petkus
 - Ladder Reserve CD has been closed out and money transferred to the ICS Ladder Reserve account, which is currently earning 4.75%.

- 2025 Budget needs to be approved and will then be delivered to the towns as required.

Commissioner Ellsworth explained that the Board of Fire Commissioners has once again stayed under the 2% tax cap.

RESOLUTION #255 ADOPTING THE 2025 FINAL BUDGET AND ADDENDUM AS SUBMITTED.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to adopt the 2025 final budget and addendum as submitted.

VOTE: All in Favor, motion carried.

Firefighter/Auxiliary Applications and Changes in membership: None.

- New member: Colin Osborne.

RESOLUTION #256 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE APPLICATION.

MOTION: Etson

SECOND: Chouinard

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

VOTE: All in Favor, motion carried.

Aiden Pavlik has joined the Explorer Program.

Report of the Chief – Derrick Barss

- Read email correspondence received from Wilton EMS thanking members of the fire district for their assistance during a recent difficult call.
- Read thank you letter received from Providence Fire District thanking members of the fire district for their assistance during a recent alarm.
- Would like to deviate from the Awards Policy. Has 18 medals of Merit to be presented that he would like to present at the November 25th board meeting. Discussion continued. It was suggested to present the awards at the department's annual meeting. The Chief will email the board with another date and time.
- Thanks to Commissioner Ellsworth and Douglas for their assistance with all the truck issues.
- Four company live fire held last night went well.
- Received good reports regarding fire prevention.
- Previously discussed purchasing Wilton's aerial; it had been agreed upon that it would go out for inspection; Commissioner Ellsworth noted it is on the radar. Discussion continued.

Reports from the EMS Coordinator: Tom Vumbaco

- Report given by Chief Barss.
 - Tom has been working with new reporting incorporated into Emergency Networking. It should be more user friendly and paperwork will be able to be completed at home and will have better tracking.
 - Joyce added that Tom would like the board to approve switching to Emergency Networking for ePCR reporting; the annual cost will be \$1,500 with a one-time training session of \$250. It will be prorated to \$437.50 through 2/28/2025; after that it will be billed annually for both the fire and ePCR reporting. Brief discussion continued.

RESOLUTION #257 APPROVING THE EMERGENCY NETWORKING E-PCR PROGRAM.

MOTION: Ellsworth

SECOND: Etson

RESOLVED to approve the Emergency Networking e-PCR program.

VOTE: All in Favor, motion carried.

Reports from Companies:

Company #1 – D/C Marshall

- Confirmed 263 is going to go to Premier once 291 comes back; Commissioner Ellsworth noted that is what they are going to try to coordinate. Would like 261 air chuck be repaired as soon as possible. Brief discussion.

Company #2 – President McGowan

- 271 auto eject is only intermittently working. Discussion continued.
- Would like a podium for the meeting room. Douglas to get price for the next meeting for both Co #2 and #4.
- Thanks for the work on the basement.

Company #3 – A/C Murray

- Thanks to Douglas for getting the air compressor back up and running.

Company #4 D/C Bogardus

- Hi band radios came back from re-programming, but the batteries are not holding their charge. Brief discussion.
- Had fuel key issues with two trucks; keys have since been replaced.
- There is a hoarder house in the district that has been sold and is now being cleaned up.
- Dance Lab is expanding their parking lot and the traffic flow will be changed. They were also going to try to bring a sewer line down. Brief discussion continued.
- Confirmed that the new hose has not been numbered.
- Wilton Mall project has been delayed. Brief discussion.
- Requested update on water line; Commissioner Ellsworth noted that the board is meeting with the district's lawyer soon to straighten it all out.
- Submitted letter to the District Administrator.

