

Board of Fire Commissioners

Greenfield Fire District
P.O. Box 103
Greenfield Center, NY 12833

The January 2025 Organizational Meeting of the Greenfield Fire District was called to order at the District Office by District Administrator/Treasurer Joyce Petkus at 7:00 PM on January 8, 2025. The flag salute and a moment of silence were recognized for departed members.

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

RESOLUTION #1 APPOINTING JAY ELLSWORTH CHAIRMAN OF THE BOARD FOR 2025.

MOTION: Chouinard

SECOND: Russo

RESOLVED to appoint Jay Ellsworth Chairman of the Board for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #2 APPOINTING BILL ETSON VICE CHAIRMAN OF THE BOARD FOR 2025.

MOTION: Russo

SECOND: Chouinard

RESOLVED to appoint Bill Etson Vice Chairman of the Board for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #3 ENTERING INTO EXECUTIVE SESSION AT 7:01 PM TO DISCUSS AN EMPLOYMENT MATTER.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to enter into executive session at 7:01 PM to discuss an employment matter.

VOTE: All in favor, motion carried.

RESOLUTION #4 RECONVENING FROM EXECUTIVE SESSION AT 8:29 PM.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to reconvening from executive session at 8:29 pm.

VOTE: All in favor, motion carried.

Commissioner Ellsworth noted no decisions made at this time.

Special meeting was set for Tuesday, January 21, 2025 beginning at 7 pm at the district office.

RESOLUTION #5 APPOINTING JOYCE PETKUS DISTRICT ADMINISTRATOR/TREASURER FOR 2025; SET SALARY AT \$66,200.16/YR.

FOR 40 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Joyce Petkus District Administrator/Treasurer for 2025; set salary at \$66,200.16/yr. for 40-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

RESOLUTION #6 APPOINTING DOUGLAS OLSON DIRECTOR OF PURCHASING FOR 2025; SET HOURLY RATE OF \$26.52 FOR UP TO 40 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Douglas Olson Director of Purchasing for 2025; set hourly rate of \$26.52 for up to 40 hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

RESOLUTION #7 APPOINTING KIM GIMBEL DISTRICT SECRETARY/DEPUTY TREASURER FOR 2025; SET HOURLY RATE OF \$18.00 FOR UP TO 20 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Kim Gimbel District Secretary/Deputy Treasurer for 2025; set hourly rate of \$18.00 for up to 20 hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

RESOLUTION #8 SETTING SALARY & BENEFITS FOR DEIDRE CHANDLER, OPERATIONS SECRETARY FOR 2025; HOURLY RATE OF \$24.40 FOR 25 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Etson

RESOLVED to set salary & benefits for Deidre Chandler, Operations Secretary for 2025; hourly rate of \$24.40 for 25-hour work week and any applicable benefits as listed in the Greenfield Fire District employee manual.

VOTE: All in favor, motion carried.

RESOLUTION #9 SETTING SALARY & BENEFITS FOR JUSTIN COOPER, PT MAINTENANCE FOR 2025; HOURLY RATE OF \$24.00 FOR UP TO 32 HOUR WORK WEEK AND ANY APPLICABLE BENEFITS AS LISTED IN THE GREENFIELD FIRE DISTRICT EMPLOYEE MANUAL.

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to set salary & benefits for Justin Cooper, PT Maintenance for 2025; hourly rate of \$24.00 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.

RESOLUTION #10 DESIGNATING KIM GIMBEL AS THE DISTRICT RECORDS MANAGEMENT OFFICER.

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to designate Kim Gimbel as the District Records Management Officer.

VOTE: All in favor, motion carried.

RESOLUTION #11 APPOINTING HANNIGAN LAW FIRM LEGAL ADVISOR FOR 2025.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to appoint Hannigan Law Firm legal advisor for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #12 APPOINTING OCCUPATIONAL MEDICINE – SARATOGA HOSPITAL AS DISTRICT MEDICAL FACILITY FOR 2025.

