

Highland Fire District
Regular Meeting
May 9, 2017
7:00 PM St 1

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Benjamin Bragg	(ABSENT)
	Christian Erichsen	(ABSENT)
	John Fraino	(PRESENT)
	Alan Barone	(PRESENT)
Secretary/Treasurer	James Passikoff	(PRESENT)
District Clerk	Denise A. Holzberger	(PRESENT)
Chief	Peter Miller	(PRESENT)

Chairman Steve DiLorenzo called the meeting to order, led the salute to the flag and asked for a moment of silence for Elmer Speedling.

1. Approval of Minutes- Chairman DiLorenzo asked for a motion to approve the minutes of the April 11, 2017 regular meeting.

MOTION: Commissioner John Fraino moved to approve the minutes of the April 11, 2017 regular meeting as submitted, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried unan.

2. Bills- Chairman DiLorenzo asked for a motion to authorize payment of the bills as reviewed by himself, Commissioner Alan Barone and Chief Miller on May 8, 2017 for the period of 4/12/17 through 5/9//17.

MOTION: Commissioner Alan Barone moved to authorize payment of the bills in the amount of \$27966.64, seconded by Commissioner John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried unan.

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

Letter from Association of Fire Districts- next meeting Thursday May 18, 2017 7PM at Clintondale.

Letter from Direct Energy- regarding changes in electricity bill.

Lloyd Post 0193 American Legion, Inc.-regarding Memorial Day Parade

Premier Fire Apparatus, Inc.- letter of introduction (formerly Nichols)

Requests for Use of The Community Room-

Friday May 12, 2017 8 AM to 3PM For Staff Development for Special Needs Preschool Program Staff requested by Aileen Gaffney of Learning Together (located in the Highland School District)

MOTION: Commissioner Fraino move to approve the request for use of the community room on Friday May 12,2017 by Aileen Gaffney of Learning Together, seconded by Commissioner Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried unan.

4. New Membership-none

5. Committee Reports-
Buildings & grounds ST 1-

St.1 Bay Window Cleaning- proposal accepted last month from Welch.

Expansion Tank-it was leaking and it was replaced by Jim Taylor Plumbing.

Flowers- Commissioner Fraino to get flowers for Ladies Auxiliary to plant at stations.

Replacement of Roof Top Units- three bids received. To open later during the business session of the meeting.

Washer- making noise. HK Laundry coming Wednesday at 8 AM.

Last Roof Repair-done in 2006 or 2007 .

Bollard- located at 90 door. Repaired.

Alarm Inspections-Both Safeco and SRI completed inspections at ST.1. Pending reports for Town of Lloyd.

Repair and Renovation Project-Punch list has been completed by BCG.

Buildings and Grounds ST2.-

Safeco- Commissioner Erichsen met with SAFECO at ST 2. Pull station now will show properly if activate. Estimate for a new panel will be discussed during the business session;

6. New Apparatus- in progress

7.Workers Comp. Insurance-minor injuries reported; claims have been paid.

8. Physical Fitness- 1st Quarter 2017 Activity received. 5 members received a total of \$159.61 reimbursement.

9. Ulster County Fire Districts Association-next meeting May 18, 2017 at Clintondale

10. Service Awards-April 2017 Activity posted May 8, 2017

11. Treasurer's Report- Treasurer Passikoff reported the following:
April 2017 Report distributed to Board members.

Treasurer Passikoff noted that the workers comp. premium has been paid off in full. \$23,000 transfer to the Building Reserve is reflected in this report as well as the \$75067 (2016 funds). It was noted that the year needed to be corrected. (clerical error of 2016 should be 2017 at top of columns.)

2016 Audit- in progress. Auditors (RBT formerly Vanacore) have done their field work. Requested Fixed Asset Policy.

12. Public Comment-none.

13. Chief's Report- Chief Miller reported the following:
5/18/17-Training

5/19/17- 2 command cars to go to Harrisburg

5/21/17-200 Club BBQ

5/22/17- IFO begins. Check schedule

5/22/17- Truck Clean up for Memorial Day Parade

5/30/17- 31-45 to Milton at 19:00 hrs. Approval needed.

6/16-6/18/17-31-35 or 45 to Lake George. Approval needed

6/24/17- Engine and Rescue to Dutchess County for Live Burn Training. Approval needed

Boot Camp-will not be at Highland this summer as per NYS.

31-10-chassis work to be done at Erichsen's

New Chief's Car-NYCOMCO. Hopefully will be in service in a couple weeks.

