

Highland Fire District  
Regular Meeting  
March 13, 2018  
7:15 PM St 1

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Benjamin Bragg	(ABSENT)
	Christian Erichsen	(PRESENT)
	John Fraino	(ABSENT)
	Alan Barone	(PRESENT)
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 flag and called for a moment of silence for fallen firefighters.

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

**MOTION:** Commissioner Alan Barone moved to approve the minutes of the February 13, 2018 meeting, seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

- 2. Bills-**Chairman Dilorenzo asked for a motion to pay the bills as reviewed by himself and Chief Miller and Commissioner Alan Barone on March 12, 2018.

**MOTION:** Commissioner Chris Erichsen moved to approve the bills totaling \$20599.67 seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

It was noted that the following bills were removed from the abstract for further clarification :

\$1134.26 Erichsen's Auto Service

\$ 53.05 AAA Emergency Supply -wrong bezels.

### 3. Correspondence-

Certificate of Liability Insurance- A-1 Communications  
Certificate of Insurance- Workers comp-Barone Construction Group INC  
Certificate of Insurance- Fairview Fire District  
AFDUC- next meeting March 29, 2018 7 pm at Marlboro  
FASNY convention-August 9-12 2018 Syracuse  
AFDSNY- Proposed By-Law Amendment  
Verizon Microcell Payment-received

#### Room Requests-

**Wednesdays March 14, 2018-May 2, 2018 request for Meeting Room for Police Training** as requested  
Sgt. Roloson evenings.

**MOTION:** Commissioner Chris Erichsen moved to approve the request for use of the community room  
By the Town of Lloyd Police for Training March 14, 2018 through May 2, 2018 , Wednesday evenings,  
seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

**Week of April 7 -14 2018 request for parking lot and covered area at ST 2 for Girl Scout Cookie Drop**  
Requested by Sarah Hartley –exact unknown until several days prior.

**MOTION:** Commissioner Alan Barone moved to approve the request for use of the parking lot and  
covered area at Station 2 for the Girl Scout Cookie Drop, during the week of April 7, 2018 to April 14,  
2018, exact date to be determined a few days prior, seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

**April 7, 2018 Saturday 80<sup>th</sup> birthday party for mother** requested by Denise Holzberger  
Set up on Friday afternoon 4/6/18. Party 10 am to 6 pm

**MOTION:** Commissioner Alan Barone moved to approve the request for use of the community on April  
7, 2018 with set-up on April 6, 2018 evening, for a party, seconded by Commissioner  
Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

**April 14, 2018 Saturday 50<sup>th</sup> Birthday Party** requested by Dave Parker 3 pm to 10 pm community room with kitchen.

**MOTION:** Commissioner Alan Barone moved to approve the request for use of the community room for April 14, 2018 for a party, with set up on April 13, 2018, seconded by Commissioner Chris Erichsen.  
VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

**June 13, 2018 Wednesday UCVFPA meeting 7 pm to 10 pm** requested by Mike Depaola

**MOTION:** Commissioner Alan Barone moved to approve the use of the community room for on June 13, 2018 for the UCVFPA meeting, seconded by Commissioner Chris Erichsen.  
VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

4. **New Membership-** none

5. **COMMITTEE REPORTS**

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

**Audio Visual in community Room-** Chairman DiLorenzo reported that a new amp and cable is. Needed. Chief Miller stated that there has been an on-going problem with the sound. Cost is \$572.00

**Fire Prevention Inspection-** annual inspection of FH 1 to be done on 3/19/18 by Town of Lloyd.

**Fitness Equipment Maintenance-** Commissioner Alan Barone called and discussed the preventive maintenance. Service usually done 2 times a year at a cost of \$795.00; not including parts. Cost for once a year \$695. Hold for now; researching other vendors.

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

**Tree-** pending

**Gutter/Soffit repair-** soffit must be rebuilt and gutter repaired.

**Water Pressure-** restriction in hose reel.

6. **New Apparatus**-meeting March 20, 2018

7. **Insurance/Workers Compensation**

Renewal March 2018

**Accident & Sickness Policy**- proposal to increase benefit to \$100,000; cost increase of \$292.00

8. **Physical Fitness-**

Total reimbursed \$159.61 5 members for 1<sup>st</sup> Qtr. 2017 May 9, 2017

Total Reimbursed \$238.62 6 members for 2<sup>nd</sup> Qtr. 2017 July 10, 2017

Total Reimbursed \$191.68 5 members for 3<sup>rd</sup> Qtr 2017 Dec 1 2017

Total reimbursed \$94.49 2 members for 4<sup>th</sup> qtr 2017 Feb 13, 2017

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

9. **Ulster County Fire District Association-Cmrs. Bragg, DiLorenzo, Erichsen**  
**September 2018 at Highland Fire District**

**Next meeting 3/29/2018 Marlboro Fire District**

10. **Service Awards- Feb 2018 activity posted March 1, 2018**

2017 CENSUS submitted via email. Increases will be retro and most probably paid in May 2018.

11. **Treasurer's Report**-Treasurer Passikoff reported that two reports were distributed to the Board December 31, 2017 FINAL (White) and January through February 2018 (Blue).

