

## **Board of Fire Commissioners**

Greenfield Fire District  
Greenfield Center, NY 12833

The **March 12,2025** Commissioners Meeting of the Greenfield Fire District was called to order at the District Office by Commissioner Ellsworth at 7:00 PM. The Pledge of Allegiance and a moment of silence were recognized for departed members.

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

### **RESOLUTION #109 APPROVING THE MINUTES OF THE FOLLOWING MEETING, FEBRUARY 26, 2025**

MOTION: Thurman

SECOND: Russo

RESOLVED Approving the minutes of the following meeting, February 26, 2025

VOTE: All in favor, motion carried.

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

- Commissioner Thurman questioned the CAD payment to EN

### **RESOLUTION #110 APPROVING PAYMENT OF ABSTRACT #5 DATED MARCH12,2025 FROM THE GENERAL FUND, VOUCHER #250080 THROUGH VOUCHER #250109, TOTALING \$92,621.41.**

A3410.1	\$ 8,578.69
A3410.2	\$ 55,272.58
A3541.4	\$ 27,933.72
A9000.8	\$ 836.42

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Total: \$ 92,621.41

MOTION: Chouinard

SECOND: Thurman

RESOLVED to approve payment of Abstract #5, dated March 12,2025 from the General Fund, Voucher #250080 through Voucher #250109, totaling \$ 92,621.41.

VOTE: All in favor, motion carried

### **RESOLUTION #111 APPROVING PAYMENT OF ABSTRACT #2 VOUCHER #ER25002 DATED MARCH 12,2025 FROM THE EQUIPMENT RESERVE FUND TOTALING \$692,386.59.**

MOTION: Chouinard

SECOND: Russo

RESOLVED: approving payment of abstract #2 Voucher #ER25002 dated March12,2025 from the Equipment Reserve Fund totaling \$692,386.59.

VOTE: All in favor, motion carried.

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

### **Request to go back to Active Duty from Life Member**

- David Hyde is requesting to come back to active duty from Life Member status. He has filled out the VFIF and it has been submitted. Received approved VFIF back and forwarded to Co.

*Pending Board Approval upon receipt of current documents*

- VFIF for Nicholas Esposito will be destroyed due to no further action

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

- **District Secretary:** Kim Gimbel
  - Members have started with the physicals. I will keep the Co.'s updated of any changes. If there are questions, please let me know.
  - Will begin updating website photos and information when time allows
  - Working with Emergency Networking to see how we can use it on the personal side of things vs the firematic side
  - Will advertise waste removal RFP next week after returning from Financial Training
- **District Administrator:** Joyce Petkus *Given by Douglas Olson*
  - All paperwork regarding new 261 was signed by Commissioner Chouinard and emailed to FMI on 2/28/2025.
  - Board needs to approve signing of Fire Apparatus Purchase Agreement received from Wilton Fire District. (M)
  - 2025 FASNY lawbooks arrived and put in offices.
  - Staff job duties spreadsheet completed and distributed as necessary.
  - Worked on updating all paid employee job descriptions, will be sending out to board next week.
  - Director of Purchasing ad placed and posted.
  - Still waiting on detailed use of Conex box burn simulator so I can contact insurance carrier and Counsel.
  - Received email from A/C N. King requesting another fob for April Fresh Cleaning as they added another cleaning crew; if okay board needs to approve.
  - Received email from A/C N. King that South Glens Falls Fire is looking for 4 fobs, for Car 58, Car 58-0, ER 58-6, & ER 60-2 as they are now on GFD second alarm box to cover Co #4 with a FAST team. If okay board needs to approve.
  - Received request from SFI Bill Purcell for access to the firehouses; if okay board needs to approve.
  - Co #2 basement door issue resolved. This was a computer issue.
  - Received FDIC training info request from D/C Z. King and forwarded to BoFC. Board budgeted \$12,000 for 2025; they are asking for \$13,000. Need to review, and if approved, a motion will be needed.

- 275 bid spec document received back from Counsel and forwarded to BoFC; if board decides to move forward, a motion will be needed. **Request bid opening be moved to April 9<sup>th</sup> as ad will not go into the paper until next week.**
- Draft Facilities Use policy will be added to the April 9<sup>th</sup> meeting agenda for Board approval.
- As of today, have received only 3 of the 14 DMV/LENS authorizations. All signed forms with copies of drivers' licenses were due back to me by **February 26<sup>th</sup>.**
- Have not forgotten about Defensive Driver course.
- Continuing to work with the District EMS Coordinator on various projects, including completing and submitting CLIA waiver.
- Kim and Joyce are out of the office Thursday and Friday and Financial Training; Deidre will be in the office Thursday and covering Friday from 10 am – 3 pm.
- CAFDA Conference is April 10-12<sup>th</sup> at Fort William Henry Conference Center; anyone wanting to go will need board approval.

