

HIGHLAND FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
JANUARY 08, 2013
7:10 PM

Commissioners: Stephen DiLorenzo, Chairman (Present)
Benjamin Bragg (Present)
Christian Erichsen (Present)
John Fraino (Present)
Dominick Palladino (Present)

Secretary/Treasurer Jim Passikoff (Absent)
District Clerk Denise A. Holzberger (Present)
Chief John Gallagher (Present)

1. Opening of Meeting-Commissioner Stephen DiLorenzo called the meeting to order.

2. Minutes-Chairman DiLorenzo asked for a motion to approve the minutes of the December 11, 2012 meeting.

MOTION: Commissioner John Fraino moved to approve the minutes of the December 11, 2012 minutes as submitted, seconded by Commissioner Chris Erichsen.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried. 2013Jan08-18

3. Bills- Chairman DiLorenzo asked for a motion to approve payment of the bills as reviewed by Commissioners John Fraino and Lindy Palladino and Chief Gallagher on January 7, 2013.

MOTION: Commissioner Palladino moved to approve the bills as reviewed by Commissioner Fraino, himself and Chief Gallagher on January 7, 2013, seconded by Commissioner Fraino.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried. 2013Jan08-19

4. **Correspondence**-District Clerk Holzberger reported the following was received:

Fuel usage-thru Dec 2012 from Chief Gallagher

Certificate of Liability-rec'd from Girl Scouts of America and

Safeco Alarm Systems

Workers Comp coverage document-from Perma

Airflow-roof top unit replacement proposal

Rose & Kiernan-insurance renewal documents

Rose & Kiernan-Accident/Health Policy renewal documents

NYSED Archives- confirmation of LGRMIF grant Award

\$12.42- check received from FTC regarding settlement with Innovative Marketing

\$56.94-from Highland Hose Company reimbursement for purchase (chain saw)

Town of Lloyd-letter regarding backflow prevention device inspection due

Requests for Use of the Community Room-

Wed January 23, 2013 6 PM to 10 PM Town of Lloyd PD Training

Requested by Lt Janso approximately 35 participants

MOTION: Commissioner Ben Bragg moved to approve, seconded by Commissioner Chris Erichsen.

Vote: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan. 2013Jan08-20

Wed March 6, 2013 6 PM to 10 PM Highland High School Wrestling Team

Dinner requested by Sally Bellacicco kitchen needed; deposit received.

MOTION: Commissioner Ben Bragg moved to approve, seconded by Commissioner Lindy Palladino.

Vote: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan. 2013Jan08-21

Chairman DiLorenzo stated that Phil DeAngelo from Focused Wealth Management was here to review the status of investments for LOSAP.

Phil DeAngelo stated that we have had a strong year. There is concern regarding bonds this year and he recommended a 50-50 blend. The Bond index was up in 2012 1.4% and 2013 may be flat. We are on target with a 6.5% on investments.

Chairman DiLorenzo asked how our funding is. Phil DeAngelo stated that rates of assumption have fallen and discussion is needed with Penflex. Cash flow is good; liabilities continue to grow due to bond rates.

Chairman DiLorenzo asked if we will we know our funding status by March 2013. Phil DeAngelo stated that unfunding might grow depending on what rates are used by Penflex; we are in the process of working on a 50-50 blend with investments. It was agreed that this would be discussed in March 2013. Chairman DiLorenzo thanked Phil for coming in.

5. Committee Reports:

Buildings And Grounds: St. 1 Commissioner Bragg reported that Airflow replaced one 4-ton unit with the same Trane unit on the roof at Station 1. The unit was 22 years old. The second unit was also repaired. We have twelve units total and they are all 22 years old so there is a high probability that we will have to repair or replace these units in the future.

Chairman DiLorenzo reported that leaky faucets in the bathrooms were repaired.

Ambulance Bay-Chairman DiLorenzo reported that the exhaust fan has been replaced.

Station 2: Commissioner Ben Bragg reported that there has been some phone trouble, which is triggering the alarm as per Safeco. We need to investigate.

