

HIGHLAND FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING

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July 14,, 2015
7:00 PM St 1

Commissioners:	Stephen DiLorenzo	(Present)	
	Benjamin Bragg	(Absent)	
	Christian Erichsen	(Present)	
	John Fraino	(Present)	arrived at 7:20 PM
	Lindy Palladino	(Present)	
Secretary/Treasurer:	James Passikoff	(Present)	
District Clerk:	Denise A. Holzberger	(Present)	
Chief	Peter Miller	(Present)	

1. Opening of meeting- Chairman DiLorenzo called the meeting to order, led the salute to the flag and called for a moment of silence for all fallen firefighters.

2. Approval of minutes- Chairman DiLorenzo asked for a motion to approve the minutes of the June 9, 2015 regular meeting.

MOTION: Commissioner Erichsen moved to approve the minutes of the June 9, 2015 regular meeting as submitted, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent
Motion carried.

3. Bills- Chairman DiLorenzo asked for a motion to pay the bills as reviewed by Commissioners Palladino and Fraino and Chief Miller on July 14, 2015.

It was noted that there were two late arrivals as follows:

Quill \$124.98

Poland Spring \$254.64

These are included in the revised abstract.

Commissioner Erichsen noted that the bill from Jack Bellochio needs some clarification but recommends approving payment pending the clarifications. Commissioner Erichsen will contact Jack to discuss and then contact the District Clerk with further instructions regarding releasing the check.

MOTION: Commissioner Erichsen moved to approve the bills totaling \$35684.70 as reviewed on July 13 and 14, 2015 by Commissioners Palladino and Fraino and Chief Miller, with the exception of the bill from Jack Bellochio which is approved for payment pending his review, seconded by Commissioner Palladino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

4. Highland Water District- Chairman DiLorenzo stated that at this time Adam Littman from the Highland Water Department is here tonight to discuss hydrants and possible upgrade to Storz connections. Mr. Littman stated that Trailview has STORZ connectors and Mountain View will also have them. He presented a proposal for approximately 200 hydrants in the district. The Water Department would ask for a prioritized list of where the fire district has concerns and preferences. The proposal would be for the fire district to purchase and the water department would install. This would be a retrofit. Chairman DiLorenzo thanked him for the proposal and stated that the Board would review this. Certain areas would be targeted; installation best on those hydrants that are off the road to decrease risk of being hit as a Mueller is about 6 inches. Chairman DiLorenzo stated that our budget process begins in August 2015. Also it can affect ISO ratings. ISO has not contacted the Water District as yet. Mr. Littman also requested any hose that is no longer needed by the district. Chairman DiLorenzo thanked him for the proposal and stated that the Board would review.

5. Correspondence-District Clerk Holzberger reported the following received:

Address change-from Fred DeMaio

Certificate of Insurance-from E-One

Poll Site Agreement-from Board of Elections

AFDSNY-misc. information regarding dues, best practices for training and volunteer resources. (copies distributed to board members)

NYS OSC-letter received regarding information

Requests for Use of the Community Room

Wednesday July 15, 2015 10 AM to 12 PM WOTH Debriefing requested by Sgt. Roloson, TOLPD

MOTION: Commissioner Erichsen moved to approve the request for use of the community room by the TOLPD on Wednesday July 15, 2015,
Seconded by Commissioner Ben Bragg.

VOTE: 4 AYE 0 NO 0 Abstain 1 Absent

Motion carried.

Sunday July 19, 2015 Iron Riders request use of the outside of community room 8 AM to 11:30 AM for fundraiser to benefit St. Jude's Hospital. Requested by Toni Elia.

MOTION: Commissioner John Fraino moved to approve the request from Toni Elia for use of a table, chairs and restroom for fundraiser check in for the Iron Riders on July 19, 2015, seconded by Commissioner Palladino.

VOTE: 4 AYE 0 NO 0 Abstain 1 Absent

Motion carried.

Thursday August 6, 2015 Town of Lloyd Police Department for Self Defense class training for the public. Requested by Sgt. Roloson. 6 Pm to 11 PM.

MOTION: Commissioner Erichsen moved to approve the request from Sgt. Roloson for use of the community room for a self- defense class for the public on August 6, 2015, seconded by Commissioner Fraino.

VOTE: 4 AYE 0 NO 0 Abstain 1 Absent

Motion carried.

6. NEW MEMBER INTERVIEWS/MEMBERSHIP- Interviews to be held on July 23, 2015. A Commissioner needs to attend.

7. COMMITTEE REPORTS

Buildings and Grounds ST 1-Cmrs. Bragg and DiLorenzo

Verizon Micro-Cell- Chairman DiLorenzo reported that the drawings have been received and have been emailed to all commissioners. A special account has been set up to receive the rent when it is sent.

Generator Maintenance ST 1- GenTech, New Windsor to schedule for August 2015

Entry System-Chairman DiLorenzo stated that at the NYSAFC conference there were various systems on display including thumb print, fob or card that could be used for entering the firehouse. Cost is relatively inexpensive and 2 stations could be tied in. Chairman DiLorenzo asked if the commissioners wish to explore this. Chief Miller stated that we should look at re-keying the doors.

MLSS Contract- Chairman DiLorenzo stated that he met with Paul Hansut regarding the MLSS contract. Chairman DiLorenzo reported that he reviewed the contract he did not notice changes. \$1000 is paid to the Town from MLSS. This is a 1 year to 1 Year contract. We need to review an old contract.

Security System-Safeco and Northeast need to meet at the Town of Lloyd Police Department to complete work. Regarding Cloud and Email we need our passwords as per insurance.