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to appoint Occupational Medicine – Saratoga Hospital as District Medical Facility for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #13 DESIGNATING THE DAILY GAZETTE AS THE LEGAL NEWSPAPER FOR 2025.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to designate the Daily Gazette as the legal newspaper for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #14 NAMING ADIRONDACK TRUST COMPANY, BALLSTON SPA NATIONAL BANK AND ARROW BANK (FORMERLY SARATOGA NATIONAL BANK) AS BANKS FOR 2025.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to name Adirondack Trust Company, Ballston Spa National Bank and Arrow Bank (formerly Saratoga National Bank) as banks for 2025.

VOTE: All in favor, motion carried.

RESOLUTION #15 GIVING TREASURER PERMISSION TO PAY VARIOUS BILLS INCLUDING FUEL, LIGHTS, WAGES, FEDERAL AND STATE TAXES, POSTAGE, TELEPHONE/FAX, INTERNET, GAS AND DIESEL, HEATING OIL, GARBAGE PICK UP EVERY MONTH.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to give Treasurer permission to pay various bills including fuel, lights, wages, federal and state taxes, postage, telephone/fax, internet, gas and diesel, heating oil, garbage pickup every month.

VOTE: All in favor, motion carried.

RESOLUTION #16 THAT THE TREASURER IS REQUIRED WITHIN 60 DAYS AFTER THE END OF THE FISCAL YEAR TO SUBMIT TO THE BOARD OF FIRE COMMISSIONERS A COPY OF THE ANNUAL FINANCIAL REPORT REQUIRED BY GML SECTION 30 IN LIEU OF A WRITTEN STATEMENT SHOWING RECEIPTS AND DISBURSEMENTS FROM THE PRECEDING FISCAL YEAR.

MOTION: Ellsworth

SECOND: Russo

RESOLVED that the Treasurer is required within 60 days after the end of the fiscal year to submit to the Board of Fire Commissioners a copy of the annual financial report required by GML section 30 in lieu of a written statement showing receipts and disbursements from the preceding fiscal year.

VOTE: All in favor, motion carried.

RESOLUTION #17 ADOPTING SECTION 104B OF THE GENERAL MUNICIPAL LAW REGARDING DISTRICT PURCHASING PRACTICES.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to adopt Section 104B of the General Municipal Law regarding District Purchasing Practices.

VOTE: All in favor, motion carried.

RESOLUTION #18 THAT THE HOME COMMISSIONER PLUS AN ADDITIONAL COMMISSIONER SHALL SIT ON THE COMMITTEE THAT IS PURCHASING A NEW TRUCK FOR THEIR COMPANY.

MOTION: Ellsworth

SECOND: Thurman

RESOLVED that the home Commissioner plus an additional Commissioner shall sit on the committee that is purchasing a new truck for their company.
VOTE: All in favor, motion carried.

RESOLUTION #19 THAT PREMIER FIRE APPARATUS WILL BE THE PREFERRED APPARATUS VENDOR FOR LARGE VEHICLES AND RYAN'S GARAGE THE PREFERRED VENDOR FOR SMALL VEHICLES.

MOTION: Ellsworth
SECOND: Thurman
RESOLVED that Premier Fire Apparatus will be the preferred apparatus vendor for large vehicles and Ryan's Garage the preferred vendor for small vehicles.
VOTE: All in Favor, motion carried.

RESOLUTION #20 SETTING THE 2025 MEETING NIGHTS AS SUBMITTED.

MOTION: Ellsworth
SECOND: Chouinard
RESOLVED to set the 2025 meeting nights as submitted.
VOTE: All in favor, motion carried.

RESOLUTION #21 TABLING THE APPROVAL OF THE 2025 COMMISSIONER ACCOUNT ASSIGNMENTS UNTIL THE JANUARY 22, 2025 MEETING.

MOTION: Ellsworth
SECOND: Chouinard
RESOLVED to table the approval of the 2025 Commissioner account assignments until the January 22, 2025 meeting.
VOTE: All in favor, motion carried.

