

**HIGHLAND FIRE DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**  
**MEETING MINUTES**  
**December 10, 2013**  
7:00 PM

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<b>Commissioners:</b> Stephen DiLorenzo, Chairman	(Present)
Benjamin Bragg	(Present)
Christian Erichsen	(Present)
John Fraino	(Present)
Dominick Palladino	(Present)

Secretary/Treasurer Jim Passikoff	(Absent)
District Clerk Denise A. Holzberger	(Present)
Chief Peter D. Miller	(Present)

**1. Opening of Meeting**-Commissioner Stephen DiLorenzo called the meeting to order, led the salute to the flag and asked for a moment of silence for fallen firefighters.

**2. Approval of Minutes**

Chairman DiLorenzo asked for a motion to approve the minutes of the October 15, 2013 Public hearing and Special Meeting, and November 12, 2013 regular meeting.

**MOTION:** Commissioner Erichsen moved to approve the minutes of the October 15, 2013 public hearing, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent (Commissioner Bragg abstained)  
Motion was carried. 2013Dec-191

**MOTION:** Commissioner Erichsen moved to approve the minutes of the October 15, 2013 special meeting, seconded by Commissioner Fraino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent (Commissioner Bragg abstained)  
Motion was carried. 2013Dec-192

**MOTION:** Commissioner Palladino moved to approve the minutes of the November 12, 2013 meeting, amended as follows: the hose replacement quotes for all hose are pending and Marlboro bail out training was done at Highland Fire District seconded by Commissioner Fraino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent (Commissioner Erichsen abstained)  
Motion was carried. 2013Dec-193

**2. Bills-** Chairman DiLorenzo asked for a motion to approve payment of the bills as reviewed by Commissioners Fraino and Palladino and Chief Peter Miller on December 9, 2013.

**MOTION:** Commissioner Fraino moved to approve payment of the bills as reviewed by Commissioner Palladino, himself and Chief Miller on December 9, 2013, seconded by Commissioner Palladino.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent  
Motion was carried. 2013Dec-194

### 3. Correspondence-

#### In-Coming-

Penflex 2013 data request package received

Thank you letter- from Ray and Jean Ciccarelli

Certificates of completion- for Stephen DiLorenzo and Lindy Palladino from AFSNY

Central Hudson-letter regarding Hess Marketing

Central Hudson-letter regarding service replacement program (natural gas)

Glatfelter Claims/VFIS-\$3530.68 for recovery of loss for 2011 Chevy date of loss 11/5/13

Vanacore-engagement letter for audit 2013

#### Requests for use of the Community Room-

**Change request:** American Red Cross Blood Drive from December 23, 2013 to December 24, 2013

**MOTION:** Commissioner John Fraino moved to approve the change request for the blood drive as submitted, seconded by Commissioner Erichsen.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-195

**Change Request-** Blue and Gold Dinner from February 21 to February 28, 2014

**MOTION:** Commissioner John Fraino moved to approve the change request for the Blue and Gold Dinner as submitted, seconded by Commissioner Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-196

**Change Request-** Pinewood Derby from February 2013 to Weigh-in January 22, Set up January 24, 2014 and Derby January 25, 2014.

**MOTION:** Commissioner John Fraino moved to approve the change request for Pinewood Derby as submitted, seconded by Commissioner Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-197

**February 25, 2014-** American Red Cross Blood Drive 11 Am to 8 pm requested by Steve Leary

**MOTION:** Commissioner Erichsen moved to approve the request for the Blood Drive as submitted, seconded by Commissioner Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-198

**March 19, 2014-** Lloyd Health Volunteers 1 Pm to 3 PM requested by Adele Gibbons

**MOTION:** Commissioner Ben Bragg moved to approve the request for the Lloyd Health Volunteers as submitted, seconded by Commissioner Palladino.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-198

**April 29, 2014-** American Red Cross Blood Drive 11 AM to 8 Pm requested by Steve Leary

**MOTION:** Commissioner Palladino moved to approve the request for the Lloyd Health Volunteers as submitted, seconded by Commissioner Erichsen.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried. 2013Dec-199

