

Highland Fire District
Board of Fire Commissioners
Regular Meeting
September 12, 2016
7 PM ST 1

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

1. Opening of Meeting- Chairman DiLorenzo called the meeting to order and led the salute to the flag and asked for a moment of silence for fallen firefighters.
2. Approval of Minutes-Chairman DiLorenzo asked for motions to approve the minutes of the July 11, 2016 regular meeting and August 8, 2016 regular meeting. July 11, 2016 minutes were tabled for approval at the next meeting.

MOTION: Commissioner Ben Bragg moved to approve the minutes of the August 8, 2016 meeting as submitted, seconded by Commissioner Palladino.

VOTE: 3 YES 0 NO 0 Abstain 2 Absent

Motion carried unan

Chairman DiLorenzo dispensed with the normal order of business to permit Phil DeAngelo of Focused Wealth Management to give us an update on our LOSAP investments. Mr. DeAngelo stated that the market was up 7% at the opening of business on Friday; 6.5% today. We are over 1% of our benchmark. Cash flow dividends are to make our monthly payments and have growth. High-yield index Vanguard is good for individual holdings. The yield is coming out of US Stocks. Regarding the question of being overfunded, it is possible. Later in the year will set up a meeting with Penflex.

Chairman DiLorenzo thanked Mr. DeAngelo for coming in.

MOTION: Commissioner Ben Bragg moved to approve the minutes of the August 8, 2016 meeting as submitted, seconded by Commissioner Palladino.

VOTE: 3 YES 0 NO 0 Abstain 2 Absent

Motion carried unan.

3. **Bills-** Chairman DiLorenzo asked for a motion to authorize payment of the bills as reviewed by Commissioners Fraino and Bragg and Chief Miller on September 7, 2016.

MOTION: Commissioner Palladino moved to approve payment of the bills in the amount of \$32224.63, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

4. **Correspondence-** The following correspondence was received:

AFDUC-next meeting Thursday September 15, 2016 7 PM at Highland Fire District

UC Board of Elections- polling site access Tuesday September 13 2016

VFIS-Notice of Privacy Practices received

Certificate of Liability Insurance-Heritagenergy

EZ Pass- new tags

Request for Use of the Community Room

Monday October 24, 2016 American Red Cross Blood Drive requested by Steve Leary.

MOTION: Commissioner Palladino moved to approve the request for use of the community room by the American Red Cross on October 24, 2016, seconded by Commissioner Ben Bragg.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

Saturday November 5, 2016 for a Baby Shower all day requested by Chuck Gentilquore, member Highland Hose Co. #1.

MOTION: Commissioner Bragg moved to approve the request for use of the community room by Chuck Gentilquore on Saturday November 5, 2016 for a baby shower for his daughter, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

5. New Membership- Joseph Michael Breuer

Chairman DiLorenzo stated that it was discussed with Mr. Breuer that there is a lot of training and hard work and encouraged him to participate at duty nights. Presence at calls is important; you get to know other members and officers and learn. There is a one-year probationary period and you should strive for Firefighter 1. Commissioner Bragg stated that this is a big commitment and don't hesitate to ask questions. Successful completion of a physical exam would be next step, after approval.

MOTION: Commissioner Palladino moved to approve membership of Joseph Michael Breuer pending successful completion of a physical exam, seconded by Commissioner Bragg.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

6. Committee Reports- Buildings and Grounds

St.1 -Commissioners Bragg and DiLorenzo

Sealing and Striping-Commissioner Bragg stated we will do that in the Spring 2017. Catch Basins will be done in October 2016.

Siren- Commissioner Bragg stated that it is currently out of service and checking on rebuilding the siren or replacement.

Snow Plowing- quotes for October 10, 2016 meeting.

Police Station- Chairman DiLorenzo reported A/C had burnt out circuit board; repaired by Airflow.

St 1 roof leak- Chairman DiLorenzo reported that there was a leak in the hallway near the Quartermaster's Closet. Hudson Valley Roofing to look at.

ST 1 and ST 2 Repair and Renovation Project- training props to be moved to facilitate powerwashing, painting and patching. Dutchess Overhead Doors to do the bay doors

Generators- both house generators serviced by Gentech.

