

**Highland Fire District
Regular Meeting
February 12, 2024
7:00 pm – St #1**

Commissioners:	Stephen DiLorenzo	(ABSENT)
	Christian Erichsen	(PRESENT)
	Alan Barone	(PRESENT)
	Kevin Rizzo	(PRESENT)
	PJ Roloson	(PRESENT)
Chief	Peter D. Miller	(PRESENT)
Treasurer	James Passikoff	(PRESENT)
District Secretary	Leslie B. Benson	(PRESENT)

Deputy Chairman Erichsen called the regular meeting to order at 7:00 PM, led the salute to the flag and asked for a moment of silence.

1. Approval of Minutes:

Deputy Chairman Erichsen asked for approval of the minutes for January 9, 2024 from the Re-Org meeting

Motion: Commissioner PJ Roloson moved to approve minutes from **January 9, 2024**, re-org meeting seconded by Commissioner Kevin Rizzo.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)

Motion was carried.

Deputy Chairman Erichsen asked for approval of the minutes from January 9, 2024 regular meeting

Motion: Commissioner Alan Barone moved to approve minutes from **January 9, 2024**, regular meeting seconded by Commissioner Rizzo.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)

Motion was carried.

2. Authorization to Pay bills:

Deputy Chairman Erichsen asked for approval to pay the bills as reviewed by Commissioners PJ Roloson, Alan Barone, and Chief Peter Miller, on Monday, February 12, 2024 totaling \$64,835.06 for 1/16/24 – 2/12/2024.

Motion: Commissioner PJ Roloson moved to approve payment of the abstract of bills totaling \$64,835.06, seconded by Commissioner Alan Barone.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)

Motion was carried.

3. Appointment of Handymen for Station 1 and Station 2 as needed for 2024

Thomas Phillips, and Frank Gentilquore

Motion: Commissioner Kevin Rizzo moved to approve the appointment of Thomas Phillips and Frank Gentilquore as handymen for St 1 and St 2 as needed for 2024, seconded by Commissioner Alan Barone.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)
Motion was carried.

4. **Correspondence:**

Service award program, plan document for Firefly, signatures are needed tonight.

Red Cross Blood Drive is Friday, February 16, 2024

466-a volunteer forms will be submitted to the Town Assessor on Friday, February 16, 2024

Association of Fire Districts of the State of NY – Election for Region 2 which encompasses Ulster County. One position and one candidate on the ballot – John Quick. Leslie will send the ballot on behalf of the district.

Group Dividend for 7/1/22-7/1/2023 was received.

Room Requests:

Hudson Valley Cohousing requests the room for March 4 & 5, 2024. They are creating a housing community and meeting with architects. It was decided this request did not fit the criteria and the request was denied.

Vote: 0 Yes 4 No 0 Abstain 1 Absent (Steve DiLorenzo)
Request was denied

Request from IBEW Local 320, Poughkeepsie, request use of community room for 3 Union general meetings. This request also did not fit the criteria and the request was denied.

Vote: 0 Yes 4 No 0 Abstain 1 Absent (Steve DiLorenzo)
Request was denied

Ulster County Volunteer Firemen's Association, monthly meeting, February 20, 2024 from 5:30-10PM, approximately 30-50 members requested by Jim Balint.

Motion: Commissioner Kevin Rizzo moved to approve this request for Ulster County Volunteer Firemen's Association seconded by Commissioner Alan Barone.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)
Motion carried.

Highland Hose Co. No. 1 Ladies Auxiliary requests Saturday, March 16, 2024, fundraiser – Pocketbook bingo from 2-10 PM for approximately 150 participants requested by Leslie Benson.

Motion: Commissioner Alan Barone moved to approve March 16, 2024, for the Ladies Auxiliary request seconded by Commissioner Kevin Rizzo.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)
Motion carried.

Highland Hose Co. No. 1 Ladies Auxiliary requests October 18-19, 2024 for their Fall Penny Social. The Auxiliary will set up Friday night Oct 18th at 6pm and through Saturday, 10/19/24 until 10PM. Approximately 160 participants, requested by Leslie Benson.

Motion: Commissioner Alan Barone moved to approve March 16, 2024, for the Ladies Auxiliary request seconded by Commissioner Kevin Rizzo.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)

Motion carried.

5. **Committee Reports:**

Building and Grounds St 1 - Commissioners Barone and Roloson

A&R installed the Aiphone System by the radio room door on 1/19/2024 and is working well.

Re-Key of District Office(s) – Received keys/cores from Hudson Valley Door.

Seal Coating – On hold – may be included in Capital Project.

New Paltz Rescue Squad – Commissioner Erichsen advised he received a call for a toilet leak, Leslie will call the plumber.

HVAV – Audio Control update scheduled for 2/14/24.

IT Report

Building and Grounds St 2 - Commissioners Erichsen and Rizzo

Siren: Commissioner Erichsen advised he had a phone conversation with the owner. The committee is asked to return with recommendations.

Renovation of Bathroom, blacktop, and fuel tank – Wait on Capital Project.

Concrete – The concrete was donated and can be returned in April.

Capital Project Update: Grant money is available; we will reconvene the committee to decide which direction we want to go. Design professional, RFP's and incorporate wish list for St #1 and St #2.

We want to hold a Special Workshop meeting to review list with the board.

6. **New Membership:** None

7. **Insurance/Workers Compensation:** (Commissioners Barone and DiLorenzo)

Commissioners DiLorenzo and Barone met with the Insurance company. We increased agreed value on the vehicles.

8. **Service Awards:** Leslie will be working on the points for 2023 and submitting to Firefly, and we will approve the 2023 certified points by resolution.

