

**Highland Fire District
Regular Meeting
January 9, 2024
7:40 pm – St #1**

Commissioners:	Stephen DiLorenzo	(PRESENT)
	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)

Chairman DiLorenzo called the regular meeting to order at 7:40 PM that immediately followed the reorganization meeting.

1. Approval of Minutes:

Chairman DiLorenzo asked for approval of the minutes for November 28, 2023 from the Capital Project Workshop/Special Meeting.

Motion: Commissioner PJ Roloson moved to approve minutes from **November 28, 2023**, seconded by Commissioner Alan Barone.

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

Motion was carried.

Chairman DiLorenzo asked for approval of the minutes from December 12, 2023 regular meeting

Motion: Commissioner Kevin Rizzo moved to approve minutes from **December 12, 2023**, seconded by Commissioner Erichsen.

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

Motion was carried.

Chairman DiLorenzo asked for approval of the minutes from December 28, 2023 – Special meeting with our Legal Counsel.

Motion: Commissioner PJ Roloson moved to approve minutes from **December 28, 2023**, seconded by Commissioner Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried.

2. Authorization to Pay bills:

Chairman DiLorenzo asked for approval to pay the bills as reviewed by Commissioners Chris Erichsen, Alan Barone, and Chief Peter Miller, on Monday, January 8, 2024 totaling \$35,961.59 - for 12/20/23-1/9/2024. The invoice for Firefly was removed and we will pay next month.

Motion: Commissioner Alan Barone moved to approve payment of the abstract of bills totaling \$35,961.59, seconded by Commissioner Chris Erichsen.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried.

3. Correspondence:

MCS Tech Services sent a letter of notice to increase the email security invoice from \$6. To \$12 per email received on 12/15/23 to be effective January 2024.

Nuvance Health – they are looking for a venue for a car seat check event on 4/27/2024 at District Headquarters and would like to bring this service to Ulster County.

Motion: Commissioner Kevin Rizzo moved to approve Nuvance Health to hold a car seat check event on 4/27/24 at Headquarters, seconded by Commissioner PJ Roloson.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Letter received from County of Dutchess, Department of Emergency permission to use their training center & additional training facilities. This is a blanket request.

Motion: Commissioner Kevin Rizzo moved to approve this request and reply and seconded by Commissioner Chris Erichsen.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Letter received from Chief Miller regarding a member to change their status from Active Member with Restrictions to an Active Member – On Probation. Member #358.

Letter received from Chief Miller regarding 2 new members being Active Members – On Probation and two (2) members officially resigned.

466-A Forms will be submitted to the Town Assessor by 2/16/24.

Highland NY Rotary Club – The Rotary is planning a Golf Tournament in May to raise funds and this year funds will go to the Town of Lloyd Police (50%) and the Highland Fire District (50%).

Room Requests:

Highland Rotary, request for Rotary Planning Meeting on January 31, 2024 from 6-9PM
Approx. 30 participants

Motion: Commissioner Chris Erichsen moved to approve Rotary's meeting date of January 31, 2024, seconded by Commissioner Kevin Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Request from Accent Insurance for a CPR Class on 2/24/24 from 10AM – 2PM for a fundraiser for the Ulster County SPCA.

Motion: Commissioner Kevin Rizzo moved to approve this request for Accent Insurance for a CPR class/fundraiser and seconded by Commissioner Alan Barone.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Request from Jim Balint (Hose Co member) for a private party on March 2, 2024 from 1-4PM

Motion: Commissioner PJ Roloson moved to approve this request for Accent Insurance for a CPR class and seconded by Commissioner Chris Erichsen.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Request from the Red Cross for 3 additional dates in 2024 – September 13th, Oct 25th, and Nov 15th, NO meeting scheduled for December – 11 Blood drives for 2024.

Commissioner Chris Erichsen said we could add this to the District Facebook page.

Motion: Commissioner Chris Erichsen moved to approve the 3 additional dates for 2024, seconded by Commissioner Kevin Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

4. **Committee Reports:**

Building and Grounds St 1 - Commissioners Barone and Roloson

A&R Security installed the camera/intercom system at the Town of Lloyd Police and Station #1. We received a proposal for the door near the radio room.

Re-Key District doors: We received a proposal for Day Automation to include access through the FOB system for \$27,976. We will also contact Hudson Valley Door to change the 8 door cores with a new key. The approximate cost could be \$800.00.

Seal Coating – This could be included in the Capital Project.

United Air Conditioning & Heating serviced all roof top unit today (Police Department/Community room filters changed)

New Paltz Rescue Squad – they are moved in. We had cleaning done on 1/1/24, painting on 1/2/24 and replaced the bathroom fan. They were temporarily using bay #7 and the ready room until they could move in. Chief Goodnow met with Town of Lloyd Police, and we updated our contact list for a procedure to report a Station problem. Commissioner Erichsen felt the bay area (ceiling) is dark being all black – we may need to change that down the road – brighten it up as the building ages.

Town of Lloyd Police – will check on the Chief's window – No leaks
IT – Will budget next meeting – on hold.

Building and Grounds St 2 - Commissioners Erichsen and Rizzo

Siren:

The Committee members are Commissioner Roloson & Erichsen, Chief Miller, Assistant Chief DiMetro and Mike Schaeffer. Commissioner Roloson apologized to the Board for the delay.

