

Regular Meeting  
**September 8, 2020**  
 7 PM St 1

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Benjamin Bragg	(PRESENT)
	Christian Erichsen	(ABSENT)
	John Fraino	(PRESENT)
	Alan Barone	(PRESENT)
Secretary/Treasurer	James Passikoff	(PRESENT)
District Clerk	Denise A. Holzberger	(PRESENT)
Chief	Peter Miller	(PRESENT)
Highland Hose Co.#1	Secretary Steve Lee	(PRESENT)
Highland Hose Co. #1	President Jim Balint	(PRESENT)

Chairman DiLorenzo called the meeting to order, led the salute to the flag and called for a moment of silence in memory of fallen firefighters

**1. Approval of Minutes- August 11, 2020 and August 19,2020**

Chairman DiLorenzo asked for a motion to approve the minutes of the August 11, 2020 meeting and August 19, 2020 Special meeting.

August 11, 2020 meeting minutes tabled until next meeting.

**MOTION:** Commissioner John Fraino moved to approve the minutes of the August 19, 2020 Special Meeting, seconded by Commissioner Alan Barone.

When the Board was polled the vote was as follows:

Commissioner John Fraino Yes  
 Commissioner Alan Barone Yes  
 Commissioner Steve DiLorenzo Yes  
 Commissioner Ben Bragg Abstain  
 Commissioner Erichsen Absent  
 Motion carried unan.

**2. Authorization to Pay Bills**

Chairman DiLorenzo asked for a motion to pay the bills as reviewed on September 7, 2020 by Commissioners DiLorenzo and Barone, and Chief Miller.

**MOTION:** Commissioner Alan Barone moved to approve the abstract of bills in the amount \$35390.10, seconded by Commissioner John Fraino.

VOTE: 4 Yes 0 No 0 Abstain 1 Absent

Motion carried unan.

This abstract included the hydrant rental in the amount of \$12,650. Commissioner Bragg asked if the hydrants that needed repair were repaired. Chief Miller stated they were okay.

3. **Correspondence-** the following correspondence was received:  
Ready Refresh- price increase and invoices to be emailed.  
County Waste- \$10 per month for paper recycling bin

Room Requests-

December 19, 2020 9 AM to 12 PM for a birthday party requested by Alan Barone

**MOTION:** Commissioner John Fraino moved to approve the request for use of the community On December 19, 2020 by Alan Barone, seconded by Commissioner Ben Bragg.

VOTE: 3 Yes 0 No 1 Abstain 1 Absent

Motion carried.

4. **New Membership**-none

5. **Committee Reports: Buildings and Grounds**  
**Station 1- Commissioners Bragg and Barone**

Roof leak-Chairman Dilozenzo reported that there was a small leak in the ceiling right in front of the uniform closet; Phil Bruno of Hallenback and Dailey was contacted, and it has been repaired.

Fire Alarm System- Gerard & Associates will be coming to review the layout for the fire alarm system and he will draw up specifications. A Fob entrance system will also be spec'd out. Set to come out on 9/17/2020.

**Station 2- Commissioners Erichsen and Fraino**

No issues. Commissioner Erichsen to look into Well pump.

Commissioner Bragg asked is there still interest in the concrete for the BBQ. Assistant Chief Anzalone stated not at this time as with COVID we are not holding any BBQ's.

## **6. New Apparatus**

Pumpers- The specs and contract dated 9/2/2020 for two 2021 E-One Cyclone II Custom Pumpers with 1750 GPM pumps are priced at \$662,200. Commissioner Barone noted that the original price was \$1,340,000 and has dropped to \$1,324,400. Pre-construction date is the date we meet to review specifications and that is the date that the clock starts ticking, which is no later than 30 days after the execution of the purchase agreement. A penalty clause has been added to item #4 (delivery). A resolution is needed for piggybacking and for purchase.

## **7. Insurance/Workers Compensation**

Chief Miller reported that a firefighter lost a hearing aid at the Gunk Haus fire; claim has been sent off to Linda Flanagan (VFIS).

## **8. Physical Fitness**- nothing to report; gym has just opened up.

## **9. Service Award** - August 2020. activity is pending posting.

COVID-19 Legislation- Chairman DiLorenzo spoke with ED Holohan from Penflex.

Items to note:

Every active member will receive 5 points per month

We must determine the start date of Covid-19

We must determine when we began to resume our normal activities

Member must still meet call requirement

Member must meet meeting criteria

Points will be pro-rated

Training start date

We have compiled the COVID -19 policies and restrictions.

## **10. UCFDA**- next meeting September 17, 2020 West Hurley

## **11. Treasurer's Report**

Treasurer Passikoff reviewed the August 2020 Treasure's Report. He noted that the interest payment for the Police Bond was made by 9/1/2020 ; we have one more payment due March 2021.It was noted that the report does not reflect August 2020's interest as statements were not in yet. Everything is in good shape.

**MOTION:** Commissioner Ben Bragg moved to accept the august 2020 Treasurer's Report  
As submitted by the Treasurer, seconded by Commissioner Alan Barone.

VOTE: 4 YES 0 No 0 Abstain 1 Absent

Motion carried.

**12. Public Comment-**

HHCo#1 President Jim Balint reported that we will be holding a 9/11 Ceremony; there will be two singers, 2 buglers and under 50 people.

The Hose Company Christmas Party is scheduled for 12/12 and the Kids Christmas Party is scheduled for December 13, 2020.

**13. Chief's Report**

Chief Miller reported the following:

Auto Extrication- planned. We are having trouble getting cars.

Live Fire- Oct 1, 2020 at Dutchess County

Awards- October 6, 2020 HHCo.1 meeting night. Members only

HAZMAT- November 5, 2020 (No Food)

**14. OLD Business**

New copier- obtained a quote from xerox and Bell Copiers; Commissioners DiLorenzo and Fraino to review.

