

Highland Fire District  
Organizational Meeting  
January 6, 2021  
7 pm St 1

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

Treasurer James Passikoff called the meeting to order, led the salute to the flag and asked for a moment of silence for our fallen firefighters.

Commissioner DiLorenzo welcomed everyone and review the events and activities of 2020

**Election of Chairman for 2021-**

Treasurer Passikoff asked for nominations for Chairman for 2021.

Commissioner John Fraino nominated Steve DiLorenzo. Commissioner Alan Barone seconded.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

Chairman DiLorenzo thanked the Board for their confidence.

**Notice of Meeting-** publication of this meeting appeared as a legal ad in the Southern Ulster Times on December23, 2020 and affidavit of publication was received.

**2020 Annual Election Results:**

For the office of Commissioner : A total of 22 votes were cast for John Fraino

Results were delivered to the Town Clerk at the Town of Lloyd within 72 hours of the Election.

Chairman DiLorenzo stated that the purpose of this meeting is the re-organization of the Highland Fire District.

**Appointments-** Chairman DiLorenzo asked for a motion for the following appointments for 2020:

Deputy Chairman –Commissioner Chris Erichsen

District Clerk-Denise A. Holzberger

Legal Counsel-Scott Dow of Kornfeld, Rew, Newman and Simeone

Legal Counsel- Distasi, Moriello and Murphy

Designation of Official Newspapers- Southern Ulster Times and the New Paltz Times

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

**MOTION:** Commissioner John Fraino moved to approve the following appointments:

Deputy Chairman –Commissioner Chris Erichsen

District Clerk-Denise A. Holzberger

Legal Counsel-Scott Dow of Kornfeld, Rew, Newman and Simeone

Legal Counsel- Distasi, Moriello and Murphy

Designation of Official Newspapers- Southern Ulster Times and the New Paltz Times

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

The motion was seconded by Commissioner Alan Barone

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

Motion carried unan.

**Secretary/Treasurer-** Chairman DiLorenzo noted that James Passikoff resides outside of the Highland Fire District.

**MOTION:** Commissioner Alan Barone moved to appoint James Passikoff as Secretary-Treasurer, seconded by Commissioner John Fraino.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

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

**MOTION:** Commissioner Barone moved to authorize the following Board members and Secretary – Treasurer be permitted to sign checks:

Secretary-Treasurer James Passikoff

Chairman Steve DiLorenzo

Commissioner Ben Bragg

Commissioner Christian Erichsen

This motion was seconded by Commissioner Fraino

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

It was noted that checks in the amount of \$3000 or more require two signatures.

**Approval of Membership in the New York State Association of Fire Districts and Regional Associations**

**MOTION:** Commissioner Fraino moved to approve our membership in the New York State Association of Fire Districts and the Association of Fire Districts of Ulster County, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

**Official Meeting Schedule for 2021**

**MOTION:** Commissioner John Fraino moved to approve the following meeting schedule for 2021:

The monthly meetings will be held on the second Tuesday of the month as follows:

Feb 9, 2021                      March 9, 2021                      April 13, 2021

May 11, 2021                      June 8, 2021                      July 13, 2021

August 10, 2021                      September 14, 2021                      October 12, 2021

October 19, 2021 (Budget Hearing)

November 9, 2021

December 14, 2021 (also Annual Election)

All meetings will be held at headquarters, in the Commissioners' meeting room, located at 25 Milton Avenue, Town of Lloyd, Highland New York. Meetings will begin at 7 PM and If required, an additional meeting will be held on the fourth Tuesday of the month at 7 PM.

This was seconded by Commissioner Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

#### **Appointment of Custodians for Station 1 and 2**

**MOTION:** Commissioner John Fraino moved to appoint Lori Passante as the custodian for Station 2 and Corinne Welch as the custodian for Station 1, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

#### **Apparatus and Vehicle Repairs Vendors-**

Motion: Commissioner John Fraino moved to designate Premier Fire Apparatus, All Automotive and Erichsen's Auto as the preferred vendors to be used for our apparatus and vehicle repairs, seconded by Commissioner Alan Barone.