Audio/Video- as it pertains to Commissioners not present for meetings. Such a system could be set up to permit Commissioners to see and hear the meeting, however they cannot vote. There was discussion. Commissioner Fraino stated that he is not for it.

Buildings and Grounds St.2-Cmrs. Erichsen and Fraino

Shed Addition- Commissioner Erichsen reported that phase 1 of the project is complete. Phase 2 is next. We have quotes for siding, soffits, window and door repair. A/C should be kept on as it gets very hot. Hardie board vs. Vinyl siding cost is \$3500 - \$4000 price difference. The electrical bill from Jack Bellochio will be reviewed for the work at St 2. Commissioner Erichsen reported that there was a change order for steel that was \$500 and he polled Commissioners Fraino and Bragg. We have paint and Carpentry proposals. (to be discussed during business session).

8. Apparatus Repair-Cmrs. Erichsen and DiLorenzo

Chief Miller reported the following:

31-60-PTO generator rumbling; rear bearing is bad. Need a time line for parts from Northeast Cummins.

9. Insurance/Workers Compensation-Cmrs. Fraino and Palladino

Nothing to report.

10. Physical Fitness Program-Cmrs. Erichsen, DiLorenzo and Chief Miller

1st Qtr 2015 total \$ 152.50 disbursed to 4 members

2nd Qtr 2015- Total \$75.50 disbursed to two members

11. New Apparatus-

2015 1750 GPM Pumper/Tanker- Chief Miller reported that the truck will be delayed until November 2015 for inspection.

12. Ulster County Fire District Association-Cmrs. Bragg, DiLorenzo, Erichsen

September 17, 2015 meeting is here at Highland. Suggested Topics needed as guest speaker is Steve Ciccorella.

13. Service Awards-June 2015 activity posted July 17, 2015

It was noted that the contributions were made to the pension fund.

14. Treasurer's Report-Treasurer Passikoff reported the following:

2014 Audit Report received-copies distributed to all commissioners.

June 2015 Financial Report distributed to Commissioners.

Treasurer Passikoff asked if all costs are in for the new Chief's car as he will do the transfer as per the permissive referendum if it has been completed.

Regarding Buildings and Grounds, landscaping includes mowing.

The cost saving plan was accepted by the NYS comptroller's office.

Internal Controls Seminar- there was discussion regarding the internal controls seminar held at Ulster Community College and attended by Treasurer Passikoff, Commissioners DiLorenzo and Bragg and District Clerk Holzberger.

2014 Audit

MOTION: Commissioner John Fraino moved to accept the 2014 Audit and Management Letter as submitted, seconded by Commissioner Chris Erichsen.

VOTE: 4 AYE 0 NO 0 Abstain 1 Absent

Motion carried.

15. Inspection Dinner -September 18, 2015 The Would

16. Public Comment-none

17. Chief's Report- Chief Miller reported the following:

31-10 to Dutchess County Emergency Response 7/17/15 for Firefighter 1- Approval is needed.

31-45 to Ellenville for the Parade on July 25, 2015-approval needed.

New AED- July 15, 2015 Train the Trainer

Training for Members- July 29, 2015 AED's will be in service then.

17. Old Business

Cell Phone Policy-to do

Grant Status-no news yet

Property Damage-has the repair been completed (C. Jackson). Commissioner Erichsen to follow up.

Records Management-pending

Approval for 31-10 and 31-80 to Dutchess County for FF I

MOTION: Commissioner Erichsen moved to authorize 31-10 and 31-80 to go to Dutchess County Training Center on July 17, 2015, seconded by Commissioner John Fraino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

Approval for 31-45 to Ulster County Parade

MOTION: Commissioner Chris Erichsen moved to authorize 31-45 to the Ulster County Parade in Ellenville on July 25, 2015, seconded by Commissioner John Fraino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

Proposals for Phase 2 of ST 2 Shed Renovation-

Two Proposals were received for painting the interior as follows:

Streeter Carpentry- \$2000 (verbal)

George Ottaviano-\$1975

MOTION: Commissioner Chris Erichsen moved to accept the proposal from George Ottaviano for the painting of the interior of the shed for \$1975.00, seconded by Commissioner Palladino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

Three Proposals were received for the Exterior work of ST2 Shed Renovation as follows:

Streeter Carpentry- \$16485.00

Excalibur General Contractors, Inc.-\$16800 DEDUCT \$4500 substitute vinyl for fiber cement

Timberline-\$15535 Deduct \$4100 substitute vinyl for fiber cement

Deduct \$3600 substitute Dutch lap vinyl for fiber cement

MOTION: Commissioner Chris Erichsen moved to accept the proposal from Timberline for \$15535 less the \$4100 for substituting the vinyl siding for a total of \$11435, seconded by Commissioner John Fraino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

18. New Business-

Chairman DiLorenzo stated we received a letter from the Times Herald Record and contacted the editor for clarification as several things about the letter raised concerns. The letter had no return address, was not signed and the name of another fire district was crossed out. The editor was going to check into it.

It was noted that grants are available for Kocheck hose.

19. Executive Session-

MOTION: At 9:20 PM, Commissioner Erichsen moved to go to executive session to discuss a possible legal issue and the employment history of a specific individual, with Chief Miller seconded by Commissioner Palladino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

Treasurer Passikoff and District Clerk Holzberger were excused.

20. Return to regular session and Adjournment

MOTION: At 10:10 PM Commissioner Fraino moved to return to regular session and there being no further business, at 10:12 moved to adjourn, seconded by Commissioner John Fraino.

VOTE: 4 AYE 0 No 0 Abstain 1 Absent

Motion carried.

Respectfully submitted,
Denise A. Holzberger, District Clerk

Approved BOFC mtg 8/12/15