Approval of 2025 Commissioner account assignments tabled to the January 22, 2025 Commissioner meeting.

RESOLUTION #22 APPROVING THE 2025 DISTRICT POLICY REVIEW SCHEDULE AS SUBMITTED.

MOTION: Ellsworth
SECOND: Russo
RESOLVED to approving the 2025 District Policy Review Schedule as submitted.
VOTE: All in favor, motion carried.

RESOLUTION #23 THAT THE GREENFIELD FIRE DISTRICT MAINTAIN MEMBERSHIP IN THE FOLLOWING ORGANIZATIONS:

- FIREFIIGHTERS ASSOCIATION OF THE STATE OF NY (FASNY)
- CAPITAL AREA FIRE DISTRICTS ASSOCIATION (CAFDA)
- NEW YORK STATE ASSOCIATION OF FIRE CHIEFS (NYS AFC)
- NFPA

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED that the Greenfield Fire District maintain membership in the following organizations:

- Firefighters Association of the State of NY (FASNY)
- Capital Area Fire Districts Association (CAFDA)
- New York State Association of Fire Chiefs (NYSAFC)
- NFPA

VOTE: All in favor, motion carried.

RESOLUTION #24 TO APPOINT ELECTION INSPECTORS FOR 2025:

- BETTY BOWEN BONNIE OLDER
- DEBBIE BURWELL PEGGY ROXBURY
- MARGE CORNELL ALICE WILSON
- DIANA KLEMENTOWSKI DAVE WILSON
- BRENDA JENNINGS JOYCE WOODARD

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Election Inspectors for 2025:

- Betty Bowen Bonnie Older
- Debbie Burwell Peggy Roxbury
- Marge Cornell Alice Wilson
- Diana Klementowski Dave Wilson
- Brenda Jennings Joyce Woodard

VOTE: All in favor, motion carried.

RESOLUTION #25 TABLING THE APPROVAL OF THE 2025 ANNUAL ELECTION SITE TO A LATER DATE.

MOTION: Ellsworth

SECOND: Chouinard

RESOLVED to table the approval of the 2025 annual election site to a later date.

VOTE: All in favor, motion carried.

RESOLUTION #26 THAT EFFECTIVE JANUARY 1, 2025, REIMBURSEMENT FOR MILEAGE FOR FIRE CALLS AND DISTRICT BUSINESS WILL BE 70¢ PER MILE, TO BE MONITORED BY THE TREASURER FOR ANY CHANGES. MILEAGE VOUCHERS HELD LONGER THAN TWO MONTHS WILL NOT BE ACCEPTED; ANY SUBMISSION MUST BE RECEIVED BY THE THURSDAY MORNING PREVIOUS TO THE NEXT BOARD MEETING.

MOTION: Ellsworth

SECOND: Russo

RESOLVED that effective January 1, 2025, reimbursement for mileage for fire calls and District business will be 70¢ per mile, to be monitored by the Treasurer for any changes. Mileage vouchers held longer than two months will not be accepted; any submission must be received by the Thursday morning previous to the next Board meeting.

VOTE: All in favor, motion carried.

RESOLUTION #27 APPOINTING BILL ETSON 2025 DISTRICT LIAISON TO THE GREENFIELD TOWN BOARD AND BRYAN CHOUNARD 2025 DISTRICT LIAISON TO THE WILTON TOWN BOARD.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Bill Etson 2025 District Liaison to the Greenfield Town Board and Bryan Chouinard 2025 District Liaison to the Wilton Town Board.

VOTE: All in favor, motion carried.

RESOLUTION #28 APPOINTING BILL ETSON 2025 DISTRICT LIAISON TO THE GREENFIELD TOWN PLANNING BOARD AND BRYAN CHOUNARD 2025 DISTRICT LIAISON TO THE WILTON TOWN PLANNING BOARDS.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint Bill Etson 2025 District Liaison to the Greenfield Town Planning Board and Bryan Chouinard 2025 District Liaison to the Wilton Town Planning Board.

