

HIGHLAND FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES

March 12, 2013

7:00 PM

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

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

1. Opening of Meeting-Commissioner Stephen DiLorenzo called the meeting to order, led the salute to the flag and asked for a moment of silence for fallen firefighters.

2. Minutes-Chairman DiLorenzo asked for a motion to approve the minutes of the February 12, 2013 regular meeting.

MOTION: Commissioner Lindy Palladino moved to approve the minutes of the February 12, 2013 regular meeting as submitted, seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Motion carried. 2013Mar12-43

3. Bills- Chairman DiLorenzo asked for a motion to approve payment of the bills as reviewed by Commissioners Lindy Palladino and John Fraino and Chief Gallagher on March 11, 2013. Chairman DiLorenzo noted that the invoice from Rose & Kiernan for \$1179 was not paid.

MOTION: Commissioner Erichsen moved to approve the bills as reviewed by Commissioners Palladino and Fraino and Chief Gallagher on March 12, 2013, seconded by Commissioner Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried. 2013Mar12-44

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

Certificate of Insurance-received naming Highland Central School District as additional insured.

Fuel Usage-from Chief Gallagher through March 4, 2013

Central Hudson-letter regarding Gas pipeline Safety

Zurich Insurance-refund check of \$11.10 and refund of premium \$136.08; turned over to Treasurer.

Certificate of Insurance-received from Ulster County

Association of Fire Districts-refund check for \$125.00 (registration for class not attended)

Poland Spring-letter regarding storage and use of empty containers

Central Hudson- Letter regarding data security breach

Requests for Use of the Community Room-

Sunday, March 17, 2013 6:30 Pm-12:30 Pm requested by James Giangrosso for Highland Hose Co. Pancake Breakfast fundraiser

MOTION: Commissioner Chris Erichsen moved to approve the pancake breakfast for the Highland Hose Company, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-45

Monday March 20, 2013 5 PM-9PM requested by Lisa Cerniglia for

Highland High School Basketball Dinner approx. 40 persons .Check received.

MOTION: Commissioner Chris Erichsen moved to approve the Highland High School Basketball Dinner, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-46

Wed March 27, 2013 12:30 PM-3:30 PM AARP Defensive Driving requested by Eleanor Spagnola approx. 35 persons

MOTION: Commissioner Chris Erichsen moved to approve the AARP defensive Driving Class, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-47

Wed April 3, 2013 12:30 PM-3:30 PM AARP Defensive Driving requested by Eleanor Spagnola approx. 35 persons

MOTION: Commissioner Chris Erichsen moved to approve the AARP defensive Driving Class, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-48

Saturday April 6, 2013 12:00 PM to 4:00 PM for Bridal Shower requested by Chuck Gentilquore approx. 50 persons

MOTION: Commissioner John Fraino moved to approve the Bridal Shower as requested by member Chuck Gentilquore, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-49

The Week of April 3 for the Girl Scout Cookie Drop as requested by Jill Poluzzi for Station 2 Pavilion. She will let us know the exact date.

MOTION: Commissioner Lindy Palladino moved to approve the Girl Scout cookie Drop, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-50

Friday May 31, 2013 set up 5 PM to 12 PM and Saturday June 1, 2013 8 AM to 11 PM Penny Social requested by Mary Ellen Cioto for the Ladies Auxiliary.

MOTION: Commissioner Chris Erichsen moved to approve the Penny Social, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-51

Sunday July 21, 2013 Iron Riders 7:30 AM to 11; 30 Pm requested by Tony Elia for outside of firehouse: they will use a few tables and chairs for sign up for ride.

MOTION: Commissioner Lindy Palladino moved to approve the Iron Riders request, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-52

Fri Sept 20 5 PM to 12 PM set up and Sat Sept 21 8 AM to 11 PM

Ladies Aux Penny Social requested by Mary Ellen Cioto

MOTION: Commissioner Chris Erichsen moved to approve the Penny Social, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-53

Wed. September 18, 2013 1 PM to 3 PM Lloyd Health Volunteers requested by Adele Gibbons.