**Director of Purchasing:** Douglas Olson

- Still waiting on RIT bottle from Scott
  - Chlorine meter is out for calibration. Will send out to more.
  - The Fol-Da-Tank counter offer on Auction Internationals was refused. We maintain ownership. D/A Petkus will list on the CAFDA want ad.
  - The hose tester counter offer was also declined. We maintain ownership.
  - Complete Construction has finished at Co#4.
  - Rosick Well drilling finished at Co#4 The new well is 59'.5" deep , the pump sits at 48' and produces 20 GPM. There are pictures in the file showing what utilities are in the hole with the well.
  - Waiting on install date for radio chargers in 264 and 262 and install of auto eject and battery maintainer on 264
  - Gear from the December order has been issued to all members who made their appointment
  - Truck PMs on schedule
  - 15 bottles are at B-Lann for the annual bottle hydros of air bottles SCBA Pack testing scheduled for October 16 and 17,2025
  - Overhead Door of GF repaired bay door at Co#3
  - **Hilltop Tire Quote**
    - T 293 6 Tires           \$6,920.24
    - ETA 282 10 Tires   \$8,152.38
    - F 272 6 Tires       \$2,033.92

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  - **Total for 16 Tires \$17,106.54**
- Adirondack Truck Repair is sending and additional quote for all 3 trucks
- Co#4 pest issue has been addressed. Pest Solutions will add them to the current schedule.
- The training building lock has been fixed. The code is the same.

**Treasurer:** Joyce Petkus *Given by Douglas Olson*

- Previously reported to the board the issue regarding notice from NYS that 2024 third quarter wage reporting information was not received and that QB was contacted as it was submitted in a timely matter. Received notification from QB that the error was at their end and the matter has been corrected with no penalties.
- Annual FY 2024 OSC AFR completed/certified/submitted/accepted by OSC; emailed to Board on 2/28/2025.
- Requested temporary increase in the Treasurer credit limit from \$5,000 to \$10,000 so Deidre can make any necessary reservations for FDIC, if the board approves request. **(Update: received email, cannot increase limit until requested documentation received!). If board approves FDIC trip, would like permission for Deidre to use Commissioner Ellsworth's Saratoga National credit card for the following reservations: airfare, lodging, conference totaling: \$9,153.60.. If SNB credit card not approved for use, all FDIC reservations will have to wait until I return next week.**
- New 261: check is locked in the Treasurer office. Once confirmation of delivery date is received will have it insured. (after 3/17).
- New 293: will go to bank Monday morning to get check(s). Once confirmation of delivery date is received, will also have it insured (after 3/17).
- Reminder that FY 2024 audit is April 24<sup>th</sup>.

**Report of the Chief – District Chief Duane Bogardus**

- Discussion regarding recent firefighter classification changes. Board advised D/A Petkus will inquire on Monday when she returns to the office.
- Companies were involved in a recent horse rescue. All involved worked hard and appreciated the help from the local community.
- Thanks to the Training Committee. The results are apparent.

**Report of the EMS Coordinator – read by Secretary Gimbel**

- Replacing malfunctioning battery at Co# 3 Auto Pulse
- Request to have grant writer look into a grant to replace current auto pulses
- Continue work on the OSHA plan, exposure form complete and with D/A Petkus

**Reports from Companies:**

**Company #1 – D/C Jerrid Marshall**

- Final inspection of 261 on 3/14/2025 at Sutphen. D/C Jerrid Marshall, A/C Bill Coffey, D/C Zak King, Co.#1 President Brian Gibbins will be attending and will take 60. Vander Mullen will take delivery and do Pre Delivery Inspection and undercoating with and expected delivery to GFD on 3/24-3/26, 2025. Will set up delivery to FMI for fabrication of the organizational systems at a later date.

## **Company #2 -D/C Walker Chandler**

- Asked to have the 2 packs that could not be repaired returned. D/C Marshall offered anything Co#2 needed to take off the rescue truck.
- Thanks for the door repair. Working great.