VOTE: 3 Aye 0 No 0 Abstain 2 Absent.

Motion carried unan.

#### **Review of Investment Policy, Procurement Policy and Service Investment Policy**

**MOTION:** Commissioner Alan Barone moved that the present Procurement and Investment policies be retained including best value and piggy backing as well as the use of Sourcewell, for 2021, and that the Length of Service Award Investment Policy is retained for 2021, seconded by Commissioner John Fraino.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

#### **Surety Bond-**

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 it is fine.

**MOTION:** Commissioner John Fraino moved to stay at current limit of \$1.4 million for surety bond, and, seconded by Commissioner Alan Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

## Committee Appointments

**MOTION:** Commissioner Fraino moved to approve the 2020 Committee Appointments as reviewed with the new additions as discussed, seconded by Commissioner Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

### 2021 Committee Appointments

CHAIRMAN	Commissioner Stephen DiLorenzo
DEPUTY CHAIRMAN	COMMISSIONER Erichsen
LIASON TO SECRETARY / TREASURER	COMMISSIONER Bragg and Fraino
PURCHASING	ALL COMMISSIONERS
BUDGET	ALL COMMISSIONERS
APPARATUS REPAIR	COMMISSIONERS DILORENZO & ERICHSEN
BUILDING & GROUNDS (STATION #1)	CHIEF Miller
BUILDING & GROUNDS (STATION #2)	COMMISSIONER BRAGG & Barone
NEW APPARATUS REPLACEMENT PROGRAM	COMMISSIONER FRAINO & ERICHSEN
INSURANCE & WORKMAN'S COMPENSATION	COMM.BARONE, DILORENZO, ERICHSEN & CHIEF Miller
WORKPLACE CONFIDENTIAL CONTACT	COMMISSIONERS BARONE& FRAINO
LIAISON TO TOWN OF LLOYD (ALL DEPTS.)	COMMISSIONER DILORENZO, (FRAINO-ALT) Chief Miller, Asst. Chief Gaffney
INVENTORY MAINTENANCE	COMMISSIONER Fraino, Bragg and Barone, Chief Miller
BILL REVIEW COMMITTEE	COMMISSIONERS FRAINO & DILORENZO
RECORDS MANAGEMENT OFFICER	COMMISSIONERS FRAINO & BARONE
HOSE COMPANY LIAISON	Secretary/Treasurer Passikoff
FIRE DISTRICT ELECTIONS	COMMISSIONER BARONE & DILORENZO
FIRE DISTRICT REPRESENTATIVES TO NYSFDA AND UCFDA	COMMISSIONERS Fraino & Barone District Clerk and Mary Darcy
RULES AND REGULATIONS	COMMISSIONERS DILORENZO,BRAGG,ERICHSEN
	COMM. FRAINO, BRAGG, CHIEF & HHC PRESIDENT

Committee Appointments continued ----

SERVICE AWARDS COMMITTEE

COMMISSIONER DiLorenzo, CHIEF Miller,  
HHC PRESIDENT OR THEIR DESIGNEE

U.C. FIRE ADVISORY BOARD

Steve Lee

PHYSICAL FITNESS PLAN

COMMISSIONERS ERICHSEN, BARONE, CHIEF  
Miller

BANK STATEMENT REVIEW

Commissioner Fraino Alt. Barone

Fire District Staff- job description

Commissioners Barone, Fraino  
Alt. Bragg Chief Miller

**Adjournment-**

**MOTION:** There being no further business, Commissioner Fraino moved to adjourn at 7:45 PM,  
seconded by Commissioner Barone.

VOTE: 3 Yes 0 No 0 Abstain 2 Absent

Motion carried.

Respectfully submitted,

Denise A. Holzberger, District Clerk

Approved BOFC 3/9/2021