MOTION: Commissioner Chris Erichsen moved to approve the request from the Lloyd Health Volunteers, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-54

Wed Nov 13, 2013 6 PM to 8 PM for CME Training requested by Chief Gallagher

MOTION: Commissioner Chris Erichsen moved to approve the request from Chief Gallagher for CME training, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-55

5. New Member Interviews/Approvals-

Chairman Steve DiLorenzo stated that we have a new member, Jake Armstrong to be approved tonight. Chairman Dilorenzo stated that he will be 18 in September and will be attending Pace University. Chief Gallagher stated that we have interviewed him and would like to get him into Firefighter One next month.

MOTION: Commissioner Chris Erichsen moved to approve Jake Armstrong's membership pending a successful completion of a physical exam, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried unan. 2013Mar12-56

6. Committee Reports:

Buildings and Grounds:

St. 1 Roof-Chairman DiLorenzo reported that the roof at Station 1 was leaking and Hudson Valley Roof was contacted. Firestone issued a work order and Hudson Valley Roof did the repairs. Chairman DiLorenzo reported that he will check on the repairs after it rains.

HVAC Unit-Chairman DiLorenzo reported that as per Airflow's proposal the 8 1/2 ton unit was replaced.

Dutchess Overhead Doors-preventive maintenance proposal signed and sent. Chairman Dilorenzo noted that the #1 Door coil spring broke and was replaced. The annual service has not been done yet.

Safeco- Chairman Dilorenzo reported the alarm is working but there is no audio. The alarm panel box was burnt out and had to be replaced. We were not satisfied with the work and reported it to Safeco for follow up.

Ceiling tiles-Chairman DiLorenzo to follow up with replacement of ceiling tiles.

Ansul -inspection was done by Gordon Fire Equipment

Training Area- Chairman DiLorenzo reported that there is a sprinkler pipe that needs to be moved. Cost is \$500 and will be done by SVI.

Gas meter-Central Hudson changed out gas meter (Police Station)

Drains-have been cleaned out.

St. 2: Fascia, painting and shed-Commissioner Erichsen stated estimates are pending.

7. **Apparatus Repair**-Chief Gallagher reported there are no repairs outstanding.
31-30-final quote is pending
New Truck- on hold

8. **Insurance/Workers' Comp.-**

Commissioner Palladino reported that he reviewed the new policy from VFIS with our new agent. We have changed insurance carriers to VFIS and our agent is Linda Flanagan with Quilty, Dwyer and Larkin. There is a savings of \$3000. We have received some training videos and there is an EVOC course being offered at Union Vale Fire District. Although this course is not NYS certified it is endorsed by VFIS.

Commissioner John Fraino stated that we were satisfied with Rose and Kiernan, however VFIS seemed to have better coverage and cost was \$3000 less. Commissioner Erichsen asked about spill coverage. Commissioner Fraino stated that our proximity to Black Creek may prevent coverage. Commissioner DiLorenzo stated that we may have coverage for a sudden incident but not tank leakage. Treasurer Passikoff asked why we don't use a gas station. Chief Gallagher stated that during Hurricane Sandy many gas stations did not have generators and could not pump gas.

9. **Physicals/Health Program**- letters sent out for physicals due through June 2013.

10. **Physical Fitness Program**-Chief Gallagher reported that most members are at Allsport and there are only two at Crossfit.

11. **Capital Improvement-**
Training Facility-in progress

12. **New Apparatus**-new truck on hold

13. **Ulster County Fire District Association**-meeting schedule
May 16 Rosendale September 19 Highland November 21 Ulster Hose #5

14. **Rules & Regs**-most have been handed out

15. **Service Awards**-invoice for contribution is \$86,591. Chairman DiLorenzo stated that Phil DeAngelo will come in next month.

16. **Town Emergency Plan**-Chief Gallagher reported that he is working on that with Dave Barton. Town of Lloyd Councilman Jeff Paladino noted that last update was 2010.

17. Treasurer Report-Treasurer Passikoff reported that the 2011 Audit has been completed and we have received the final documents.
Treasurer Passikoff reviewed the 2012 Financial Report.

Treasurer Passikoff noted that we were over budget in the fire alarm and voice budgets. Insurance liability was \$13,500 to the good and we were over \$1,000 in the professional fees budget. As noted on page 6-7 we saved \$10,500 in workers comp. Overall we were \$105,500 to the good on the Balance Sheet. Next month the Board can decide where to put the \$105,500. Our extension for filing our Annual Update Document has been granted; it is due May 1, 2013.