Halogen- software similar to IAMRESPONDING. Use for inventory, electronic checks of apparatus and photos can be put on this program. There is a fair amount of work to get it going. Fee would be \$500 per year. IPADS could be used for this.

Officer's duties- some changes to be made; forthcoming.

Fireman's Home- 5/20/17 31-35 to go for 125th Anniversary Celebration. Approval needed.

14. Old Business-

Northeast Computer-met with Bill from NEC. Commissioner Barone's access to email has been restored. Commissioners Fraino and Bragg pending.

15. New Business

Resolution in Support of Ulster County's Municipal and Efficiency Competition (MCEC) Application

MOTION: Commissioner moved to support Ulster County's Municipal Consolidation and Efficiency Competition (MCEC) Application, seconded by Commissioner John Fraino.

VOTE: VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

See attached Resolution.

Fixed Asset Capitalization Policy

FIXED ASSET CAPITALIZATION POLICY

ADOPTED: MAY 9, 2017

The Highland Fire District will regard fixed assets as capitalize when all of the following criteria are met:

1. Assets purchased, built or leased have useful lives of one year or more.
2. The cost of the asset (including installation) is \$35,000 or more. Multiple assets of the same category which cost less than \$25,000 but the aggregate total is \$35,000 or more are capitalized.
3. The cost of repairing or renovating the asset is \$35,000 or more and prolongs the life of the Asset.

The Fire District will regard the purchase of software programs on an individual basis as fixed assets subject to the above capitalization policy. Costs associated with software maintenance and customer support are considered expenditures and will not be capitalized.

OTHER CONSIDERATIONS:

1. Repair is an expenditure that keeps the property in ordinary efficient operating condition. The Cost of the repair does not add to the value or prolong the life of the asset.
All repair expenditures are charged to the appropriate department and fund.
2. IMPROVEMENTS are expenditures for additions, alterations and renovations that appreciably prolong the life of the asset, materially increase its value or adapt it to a different use.
Improvements of this nature are capitalized.

MOTION: Commissioner John Fraino moved to adopt the Fixed Asset Capitalization Policy, seconded by Commissioner Alan Barone.

VOTE: VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval of 31-45 to Milton on 5/30/17

MOTION: Commissioner John Fraino moved to approve 31-45 to Milton on May 30, 2017, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval of Apparatus to Lake George Parade

MOTION: Commissioner Alan Barone moved to approve 31-45 or 31-35, to be determined by Chief Miller, to the Lake George Parade June 16 through June 18, 2017, seconded by John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval of Engine and Rescue to Dutchess County Training Center

MOTION: Commissioner Alan Barone moved to approve an engine and Rescue truck to the Dutchess County Training Center on June 24, 2017 for live burn training, seconded by John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval of Command Cars to Harrisburg Fire EXPO

MOTION: Commissioner Alan Barone moved to approve Command cars to the Harrisburg Fire EXPO on May 19, 2017, seconded by Commissioner John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval for Electronic Truck Check System

MOTION: Commissioner John Fraino moved to approve the expenditure of \$500 for the Electronic Truck Check system which will work with IPADS, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

Approval of 31-35 to the Fireman's Home

MOTION: Commissioner Al Barone moved to approve 31-35 to the Fireman's Home for the 125th Anniversary on May 20, 2017, seconded by Commissioner John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

SAFECO- replacement of system including installation and programing for ST 2 with original wiring would be \$5750.00.

Replacements of 2 Roof top units at ST 1

Three bids received as follows-

- | | |
|--|----------|
| 1. McCourt- 2 Allied Units connect and complete system | \$17,500 |
| 2. DJ heating & AC- 2 units | \$15,800 |
| 3. Airflow-removal & replacement of 2 Trane units | \$8437 |
| Use of 40 ton crane | \$1400 |

Chairman DiLorenzo stated that these proposals would be reviewed in detail for discussion at the next meeting in June.

Rotary Club-will be honoring Highland Hose Co. #1 on June 23 2017 at a dinner at Novella's. Chief and Assistant Chiefs are invited with spouses.

Debit Card- Treasurer Passikoff stated that all debit card or credit card information must be sent to the District Clerk as soon as possible when a purchase is made.

16. Executive Session-

MOTION: At 7:58 PM, Commissioner John Fraino moved to go to executive session to discuss employment issues related to paid personnel, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried.

17. Return to Regular Session and Adjournment-

MOTION: At 8:10 PM, Commissioner John Fraino moved to return to the regular session and there being no further business moved to adjourn at 8:10 PM, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent

Motion carried

Respectfully submitted,
Denise A. Holzberger, District Clerk

APPROVED BOFC mtg 6/13/17

APPROVED