

**Highland Fire District
Board of Fire Commissioners**

Regular Meeting

August 8, 2023

7:00 PM – St #1

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Christian Erichsen	(PRESENT)
	Alan Barone	(PRESENT) ARRIVED AT 7:30 PM
	Kevin Rizzo	(ABSENT)
	Phil Roloson	(PRESENT)
Treasurer	James Passikoff	(PRESENT)
District Secretary	Leslie B. Benson	(PRESENT)
Chief	Peter Miller	(PRESENT)

Chairman DiLorenzo called the meeting to order at 7:00 pm, led the salute to the flag and asked for a moment of silence. Chairman DiLorenzo welcomed everyone to the Board of Fire Commissioners regular meeting.

1. Approval of Minutes:

Chairman DiLorenzo asked for approval of the minutes from July 11, 2023. Chairman DiLorenzo had a few questions regarding MVP, sale of the command cars whether it was with or without lights. We tabled this approval until Commissioner Barone arrived.

Motion: Commissioner Phil Roloson moved to approve regular meeting minutes from July 11, 2023 seconded by Commissioner Alan Barone.

Vote: 4 Yes 0 No 0 Abstain 1 Absent
Motion was carried.

2. Approval to Pay Bills:

Chairman DiLorenzo asked for the approval to pay the bills as reviewed by Commissioners Chris Erichsen, Alan Barone, and Chief Peter Miller on Monday, August 7, 2023 with (2) two abstracts totaling \$20,410.82. Bill dates from 7/14/23-8/8/23.

The invoice for DB Graphics for \$3004.00 was removed and we will receive a new invoice. A question regarding the invoice from MCS for \$315 – this is for email & storage for 15 licenses.

Motion: Commissioner Roloson moved to approve payment of the (2) two abstracts of bills totaling \$20,410.82 as of August 8, 2023, seconded by Commissioner Erichsen.

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioner Barone & Rizzo)
Motion was carried.

3. Correspondence:

Estimate from Hollenbeck & Dailey for the South End only – Roof repair – material will be delivered on Wed, 8/9/23 with repairs starting on Thursday, 8/10/23. We had an email vote to proceed with the initial repair request.

Motion: Commissioner Roloson moved to accept the emergency roof repair for \$6950 with Hollenbeck & Dailey, seconded by Commissioner Erichsen

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioner Barone & Rizzo)

Motion was carried.

Letter from Direct Energy – Branding will change to NRG on August 1, 2023

Information from TD Ameritrade account will be moved to Schwab. This will automatically transition on or about September 5, 2023.

A thank you letter mailed to the Highland Rotary Club as well as a press release was submitted to the Ulster Southern Times.

Letter from Kornfeld, Rew, Newman & Simeone with an hourly rate increase from \$275. to \$300. per hour for all legal work performed.

Letter from Firefly – Engagement letter for 2024. Tony Hill stopped in at our meeting last month and their engagement letter for 2024 was received. The price is the same as last year for January 1, 2024 to December 31, 2024 for \$5450 with an approximate \$1700 in current postage rates totaling an estimated fee to Firefly of \$7150.00. The other option is Penflex and we are very happy working with Tony. We have approximately 45 people collecting every month.

Motion: Commissioner Roloson moved to accept the Engagement letter from Firefly, seconded by Commissioner Erichsen

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioner Barone & Rizzo)

Motion was carried.

FB's Property – Landscape proposal for St #1 – Monument Area – the existing shrubs were removed. The proposal is to replace 7 plants with a work crew of (2) with 1.5 yards of red decorative rock estimate of \$1379.74. It was decided to hold off on this project.

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioner Barone & Rizzo)

Motion was carried.

Proposal received from SAFECO Alarm Systems for \$9500 for St #2

Room Requests:

The Hudson Valley National Center for Veteran Reintegration request to use St #2 parking lot for a rest stop on Sunday, September 24, 2023 for approx. 30-35 people – approx. time to be confirmed. Request made by Gavin T. Walters Sr, MSW, USAF Veteran who stopped in and spoke with Chairman DiLorenzo. A walk for awareness – Veteran walk against suicide and

homelessness. They will start at Apple Greens Golf Course and stop at St #2 for a rest stop. John Gallagher will greet them with cold water and open the firehouse.

Motion: Commissioner Erichsen moved to accept the request for the Hudson Valley Center for Veteran Reintegration – Suicide Walk using St #2 as a rest stop seconded by Commissioner Roloson

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioner Barone & Rizzo)

Motion was carried.

