

**HIGHLAND FIRE DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**  
**REGULAR MEETING**

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**June 9, 2015**  
7:00 PM St 1

Commissioners:	Stephen DiLorenzo	(Present)
	Benjamin Bragg	(Present)
	Christian Erichsen	(Present)
	John Fraino	(Present)
	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.

Sale of 2005 Chevy Tahoe-Chairman DiLorenzo dispensed with the normal order of business to open sealed bids for the 2005 Chevy Tahoe.

District Clerk Holzberger reported the following: Two sealed bids were received.

\$8027.77 from John Fraino Highland, NY 12528

\$5019.84 from Justin VanWagenen Stone Ridge, NY 12484

Chairman DiLorenzo thanked the bidders and stated we would discuss later in the meeting during new business.

**2. Approval of minutes-** Chairman DiLorenzo asked for motions to approve the minutes of the April 14, 2015 regular meeting and April 27, 2015 Special meeting, and the May 12, 2015 regular meeting.

**MOTION:** Commissioner John Fraino moved to approve the minutes of the April 14, 2014 regular meeting as submitted, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent      Commissioner Ben Bragg abstained.

Motion carried.

**MOTION:** Commissioner Chris Erichsen moved to approve the minutes of the April 27, 2015 special meeting as submitted, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent      Commissioner Ben Bragg abstained.

Motion carried.

**MOTION:** Commissioner Ben Bragg moved to approve the minutes of the May 12, 2015 regular meeting as submitted, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 No 2 Abstain 0 Absent Commissioners Bragg and Erichsen abstained.

Motion carried.

**3. Bills-** Chairman DiLorenzo asked for a motion to pay the bills as reviewed by Commissioners Palladino and Bragg and Chief Miller on June 8, 2015.

**MOTION:** Commissioner Fraino moved to approve the bills totaling \$211732.19as reviewed on June 8 and 9, 2015 by himself, Commissioners Palladino and Chief Miller, seconded by Commissioner Palladino.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

**4. Correspondence-**District Clerk Holzberger reported the following correspondence

Certificate of insurance-received Main Brothers

Minutes-Ulster County Fire Advisory Board March 25, 2015

Terrorism Risk Insurance Amendment -received from FDNYM

\$1000 check-from Mobile Life Support Services for Security Upgrade

Requests for Use of the Community Room

**Friday Sept 25 set up @ 2 PM, Sat. Sept 26 2Pm to 4 PM Sunday Sept 27 2 pm to 4 pm for the Highland Library Book Sale requested by Leslie Benson**

**MOTION:** Commissioner Fraino moved to approve the request for use of the community room by the Highland Library on Friday Sept 25 for set up at 2 PM, Sat. Sept 26 2Pm to 4 PM and Sunday Sept 27 2 pm to 4 pm as requested by Leslie Benson, Seconded by Commissioner Ben Bragg.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

**5. New Membership**-none

**6. Committee Reports- Buildings & Grounds**

**Buildings and Grounds ST 1-Cmrs. Bragg and DiLorenzo**

Verizon Micro-Cell- Commissioner Bragg reported that the Verizon Micro Cell Contracts have been signed by the Chairman and sent to Verizon.

Generator Service- to re-schedule for next week. Contract is for every six months and includes the transfer switches.

Stucco repair- Commissioner Bragg met with All County Stucco. Police Department has problems with the gutters. Complete re-finishing needed on the back of the building.

Commissioner Bragg would like to speak with George Ottaviano. The bad area is in the rear of the building. Commissioner Bragg stated that he feels it is not necessary to go to a referendum. Station 2 quotes were reviewed and will hold pending review whether this must go to public bid or not.

Safeco Security Upgrade-Chairman Dilorenzo reported that it is completed Cameras are working. Next we have to coordinate police department, their IT and Safeco. Mobile Life Support sent us \$1000 check (their contribution toward the upgrade).

Hoods in Kitchens- St 1 & 2 were cleaned.

Storage Area- we need to clean up some bulbs and flammable supplies.

Verizon Micro-Cell- contract was updated to state 10 % every 5 years.

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

Shed-Commissioner Erichsen reported that the insulation and sheetrock is done; some electrical work is left. Vito and Dave K. stepped in when Jack Bellochio went out.

Phase 1 to be completed. Commissioner Bragg has a concern for the cost. The siding, replacement of window, door and roof is part of the Phase 1.

Commissioner Erichsen stated that for longevity and fireproofing, Hardy Board is best and he will get prices for that as well as siding. It is difficult to obtain prices and quotes due to prevailing wage. This project must be prevailing wage.

**7. Apparatus Repair-Cmrs. Erichsen and Dilorenzo**

Chief Pete Miller reported that everything is in good shape.

**8. Insurance/Workers compensation-Cmrs. Fraino and Palladino**

**May 18, 2015 1 PM -Scott Harkins VFIS -completed**

Letter from Fire Districts of NY Mutual Insurance Co., Inc.-regarding Terrorism Risk Insurance Reauthorization Act. These amendments do NOT affect our current premiums.

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

**1<sup>st</sup> Qtr. 2015 total \$ 152.50 disbursed to 4 members**

**2<sup>nd</sup> Qtr. 2015- to report in July**

**10. New Apparatus-**

**2015 1750 GPM Pumper/Tanker**

Chief Miller reported that goes to the floor the last week in July 2015.

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

Commissioner Bragg reported that there have been good turnouts (50-60 people). We will host September 17, 2015. Commissioners DiLorenzo and Erichsen to handle refreshments.

Commissioner Bragg stated that we should research videoconferencing.