VOTE: All in favor, motion carried.

RESOLUTION #29 APPOINTING THE FOUR FIRE COMPANIES OF THE GREENFIELD FIRE DEPARTMENT AS THE FIREFIGHTING FORCE OF THE FIRE DISTRICT.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to appoint the four fire companies of the Greenfield Fire Department as the firefighting force of the fire district.

VOTE: All in favor, motion carried.

RESOLUTION #30 APPROVING THE 2025 CHIEF OFFICERS AS FOLLOWS:

- DISTRICT CHIEF: DUANE BOGARDUS
- DEPUTY CHIEF CO #1: JERRID MARSHALL
- ASSISTANT CHIEF CO #1: WILLIAM COFFEY
- DEPUTY CHIEF CO #2: CHRISTIAN ALVORD
- ASSISTANT CHIEF CO #2: WALKER CHANDLER
- DEPUTY CHIEF CO #3: EDWARD PETKUS
- ASSISTANT CHIEF CO #3: BRANDON MURRAY
- DEPUTY CHIEF CO #4: ZAKARY KING
- ASSISTANT CHIEF CO #4: NATHANIEL KING

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to approve the 2025 Chief Officers as follows:

- District Chief: Duane Bogardus
- Deputy Chief Co #1: Jerrid Marshall

- Assistant Chief Co #1: William Coffey
- Deputy Chief Co #2: Christian Alvord
- Assistant Chief Co #2: Walker Chandler
- Deputy Chief Co #3: Edward Petkus
- Assistant Chief Co #3: Brandon Murray
- Deputy Chief Co #4: Zakary King
- Assistant Chief Co #4: Nathaniel King

VOTE: All in favor, motion carried.

RESOLUTION #31 THAT ANY OFFICER THAT FAILS TO COMPLETE ANNUAL REQUIREMENTS BY THE DEADLINES WILL IMMEDIATELY BE REMOVED FROM OFFICE FOR THE REMAINDER OF THE YEAR.

MOTION: Ellsworth

SECOND: Etson

RESOLVED that any officer that fails to complete annual requirements by the deadlines will immediately be removed from office for the remainder of the year.

VOTE: All in favor, motion carried.

RESOLUTION #32 THAT IN THE EVENT OF A LINE OF DUTY DEATH (LODD), AND WITH PERMISSION OF THE FAMILY OF THE DECEASED, THE DISTRICT CHIEF MAY AUTHORIZE THE USE OF THE DECEASED MEMBER'S COMPANY APPARATUS TO ESCORT THE REMAINS OF THE DECEASED FROM THE HOSPITAL TO THE FUNERAL HOME.

MOTION: Ellsworth

SECOND: Etson

RESOLVED that in the event of a Line of Duty Death (LODD), and with permission of the family of the deceased, the District Chief may authorize the use of the deceased member's company apparatus to escort the remains of the deceased from the hospital to the funeral home.

VOTE: All in favor, motion carried.

RESOLUTION #33 TABLING THE APPROVAL OF DOH POLICIES TO A LATER DATE.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to table the approval of DOH policies to a later date.

VOTE: All in favor, motion carried.

RESOLUTION #34 APPROVING THE DECEMBER 30, 2024 COMMISSIONER MEETING MINUTES AS WRITTEN.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve the December 30, 2024 Commissioner Meeting Minutes as written.

VOTE: All in favor, motion carried.

Chairman Ellsworth asked for questions/comments regarding the abstract:

RESOLUTION #35 APPROVING PAYMENT OF ABSTRACT #25 DATED DECEMBER 31, 2024 FROM THE GENERAL FUND, VOUCHER #240515 THROUGH VOUCHER #240523, TOTALING \$6,736.65.

A3410.2 \$ 1,428.00
A3410.4 \$ 5,308.65

Total: \$ 6,736.65

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve payment of Abstract #25 dated December 31, 2024 from the General Fund, Voucher #240515 through Voucher #240523 and totaling \$6,736.65.