18. Inspection Dinner-tentative date September 13, 2013 Chairman DiLorenzo stated that he is checking into The Would and Pirate Canoe Club.

15. Public Comment

Chairman DiLorenzo as if there was any comment from the floor. Mr. Bob Pardy asked if the new chief's car was ordered and if dash cams were ordered. Commissioner Fraino stated that the Board has met with our insurance agent, inquired about dash cams and if they were recommended by the carrier and they are not. Mr. Pardy stated that he has been patient with the Board regarding his requests; he wrote the Rules and Regs twenty years ago and the district still uses them. Mr. Pardy stated that the Board continues to re-buff his suggestions; there is a history and you do not wish to use dash cams because you have a problem with an individual. Mr. Pardy stated that he will just have to go to the papers and it won't just be in the Highland paper.

16. Chiefs Report-Chief Gallagher reported the following
TV Screen has been installed in the bay to incorporate the IAMRESPONDING information.

Air Compressor to ship on March 14, 2013. Commissioner Fraino asked about the funding for the compressor. Treasurer Passikoff stated it was not accrued but you can allocate the \$20,000 from the fund balance next month.

Rescue Tech Course-has been switched to Tuesdays; this switch was made without notifying us.

Driver Training-going fine

FDIC Conference-no interest

17. Old Business

Records Inventory-in progress; over 50 boxes have been inventoried.

IT Project-cable to be installed in radio room; networked; need to complete repository files. Northeast Computers coming Wed 3/13/13 to install cable and work on clerk's files/repository.

Website- contract faxed to Virtual Towns. Next step-coordinate with Town of Lloyd and Virtual Towns, then set up what we want on the site; estimated time for set up- 2 weeks.

Roof Top Units- Commissioner Erichsen asked how many units have to be replaced and should we look at replacement, go out to bid, before an emergency occurs.

Town of Lloyd-Councilman Jeff Paladino has concerns regarding responsiveness of the building inspector to us. Chief Gallagher stated there was no problem. Jeff Paladino stated that the Town would like to pursue a part time fire inspector; approximately 15 hours a week. Jeff Paladino stated he is looking for input from the fire district and some financial support for the position. Jeff Paladino stated that they are looking at cost of about \$15,000 a year; maintenance of community room and police station is approximately \$12,000. Chairman DiLorenzo stated that he reviewed that and in 2012 \$7300 was spent on those three areas (community room, police station and ambulance area). Mr. Pardy suggested approaching the Clintondale Fire District as well. Treasurer Passikoff noted that this would clearly be a Town expense; everyone has a tight budget without fat and the fire district plans for the worst case scenario.

18. New Business

Authorization to move Sprinkler Pipe

MOTION: Commissioner John Fraino moved to approve up to \$500 for the purpose of moving the sprinkler pipe for the construction of the training facility here at the firehouse, seconded by Commissioner Chris Erichsen.

VOTE: 4 YES 0 NO 0 ABSTAIN 1 ABSENT

Motion carried. 2013Mar12-57

LOSAP Payment

MOTION: Commissioner Fraino moved to pay \$120,000 to Service Award fund, which includes the \$86, 591 plus additional monies to increase our funding, seconded by Commissioner Chris Erichsen.

VOTE: 4 YES 0 NO 0 ABSTAIN 1 ABSENT

Motion carried. 2013Mar12-58

19. Executive Session-

MOTION: At 8:15, Commissioner Palladino moved to go to executive session to discuss the medical status of a member and another personnel issue involving possible disciplinary action, seconded by Commissioner John Fraino.

VOTE: 4 YES 0 NO 0 ABSTAIN 1 ABSENT

Motion carried. 2013Mar12-59

Return to regular session

MOTION: Commissioner Palladino moved to return to the regular session at 8:45 PM, seconded by Commissioner Erichsen.

VOTE: 4 YES 0 NO 0 ABSTAIN 1 ABSENT

Motion carried. 2013Mar12-60

20. Adjournment

MOTION: There being no further business, Commissioner Fraino moved to adjourn at 8:46 PM, seconded by Commissioner Palladino.

VOTE: 4 YES 0 NO 0 ABSTAIN 1 ABSENT

Motion carried. 2013Mar12-61

Respectfully submitted,
Denise A. Holzberger, Clerk

APPROVED BOFC MTG APRIL 9, 2013