

Highland Fire District
Regular Meeting
DECEMBER 11, 2018
7:00 PM St 1

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

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

- 1. APPROVAL OF MINUTES-** Chairman DiLorenzo asked for a motion to approve the minutes of the November 13, 2018 regular meeting held on and Special meeting held on October 23, 2018.

MOTION: Commissioner Chris Erichsen moved to approve the minutes of the November 13, 2018 regular meeting, seconded by Commissioner John Fraino.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Motion carried. Commissioner Ben Bragg abstained.

Minutes of October 23, 2018 approval tabled until next meeting.

2019 Organizational meeting- Jan 2, 2019 at 7 Pm

UCAFD meeting –Jan 3, 2019 @ Ulster Hose

- 2. BILLS-**Chairman Dilorenzo asked for a motion to pay the bills as reviewed by Commissioners John Fraino and Ben Bragg, and Chief Miller on December 10, 2018.

MOTION: Commissioner John Fraino moved to approve payment of the bills in the amount of \$27415.79 as reviewed by Commissioners Ben Bragg, himself and Chief Pete Miller, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

It was noted that County Waste, \$234.52, was held out for further review and revision.

Chief Miller stated that he spoke with Assistant Chief Gaffney regarding the NYCOMCO Bill and Three trips that were made for the repair; it was a legitimate charge.

AAA Emergency Supplies- 20 pails of foam were ordered and 8 pails were delivered. Cost was As per Westchester County bid price.

3. Correspondence-

Certificate of Liability Insurance- received from St Remy Fire District
Association of Fire Districts of Ulster County- Notice of Rescheduled meeting Jan 3 2019 at
Ulster Hose #5.

The following Room Requests were presented for approval:

Discussion regarding use of community room. Assistant Chief Anzalone noted that many times the requester is not present.

4. New Membership- none

5. COMMITTEE REPORTS

Buildings and Grounds ST 1-Cmrs. Bragg and Barone

Carpet- Board room and District Office to be done on December 17 and 18, 2018.

Air Movement Fans- project needs to be completed

Keys- would be a significant project to undertake.

Failed Hose- disposed. Commissioner Chris Erichsen stated we should dispose of hose washer and fittings.

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

BBQ Pit- concrete and cover.

Bathroom Update-wall between 2 bathrooms is block. Existing bathrooms are not large enough for handicap accessibility.

6. **New Apparatus-** option to use Sourcewell

7. **Insurance/Workers Compensation**

Cancer Insurance- cost \$137 per person through VFIS

Workers Compensation Renewal- January 2019

Marshall & Sterling- Linda Flanagan is now at Marshall & Sterling; VFIS is represented by them
Letters of authorization are forthcoming.

8. **Physical Fitness- Next report : 4th quarter 2018 January 2019**

Total reimbursed \$684.40 for 2017

1st Qtr 2018 total reimbursed \$83.06

2nd Qtr 2018 total reimbursed \$92.62

3rd Qtr 2018 total reimbursed \$69.93

Preventive Maintenance for fitness equipment performed on 8/15/17

9. **Service Awards –November 2018 activity posted December 12/7/18**

It was noted that 28 out of 49 members are making Service Awards.

10. **Treasurer's Report-**Treasurer Passikoff

Treasurer Passikoff reviewed the November 2018 financial report.

Page 2 of 9 show \$253,807 left in General Fund to spend.

Command car will be paid out of the General Fund.

Audit RFP- RBT and O'Connor Davies responded as follows:

RBT: 2018 start at \$7400 and by 2022 \$7800

O'Connor Davies: 2018 \$10,000 and by 2022 \$10,800

MOTION: Commissioner John Fraino moved to accept the proposal from RBT for Audit services for 2018-2022, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

MOTION: Commissioner Erichsen move to accept the November 2018 Treasurer's Report, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

11. Public Comment- none

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

Physicals- letters were sent 40 days ago; 15 members have not made their appointments.
10 members have 50 days left to complete.