VOTE: All in favor, motion carried.

RESOLUTION #36 APPROVING PAYMENT OF ABSTRACT #1 DATED JANUARY 8, 2025 FROM THE GENERAL FUND, VOUCHER #250001 THROUGH VOUCHER #250008, TOTALING \$24,889.29.

A3410.1 \$ 8,665.53
A3410.4 \$ 3,523.88
A9000.8 \$12,699.88

Total: \$24,889.29

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve payment of Abstract #1, dated January 8, 2025 from the General Fund, Voucher #250001 through Voucher #250008, totaling \$24889.29.

VOTE: All in favor, motion carried.

Reports of the Staff:

- **District Secretary/Deputy Treasurer:** Kim Gimbel
 - Moving forward on Mandatory Referendum of 293.
- **District Administrator:** Joyce Petkus
 - Cancer Coverage Annual Proof of Benefits form has been submitted to OFPC.
 - 2025 Officer sheets have been received and will be emailed out to everyone.
 - 2025 Co #3 auxiliary officer sheet has been received. Brief discussion regarding the District Auxiliary Liaison position.
 - Will be creating a spreadsheet of staff job duties so Commissioner/officers will know who to contact with any questions.
 - Firehouse dialer listing needs to be updated for 2025.
 - Met with VFIS Risk Solutions Consultant, recommended that the Board and chief officers be in attendance the next time. Three recommendations made; will email to board and chief officers.
 - Received and will review VFIS renewal paperwork.
 - Working on updating the district office voicemail phone messages.

- Commissioners Chouinard, Russo and Thurman need to take Commissioner training; Brief discussion continued; please let her know where you want to attend class.
- Reminder that she, Kim and Douglas will need to complete oaths.
- CAFDA Financial Training for Fire District Officials, March 13th and 14th at Fulton Montgomery Community College, with a second session scheduled in Monroe County on March 25th and 26th.
- CAFDA Conference at the Fort William Henry Conference Center in Lake George will be April 10th – 12th; registration to come out shortly.
- Working with EMS Coordinator and WEMS in reference to the migration of CME classes to WEMS Target Solutions.
- Officer access will be updated, please be patient while Kim learns the system.
- Confirmed that she should contact UDS in reference to the cancer screening.
- Reminder that December LOSAP sheets need to be completed by January 15th.
- Will send notification to the County that Duane Bogardus is the 2025 District Chief so he can sign the VFIF forms.
- **Director of Purchasing:** Douglas Olson
 - RIT Pak bottle not yet received.
 - Hot water tank at Middle Grove should be replaced in a few weeks.
 - 266 is back from Ryan's garage.
 - Discussion regarding moving forward with retrofitting 263 with a plug for the generator.
 - Recall paperwork received on 270 & 290 Tahoes; chiefs should schedule ASAP.
 - Gear ordered in October to arrive tentatively in the beginning of February.
 - Gear ordered in December scheduled to arrive end of March or beginning of April.
 - Three 4-gas meters will be sent out for repair sometime in January. Brief discussion.
 - Garrison Fire has ordered necessary filters for cascade compressor; will install when received.
 - Brief discussion regarding ordering 2025 gear.

RESOLUTION #37 APPROVING THE PURCHASE OF TWELVE SETS OF INNOTEX TURNOUT GEAR FROM NY FIRE EQUIPMENT IN THE AMOUNT \$52,351.80.

MOTION: Ellsworth

SECOND: Russo

RESOLVED to approve the purchase of twelve sets of Innotex turnout gear from NY Fire Equipment in the amount of \$52,351.80.

All in Favor, Motion Carried.

RESOLUTION #38 APPROVING PURCHASE OF ONE PAIR OF SPECIAL HAIX TURNOUT BOOTS FOR FIREFIGHTER ELLSWORTH FROM NY FIRE EQUIPMENT IN THE AMOUNT OF \$284.13.

