

**HIGHLAND FIRE DISTRICT**  
**BOARD OF FIRE COMMISSIONERS**  
**MEETING MINUTES**  
**March 11, 2014**  
7 PM

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

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

**1. Opening of meeting-** Chairman DiLorenzo called the meeting to order, led the pledge of allegiance to the flag and called for a moment of silence for fallen firefighters.

**2. Approval of Minutes**

Chairman DiLorenzo asked for a motion to approve the minutes of the January 6, 2014 RE-org and regular meetings, as well as the February 11, 2014 minutes.

**MOTION:** Commissioner Palladino moved to approve the minutes of the January 6, 2014 re-organization meeting, seconded by Commissioner Fraino.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Commissioner Erichsen abstained

Motion was carried. *2014Mar11-38*

**MOTION:** Commissioner Erichsen moved to approve the minutes of the January 6, 2014 regular meeting, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Commissioner Erichsen abstained

Motion was carried. *2014Mar11-39*

**MOTION:** Commissioner Erichsen moved to approve the minutes of the February 11, 2014 regular meeting, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Commissioner Fraino abstained.

Motion was carried. *2014Mar11-40*

**3. 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 March 10, 2014.

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

VOTE: 3 Yes 0 No 0 Abstain 1 Absent

Motion was carried. *2014Mar11-41*

**4. Correspondence-**

In-Coming:

Certificate of Insurance-from Clintondale Fire District  
St Francis Hospital-info re: Bankruptcy  
PERMA-Safety Person of the Year nomination form  
AFDSNY-Annual Meeting May 1-May 4 2014  
AFDUC-letter re: March 20 2014 meeting at Kerhonkson  
Perma-new claim forms  
Pollution/Good housekeeping Manual-from Town of Lloyd

Requests for Use of the Community Room-

**Tuesday March 25, 2014 Highland High School Boys Basketball Banquet 4:30 PM to 9 PM requested by Mike Milliman, Coach.**

**MOTION:** Commissioner Erichsen moved to approve the request for use of the community room on Tuesday, March 25, 2014 for the Highland High School Basketball Banquet, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-42

It was noted that parking could be an issue. Board instructed the District clerk to inform the coach about parking restrictions, i.e., not to create spaces and to use off-site parking when lot is full.

**Saturday March 29, 2014 11 am to 5 pm Baby Shower requested by Chuck Gentilquore, member for his daughter.**

**MOTION:** Commissioner Erichsen moved to approve the request for use of the community room on Saturday March 29, 2014 for a Baby shower as requested by member Chuck Gentilquore, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-43

**April 5, 2014 Birthday party 1 Pm to 5 PM requested by Lindy Palladino for great granddaughter's birthday**

**MOTION:** Commissioner Fraino moved to approve the request for use of the community room on Saturday April 5, 2014 for a birthday party as requested by Commissioner Lindy Palladino for his great granddaughter, seconded by Commissioner Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-44

**Week of April 27-May 3 2014 Station 2 Parking Lot for Girl Scout Cookie Drop requested by Jill Poluzzi**  
duration: about 5 hours.

**MOTION:** Commissioner Palladino moved to approve the request for use of Station 2's parking lot the week of April 27 through May 3, 2014 for the Girl Scout Cookie Drop as requested by Jill Polluzzi, seconded by Commissioner Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-45

**Wednesday June 11, 2014 UCVFPA meeting** 7 pm to 9 pm requested by Marty Newman.

**MOTION:** Commissioner Fraino moved to approve the request for use of the community room on Wednesday June 11, 2014 by the UCVFPA for a meeting as requested by Marty Newman, seconded by Commissioner Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-46

**July 1,7-12,14-18 and 21 2014 FF 1 class** 8 am to 5:30 PM (7/21 6 pm to 7 PM) requested by Everett Erichsen

**MOTION:** Commissioner Erichsen moved to approve the request for use of the community room on July 1,7-12,14-18 and 21 2014 for Firefighter 1 classes as requested by Everett Erichsen, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-47

**Note:** Fireman's Home BBQ scheduled for September 14, 2014 as per Toni Elia

**5. New Member Interviews/Approvals-**The following new members were submitted for approval:

**Francis Stevens**

**Jonathan Napoleon-**

**Barron Rockwell-Cadet**

**Christina DeMaio**

**Hunter Dailey-Cadet**

**Joseph Carpenter-Cadet**

Chairman Dilorenzo addressed the cadet members first. He stated that their focus should be on learning everything they can and abide by the rules. School attendance is critical and should always come first. Commissioner Fraino stated that he admires their enthusiasm and reminded them that this is a very serious business and this is a public place and should be respected. He stated that as a member they represent the fire district and that should be kept in mind regarding behavior. This is a privilege but a heavy responsibility. Commissioner Palladino stated that in the event of an injury related to firematic duty, the Highland Fire District is considered the employer as far as workers compensation.

**MOTION:** Commissioner Erichsen moved to approve the membership of **Joseph Carpenter, Barron Rockwell, and Hunter Dailey** as Cadet members pending their successful completion of a physical exam, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-48

Chairman Dilorenzo addressed Christine DeMaio and Jonathan Napoleon.. It was noted that Francis Stevens was absent and he is a former member of Monticello and is 229 certified. Ms. DeMaio and Mr. Carpenter were advised to attend duty nights to gain experience.

**MOTION:** Commissioner Palladino moved to approve the membership of Christine DeMaio, Jonathan Napoleon, and Francis Stevens pending their successful completion of a physical exam, seconded by Commissioner Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-49

**6. Committee Reports:**

Buildings and Grounds: St. 1 Commissioners Bragg and DiLorenzo

Dutchess Overhead Doors-Chairman DiLorenzo stated that we have a proposal from Dutchess Overhead Doors. Chairman DiLorenzo stated that we had the doors serviced last year. Cost is \$880 for St 1 and 2. There was discussion and it was decided to hold this year and do the maintenance proposal next year.