## **Company #3 – D/C Ed Petkus**

- Request to take 280 to the CAFDA financial training conference.
- Request access fobs for Rock City Falls vehicles 539,531 and 533

### **RESOLUTION # 112 ALLOWING D/C ED PETKUS PERMISSION TO TAKE CAR 280 TO FULTON MONTGOMERY COMMUNITY COLLEGE FOR THE CAFDA FINANCIAL TRAINING CLASS ON MARCH 13-14 2025**

MOTION: Ellsworth

SECOND: Russo

RESOLVED Allowing D/C Ed Petkus permission to take car 280 to Fulton Montgomery Community College for the CAFDA financial training class on March 13-14 2025

VOTE: All in favor, motion carried

### **RESOLUTION # 113 ALLOWING ROCK CITY FALLS VOLUNTEER FIRE DEPARTMENT FOB ACCESS FOR THEIR VEHICLES 539,531 AND 533.**

MOTION: Ellsworth

SECOND: Russo

RESOLVED Allowing Rock City Falls Volunteer Fire Department fob access for their vehicles 539,531 and 533.

VOTE: All in favor, motion carried

## **Company #4 – D/C King**

- Thank you for the new floors and running water. Very much appreciated
- Working with county on box alarm system. 5 Binders are being distributed to each company with information concerning.

## **Report of the Training Committee – D/C Jerri Marshall**

- Ice rescue drill this Saturday
- IAR calendar up to date and available on app and in Outlook

## **Report of The Explorers Program – D/C Chandler Walker**

- Reviewing guidelines and will forward to D/S Kim Gimbel

## **Reports of the Commissioners:**

- **Ellsworth –**

- Issues with district email resolved
- Please replace pager for said firefighter
- Instruct D/S Gimbel to please set up interview times for the applicants of the Director of Purchasing position.
- D/S Gimbel please email company presidents to start 2027 80<sup>th</sup> anniversary banquet planning
- ISO schedule needs to be updated
- VFIS email was unclear to some. D/C Petkus and D/A Petkus are to meet with D/C Bogardus
- Pierce will be paid for 293 potentially on Monday. The check and insurance will be available. Commissioner Ellsworth will contact Mike Fish concerning scheduling.
- Discussion on standardizing Truck #'s      *T= Tower , EL= Ladder*
- An appraisal needs to be done on 273 promptly.
- The generator on 263 needs to be repaired. The quote states \$498.00 to open and access and could cost upwards of \$5,000.00 to fix.

**RESOLUTION #114 ALLOWING THE DIRECTOR OF PURCHASING TO START THE PROCESS OF HAVING TRUCK # 273 APPRAISED FOR SALE.**

MOTION: Ellsworth

SECOND: Russo

RESOLVED: Allowing the director of purchasing to start the process of having truck # 273 appraised for sale.

VOTE: All in favor, motion carried

**RESOLUTION #115 ALLOWING THE REPAIR OF THE GENERATOR FROM 263 FOR UP TO \$5,000.00**

MOTION: Ellsworth

SECOND: Russo

RESOLVED: Allowing the repair of the generator from 263 for up to \$5,000.00

VOTE: All in favor, motion carried

- **Etson – Excused**

- **Russo – Nothing at this time**

- **Thurman -**

- Please send all fob access to D/A Petkus before the meeting
- Please have LENS paperwork done ASAP as we are already past deadline given.
- Received insurance form from state instructor forwarded it to attorney for review

- **Chouinard -**

- Please have your floor plan of placement of gear extractors and dryers finished and available so we can start quotes on plumbing and electric.

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

- **Town of Greenfield –Commissioner Etson**
  - Excused
- **Town of Wilton: Commissioner Chouinard**
  - Jones Road will be at 1 lane for next week near the trestle at Smith Bridge Road

## **District Policy Review:**

- No Changes Made

## **Old Business:**

- D/C King waiting on information from the Training Committee on their request for a Conex Box..

## **Motions**

### **RESOLUTION #116 GIVING THE CHAIRMAN PERMISSION TO SIGN THE FIRE APPARATUS PURCHASE AGREEMENT RECEIVED FROM WILTON FIRE DISTRICT FOR THE PURCHASE OF THEIR 2017 PIERCE 100' AERIAL TOWER**

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED giving the Chairman permission to sign the Fire Apparatus Purchase Agreement received from Wilton Fire District for the purchase of their 2017 Pierce 100' Aerial Tower

VOTE: All in favor, motion carried

### **RESOLUTION #117 APPROVING REQUEST RECEIVED FROM APRIL FRESH CLEANING FOR ADDITIONAL ACCESS CARD FOR ADDITIONAL CLEANING CREW.**

MOTION: Ellsworth

SECOND: Thurman

RESOLVED approving request received from April Fresh Cleaning for additional access card for additional cleaning crew.

VOTE: All in favor, motion carried.

### **RESOLUTION #118 APPROVING REQUEST RECEIVED FROM A/C N. KING FOR 4 FOBS FOR SOUTH GLENS FALLS FAST TEAM; CAR 58, CAR 58-0, ER 58-6, & ER 60-2.**

MOTION: Ellsworth

SECOND: Russo

RESOLVED approving request received from A/C N. King for 4 fobs for South Glens Falls FAST team; Car 58, Car 58-0, ER 58-6, & ER 60-2.

