

# Highland Fire District

## Organizational Meeting

January 10, 2023

7pm – St #1

Commissioner:	Stephen DiLorenzo	(PRESENT)
	Christian Erichsen	(PRESENT)
	Kevin Rizzo	(PRESENT)
	Alan Barone	(PRESENT)
	Phillip Roloson	(PRESENT)
Treasurer:	James Passikoff	(PRESENT)
District Clerk:	Denise A. Holzberger	(ABSENT)
District Secretary:	Leslie B. Benson	(PRESENT)
Assistant Chief:	Jeff DiMetro	(PRESENT)
Assistant Chief:	James Anzalone	(PRESENT)
President:	Jim Balint, arrived 7:05	(PRESENT)

Commissioner, Steve DiLorenzo called the meeting to order at 7pm, led the salute to the flag and asked for a moment of silence. Commissioner DiLorenzo welcomed everyone.

### **Election of Chairman for 2023:**

Treasurer Passikoff asked for nominations for Chairman for 2023. Commissioner Rizzo nominated Steve DiLorenzo. Commissioner Roloson seconded.

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Chairman DiLorenzo thanked everyone for their support.

### **Notice of Meeting:**

Publication of this meeting appeared as a legal ad in the Southern Ulster Times on January 5, 2023.

### **2022 Annual Election Results:**

For the office of Commissioner, 5-year term: Kevin Rizzo 36 votes, 2 write-ins total votes 38

For the office of Commissioner, 3-year term: Phillip Roloson 37 votes, 1 write-in total votes 38

Both commissioners have been signed in and both will attend training.

Chairman DiLorenzo stated the purpose of this meeting is the organization of the Highland Fire District for 2023.

**Appointments:** Chairman DiLorenzo asked for a motion for the following appointments for 2023:

Deputy Chairman- Commissioner Phillip Roloson moves to appoint Commissioner Christian Erichsen as Deputy Chairman for 2023, seconded by Commissioner Kevin Rizzo.

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Treasurer: Commissioner Phillip Roloson moves to appoint James Passikoff for Treasurer, seconded by Commissioner Kevin Rizzo

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

District Secretary: NEW HIRE – Commissioner Phillip Roloson moved to appoint Leslie Benson for Secretary, seconded by Commissioner Kevin Rizzo

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

District Clerk: Commissioner Phillip Roloson moved to appoint Denise A. Holzberger, District Clerk, seconded by Commissioner Kevin Rizzo (she will fill in as long as she can)

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Commissioner Alan Barone asked about job descriptions.

Legal Counsel: Scott Dow of Kornfeld, Rew, Newman and Simeone and the firm of Di Stasi, and Murphy Commissioner Kevin Rizzo asked if we would look into new counsel, Chairman Steve DiLorenzo said we can pursue, no retainers and we can decide to add or eliminate.

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Designation of Official Newspapers: Southern Ulster Times and the New Paltz Times for the purpose of legal publications

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Designation of Official Financial Institutions - M&T Bank, Key Bank, TrustCo and Chase as the official banks of the Highland Fire District

VOTE: 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Authorization of signatories for checks in the amount of \$3000 or more

Commissioner Alan Barone moved that the following be authorized to sign checks and be a second signature for checks in the amount of \$3000 or more:

Treasurer – Jim Passikoff

Chairman, Steve DiLorenzo

Commissioner Chris Erichsen

Commissioner Phillip Roloson

Seconded by Commissioner Chris Erichsen

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Approval of membership New York State Association of Fire Districts and regional associations

Commissioner Chris Erichsen moved to approve memberships in the AFDSNY and regional associations, seconded by Commissioner Barone.

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Official Meeting Schedule for 2023 – Second Tuesday of the month

Commissioner Kevin Rizzo moved to approve the following meeting schedule for 2023 for the Board of Fire Commissioners:

Feb 14, 2023	March 14, 2023	April 11, 2023
May 9, 2023	June 13, 2023	July 11, 2023
August 8, 2023	September 12, 2023	October 10, 2023
October 17, 2023 ( budget hearing)		
November 14, 2023	December 12, 2023 (also Annual Election)	

Seconded by Commissioner Chris Erichsen

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

District Secretary – Leslie and Denise will submit to the paper

Appointment of Custodians for Station 1 and Station 2 –

Commissioner Kevin Rizzo moved to appoint Lori Passante, custodian of Station 2 and Corinne Welch custodian of Station 1, seconded by Commissioner Chris Erichsen

Also approved was Tom Phillips and Chuck Gentilquore as handymen.

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan.

Apparatus of Vehicle Repairs Vendors:

Commissioner Kevin Rizzo moved to designate Premier Fire Apparatus, All Automotive, and Erichsen's for Apparatus and Vehicle repairs, seconded by Commissioner Alan Barone with Commissioner Chris Erichsen abstaining.

Vote: 4 Aye 0 No 1 Abstain 0 Absent

Review of Investment Policy, Procurement Policy and Service Award Investment Policy

Commissioner Barone moved to retain the present procurement and investment policies to be retained including best value and piggy backing as well as the use of Sourcewell, for 2023, and that the Length of Service Award Investment Policy is retained for 2023. Commissioner Barone also added that we follow the policy for all, seconded by Commissioner Chris Erichsen.

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan

Surety Bond:

The current limit is \$1.4 Million. Chairman DiLorenzo asked Treasurer Passikoff if any changes need to be made for the Surety Bond and Treasurer Passikoff stated that is fine.

Commissioner Kevin Rizzo moved to approve the Surety Bond seconded by Commissioner Chris Erichsen

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent - Motion carried unan.

Committee Appointments:

Chairman DiLorenzo presented the 2023 Committee appointments with changes

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan

Miscellaneous Items:

Chairman DiLorenzo noted the following items for 2023.

1. Agenda – Will be emailed to Commissioners and Chief the Thursday prior to meeting
2. Minutes – transcribe within 2 weeks of meeting
3. New membership: Information to be sent to Commissioners prior to meeting. Commissioner Kevin Rizzo suggested this is more than the application – summary and recommendation from the Chief's office.
4. Financial Report: Send to Commissioners Thursday prior to meeting - Jim Passikoff
5. Notify the District Secretary if you cannot attend the Bill Review or Meeting.

Adjournment:

Chairman DiLorenzo moved to adjourn the Organizational meeting at 7:20 pm, seconded by Commissioner Kevin Rizzo

VOTE: : 5 Aye 0 No 0 Abstain 0 Absent

Motion carried unan

Respectfully Submitted,

Leslie Benson  
District Secretary  
1/16/23

**APPROVED BOFC Mtg 2/14/2023**