MOTION: Etson

SECOND: Russo

RESOLVED to approve purchase of one pair of special Haix Turnout Boots for firefighter Ellsworth from NY Fire Equipment in the amount of \$284.13.

All in Favor, Motion Carried.

RESOLUTION #39 APPROVING PURCHASE OF 4 RED AND 5 YELLOW LIGHTWEIGHT BULLARD HELMETS FROM NY FIRE EQUIPMENT IN THE AMOUNT OF \$3,591.00.

Motion: Ellsworth

Second: Thurman

RESOLVED to approve purchase of 4 red and 5 yellow lightweight Bullard helmets from NY Fire Equipment in the amount of \$3,591.00.

All in Favor, Motion Carried.

- Ready to surplus the following items and place on Auctions International:
 - 3500-gallon Fol-Da-Tank
 - One Homelite weed eater w/2 attachments; one Troybilt weed eater, unknown working condition
 - Code 3 MX 7000 lightbar
 - Dog bone shaped red emergency vehicle lightbar
 - Delta electric fire hose pressure tester
 - Two GM/Chevrolet center consoles with accessories
 - Bar code scanner/digital assistant
 - Five used HP computer mouses, seven new Lenovo mouses
 - ACE adjustable hand truck
 - Five HP and six Dell wired keyboards
 - One Havis center console for 2015-19 GM/Chevy Tahoe
 - Jotto desk for Chevy/GM pickup
 - Four Galls street thunder sirens

RESOLUTION #40 APPROVING THE SURPLUS OF THE ABOVE LISTED ITEMS.

Motion: Ellsworth

Second: Russo

RESOLVED to approve the surplus of the above listed items.

All in Favor, Motion Carried

RESOLUTION #41 APPROVING THE SALE OF ABOVE SURPLUSSED ITEMS ON AUCTIONS INTERNATIONAL

Motion: Ellsworth

Second: Russo

RESOLVED to approve the sale of above surplused items on Auctions International.

All in Favor, Motion Carried

- Received repair quote of \$1,600 from Complete Construction that includes installing of floor tiles from water damage at Co #2; District is required to purchase the floor tiles. Brief discussion continued.

RESOLUTION #42 ACCEPTING THE QUOTE FROM COMPLETE CONSTRUCTION FOR \$1600 TO REPAIR THE WATER DAMAGE AT CO #2.

THIS QUOTE REQUIRES THE DISTRICT TO PURCHASE THE FLOOR TILES BUT THE CONTRACTOR WILL INSTALL THEM.

Motion: Ellsworth

Second: Etson

RESOLVED to accept the quote from Complete Construction for \$1600.00 to repair the water damage at Co #2. This quote requires the district to purchase the floor tiles but the contractor will install them.

All in Favor, Motion Carried.

- Rosick needs deposit prior to beginning work at Co #4

RESOLUTION #43 GIVING THE DISTRICT TREASURER PERMISSION TO PAY \$2,000.00 DEPOSIT TO ROSICK WELL DRILLING.

Motion: Ellsworth

Second: Etson

RESOLVED to give the district treasurer permission to pay \$2,000.00 deposit to Rosick Well Drilling.

All in Favor, Motion Carried.

- **Treasurer:** Joyce Petkus
 - Hannigan Law Firm proposal needs to be signed; 2025 flat rate service is \$10,000.
 - Will be working on 2024 closeout of various payroll tasks.
 - Will also begin working on the annual FY 2024 OSC AFR submission.
 - FY 2024 audit has been scheduled for April 24th. Needs permission to sign statement of Understanding. The board will also need to do a new RFP for audit services. Will also begin working on list of requested documentation requested by the auditors.
 - Needs permission to officially close out completed reserve accounts.