The excess of revenue \$58,588.62 (December 2017) can be re-allocated by the Board .

\$70,000 has already been put into the LOSAP Fund. Chief Miller recommended the excess of revenue be kept in the General Fund and decide where to put it in April or May .

There was discussion regarding the roof replacement (St 1) and bonding versus budgeting. IT was noted that legal fees for the preparation and processing of a Bond Anticipation Note are approximately \$5000.

Regarding the January through February 2018 report (blue), it was noted that the \$337,500 was Transferred to the Apparatus Reserve. All of our tax money has been received.

St. 2 Major repairs is \$7350.00 Page 2 of 9.

Insurance is under budget p 7 of 9.

Workers Compensation Insurance is under budget P 8 of 9.

Police Bond-payment has been made.

**12. Public Comment-none**

**13. Chief's Report- Chief Miller reported the following:**

**3/4/18** OSHA Training held

**3/15/18** UCVFC

**3/20/18** Apparatus Meeting

**4/15/18** Training –Down Firefighter

**Ladder Testing**-next couple of weeks -District Clerk to follow up on certificates

**Funeral for Chief, Phoenicia**- we supplied color guard.

**Fill Station for SCBA**- software program, CAT II, is available that would automatically record data and a biometric signature is required. We need better accountability. Cost is \$12,364.

This includes initial set up, tag, enter info and training.. The system is unique. Vendor is out of Amityville, Long Island. This system addressed three major issues: Accountability, Health and Safety, and Liability.

**14. Old Business-**

Bathrooms- new solenoid valve needed in Police station bathroom. An automatic device needed due to pitch of the bathroom.

Fans- for air movement. Chairman DiLorenzo to get information.

New Gear Washer- on order. District Clerk to follow up regarding estimated delivery date.

Room Request Form- Revised form reviewed by Board; to begin using immediately.

Firearms Policy- There was discussion regarding a Firearms Policy Draft. Commissioner Erichsen has concerns regarding mutual aid incidents.

**MOTION:** Commissioner Chris Erichsen moved to send the Draft of the Firearms Policy to our legal counsel, Scott Dow for your review, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

LOSAP- it was noted that the 2018 contribution is due; there was discussion regarding when to pay and it was recommended that we wait for Penflex to complete the processing of the 2017 census.

15. **New Business-**

Authorization of SCBA Accountability Software Purchase

**MOTION:** Commissioner Chris Erichsen moved to authorize the purchase of SCBA Accountability Software from Coastal Fire Systems at a cost not to exceed \$13000, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

Garbage Removal

Chairman DiLorenzo explained that we obtained prices for garbage removal for Station 1 and 2  
As follows:

Royal Carting St 1 \$273 per month  
St 2 \$60 per pick up on an on-call basis with a \$25 monthly rental fee.

Russo St 1 \$193.25 per month  
St 2 \$72.50 per pick up on an on-call basis

County Waste St 1 \$174.47 per month  
ST 2 \$90 per pick up on an on-call basis

American Carting No quote received

There was discussion and it was decided to remain with County Waste our current carrier.

Lawn Care Proposals

Chairman Dilorenzo stated that we received the following unsolicited proposals for Lawn Care:

FB's Lawn Care - same prices as last year

Hunter Dailey- \$75 per mow includes weed whacking St 1  
\$50 per mow St 2  
\$80 per hour with one person; extra \$30 per hour if additional person is needed.

It was noted that a certificate of insurance can be provided.

Commissioner Barone stated we should keep the same vendor for this year, but prepare specifications for next year and then solicit for proposals.

**MOTION:** Commissioner Chris Erichsen moved to accept FB's Property and Facility Maintenance's proposal for lawn care for the 2018 season for Station 1 and 2, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

Approval of Dues for AFDUC

**MOTION:** Commissioner Alan Barone moved to approve payment of \$50 for dues for Membership in the Association of Fire Districts Ulster County, seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

Authorization to pay Erichsen's Auto invoice for service of 31-60

**MOTION:** Commissioner Chris Erichsen moved to approve payment in the amount of \$1134.26 for service to 31-60 from Erichsen's Auto Service as reviewed and approved by Chief Miller, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

Authorization to approve increase in insurance coverage-Accident & Sickness Policy

**MOTION:** Commissioner Alan Barone moved to approve the increase in coverage of Accident & Sickness Policy at an additional cost of \$292.00, seconded by Commissioner Chris Erichsen.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent  
Motion carried.

**Cancer Insurance-** it was noted that if it was mandated, it would be effective 2019.

**New handyman-** Chairman DiLorenzo stated that this position would require carpentry, light plumbing. To discuss potential candidates for employment in executive session.

**16. Executive Session-**

**MOTION:** At 8:47 pm, Commissioner Chris Erichsen moved to go to executive session to discuss the employment history of possible candidates for the handyman position, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

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

**MOTION:** Commissioner Chris Erichsen moved to return to regular session at 9:42 pm and there being no further business, moved to adjourn, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

Respectfully submitted,

Denise A. Holzberger, District Clerk

APPROVED BOFC 4/10/18