Power Washing-Chairman DiLorenzo stated that he is getting a price for St 1 and St 2. There is mold present.

Hall Lighting St 1-Chairman DiLorenzo reported that the Hose Company Historian, Dave Krzeminski is working with Jack Bellachio to install track lighting in the central hallway for lighting photographs that will be hung. The switch will be in the President's office.

Town of Lloyd Police Department- The prescription drug receptacle will be kept inside the police department not on the outside.

Audio-Visual Upgrade-Chairman DiLorenzo stated that we have a proposal coming for an audio visual upgrade. This would include a new screen and sound system. This upgrade would enhance our training. The speaker system would have a microphone with an option for a lapel mic. Hudson Valley Audio Visual to send us the proposal.

Overhanging Limbs-Chairman DiLorenzo stated that D & D Lawn Maintenance will do what is stated in our contract anything else would be brought to the Board for review first.

Generator Service- Chairman DiLorenzo stated that the Clerk should set that up.

**St. 2:** Commissioners Erichsen and Fraino

Fascia, painting and shed-pending estimates. Commissioners Fraino and Erichsen are to meet with Michael Krusen regarding drawing a plan.

**7. Apparatus Repair:** Commissioners Erichsen and DiLorenzo  
Chief Miller reported that everything is in good shape.

**8. Insurance/Workers Comp**-Commissioners Fraino and Palladino  
Tank-insurance form -photos needed , (sent to our agent)

**9. Physicals/Health Program**- letters to be sent out through June 3, 2014

**10. Physical Fitness Program**-Commissioners Erichsen, DiLorenzo and Chief Miller  
No change

**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  
March 20, 2014 at Kerhonkson 7 PM

**14. Rules & Regs**-Commissioners Fraino, Bragg, Chief and HHC0.Pres.  
Nothing to report

**15. Service Awards**-Commissioners Palladino, Chief, HHC0. Pres. Or their designee  
February 2014 activity posted March 5, 2014  
Renewal complete and sent to Penflex.

**16. Treasurer Report**-Treasurer Passikoff  
Financial Report –Final December 31, 2013 and February 28, 2014 distributed to the Board.  
Treasurer Passikoff stated that generally we remained in budget. We have \$44647.83 left in the General Fund balance to appropriate.

**MOTION:** Commissioner Palladino moved to accept the December 31, 2014 final financial report as submitted by the Treasurer, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. *2014Mar11-50*

Treasurer Passikoff reviewed the February 28, 2014 financial report. He stated that the budget transfers were done. There is \$984,000 in the Apparatus Fund and \$317,000 in the Building Fund. We will have a better picture at the end of March as our insurance bills will have been paid. All our tax money has been received.

**MOTION:** Commissioner Erichsen moved to accept the February 28, 2014 financial report as submitted by the Treasurer, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. *2014Mar11-51*

Treasurer Passikoff stated that the Annual Update Document has been completed; we were granted an extension. Copies will be forwarded to the Board.

**18. Inspection Dinner**- Chairman DiLorenzo and Commissioner John Fraino will be working on this.

**19. Public Comment**-Bob Pardy asked if the grant (SCBA) is not successful what is the district going to do? Funds should be put aside.

**20. Chiefs Report**-Chief Miller reported the following:

CSX- received claim form

Internet-slow. Perhaps we need more band width. We should check with optimum

Radios-Radios and frequency used on the fireground is the most important. Chief Miller stated that he is to meet with Columbia county officials to resolve. We need to obtain a frequency by December. At a recent FAST Team drill we had terrible radio communication. The LTR is going away December 2014.

Training Center- April 9, 2014 FF1 for 2 days SCBA confidence will be using the center.

April 6, 2014 Clintondale will be here.

31-45-ladder passed.

Low Band Radios-Motorola no longer making low band pagers

EMT class-MLSS comped us the cost of a class. DCC requires payment.

Executive session-requested by Chief.

## **21. Old Business**

Airflow-Commissioner Erichsen requested an explanation of the preventive maintenance actions. District Clerk to follow up.

Beneficiary Cards-distributed to members to fill out and return to District Office. ( for Accident & Sickness)

## **22. New Business-**

Records Disposition Sheet-need signature of RMO Secretary Treasurer Passikoff signed.

Year-end balance-Commissioner Fraino spoke with Phil DeAngelo and it's possible that we could be approaching 80%. Phil De Angelo to come to April Meeting.

Director of Purchasing- Chairman DiLorenzo discussed if a Director of Purchasing was something we should look into. There was discussion and it was decided that it was not necessary at this time.

Absolute Lawn Care Proposal- Chairman DiLorenzo stated that we have received a proposal from D& D For 2014. Prices are the same as 2013.

**MOTION:** Commissioner Palladino moved to accept the proposal from D & D Property Maintenance for 2014, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-52

## **23. Executive Session-**

**MOTION:** At 8:17 PM Commissioner Palladino moved to go to executive session to discuss a personnel matter concerning members, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-53

It was noted that the District clerk and Secretary-Treasurer left the room.

## **24. Exit from Executive session and Adjournment-**

**MOTION:** At 8:44 PM Commissioner Fraino moved to return to the regular session of the meeting, and there being no further business, moved to adjourn, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried. 2014Mar11-53

It was noted that the District Clerk and Secretary Treasurer returned.

Respectfully submitted,  
Denise A. Holzberger, District Clerk

APPROVED BOFC 4/8/14