31-30 generator – exhaust undersized; pipe changed and now runs smoothly.

St.2-water softener system filter installed.

St.2 –cameras; IP to record.

7. **Insurance /Workers Compensation**-nothing at this time.
8. **Physical Fitness**- 3rd Qtr. 2016 activity report pending
9. **Ulster County Fire Districts Association**- next meeting September 15, 2016 here at 7 PM.
It was noted that Chairman DiLorenzo would attend the Association of Fire Districts of the State of New York conference October 14, 2016.
10. **Service Award**- August 2016 Activity posted September 12, 2016.
11. **Treasurer's Report**-Treasurer Passikoff discussed the August 2016 financial report. He reported that the work done on 31-30 was paid in August of 2016. Police Bond is due. (15 year Bond –we have 5 more years, final payment due 3/2021).

2015 Audit –pending final report; to call Vanacore regarding Draft issues.

2017 Budget-preliminary budget prepared; motion needed to adopt budget.
Public Hearing October 18, 2016.

Resolution to override/exceed tax cap

MOTION: Commissioner Bragg moved to exceed the tax cap, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

Resolution to Approve the Proposed 2017 Budget

MOTION: Commissioner Bragg moved to approve the Proposed 2017 Budget of \$1,194,860 of Which \$1,114,435 is to be raised by real property taxes and it is a 4.08% increase over 2015, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

12. **Inspection Dinner**- September 16, 2016 The Would 6 PM

13. **Public Comment-**

Jim Balint displeasure with monument area for 9/11 ceremony (landscaping was untidy). There will be a small ceremony and presentation for the Chair of Honor; Rolling Thunder and Police will attend. The Chair is a visible acknowledgement of the 80,000 MIA since WWI.

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

Hose Test

31-30 –new tires

31-20- out of service; exhaust system repairs.

2017 Command Car-procurement. Forms have been submitted; will go out to 5 dealers.

Highland Engine Co. Cornwall-request sending and engine for stand by while they attend Orange County Parade.

VFIS Train the Trainer- 10/1 and 10/2/16 here

200 Club-10/2

Fireman's Home- 10/9 Hudson Fireman's Home

Extrication Drills- St 2 9/13 and 9/20

Town of Lloyd Police-10/12/16 6 pm to 9 pm training in the community room.

15. Old Business-

Discussion of Cell Phone Allowance for District Clerk.

Procurement Policy-Review for Best Value and Piggybacking

Resolution to Adopt revised Procurement Policy

MOTION: Commissioner Bragg moved to adopt the revised Procurement Policy as of September 12, 2016, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

16. New Business-

Chairman DiLorenzo stated that Ballot boxes will be needed if we use paper ballots at the Annual Election and we need to call regarding machine costs. (Board of Election)

Chief Miller stated that we need to respond with a letter to the Highland Central School District regarding permission for school buses to turn around in the parking.

MOTION: Commissioner Palladino moved to permit Highland Central School District buses to turn around in the parking lot of Station 1, seconded by Commissioner Bragg.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

Stand By at Cornwall 9/24/16

MOTION: Commissioner Palladino moved to authorize and engine and members to Highland Engine Company at Cornwall for stand by on September 24, 2016, seconded by Commissioner Bragg.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

31-80 and members to Fireman's Home 10/9/2016

MOTION: Commissioner Palladino moved to authorize 31-80 and members to go to the Fireman's Home on October 9, 2016, seconded by Commissioner Bragg.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

Cell Phone Allowance for District Clerk

MOTION: Commissioner Bragg moved to approve a \$10 per month cell phone allowance for the District Clerk, seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

The District Clerk will submit a voucher each month for reimbursement.

17. **Adjournment-**

MOTION: There being no further business, Commissioner Bragg moved to adjourn at 8:25 PM,
Seconded by Commissioner Palladino.

VOTE: 3 Yes 0 NO 0 Abstain 2 Absent

Motion carried.

Respectfully Submitted,
Denise A. Holzberger, District Clerk

Approved BOFC mtg 10/10/2016