

**Highland Fire District**  
**Board of Fire Commissioners**  
Regular Meeting  
November 14, 2023  
7:00 PM – St #1

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Christian Erichsen	(PRESENT)
	Alan Barone	(ABSENT)
	Kevin Rizzo	(PRESENT)
	PJ Roloson	(PRESENT)
Treasurer	James Passikoff	(PRESENT)
District Secretary	Leslie B. Benson	(PRESENT)
Chief	Peter D. 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 October 10, 2023.

Motion: Commissioner PJ Roloson moved to approve regular meeting minutes from October 10, 2023 seconded by Commissioner Chris Erichsen.

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

Motion was carried.

Chairman DiLorenzo asked for approval of the minutes from October 17, 2023, Public Hearing.

Motion: Commissioner Chris Erichsen moved to approve regular meeting minutes from October 17, 2023 Public Hearing seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 1 Abstain (Commissioner Roloson) 1 Absent (Commissioner Barone)

Motion was carried.

Chairman DiLorenzo asked for approval of the minutes from October 17, 2023, Special Meeting.

Motion: Commissioner Kevin Rizzo moved to approve regular meeting minutes from October 17, 2023, Special Meeting seconded by Commissioner Chris Erichsen.

Vote: 3 Yes 0 No 1 Abstain (Commissioner Roloson) 1 Absent (Commissioner Barone)

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, November 13, 2023 with (3) three abstracts totaling \$55,877.02. Bill dates from 10/17/23 – 11/14/23.

Motion: Commissioner PJ Roloson moved to approve payment of the (3) three abstracts of bills totaling \$55,877.02 as of November 14, 2023, seconded by Commissioner Kevin Rizzo.

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

Motion was carried.

### 3. **Correspondence:**

Letter from Lori Passante submitting her resignation & retirement from the custodial position at Station 2 as of 11/24/23. Chairman DiLorenzo spoke with Lori and said they were traveling a lot more and felt it was time to give up the duties at station 2.

Motion: Commissioner Erichsen moved to accept Lori Passante's resignation letter with sadness seconded by PJ Roloson.

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

Motion was carried.

Resignation letter accepted on 11/14/23

Letter received from Highland Water and Sewer District with a reminder notice that the backflow prevention device was due by December 5, 2023.

Garone's revised proposal was received on 10/31/23 for a 3-year contract (2023-2026) – No rate change. Special note, the salt would be available upon request with pricing for each station.

Larry from Accent Insurance called to reschedule their Adult CPR and First Aid Certification Class during February 2024 (heart Month)

**Room Requests:** (All dates are reserved on the calendar until approved by BoFC)

An additional request was received from the American Red Cross for Blood Drive dates for 2024. Requesting: July 19, 2024 & August 16, 2024

Motion: Commissioner PJ Roloson moved to approve these 2 additional dates for the Red Cross blood drives seconded by Commissioner Kevin Rizzo with same parameters.

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

Motion was carried.

Update: Nuvance Health Community needed to reschedule their request for a car seat check Venue at Highland Fire District Headquarters. The date came too quickly, and they are looking to plan a future event with the Highland Fire District in 2024.

### 4. **Committee Reports:**

**Building & Grounds St #1** – Commissioners Barone and Roloson

Work Out Room – Commissioners DiLorenzo and Roloson will revise the plan for the next meeting.

United Air Conditioning – We requested an additional estimate and received a second price for preventative maintenance.

Request for the Town of Lloyd Police quotes for an intercom side entrance...Comm Roloson added the side door in the event of an officer bringing someone in.. added communication.

New request for intercom/video for the front door for Station 1...getting estimates.

Leslie's computer – MCS computer issue – took longer than it should...it was a DELL issue. The loaner was installed by MCS.

Re-key – District offices – concerns there are too many keys  
Proposal for 22 doors was very high..New proposal for 5 doors

Seal Coating Station 1 – Spring 2024 –

**Building & Grounds St #2** – Commissioners Erichsen & Rizzo

Commissioner Erichsen said service provider for Station 2 is on hold.

Commissioner Erichsen added the parking lot busting up, County will look at the bathrooms and if anyone has anything else, please bring it to his attention. Committee: Erichsen & Barone – we need an architect for the proposal for the eligible grant for the handicap bathrooms. He mentioned Pat Ryan is working on funds...

We will come up with a Capital improvement list of what needs to be addressed.

5. **New Membership:** No new applicants
6. **Insurance/Workers Compensation:** Commissioner DiLorenzo said we received the survey for cancer insurance.
7. **Service Awards:** Last month projection for 2024 was \$150,000.
8. **Treasurer Report:**  
Jim advised he emailed the financial report for October 31, 2023 once Leslie's computer was working. There is nothing concerning, still nothing spectacular. Treasurer Passikoff mentioned the 90-day CD renewed on 11/9/23 at a 5.15% rate. Financials were discussed on page 4 of 10.

Chairman DiLorenzo asked for a motion to accept the Treasurer's report dated 9/30/23.

Motion: Commissioner Roloson moved to accept the treasurer's report for October 31, 2023, seconded by Commissioner Erichsen.

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

Motion was carried.

Treasurer Passikoff requested a board resolution for a new bank account for medical benefit payments. Withdrawals are electronic through the general Premier account. This would include copays, prescriptions and Jim will monitor.