City of Poughkeepsie-FAST team was requested to Super 8 fire. Highland has been placed on second alarm for City of Poughkeepsie.

Boot Camp- will run at Highland Fire District.

FF 1 Day Program-ends 6/27/19

Highland Fire District Parade-7/27/19

CAD system –Ulster county is upgrading; times can be retrieved via the web.

March 2019- target date for NFIRS to be on new Ulster County System.

NFPA- research books. Subscription will expire.

Green Card –fire training. Training Authorization form will take its place.

FF 1- March 2019 in Milton. 14 dates will be held here.

12/14/18- Light up the Hamlet

12/20/18 – SCBA Recert

12/23/18- Santa's Tour

12/15/18 Open House- Toys

Feb 10 2019-First Aid meet Boy Scouts

Red Truck-have not received a response

13. OLD Business

Grant- equipment to be ordered

Tree at ST 2- Commissioner Chris Erichsen stated that he has not heard back from the low bidder and requested that DiLorenzo Tree Service be contacted to do the removal at a cost of \$1000.

MOTION: Commissioner Ben Bragg moved to authorize DiLorenzo Tree Service to remove the tree at St 2 at a cost of \$1000, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

Adoption of Sourcewell for purchasing

RESOLUTION

Authorizing Membership in Sourcewell

MOTION: Commissioner John Fraino moved to adopt the following resolution: seconded by Commissioner Ben Bragg, and when the Board was polled the vote was as follows

WHEREAS, pursuant to General Municipal Law Section 103(16), fire districts are Authorized to purchase, among other items, apparatus from any state or political subdivision of a State on the basis of best value; and

WHEREAS, consistent with General Municipal Law Section 103 (16), under the Highland Fire District (“ District”) procurement policy, the District Board of Fire Commissioners authorizes the use of best value when awarding purchase contracts; and

WHEREAS, Sourcewell is a service cooperative of the State of Minnesota, issues purchase contracts to the lowest responsible bidder and otherwise conforms to the requirements of General Municipal Law Section 103 (16); and

WHEREAS, contracting with Sourcewell will broaden the opportunity for the District to obtain competitive prices on the purchase of equipment, apparatus or services at no additional cost; and

WHEREAS, many municipal entities in New York already take advantage of this service.

NOW THEREFORE BE IT RESOLVED, that the Highland Fire District (“ District”) Board of Fire Commissioners (“Board”) does hereby approve contracting with Sourcewell for cooperative purchasing

Pursuant to General Municipal Law Section 103 (16) and the District's procurement policy; and

BE IT FURTHER RESOLVED, that the Board authorizes the Chairman of the Board to Execute the interlocal contract for cooperative purchasing with Sourcewell.

The motion was seconded by Commissioner Ben Bragg, and when the Board was polled the vote was as follows:

Commissioners	Stephen DiLorenzo	AYE
	Benjamin Bragg	AYE
	John Fraino	AYE
	Christian Erichsen	AYE
	Alan Barone	Absent

The resolution was declared duly adopted.

Ulster County Board of Elections-

MOTION: Commissioner Erichsen moved to draft and send a letter informing Ulster County Board of Elections that the firehouse will no longer be available for their use, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

IT- Chief Miller stated that further information is pending from ITC. Our current LOSAP software is not Cloud compatible. There are issues to work out relating to cost, such as monitoring of system or on-call basis.

Miscellaneous-

Commissioner Bragg thanked the Board and the Hose Company for attendance at Ben Bragg's funeral.

14. Executive Session:

MOTION: At 8:50 PM Commissioner Chris Erichsen moved to go to executive session to discuss the personnel history of a particular individual, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

15. Return to regular session and Adjournment

MOTION: Commissioner Chris Erichsen moved to return to the regular session of the meeting At 9:30 PM and, there being no further business moved to adjourn, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

Respectfully submitted,
Denise A. Holzberger, District Clerk

APPROVED BOFC Jan 2 2019