RESOLUTION #44 GIVING THE TREASURER PERMISSION TO CLOSE OUT COMPLETED RESERVE ACCOUNT PROJECTS:

1. **EQUIPMENT RESERVE/BALANCES LEFT IN PROJECTS:**
 - a. **.042 2023 CHEVY TAHOE & RELATED EQUIPMENT: \$0.00.**

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to give the Treasurer permission to close out completed reserve account projects:

1. Equipment Reserve/balances left in projects:
 - a. .042 2023 Chevy Tahoe & Related Equipment: \$0.00.

VOTE: All in Favor, motion carried.

RESOLUTION #45 GIVING THE DISTRICT TREASURER PERMISSION TO SIGN THE AUDIT CONTRACT STATEMENT OF UNDERSTANDING.

Motion: Russo

Second: Thurman

RESOLVED to give the District Treasurer permission to sign the audit contract statement of understanding.
All in Favor, Motion Carried.

Firefighter/Auxiliary Applications/Changes in Membership:

- Firefighter Changes in Membership
Co #1: Brian Gorman, resignation, moved out of district
Co #4: Edward Fink Jr., change of address within district, will remain member at Co #4
Co #4: Michael Bogardus, moved out of district. Discussion continued regarding proper process for members moving out of district.
- Auxiliary New Member
Co #3: Rose Marie O'Dell

RESOLUTION #46 GIVING THE CHAIRMAN PERMISSION TO SIGN OFF ON ABOVE FIREFIGHTER CHANGES IN MEMBERSHIP AND AUXILIARY NEW MEMBER.

MOTION: Ellsworth

SECOND: Etson

RESOLVED to give the Chairman permission to sign off on above firefighter changes in membership and auxiliary new member.

VOTE: All in Favor, motion carried.

Commissioner Ellsworth administered the oath of office to all chief officers present, except for D/C Christian Alvord, who will be sworn in at a later date.

Report of the Chief – Duane Bogardus

- Car 290 will now be known as Car 26.
- Car 26 will now be known as Car 290.
- Knox Box extra keys locked in the vault room. Brief discussion.
- 290 valve stems leaking; Lant's Garage take a look.
- Would like to have the safety lights on 270 and 290 updated for safety reasons.
- Questioned the status of 293 as well as the purchase of Wilton's aerial truck. Discussion continued; to be added to next meeting agenda for permissive referendum.

Reports from Companies:

Company #1 – D/C Marshall

- Discussion regarding new 261 tool organization and additional cost of another vendor doing the tool mounting. Lengthy discussion continued including regarding added equipment and the need for an additional permissive referendum as well as another vendor in Ohio possibly installing the equipment.
- Questioned the status of the delivery of the new jaws. Brief discussion.
- Vischer Ferry will have their truck available to look at on Tuesday at their station #3. Commissioners Ellsworth and Thurman to attend. Brief discussion continued.
- Questioned the status of defensive driving class this year; Joyce will research.
- BEFO/IFO will be starting at the end of the month at Co #1.

Company #2 – A/C W. Chandler

- Thanks for the quick response to the building issues.
- Will get tile color to Douglas.

Company #3 – D/C Petkus

- The truck committee would like a commissioner on their truck committee; brief discussion regarding several vendors they will be meeting with over the next several weeks.
- Will be submitting list of members attending the upcoming NYS Fire Chiefs show in Nassau County. Brief discussion continued.

Company #4 D/C Z. King

- Thanks for the new roll up doors.

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

- A/C Chandler requested permission to attend a fundraiser training on February 1st in Argyle; there is a \$60.00 fee and will take 275. Brief discussion; D/C King will send a message out and provide list of names/vehicles by January 21, 2025 special meeting.
- Captain Krueger and A/C N. King would like to attend an OFPC class in Warren County. Brief discussion.

RESOLUTION #47 GIVING CONNOR KRUEGER AND NATE KING PERMISSION TO ATTEND PUBLIC INFORMATION OFFICER BASICS AT THE WARREN COUNTY SHERIFF'S OFFICE MAY 20-22, 2025. PERMISSION TO ALSO TAKE 290 OR 296.