**Highland Fire District
Resolution of the Board of Fire Commissioners**

In the matter of approving the 2023 certified points

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Highland Hose Company No. 1 in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, as required by GML § 219-a(2)(c), the Highland Hose Company No. 1 has submitted the attached list, certified under oath, of active members of the Fire Company, indicating those volunteers who earned at least fifty (50) points during 2023 to qualify for service credit; and

WHEREAS, the certification made by the Fire Company includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Fire District to be in effect during calendar year 2023, and to the best of the knowledge of the Fire Company, is a true and accurate reflection of the activities performed by the active members; and

WHEREAS, GML § 219-a(2)(d) requires the Board of Fire Commissioners (Board) to review and approve the attached list, then return it to the Fire Company to be posted for thirty (30) days; and

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the attached list of volunteer firefighters of the Highland Hose Company No. 1 and the points earned by these firefighters during calendar year 2023; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Company for posting for a minimum of thirty (30) days.


Commissioner Rizzo raised the motion to approve, Commissioner Barone seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner	Christian Erichsen	Aye / Nay / Absent
Commissioner	Alan Barone	Aye / Nay / Absent
Commissioner	Stephen DiLorenzo	Aye / Nay / Absent
Commissioner	Kevin Rizzo	Aye / Nay / Absent
Commissioner	Phillip Roloson	Aye / Nay / Absent

The resolution was thereupon declared duly adopted.

Dated: 2/12/2024

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Steve DiLorenzo)

Certified by Fire District Secretary,  Leslie B. Benson

For 2024 LOSAP, the minimum required contribution is \$149,758.00. Leslie received an invoice for processing.

Motion: Commissioner Kevin Rizzo moved to pay \$149,758.00 tonight (in addition to approved bills) for the 2024 required LOSAP contribution, seconded by Commissioner PJ Roloson.

A resolution to approve the 2024 LOSAP Contribution of \$149,758.00 with Roll Call:

Commissioner Erichsen – yes

Commissioner Barone – Yes

Commissioner DiLorenzo – Absent

Commissioner Rizzo – Yes

Commissioner Roloson yes

Vote: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried.

9. **Treasurer Report:** Treasurer Jim Passikoff advised no January 2024 financial report, still entering 2023 and this could affect P&L.

Payroll Service - Jim recommends ADP for payroll processing. The initial approximate cost of \$700 was incorrect and the cost will be approximately \$1200.00 per year. He advised W2's have to be electronically filed with IRS and he doesn't have software. With QuickBooks you purchase the payroll module for approximately \$800.00 and every year you need to update. ADP includes new hires, payroll, W2's, & Deposits more frequently and avoids any penalties. It will not change what Leslie does. Paychecks comparison will be the same as ADP. Pricing received is for 3 years. Commissioner Erichsen received a quote at \$130 per month/\$1560 per year. Jim will set it up if approved.

Motion: Commissioner Barone moved to set up ADP as payroll service seconded by Commissioner Roloson.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (DiLorenzo)

Motion carried.

GF Money Market – for the \$375,000.00 can we try to get an interest rate increase to 4%? Jim will check as currently the rate is 3%.

10. **Chief's Report:**

- OSHA is February 25, 2024, one session from 8AM – 1:05PM.
- March 7, 2024 – SCBA - Bail out training
- City of Poughkeepsie requested the ladder for flag on 2/14/24

Motion: Commissioner Rizzo moved for 31-45 for funeral detail for the City of Poughkeepsie on 2/14/24, seconded by Commissioner Roloson.

Vote: 4 Yes 0 No 0 Abstain 1 Absent (DiLorenzo)

Motion carried

11. **Old Business-**

Highland is hosting the County Commissioners/Chiefs meeting on 3/21/24. Commissioner Erichsen said we will order from a vendor.

Work out Room – will visit next month.

Assemblymember Jacobson donation – we received 25% of the donation and Leslie is working on the voucher process.

12. New Business:

Commissioner Erichsen said money is available for archives. Leslie to follow up with New York State Records advisor.

VFIS Grant - was submitted on 2/1/24 for Paratech airbags

Garone's invoice for plowing was discussed. Commissioner Erichsen will follow up with Commissioner DiLorenzo on this.

13. Public Comment

Any topic may be addressed except for personnel or specific Board Member issues.

The Highland Fire District Board encourages public participation at its meetings. To allow for efficiency in conducting meetings and to give each speaker a fair opportunity to present their views, the following shall apply to the public speaking portion of the agenda.

- Each Speaker shall state their name;
- Each Speaker shall be limited to a time (approximately 3 minutes) which is agreed upon by the Board;
- The Board will not permit discussion involving individual personnel.
- Direct all remarks to the chair. Community members may not poll individual Board Members nor debate with other community members in attendance.

Once again, members of the community are encouraged to attend and speak during public comments. Undue interruption or other interference with the orderly conduct of the Board of business will not be allowed. Defamatory or abusive remarks are always out of order. While individuals have the right to email the District Secretary with questions or concerns at any time, the Board will not read emails aloud during the public participation portion of the meeting.

COMMENTS:

Town of Lloyd Councilmember John Fraino was present and said the Town is pleased with New Paltz Rescue Squad and provided some updates.

14. Executive Session:

Motion: Commissioner Erichsen moved to go into executive session at 8:15 PM with Chief Miller for discussion regarding proposed, pending, or current litigation, seconded by Commissioner Barone.

15. Adjournment: Meeting was adjourned at 8:55 PM and did not return to business.

Vote: 4 Yes 0 No 0 Abstain 1 Absent

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Leslie B. Benson".

Leslie B. Benson
District Secretary

DRAFT