**5. New Member Interviews/Approvals-** none this evening.

**6. Committee Reports:**

Buildings and Grounds: St. 1 Commissioners Bragg and DiLorenzo  
Air conditioning and Heating- Commissioner Bragg reviewed the proposal for maintenance of the Air conditioning and heating units at St 1. It was noted that there were 11 units at St 1 which has gas units and units in the bays. Cost for St 1 and St 2 two Year contract is \$3680.00. there is an option to go for 3 years at a cost of \$5430. The Police department has two units (including a York) Cost is \$978 for two years. This would come out of the Police Station Budget. Commissioner Bragg noted that the price has been the same. Commissioner Erichsen stated he would like to review the proposal. Chairman DiLorenzo stated that he wants to be sure we have responsive service. Commissioner Bragg stated that we have not had any periodic maintenance done this year.

St 1 Doors- It was noted that the doors have been done.

Lights- Central Hudson has changed lights to LED

Police Station-one light has been replaced and the carpet was replaced as it was a trip hazard.

Central Hudson Gas line work- Chairman DiLorenzo reported that the work should take place tomorrow and we will have no heat for 6 to 8 hours.

Police Station Mailbox- Chairman DiLorenzo reported that the Town of Lloyd Police requested installing an out of service mailbox by their front door for use as a receptacle for prescription drugs. Commissioner Fraino stated it must be bolted down.

St 1 Limbs-Commissioner DiLorenzo reported that would be done.

Generator Service-Chairman Dilorenzo reported that service is pending until 31-30 is returned from service.

Tank Insurance Form-Commissioner Fraino reported that the form has been filled out and photos are needed for submission.

St.2 Shed-Commissioner Erichsen reported that is pending plans.

St2 Mold-it was noted that Station 1 also has some mold.

Certificate of Insurance- needed from snowplow contractor Frank Palmiter.

**7. Apparatus Repair:** Commissioners Erichsen and DiLorenzo

Chief Peter Miller reported that all service has been done and all inspections have been done. There is still some incidental work being done on 31-30.

**8. Insurance/Workers Comp-**Commissioners Fraino and Palladino

Chairman DiLorenzo asked if the Board would like to have Linda Flanagan prepare quotes for workers compensation and our accident and health policy. Board agreed.

**9. Physicals/Health Program-** letters sent out through Dec 8, 2013

Chief Miller noted that we are working on some issues with the expiration reports. Chief Miller stated that one member could not get a physical until January 2014 (at the WorkPlace.)

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

Fourth quarter 2013 reports from All Sport- due in Jan 2014  
2013 Quarterly reports from Cross Fit- activity report pending

**11. Capital Improvement-**Commissioners Bragg and DiLorenzo

Nothing to report

**12. New Apparatus-** nothing to report

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

Nothing to report

**14. Rules & Regs-**Commissioners Fraino, Bragg, Chief and HHC0.Pres.

Chairman DiLorenzo noted that the Hose company By-Laws have been completed.

**15. Service Awards-**Commissioners Palladino, Chief,

HHC0. Pres. Or their designee

Nov 2013 stats pending completion of call entry due to late receipt of call sheets

Chief Miller noted that there was some confusion pertaining to training and drills and he is working with the District Clerk to correct any issues.

**16. Town Emergency Plan-**Erichsen, Chief, HHC0 President

Chief Miller stated that there will be a meeting in January 2014.

**17. Treasurer Report-**Treasurer Passikoff

December 2013 Financial Report pending

Chairman DiLorenzo noted that we are in receipt of a letter from Deputy comptroller regarding our tax levy for 2014 being within allowable limit. Chairman DiLorenzo noted that Highland Fire District was reported to have exceeded the limit in the Poughkeepsie Journal. This was an erroneous report. Our increase was only .78%.

**18. Inspection Dinner-** nothing to report

**19. Public Comment-** Chairman DiLorenzo asked for any comment from the floor.

Town of Lloyd Councilman Jeff Paladino reported that the Christmas tree lighting will be at 6L30 PM. He also reported that the EIS for Hudson Valley Winery project is incomplete; the Town of Lloyd is the lead agency. In 3-4 months the first phase for light industrial will take place, Fall 2014. Sawyer Savings will begin building next week and the TOC Drive project must be finalized with the Planning Board and bond financing.