MOTION: Ellsworth

SECOND: Thurman

RESOLVED to give Connor Krueger and Nate King permission to attend Public Information Officer Basics at the Warren County Sheriff's office May 20-22, 2025. Permission to also take 290 or 296.

VOTE: All in favor, motion carried.

- Will be working with Deidre on VFISU prior to putting out the 2025 OSHA.

Report of the Explorer Program: A/C W. Chandler

- Twin Rivers Council will not be sending invoices; only a screen shot. Brief discussion; Joyce requested he send her the email to make sure it is acceptable.
- There will be a by-law change regarding meetings.
- Also working on getting advisor applications for Kim to have on file.

Reports of the Commissioners:

- Thurman
 - Nothing at this time.
- Russo
 - Nothing at this time.
- Etson
 - Cell tower lease amendment has been finalized. Brief discussion.

RESOLUTION #48 APPROVING THE CELL TOWER LEASE AGREEMENT.

MOTION: Etson

SECOND: Chouinard

RESOLVED to approve the cell tower lease agreement.

VOTE: All in favor, motion carried.

- Working with Rosick regarding Co #4 well, but there are weather concerns to work around.
- Brief discussion regarding the grant writer for 2025; he will contact her for an invoice.
- Ellsworth
 - Spoke with Wilton Fire District Commissioner Michael Fish concerning their ladder truck. Still waiting on receipt of aerial and ladder testing reports. Discussion regarding timeline when Wilton should receive their new truck and time needed to train on it; it may be mid-March to early April before we receive their old truck. Wilton Fire district also advised that they are selling the truck “AS IS” and Greenfield will be responsible for any and all repairs. Brief discussion continued.
 - Confirmed that Joyce received the final specs for new 275; she noted that she needs to add the options for the attorney and will then send it over to him for his review.
 - Confirmed various bay door issues have been fixed.
 - All purchase requests will need to be to Douglas the Thursday prior to board meetings. This will give Douglas time to do research and for the Board to review all purchase requests.
- Chouinard
 - Co #4 has an out of district applicant, Paul Maxwell; he lives on West Avenue in Saratoga Springs. He is already a licensed drone pilot. Brief discussion continued.

RESOLUTION #49 GIVING CO #4 PERMISSION TO MOVE FORWARD WITH OUT OF DISTRICT APPLICANT PAUL MAXWELL.

MOTION: Chouinard

SECOND: Ellsworth

RESOLVED to give Co #4 permission to move forward with out of district applicant Paul Maxwell.

VOTE: All in favor, motion carried.

- Co #4 would like permission to hold their annual John Lant Blood Drive.

RESOLUTION #50 GIVING CO #4 PERMISSION TO HOLD THEIR ANNUAL JOHN LANT BLOOD DRIVE ON JANUARY 31, 2025.

MOTION: Chouinard

SECOND: Thurman

RESOLVED to give Co #4 permission to hold their annual John Lant Blood Drive on January 31, 2025.

VOTE: All in favor, motion carried.

District Policy Review:

- Code of Conduct: no changes made.
- Code of Ethics: no changes made.
- Meeting Conduct: no changes made.

Reports of the Town Board/Planning Board Liaisons

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

- **Town of Wilton:** Commissioner Chouinard
 - Clearing of land has been started where the medical building will be built.

Special Topics of Discussion/Final Comments: None.

RESOLUTION #51 DISPENSING WITH THE READING OF THE MINUTES.

MOTION: Russo

SECOND: Thurman

RESOLVED to dispense with the reading of the minutes.

VOTE: All in favor, motion carried.

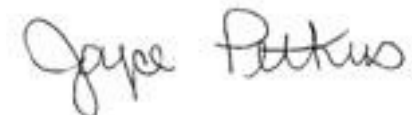
Motion was made by Commissioner Ellsworth with a second from Commissioner Etson to adjourn the meeting at 10:00 PM. All in favor, meeting adjourned.

Respectfully,



Kim Gimbel
District Secretary/Deputy Treasurer

Reviewed/Approved,



Joyce A. Petkus
District Administrator/Treasurer