Request from Mike Krusen, for Jennifer McSorley from International Association of EMT's and Paramedics Local R2-20 (Empress Union) to hold a town hall style union meeting on Sunday, 8/13/23 from 4-8 PM.

Motion: Commissioner Erichsen moved to accept the request for the Empress Union meeting, seconded by Commissioner Roloson

Vote: 3 Yes 0 No 0 Abstain 2 Absent (Commissioners Barone & Rizzo)

Motion was carried.

4. Committee Reports:

Building & Grounds St #1 – Commissioners Barone and Roloson

Roof Repair, South Side – Hollenbeck & Dailey – Approved to proceed with emergency roof repair.

SRI Fire Sprinkler – Performed repairs and 5-year maintenance – still needs to replace 2 gaskets – will be returning.

AED installed. Narcan for St #2 under chief advisement.

Seal Coating: Commissioner Barone said he will reach out at the end of the month or early September. Should we do it this year? Estimate is \$14,500 and we signed the proposal last year. It was suggested to hold off again this year. Commissioner Barone will call him and if we stay with him and give him a guarantee – there may be an increase of \$500 in supplies.

Jim said he has money to invest, we have \$386,000 in the general fund balance for the end of the year. It will be close for the end of the year. Commissioners Roloson and Erichsen felt we should hold off. St #2 was done last year.

GenTech – Service for the generator will be done on August 11, 2023.

FOB Update: All distributed but still have several Life members to distribute.

United AC – HVAC RTU #8 – called to check out the unit for the Police Department

IT: Server update: Commissioner Roloson advised budget next year.

No WIFI at St #2

IAMResponding still needs a fix as it freezes up. Commissioner Roloson said we need 50 feet of HMI cable and a repeater and asked for \$200 approval.

Motion: Commissioner Erichsen moved to approve \$200 for an HMI cable and repeater, seconded by Commissioner Roloson and if over, will come back.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Commissioner Rizzo)

Motion was carried.

Day Automation: the invoice is paid, certified payroll received.

Building & Grounds St #2 – Commissioners Erichsen & Rizzo

Metal Repair – Is scheduled to be worked on.

Proposal received from SAFECO Alarm Systems for \$9500. Over the past weekend, we had a storm, called SAFECO and the answering service never gave them our message. At St #2, the phone was not working, and we had Optimum and SAFECO there on Monday, 8/7/23, and they corrected what could be done. The System 3 Panel needs to be replaced, all devices, panel and we do not have fire coverage right now. We had a few estimates from last year and a couple of years ago and we held off. The panels and detectors are old. We have several vendors to follow up on for price quotes. Commissioner Erichsen will research this, and this proposal is on hold until more information is available.

Tree trimming/Removal: Received a call from Lewis Tree contracted by Central Hudson to get authorization to trim or remove 3 trees that are endangering wires between poles N39796 & N39795.

5. New Membership: No new applicants

6. Insurance/Workers Compensation: Commissioners Barone and DiLorenzo We had small claims, and this should readjust itself for next year. Workers comp papers submitted for firefighter #353.

7. Command Cars:

Sale of Cars: Commissioner DiLorenzo, received pricing on the 2011 and 2013 Tahoe's

2011 - \$14,800 - \$16,600 – Fair purchase \$15,700

2013 - \$17,691 - \$19,622 – Fair purchase \$18,600

Vehicles without emergency lighting and going without a console?

A few fire districts are interested in one or both as they are well maintained cars. Rifton is interested in 1 vehicle, while New Baltimore Fire could be interested in both and will follow up. It would be nice to sell for possibly \$30,000 for both cars. We also have the option of selling on Auction International. We would like to see these go to a local fire department in a 3-county area. Commissioner DiLorenzo reached out to County, and they can contact local fire districts that can utilize these cars as is. We will set a minimum price. Asking price will be \$30,000 for both cars, and if counteroffer received don't go under \$28,000. Our plan, #1 -contact New Baltimore and Rifton within the week, #2 Get 2 flyers and send them to the County to distribute to all fire districts in 2 counties with a deadline and #3, put the vehicles on the auction.

8. Service Awards:

Firefly renewed for 2024.

9. Treasurer Report:

Jim advised nothing changed, expenses are tight and \$386,000 is in the general fund for the rest of the year. We may not have a lot left over.