VOTE: All in favor, motion carried.

**RESOLUTION #119 APPROVING REQUEST RECEIVED FROM SFI BILL PURCELL FOR ACCESS TO THE FOUR FIREHOUSES**

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED: approving request received from SFI Bill Purcell for access to the four firehouses

VOTE: All in favor, motion carried.

**RESOLUTION #120 APPROVING \$1,000 INCREASE IN FDIC BUDGET, AND GIVING THE FOLLOWING PEOPLE PERMISSION TO ATTEND FDIC INTERNATIONAL 2025 FIRE TRAINING AT THE INDIANA CONVENTION CENTER AND LUCAS OIL STADIUM IN INDIANAPOLIS, INDIANA FROM APRIL 8 – 13, 2025: ZAC CUNNIFF, ZAKARY KING, DAIN LACROSS, NOAH LAKE, JERRID MARSHALL.**

MOTION: Ellsworth

SECOND: Thurman

RESOLVED: approving \$1,000 increase in FDIC budget, and giving the following people permission to attend FDIC International 2025 Fire Training at the Indiana Convention Center and Lucas Oil Stadium in Indianapolis, Indiana from April 8 – 13, 2025: Zac Cuniff, Zakary King, Dain LaCross, Noah Lake, Jerrid Marshall.

VOTE: All in favor, motion carried.

**RESOLUTION #121 GIVING THE OPERATIONS SECRETARY PERMISSION TO USE COMMISSIONER ELLSWORTH'S SARATOGA NATIONAL VISA TO MAKE THE FOLLOWING FDIC CONFERENCE RESERVATIONS: AIRFARE, LODGING AND CONFERENCE REGISTRATIONS**

MOTION: Ellsworth

SECOND: Russo

RESOLVED: giving the Operations Secretary permission to use Commissioner Ellsworth's Saratoga National VISA to make the following FDIC conference reservations: airfare, lodging and conference registrations

VOTE: All in favor, motion carried.

**RESOLUTION #122 AMENDING THE BID OPENING DATE TO APRIL 9, 2025, AND DIRECTING THE DISTRICT SECRETARY TO ADVERTISE THE NOTICE TO BIDDERS FOR ONE 2024 OR NEWER MODEL FORD F-450 SUPER DUTY XLT CREW CAB OR EQUIVALENT VEHICLE FOR TWO DAYS.**

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED: amending the bid opening date to April 9, 2025, and directing the district secretary to advertise the Notice to Bidders for one 2024 or newer model FORD F-450 Super Duty XLT Crew Cab or equivalent vehicle for two days.

VOTE: All in favor, motion carried.



**RESOLUTION #123 GIVING THE TREASURER PERMISSION TO PAY THE AMOUNT OF \$1,000,000.00 FOR THE PURCHASE OF ONE 2017 PIERCE 100' AERIAL TOWER FROM WILTON FIRE DISTRICT. MONEY TO COME FROM THE LADDER AND EQUIPMENT RESERVE FUNDS AS PER THE PREVIOUSLY APPROVED PERMISSIVE REFERENDUM BY THE BOARD OF FIRE COMMISSIONERS ON JANUARY 22, 2025.**

MOTION: Ellsworth

SECOND: Russo

RESOLVED: giving the Treasurer permission to pay the amount of \$1,000,000.00 for the purchase of one 2017 Pierce 100' Aerial Tower from Wilton Fire District. Money to come from the Ladder and Equipment Reserve Funds as per the previously approved permissive referendum by the Board of Fire Commissioners on January 22, 2025.

VOTE: All in favor, motion carried.

**RESOLUTION #124 APPROVING THE DIRECTOR OF PURCHASING TO HAVE MAPLE AVENUE ADDED TO OUR CURRENT CONTRACT AND SCHEDULE WITH PEST SOLUTIONS FOR AN INITIAL FEE OF \$425.00 AND THEN AN MONTHLY OCCURRING FEE OF \$100.00.**

MOTION: Ellsworth

SECOND: Thurman

RESOLVED: Approving the director of purchasing to have maple avenue added to our current contract and schedule with Pest Services for an initial fee of \$425.00 and then a monthly occurring fee of \$100.00.

VOTE: All in favor, motion carried.

**Special Topics of Discussion/Final Comments:** None at this time

**RESOLUTION #125 TO DISPENSE 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 Chouinard to adjourn the meeting at 8:23 PM. All in favor, meeting adjourned.**

Respectfully Submitted,



Kimberly A. Gimbel  
District Secretary