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

Capital Project Update:

5. New Membership: None

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

Insurance renewal meeting is scheduled for 1/12/24. No significant increases are expected. The renewal date is 3/1/2024.

7. Service Awards: We received a bill from Firefly – due in March.

8. Treasurer Report: Treasurer Jim Passikoff sent November 30, 2023 and December 31, 2023 preliminary financial report.

Chairman DiLorenzo asked for a motion to accept the Treasurer's report dated 11/30/23

Motion: Commissioner PJ Roloson moved to accept the treasurer's report dated 11/30/23 seconded by Commissioner Kevin Rizzo

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried.

Chairman DiLorenzo asked for a motion to accept the Preliminary report for December 31, 2023. Treasurer Passikoff said this will change as we are still getting accounts payable in. He added nothing is out of line.

Motion: Commissioner Alan Barone moved to accept the Preliminary treasurer's report dated 12/31/23 seconded by Commissioner Kevin Rizzo

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried.

New Medical account – Leslie will send information to MVP

RBT Engagement Letter – Audit 2023. The chairman needs to sign the letters and return to RBT.

Treasurer Passikoff suggested and recommends ADP for payroll processing. The approximate cost is \$700.00. IRS is requiring electronic posting of W-2 and Jim is not set up for that. The payroll company pays your payroll taxes and handles direct deposit. They also make tax deposits and by the Federal and State taxes by the 15th of the month. The software is expensive. The Board would like to table this recommendation to review further and look into this. He asked that they respond by the middle of March. Jim added we are using an older QuickBooks program and updates are \$800 a year.

9. Public Comment: Jim Balint asked when the LOSAP postings would be complete.

10. Chief's Report:

- New gear issued – coats being returned to be corrected. Pricing to be extended. We need to purchase gear for 2 more members.
- Gemtor issued

- Bailout issued on 1/13/24
- Physicals: One more to go and 3 being completed
- Training schedule emailed out
- HAZMAT – 3 members are going to New Baltimore for makeup
- We are changing to Garrison Fire & Rescue for the Compressor instead of AAA
- MES will still do the SCBA flow test.

1/10/24 High Falls walk through Mohonk Mountain House

1/22/24 – Duty Night

1/23/24 - Milton/Clintondale training, waiting on COI from Clintondale.

2/1/24 – Training with a guest instructor

2/12/24 – Duty Night

2/25/24 – OSHA

3/7/24 – Bailout skills drill

3/16/24 – Live fire Drill at Ulster County with Milton requesting 31-35 & 31-12

Lane closure on Thruway – tentative this weekend and the following weekend to work on Northbound first and Southbound.

Rotary donation – requesting Paratech airbags for this project.

Assemblymember Jacobsen donation – Leslie submitted paperwork and moving through the process.

11. Old Business- Highland is hosting the County Commissioners/Chiefs meeting on 3/21/24.

12. New Business:

Commissioner DiLorenzo announced he has signed up for commissioner training for 5/4/24 at the Glenham Fire Dept. Commissioners Roloson and Rizzo will also be attending.

February 13, 2024 - Commissioner DiLorenzo advised he will be out of town and a few Commissioners have a scheduling conflict. February's Commissioners meeting has been changed to Monday, February 12, 2024.

A&R Security Proposal – Installation of an Aiphone System for the door near the radio room is \$1,640.00

Motion: Commissioner Chris Erichsen moved to approve the Aiphone system seconded by Commissioner Kevin Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Motion was carried.

HVAV Proposal - Audio control upgrade in the community room is \$1,569.00. they are installing an audio mixer in the ceiling to provide more gain for the microphone and a new controller for program audio.

Motion: Commissioner Chris Erichsen moved to approve the audio control upgrade in the community room, seconded by Commissioner PJ Roloson.

Vote: 5 Yes 0 No 0 Abstain 0 Absent
Motion was carried.

Re-Key the District's offices – we received proposals from Day Automation & Hudson Valley Door. Hudson Valley door - change the cores and have a separate key for offices.

Motion: Commissioner PJ Roloson moved to approve changing the cores and getting keys, seconded by Commissioner Chris Erichsen.

Vote: 5 Yes 0 No 0 Abstain 0 Absent
Motion was carried.

Training on 3/16/24 at Ulster County- Live Burn Drill requesting 31-35 and 31-12

Motion: Commissioner PJ Roloson moved to approve engines 31-35 & 31-12 for training on 3/16/24 seconded by Commissioner Kevin Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent
Motion was carried

Public Comment – the Board will move Public Comments before Executive session on the agenda.

A subcommittee was created for policies for all members. Commissioners Rizzo and DiLorenzo

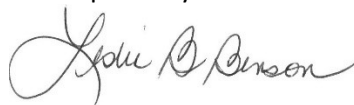
13. Executive Session: None

14. Return to regular session and Adjournment:

Motion: Commissioner Phil Roloson moved to adjourn the meeting at 9:00 PM, seconded by Commissioner Kevin Rizzo.

Vote: 5 Yes 0 No 0 Abstain 0 Absent

Respectfully submitted



Leslie B. Benson
District Secretary