**13. Service Awards-May 2015 activity posted June 16, 2015.**

**14. Treasurer's Report-**Treasurer Passikoff discussed the May 2015 financial report which was distributed to the Board. There were no real changes from last month. Chairman DiLorenzo asked a question regarding the Tax cap. Treasurer Passikoff stated that we must submit by June 1, 2015 to the NYS Budget department a narrative explaining how we are going to save money. We must describe an expense reduction. We can cite the LED lighting project, shared services with the Town of Lloyd regarding sanding in winter, and our creation of our own training center. We must show a minimum of \$10150. We can show \$10200.

**2014 Audit Field Work-completed May 15, 2015**

Chairman Dilorenzo discussed the recent article in the Times-Herald Record regarding Fire Districts. Chairman DiLorenzo explained that we have done our due diligence regarding auditing and procedures for bill paying. He stated we will keep up our diligence regarding procurement and our internal controls. The Annual Update document is a total financial statement including our fixed assets. If this document is not filed, an audit from the NYS OSC will be triggered.

**MOTION:** Commissioner Palladino moved to accept the May 2015 financial report as submitted by the Treasurer, seconded by Commissioner Fraino.

**VOTE:** 5 AYE 0 NO 0 Abstain 0 Absent

**15. Inspection Dinner -September 18, 2015 The Would**

**16. Public Comment-none**

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

31-45 and trailers-need approval to take them to Lake George for Hudson Valley Parade on 6/19-6/22/2015.

31-80-6/19/2015 approval needed to take to Verona for NYSAFC conference

31-10,60,20 or 45- approval needed to take to Live Fire training at Dutchess County Training Center.

Walkway Over the Hudson- July 4, 2015

Firefighter I- July 2015 Assistant Chief Everett Erichsen will not be the lead instructor. No Highland Fire District members will be in attendance. Jim Brugger will be the instructor. He will need a key for access.

UCVFA-Wallkill 6/16/15 approval needed for 31-80 for transport.

Radio Testing-continuing

UCCA-Ulster County Chiefs Association June 25, 2015 Representatives from PESH will be there to discuss training of officers.

Ulster county Training Center- meeting June 9, 2015. Budget is pending may not have amount needed by Fall 2015. Cost of Radio system is about \$25 million. A meeting is set regarding the cost of the radio system.

Executive session-requested to discuss contractual obligations and personnel matters.

Grant Status- no news.

NYSAFC convention- 10 passes are available

ISO-no report yet; chief Miller will follow up.

Notification-Board members and Chief must be notified when outside companies will be using the buildings and our equipment.

Property Damage- Homeowners property was damaged during a call; invoice has been presented to Board. Board will remit payment upon completion of work.

## **17. New Business -**

### Acceptance of high bid for Sale of Surplus Vehicle

**MOTION:** Commissioner Chris Erichsen moved to accept the high bid in the amount of \$8027.77 for 2005 Chevy Tahoe, seconded by Commissioner Palladino.

**VOTE:** 4 AYE 0 NO 1 Abstain 0 Absent Commissioner Fraino Abstained

Motion carried.

### Authorization to Pay Charles Wood for repair of property damage

**MOTION:** Commissioner Fraino moved to approve payment of \$475 to Charles Wood for repair of property damaged sustained at a call, upon completion of work, seconded by Commissioner Palladino.

**VOTE:** 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

Authorization for 31-45 to Lake George

**MOTION:** Commissioner Ben Bragg moved to authorize 31-45 to Lake George for the Hudson Valley Parade 6/19-6/22/1015, seconded by Commissioner Palladino.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

Authorization for 31-80 to Verona, New York for NYSAFC Convention

**MOTION:** Commissioner Ben Bragg moved to authorize 31-80 to be used for transport to the NYSAFC Convention, seconded by Commissioner Erichsen.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

Authorization to give key to Jim Brugger for FF I

**MOTION:** Commissioner Chris Erichsen moved to authorize a key be given to Jim Brugger for the duration of the Firefighter I class and that he return it to District upon completion of the class, seconded by Commissioner Palladino.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

VFBL- Chairman DiLorenzo noted that various issues came up at the recent Hose company meeting regarding coverage. It was noted that it is key to authorize members attending events. Members are only covered if the event and their attendance is duly authorized by the board of Fire Commissioners.

Authorization for attendance at the Hudson Valley Parade at Lake George

**MOTION:** Commissioner Ben Bragg moved to authorize members to attend the parade at Lake George June 19,2015 through June 20, 2015, seconded by Commissioner Palladino.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

Authorization for Members to attend the Ulster County Parade at Ellenville

**MOTION:** Commissioner Ben Bragg moved to authorize members to attend the Ulster County parade at Ellenville on July 25, 2015, seconded by Commissioner Palladino.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

CHGE-Commissioner Bragg to contact Central Hudson to revamp T8's to LED (interior lighting).

MLSS reports and contract-Chairman DiLorenzo will contact Supervisor Hansut.

Records Management –Annual Disposition of Records- Summer Project

NYS AFC Turning Stone- June 19, 2015 Commissioner Dilorenzo, and Ben Bragg to attend.

**18.Executive Session**

MOTION: Commissioner Palladino moved to go to executive session at 8:30 PM to discuss a personnel matter related to a specific individual, seconded by Commissioner Ben Bragg.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

**19. Return to regular session and Adjournment**

MOTION: At 9:42 PM, Commissioner Fraino moved to return to the regular session and there being no further business, moved to adjourn, seconded by Commissioner Erichsen.

VOTE: 5 AYE 0 NO 0 Abstain 0 Absent

Motion carried.

Respectfully submitted,  
Denise A. Holzberger, District Clerk

Approved 7/14/2015 BOFC mtg