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

- Fall live burn has been completed.
- Rope drill coming up and Lt. Ramsey is coordinating with South Glens Falls.
- The election committee met and is requesting waivers for firefighters Erik Welmaker and Dain LaCross. Firefighter Welmaker meets all training requirements for lieutenant except for time; he is 6 weeks shy of the requirements. Firefighter LaCross meets all training requirements for lieutenant except for time; he is 6 months shy of the requirements. D/C Bogardus also noted that they need lieutenants. Commissioner Ellsworth noted that each year, whether as a Chief or Commissioner, he struggles with the requests for waivers, noting that the two firefighters are also from his company. Brief discussion continued.

RESOLUTION #258 APPROVING WAIVERS FOR FIREFIGHTERS ERIK WELMAKER AND DAIN LACROSS AS REQUESTED.

MOTION: Etson

SECOND: Chouinard

RESOLVED to approve waivers for firefighters Erik Welmaker and Dain LaCross as requested.

VOTE: Chouinard, Etson, Russo; in favor. Ellsworth, abstained.

Motion carried.

Reports of the Commissioners:

- Chouinard
 - Worked up an employee evaluation form that he sent to all the Commissioners. Brief discussion; Joyce to review policy to see if the form actually needs to be added.
- Etson
 - Nothing at this time.
- Russo
 - Nothing at this time.
- Ellsworth
 - The new maintenance person will be starting on November 11th. Discussion continued.

RESOLUTION #259 HIRING KEVIN RIFFLE AS STATION KEEPER/PT MAINTENANCE EFFECTIVE NOVEMBER 11, 2024; AND SETTING SALARY & BENEFITS HOURLY RATE OF \$22.00 FOR UP TO 32-HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to hire Kevin Riffle as Station Keeper/PT Maintenance effective November 11, 2024; and setting salary & benefits hourly rate of \$22.00 for up to 32-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in Favor, motion carried.

- Commissioner Etson will be handling the DEC grant.
- November 25th board meeting to be a shortened meeting due to meeting with the attorney.
- 275 bid process needs to be done correctly and must go out to sealed public bid. Brief discussion continued. Joyce will need the specs.

Reports of the Town Board/Planning Board Liaisons

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

- **Town of Wilton:** Commissioner Chouinard
 - D/C Bogardus noted that solar is coming to the ZBA Thursday. Brief discussion.

District Policy Review:

- Access Card & Fob: no changes made
- Computers & Internet Use: no changes made.

Special Topics of Discussion/Final Comments:

- President McGowen questioned if the old boiler can be thrown out; board okayed and Co #2 will get rid of it.
- Joyce read letter received earlier in meeting from Duane Bogardus requesting his name be added to the ballot for District Chief.

- Captain N. King noted prices he had received on the RIT pack were around \$7,000; the price received from Dival is \$4,400, and includes the mask and a 60-minute bottle. Brief discussion continued; added to next meeting agenda for approval after the Treasurer figures out where to move money around.
- Captain N. King noted in the recent fire officers meeting there had been discussion regarding receiving information from the Fire Advisory Board. Lengthy discussion continued, including running out of radio numbers and possibly going to four-digit truck numbers. Captain N. King noted he attends most of their meetings and could give a report. Firefighter Williams is also the representative to the Fire Officers.
- Douglas noted that he is out of the office the weeks of November 11th and 25th.

RESOLUTION #260 ENTERING INTO EXECUTIVE SESSION AT 8:27 PM IN REFERENCE TO THE APPOINTMENT OF A PARTICULAR PERSON.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to enter into executive session at 8:27 PM in reference to the appointment of a particular person.

VOTE: All in Favor, motion carried.

RESOLUTION #261 RECONVENING FROM EXECUTIVE SESSION AT 9:50 PM.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to reconvene from executive session at 9:50 pm.

VOTE: All in Favor, motion carried.

RESOLUTION #262 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Chandler

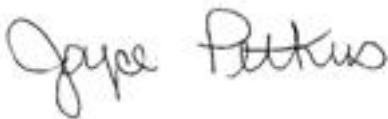
SECOND: Russo

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

Motion was made by Commissioner Ellsworth with a second from Commissioner Russo to adjourn the meeting at 9:50 PM. All in favor, meeting adjourned.

Respectfully submitted,



Joyce A. Petkus
District Administrator/Treasurer