He plans on depositing \$700,000 from the CD to maximize interest rates. See page 4 of financial report. Better rates for 1-year CD's. 90-180 days are at 4.65%. Discussion on accounts and where will the surplus money be deposited on the command cars...apparatus or general fund? Jim will research and confirm next month. The donation from the Rotary went to the general fund.

Commissioner Roloson wanted to know about the \$859 charges for June and July as everything was ok, he just wanted to know the breakdown.

Chairman DiLorenzo asked for a motion to accept the Treasurer's report dated 7/31/23

Motion: Commissioner Roloson moved to accept treasurer report for July 31, 2023, seconded by Commissioner Barone.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Commissioner Rizzo)

Motion was carried.

Audit 2022 - RBT is working on preliminary draft and will submit as soon as completed.

RFP - Select 3 firms after final audit is complete for 2022 with RBT.

Preliminary Budget workshops: Jim will prepare information before the 29th.

No update on the check issue for Premier Fire Apparatus yet.

10. Public Comments:

Lt Roloson said he was grateful for the fire department at the fatal accident. Thank you to Highland Fire for working together.

11. Chief's Report:

8/14/23 – Duty Night

8/15/23 – Meeting with Chairman DiLorenzo and Kenny Finke at Premier to review all kanban issues

8/24/23 – Company Training

8/28/23 – Duty Night

9/5/23 – Hose Company Meeting

9/7/23 – Company Training

9/11/23 – Ceremony

9/12/23 – Commissioners Meeting

Physicals are moving along – will be reviewed and members will be sent reminders.

EPCR's – Up and running A/C DiMetro is having training for EMT's.

Boat – In-service training was on Saturday and It was perfectly spec'd for the lake...It will be K31-98.

Hydrant Rentals: ISO - our rating remains as a 3. Reminder to the Water department, hydrant flow 20% of hydrant every 5 years. We are doing everything to stay at a 3, and the water department can pick that up easily, lowering the rating.

Bridgeview and 16 retail stores in Plaza: Plaza has a new alarm system, instead of all 16 retail stores being alarmed – activates store in and one on each side to avoid disruption.

Town of Lloyd Ambulance contract – fire department extremely concerned...we have 2 new additional EMT's.

Knox Box – system set up – business or person can purchase online.

Jacobsen Office – Chief Miller will follow up on the donation.

AED – In service

Crewforce – iPads & radio room CAD, fire mobile is installed. Leslie's computer & the radio room has fire records installed. This will run parallel to and possibly start in the new year.

31-45 – going to Premier on 8/7 & 8/8 ladder service. PTO has chatter, email sent 2 weeks ago, and chatter is worse. Problem with PTO drive on transmission, PTO drive company coming here.

31-35 – Going to Premier on 8/9 to have piston for chute replaced.

31-11 – Going up to Premier on Monday to have kanban issues fixed

2015 Tahoe – MLSS, 64 South Street – Doug Foster from Empress, said to take the car have it fixed, and they will pay the bill – Chief will check

Alarm St #2 – maybe tie fire alarm system to entry system – Get estimates and compare

Ulster County – Maps of the Hudson – is having an issue with the railroad – as Deputy Director/Fire Coordinator Gaffney is trying to find out who the fiber optic cable belongs to?

Plaques – Are in and one is mounted on the ladder truck

DB Graphics – there was a mistake in the lettering and trying to get this corrected. There could be a slight increase in the invoice.

12. Old Business:

Facebook Page: Committee to have a follow-up meeting

Commissioner Training: Commissioner Roloson is aware

Narcan Policy

Ulster County Fire Commissioners & Chief's meeting – date to be checked

13. New Business:

Chairman DiLorenzo asked for a motion to approve Kornfeld, Rew, Newman & Simeone with an hourly rate increase from \$275. to \$300. per hour for all legal work performed.

Motion: Commissioner Erichsen moved to stay with Kornfeld, Rew, Newman & Simeone with new hourly rate increase for 2024, seconded by Commissioner Roloson.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Commissioner Rizzo)

Motion was carried.

Chairman DiLorenzo, advised that Denise's health has failed further, she gave him a call and is in the hospital. Her sister and daughters will stay with her for a couple of weeks. You can call her if you would like.

- 14. Executive Session:** Commissioner Roloson moved to go into Executive Session with the Board, Treasurer and Chief at 8:43PM regarding the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and may return to general session, seconded by Commissioner Erichsen.

- 15. Adjournment:** Meeting was adjourned at 8:43PM and did not return to business.

Vote: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried.

Respectfully submitted,



Leslie B. Benson, District Secretary

APPROVED BOFC 9/12/23