Motion: Commissioner Rizzo moved to create a separate checking account with \$2000.00 for medical benefits, seconded by Commissioner Roloson  
 Vote: 4 Yes 0 No 0 Abstain 1 Absent (Commissioner Barone)  
 Motion was carried.

RFP's for Annual 2023 Audit – Jim advised they are due next month. He sent out to 3 different firms.

9. **Public Comments:**

Comment from Katrina Schneider who resides 2 houses from Station #2.

10. **Chief's Report:**

Hose & Pump testing completed with 5" hose needs to be replaced.

Bail Out gear – ordered and coming in. Training in January 2024.

13 sets of gear ordered

4 new tires purchased for 31-35 – State bid through the school district.

Physicals are being completed.

Hazmat on 11/9/23 and a make up on 1/31/24.

Ladder – Premier Fire Apparatus – we need the transmission to be checked by a 3<sup>rd</sup> party. No noise in pump gear but still needs to be checked, something still not right.

Live Burn on 12/9/23 at Ulster County training Center and request to use 31-12, 31-35 and cars.

New suction units for medical calls

New CPR mannequins are being purchased

EPCR – EMT's using when necessary for patient care.

Conversation with Mr. Littman with Flow testing and the ISO rating.

Jake break issue with ladder

Fire Prevention – October – the program was pretty productive with the Elementary School. There was no inside program this year and was well received.

Tires are needed on 31-60 and 31-40...

Hurst on 31-35 & 31-60  
Airbag issue – equipment is aging out.

11/4/23 – Ulster County Fire Police Association meeting  
12/3/23 – CPR recertification at 9am  
12/5/23 – Hose Company Meeting  
12/9/23 – Live burn  
12/10/23 – Hose Company Children’s Christmas Party  
12/11/23 duty night

11. **Old Business:**

**Rules and Regulations for the Workout Room** - Commissioners Roloson & DiLorenzo will review

Highland Fire District Facebook Page - Commissioner Rizzo said we have page posting for recruiting tools. “Like” our page!

12. **New Business:**

Garone contract for Snowplowing for 2023-2026 with revision of contract that salt would be upon request. The town has been good with salting when needed, move forward with 3-year contract.

Motion: Commissioner Rizzo moved to approve Garone’s 3-year contract 2023-2026 with no price changes seconded by Commissioner Erichsen.

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

Motion was carried.

Preventative Maintenance on St #1/Town of Lloyd Police received proposals from DayCo Mechanical \$8800 and United Air Conditioning totaling \$7362.00 includes two (2) times year with United Air Conditioning as low bidder

Motion: Commissioner Rizzo moved to approved United Air Conditioning for St #1 including the Town of Lloyd Police Department for \$7362.00 seconded by Commissioner Roloson

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

Motion was carried.

Preventative Maintenance on Station #2 – heating/propane – As per Commissioner Erichsen - holding up on this.

Commissioner DiLorenzo – With the acceptance of Lori Passante’s retirement and resignation – Commissioner DiLorenzo inquired with Christine LaForge who does custodial duties at the college, and she is interested in the duties at Station #2. Approximately \$50 per week and starting on 11/27/23.

Motion: Commissioner Rizzo moved to approve Christine LaForge as Station #2 custodian seconded by Commissioner Roloson

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

Motion was carried.

Ambulance Bay – We will be following closely before Empress exits.

Intercom – Side Entrance - working on second price from A&R

Commissioner Meeting on Thursday, 11/16/23 in Marlboro. Highland Fire District will host on 3/21/24.

BE IT RESOLVED that the Board of Fire Commissioners of the Highland Fire District, Town of Lloyd, Highland, NY as nominated by Assemblymember Jacobson, hereby accepts the generous donation for Personal Protective Gear for the total value of \$23,000.00.

ROLL CALL BY VOTE:

Commissioner DiLorenzo	YES
Commissioner Erichsen	YES
Commissioner Barone	ABSENT
Commissioner Rizzo	YES
Commissioner Roloson	YES

Dated: 11/14/23

13. **Executive Session:** Commissioner Roloson moved to go into Executive Session with the Board, Treasurer and Chief at 8:00PM 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 Rizzo.

Meeting returned to general session at 8:20 PM. It was discussed that the new ambulance contract rate will be \$1300.00 per month – a 1-year contract running concurrently with the Town of Lloyd. Contract will be sent to Scott Dow for review and vote on 12/12/23.

Live burn on 12/9/23 at Ulster County Training Center authorizing 31-12, 31-35 and cars to attend.

Motion: Commissioner Roloson moved to approve trucks 31-12, 31-35 and cars to attend live burn on 12/9/23 seconded by Commissioner Rizzo

Vote: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried.

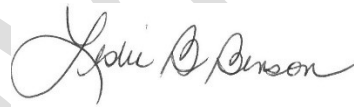
Siren at Station #2 - The siren was discussed, and the commissioners will get more information. We will hold off until we have more information.

14. Adjournment: : Meeting was adjourned at 8:30PM

Vote: 4 Yes 0 No 0 Abstain 1 Absent

Motion was carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leslie B. Benson".

Leslie B. Benson, District Secretary

**APPROVED BOFC 12/12/23**