6. Apparatus Repair: Assistant Chief Pete Miller reported no issues.

7. Insurance/Workers Comp-Provident Accident & Health policy Renewal Commissioner Lindy Palladino and John Fraino reviewed and recommended to keep the plan the same.

8. Physicals/Health Program- District Clerk reported that letters have been sent out for physical due through March 2013.

9. Physical Fitness Program-District Clerk Holzberger reported that activity for the 4th quarter 2012 for Allsport and Crossfit has been received.

Crossfit-one member \$75.00

Allsport -five members totaling \$131.00

11. Capital Improvement-Proposed Training Facility

Lt Kevin Rizzo reviewed the proposed plans for the Training Facility. He explained that he spoke with the Town of Lloyd Building Inspector, Dave Barton and there were no issues. A copy of this plan is on file with the Town of Lloyd. There was discussion regarding where to purchase the materials.

12. Rules and Regs- will be distributed to members at OSHA on February 10, 2013.

13. Service Awards-December 2012 activity posted January 7, 2013.

Chief Gallagher stated that the activity is posted for 30 days and members should review and contact him or the District Clerk if there are any questions or issues that need to be resolved. Chairman DiLorenzo noted that the District Clerk cannot make any changes without the express consent of the Chief.

14. Treasurer Report-Chairman DiLorenzo made the following comments in Treasurer Passikoff's absence:

1. Cash is in good shape
2. December bills are not reflected in this report
3. Buildings and grounds budget is in good shape as well as the community room line item.
4. Gasoline and Diesel are slightly over budget
5. Chief's budget is in good shape.
6. Our professional fees budget will be over once the audit bill is paid.
7. It was noted that this was the Preliminary financial report

15. Public Comment- Chairman DiLorenzo asked if there was anything from the floor.

Mr. Bob Parady stated that he requests that dash cams be installed in district vehicles starting with Assistant Chief Miller. Mr. Parady stated that this an NFPA requirement and will negate issues such as the issue had last year involving Assistant Chief Miller which could not be proven due to the lack of witnesses. Chairman DiLorenzo stated that the Board would take that into consideration.

16. Chief's Report- Chief John Gallagher reported the following:

Training-10 sheets of plywood were purchased for firefighting training.

Duty nights-will be the first Monday and second Tuesday of the month for 2013.

Duty night rosters were sent to officers.

Blue Wing Presentation- in order to upgrade to the 800 MHZ radio system in Ulster County it would cost \$20 million dollars plus the cost for the individual fire department. At this point, we will keep what we currently have running until Ulster County can resolve this issue. It was noted that even with an upgrade there would be two townships, Denning and Hardentown that would still be out of range.

Town of Lloyd Councilman Jeff Palladino noted that the Town is engaging K12 Alerts which is a system of phone messaging that perhaps the Fire District would like to look into.

Equipment Inventory-Chief Gallagher noted that gear inspections would be held on February 10, 2013 (OSHA) at 4 PM. The Ladies Auxiliary will be cooking for OSHA.

Service Awards-Chief Gallagher noted that LOSAP activity for December 2012 has been posted and emailed to members. We have had few issues so far and should have the census completed by the February 2013 Board meeting.

MLSS-Mobile Life Support Systems has requested use of our community room to conduct a series of training classes; this would be 1 day and 1 evening during the week and would benefit all EMT's in the fire district. Chief Gallagher would be coordinated dates with MLSS.

AED-chief Gallagher reported that we purchased a new cable for downloading purposes and have received that.

Safety-Chief Gallagher he attended a discussion at the Highland High School regarding the Sandy Hook incident. The Ulster County Sheriff also was in attendance. Chief Gallagher stated that his attendance was as an observer to this discussion. Chief Gallagher discussed the recent incident in Webster New York involving firefighter fatalities due to an ambush. It was noted that we do our best to assess situations.

Fill Station-Chief Gallagher reported that the electrical quote for the proposed air compressor is pending. Installation, voltage, three-phase information is needed.

New Apparatus-Chief Gallagher noted that the committee would be meeting on January 31, 2013 to discuss requirements for new apparatus.

