

**HIGHLAND FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
ORGANIZATION MEETING  
JANUARY 4, 2016 7PM**

|                     |                      |           |
|---------------------|----------------------|-----------|
| COMMISSIONERS:      | Stephen DiLorenzo    | (Present) |
|                     | Benjamin Bragg       | (Absent)  |
|                     | Christian Erichsen   | (Present) |
|                     | John Fraino          | (Present) |
|                     | Lindy Palladino      | (Present) |
| Secretary/Treasurer | James Passikoff      | (Absent)  |
| District Clerk      | Denise A. Holzberger | (Present) |
| Chief               | Peter D. Miller      | (Present) |

District Clerk Holzberger welcomed everyone, called the meeting to order, led the pledge of allegiance and called for a moment of silence in memory of fallen firefighter Captain Jack Rose of Mount Marion.

**Results of Annual Election on December 8, 2015**-A total of 28 votes were cast for John Fraino for Commissioner for a five-year term, January 1, 2016 through December 31, 2020. There was one write-in and one affidavit ballot. Results were filed with the Town Clerk of the Town of Lloyd. Commissioner Fraino was sworn in on January 1, 2016.

**Election of Chairman for 2016**

District Clerk Holzberger asked for nominations for Chairman for 2016. Commissioner Palladino nominated Stephen DiLorenzo.

**MOTION:** There being no other nominations, Commissioner Palladino moved to appoint Commissioner Stephen DiLorenzo Chairman for 2016, seconded by Commissioner John Fraino.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

Chairman DiLorenzo thanked everyone for their work and support; we had a successful year.

**Annual Appointments:**

**Deputy Chairman**

Chairman DiLorenzo asked for a motion to appoint a Deputy Chairman for 2016.

**MOTION:** Commissioner John Fraino moved to appoint Commissioner Chris Erichsen to the position of Deputy Chairman for 2016, seconded by Commissioner Lindy Palladino.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

**Secretary/Treasurer**

Chairman DiLorenzo asked for a motion to appoint James Passikoff Secretary/Treasurer for 2016.

**MOTION:** Commissioner Lindy Palladino moved to appoint James Passikoff Secretary/Treasurer for 2016, seconded by Commissioner John Fraino.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

**District Clerk**

Chairman DiLorenzo asked for a motion to appoint Denise A. Holzberger District Clerk for 2016.

**MOTION:** Commissioner Erichsen moved to appoint Denise A. Holzberger District Clerk for 2016, seconded by Commissioner Lindy Palladino.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

**Legal Counsel**

Chairman DiLorenzo asked for a motion to appoint Scott Dow of Kornfeld, Rew, Newman and Simeone and DiStasi, Moriello and Murphy as legal counsel for Highland Fire District.

**MOTION:** Commissioner John Fraino moved to appoint the legal counsel as described by Chairman DiLorenzo, seconded by Commissioner Erichsen.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

**Designation of Official Newspapers**

Chairman Dilorenzo asked for a motion to designate the official newspapers for the Highland Fire District.

**MOTION:** Commissioner Lindy Palladino moved to designate the Southern Ulster Times and the New Paltz Times as the official newspapers for the Highland Fire District, seconded by Commissioner John Fraino.

VOTE: 4 Aye 0 No 0 Abstain 1 Absent

Motion carried unan.

**DESIGNATION OF OFFICIAL FINANCIAL INSTITUTIONS**

Chairman DiLorenzo asked for a motion to designate the official financial institutions for the Highland Fire District.

**MOTION:** Commissioner Lindy Palladino moved to designate M & T, First Niagara, TrustCo and Chase as the official financial institutions for the Highland Fire District, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried unan.

**AUTHORIZATION OF SIGNATORIES**

Chairman DiLorenzo asked for a motion to authorize signatories for signing checks and to require two signatures for checks in the amount of \$3000 or more.

**MOTION:** Commissioner Lindy Palladino moved to authorize Secretary/Treasurer James Passikoff, Commissioner Stephen DiLorenzo, Commissioner Ben Bragg and Commissioner John Fraino as check signers and require any two of these authorized check signers for checks in the amount of \$3000 or more, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

**APPROVAL OF MEMBERSHIPS**

Chairman DiLorenzo asked for a motion to authorize our membership in the NYS Association of Fire Districts and regional associations.

**MOTION:** Commissioner John Fraino moved to approve our membership in the NYS Association of Fire Districts as well as regional associations, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

**OFFICIAL MEETING SCHEDULE**

Chairman asked for a motion to approve our meeting schedule for 2016.

**MOTION:** Commissioner Chris Erichsen moved to hold the 2016 monthly meetings of the Board of Fire Commissioners of the Highland Fire District on the second Monday of each month, and if needed, workshops could be held on the fourth Monday of each month. All regular meetings will be at 7 PM and held at headquarters, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

2016 REGULAR MEETING SCHEDULE

February 8      March 14      April 11      May 9      June 13

July 11      August 8      September 12      October 10

Budget Hearing October 18      November 14      December 12

Annual Fire District Election      December 13, 2015

**APPOINTMENT OF CUSTODIANS**

Chairman DiLorenzo asked for a motion to appoint the custodians for Station 1.

**MOTION:** Commissioner Chris Erichsen moved to appoint Lori Passante and Jill Gersch as custodians for Station 1, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

Chairman DiLorenzo asked for a motion to appoint the custodian for Station 2.

**MOTION:** Commissioner Chris Erichsen moved to appoint Lori Passante custodian for Station 2, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

**DESIGNATION OF VENDORS FOR APPARATUS AND VEHICLE REPAIR**

**MOTION:** Commissioner John Fraino moved to designate as a preferred vendor Nichols, All Automotive and Erichsen's Auto Service for apparatus and vehicle repair, seconded by Commissioner Lindy Palladino.

VOTE: 4 Yes 0 No 1 Abstain 1 Absent

Motion carried.

**INVESTMENT AND PROCUREMENT POLICIES**

**MOTION:** Commissioner John Fraino moved that the present Procurement and Investment policies be retained including best value and piggy-backing, for 2016, and that the Length of Service Award Investment Policy is retained for 2016, seconded by Commissioner Chris Erichsen.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

**SURETY BOND**

Chairman DiLorenzo asked for a motion to maintain the surety bond.

**MOTION:** Commissioner Palladino moved that the surety bond be maintained in the amount of one million four hundred thousand dollars (\$1,400,000.00), seconded by Commissioner Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

**COMMITTEE APPOINTMENTS**

Chairman DiLorenzo distributed the committee appointments for 2016 and reviewed. It was noted that the election committee will consist of Commissioners DiLorenzo and Fraino. Commissioner Erichsen is the second Vice President of the Ulster County Fire Districts Association.

**ADJOURNMENT**

There being no further business, Commissioner John Fraino moved to adjourn the reorganization meeting at 7:15 PM and move on the regular meeting, seconded by Commissioner Palladino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

Respectfully submitted,

Denise A. Holzberger, District Clerk

APPROVED BOFC 2/9/16

APPROVED