**20. Chiefs Report-**

FEMA Grant application-complete. Chief Miller thanked Everett Erichsen, Mike Gaffney and Jeff DiMetro for their assistance. The Grant writer is optimistic regarding an award. Highland Fire District's contribution is 5%. We are looking at 39 SCBA units. The next phase is obtaining letters of support from Federal officials.

Radios-Chief Miller reported that we are still working on this.

Driver Re-Cert-progressing.

SCBA Re-Cert. - we are using our training center here and it is working our very well and it is very effective.

FLASHOVER- our maze is better that Rockland's. 76 firefighters took part in this training with 27 from highland Fire District.

Thermal Imaging Cameras-Chief Miller reported they are in. Cost came in lower than state bid price.

31-A Car- back in service.

31-60-door parts are in.

31-30- should be done after first of the new year.

31-20-Waterway has inspected the hose for damage; 1600 feet in all. Four lengths are good. WE have a quote from Haight pending; \$575 per foot. Commissioner Bragg asked about straps or cover. Chief Miller stated that we had less than a full load and a cross wind caught it.

Commissioner Erichsen asked what are the guidelines. (NFPA). Chief Miller stated we are looking at reducing the load. Commissioner Erichsen reported that the adjustment should be NFPA compliant.

Elevator Training-January 18, 2014 It will take place at Hudson Valley Nursing Center or IBM as we need 2 elevators. There will be a private trainer. Approval is needed for \$1150 cost.

Toys for Tots-in conjunction with the Town of Lloyd police will take place December 14, 2014 10-4 PM.

Santa's Tour of the Town-December 22, 2013 11 am to 4 pm. An engine and police cars will be utilized.

CSX Brush Fire-we are working on a claim with CSX for damage to truck and loss of gear. The claim has not been submitted as yet.

31-A car-Claim submitted and paid to us.

31-20-claim to submit

31-60-we will be paying out of pocket

Highland Hose Company Christmas Party-December 20, 2013

Ladder Testing-scheduled for December 26 and 27, 2013.

Advanced Training-January 6, 2013 and February 3, 2013 (local)

Company Training-January 6, 2013

OSHA-February 9, 2013

Flow Test of SCBA-February 10, 2013

**21. Old Business-none**

**22. New Business-**

Annual Election: December 10, 2013 tonight

*Approval of Airflow Proposal-*

**MOTION:** Commissioner Bragg moved to accept the proposal from Airflow for maintenance of the Air conditioning and heating at Station 1 and 2 at a cost of \$3680 for a two year contract and to accept the proposal for the maintenance of the police station air conditioning and heating at a cost of \$978 for a two year contract, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 1 Abstain 0 Absent

Motion was carried. 2013Dec-200

Commissioner Erichsen stated he abstained as he feels he cannot do a comparison to determine cost savings.

Chief Miller noted that Treasurer Passikoff provided much information for the FEMA grant.

Commissioner Bragg stated that the library is looking for space and the fire district has some land in the rear of Station 1 that could be utilized. Commissioner Bragg wanted to bring this up to the Board to get see if it is something we can offer to the library. The Board agreed that he could present it to library for their consideration.

Organizational meeting set for January 6, 2014 at 7 pm and regular meeting to follow.

IT Security issues-Chief Miller reported that we had some issues but they have been resolved.

Town of Lloyd Police-request permission to install outdated mailbox for prescription drug receptacle in front of police station. Board agreed as long as it is bolted down.

*Approval of Elevator Training*

**MOTION:** Commissioner John Fraino moved to approve \$1150 for the cost of the elevator training, seconded by Commissioner Erichsen.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried unan. 2013Dec-201

It was noted that Mary DiStasi passed away. The District clerk was directed to send a note of condolence to the family on behalf of the Board of Fire Commissioner.

**23. Executive Session**

**MOTION:** At 8:45 Pm Commissioner Palladino moved to go to executive session to discuss an issue relating to paid personnel, seconded by Commissioner Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried unan. *2013Dec-202*

**24. ADJOURNMENT**

**MOTION:** There being no further business, at 9 PM, Commissioner Palladino moved to adjourn, seconded by Commissioner Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried unan. *2013Dec-203*

Respectfully submitted,  
Denise A. Holzberger, District Clerk

Approved Jan 6, 2014 BOFC