Network/IT Upgrade/Website- Commissioner Bragg asked for update on the network system. Chief Gallagher stated that he recommends following through with the Town of Lloyd Website, however we still need to have emails for commissioners, Treasurer, Officers and clerk. Commissioner Bragg stated wiring must be done correctly and we should go local if we need to use an electrician.

Out of Town Vehicles- Commissioner Fraino requested that whenever possible permission should be obtained from the Board at a board meeting prior to vehicles going out town. Chief Gallagher explained that the incident in question came up at the very last minute after the Board meeting.

Hydrant upgrade-Chairman DiLorenzo stated that upgrading the hydrants would mean a cost increase however Adams is on board with it. This would involve Muller hydrant equipment.

Surplus Equipment-Chairman DiLorenzo requested a surplus equipment list be created as the mezzanine is cleaned out.

Command Vehicle Referendum-Chairman DiLorenzo stated that the permissive referendum would expire on January 19, 2013.

Out of Town-Chief Gallagher will be out of town due to attendance at Aircraft Recovery School (Air Guard) next week.

Lowe's Account- It was noted that Highland Hose Company President Krzeminski would be establishing a Lowe's charge account for the Hose Company.

17. New Business-

2012 Audit-Chairman DiLorenzo noted that we received the scope of work for the audit of 2012 from Vanacore.

Records Management Grant- Chairman DiLorenzo noted that we have been awarded a records inventory grant and that includes the funding to hire a part time clerk to assist in the inventory. We have a person who has submitted a resume, which outlines her experience in records inventory and retention.

MOTION: Commissioner Ben Bragg moved to hire Gayle Turowski as a part time clerk for the duration of the records inventory grant, January 1, 2013 through June 2013, seconded by Commissioner Lindy Palladino.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried unan. 2013Jan 08-22

Proposed Training Facility

MOTION: Commissioner John Fraino moved to approve the construction of the training facility at Station 1 in an amount not too exceed \$10,000, seconded by Commissioner Ben Bragg.

VOTE: 5 Yes 0 No Abstain Absent

Motion was carried unan. 2013Jan 08-23

Breathing Air Compressor

MOTION: Commissioner Chris Erichsen moved to approve the purchase of an Air Compressor including the wiring and installation at a cost not too exceed \$22,000.00 seconded by Commissioner Ben Bragg.

VOTE: 5 Yes 0 No Abstain Absent

Motion was carried unan. 2013Jan 08-24

Website

There was discussion regarding going forward with a web page for the Highland Fire District. Commissioner Chris Erichsen asked if a website is mandatory. Chairman DiLorenzo stated no. Commissioner Erichsen stated that aside from cost, this will add to the clerk's workload. Commissioner Erichsen stated that if it is not a requirement at this time, we should not go forward.

There was discussion of what would be posted on the website: minutes, agenda, legal notices plus any other necessary documents.

A member of the public, Mr. Pardy, noted that this would eliminate FOIL requests. Commissioner Bragg stated that he would go forward with the website if Mr. Pardy would not submit FOIL requests. Mr. Pardy stated that he would not have to make the FOIL requests if there were a website.

Website continued

MOTION: Commissioner Bragg moved to proceed with the development of a web page on the Town of Lloyd Website by Virtual Town at a cost of approximately \$150.00 per year, including the establishment of individual emails for commissioners, officers, District Treasurer and Clerk, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent

Motion was carried. 2013Jan08-25

It was noted that Commissioner Chris Erichsen abstained.

18. Executive Session

MOTION: At 8: 35 PM, Commissioner John Fraino moved to go to executive session to discuss a medical situation related to district personnel, seconded by Commissioner Lindy Palladino.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried unan. 2013Jan08-26

It was noted that no other business would be discussed after the executive session was completed.

19. Return to Regular session and Adjournment

MOTION: At 9:05 PM, Commissioner Lindy Palladino moved to return to the regular session, and there being no further business, adjourn the meeting, seconded by Commissioner Ben Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried unan. 2013Jan08-27

Respectfully submitted,
Denise A. Holzberger, District Clerk