**15. 2021 proposed Budget**

2021 Proposed Budget will have a Tax levy of \$1,167,187. This is \$23,523 less than last year.

It is a decrease of 2.02% and the rate per \$1000 is .03 reduction from last year.

October 20, 2020 is the Public Hearing at 7 PM.

Treasurer Passikoff to deliver 2021 Proposed Budget to Town of Lloyd.

**16. New Business-**

**Resolution adopting the use of "piggybacking" to purchase Two Pumper**

A meeting of the Fire District Board of Fire Commissioners, was held on September 8, 2020 at 7:00 o'clock P.M.

There were present:

Chairman Stephen DiLorenzo

Commissioner Alan Barone

Commissioner John Fraino

Commissioner Benjamin A. Bragg

Secretary/ Treasurer James Passikoff

Absent: Commissioner Christian Erichsen

Commissioner Alan Barone offered the following resolution and moved its adoption:

WHEREAS, as an alternative to soliciting competition on its own or through cooperative purchasing arrangements, the Highland Fire District may “piggyback” on contracts that have been extended to local governments by certain other governments. Use of these contracts constitutes an exception to the competitive bidding and offering requirements of the law and include county contracts, state contracts and federal contracts, contracts from agencies for the blind or severely handicapped and articles manufactured in correctional institutions and.

WHEREAS, in addition, the Highland Fire District may purchase apparatus and equipment, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein provided the fire district complies as follows:

1) The fire district must document that the apparatus and equipment purchase was made through the use of contracts, let by the United States or any agency thereof, any state, or any other political subdivision or district therein, and

2) The contracts must be let in a manner that constitutes competitive bidding “consistent with New York State Law” which means there must be

- a. Public solicitation of bids, and
- b. Submission of sealed bids or analogous procedures to secure and preserve the integrity of the process and confidentiality of the bids submitted, and
- c. Preparation of bid specifications, or similar document that provides a common standard for bidders to compete fairly, and

d. Award to the lowest responsible bidder who materially or substantially meets the bid specification and is determined to be a responsible bidder or award on the basis of best value, and

3) The contracts must be made available for use by other governmental entities, and

4) The acquisition should demonstrate a reduction in administrative and product cost and increase sufficiency. Furthermore, the Board has performed a cost benefit analysis before utilizing this purchase exception, and

5) The Board of Fire Commissioners is to have reviewed each proposed procurement to determine whether the procurement falls within the exception, and

6) There is careful review of the contract before the purchase is made, and

7) Any payment to the contract vendor would be subject to standard procedures for claims, processing, including audit of claims and procedures, and

8) The Board has maintained appropriate documentation to allow for a thorough review of the decision to use this exception to competitive bidding by local government officials, external auditors, and taxpayers, and therefore, be it

RESOLVED, the Highland Fire District will purchase Two (2) Fire Engine Apparatus and equipment, and in the amount of as more particularly described on attached bid quote, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein provided the fire district, specifically through Sourcewell and has and will comply with all requirements pursuant to New York State Law and subject to the appropriation of funds pursuant to New York State General Municipal Law

The adoption of the foregoing resolution was seconded by Commissioner Benjamin Bragg and duly put to a vote on roll call which resulted as follows:

AYES: Commissioner Alan Barone  
Commissioner Benjamin Bragg  
Commissioner Stephen DiLorenzo  
Commissioner John Fraino

NOES: None

ABSENT: Commissioner Christian Erichsen

The resolution adopted 8<sup>h</sup> day of September 2020 by the Board of Fire Commissioners of the Highland Fire District, Town of Lloyd, County of Ulster, State of New York.

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James Passikoff, SECRETARY  
HIGHLAND FIRE DISTRICT

**Resolution to authorize purchase of Two E-One Cyclone II Custom Pumpers**

**MOTION:** Commissioner Benjamin Bragg moved to authorize the purchase of two E-One 2021 Cyclone II Custom Pumpers with 1750 GPM and 780-gallon capacity water tank at a cost of \$662,000.00 each, total of \$1,324,400 .00 for two, from Premier Fire Apparatus. This purchase yields a savings of \$98000. Seconded by Commissioner Alan Barone.

When the Board was polled the vote was as follows:

Commissioner Alan Barone	Aye
Commissioner Benjamin Bragg	Aye
Commissioner Stephen DiLorenzo	Aye
Commissioner John Fraino	Aye
Commissioner Christian Erichsen	Absent

The motion was carried.

HHCO.#1 - Chairman DiLorenzo asked if we could give the Hose Company the \$2500 that We normally would contribute to the Installation Dinner. Commissioner Fraino stated that If there was not a dinner we cannot contribute. Chief Miller stated that awards will be given out at a company meeting instead; with refreshments. The Board could contribute the funds for that instead.

**Resolution to Adopt the Retention and Disposition Schedule for New York Local Government Records (LGS-1)**

Commissioner Benjamin Bragg offered the following resolution and its adoption:

**RESOLVED**, By the Board of Fire Commissioners of the Highland Fire District that the Retention and Disposition Schedule for New York Local Governments Records (LGS-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further RESOLVED, that in accordance with Article 57-A:

(a) Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1) , after they have met the Minimum retention periods described therein.

(b) Only those record will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

The resolution was seconded by Commissioner John Fraino.

When the Board was polled the vote was as follows:

Commissioner Alan Barone	Aye
Commissioner Ben Bragg	Aye
Commissioner Stephen DiLorenzo	Aye
Commissioner John Fraino	Aye
Commissioner Christian Erichsen	ABSENT

The motion was carried.



**17. EXECUTIVE SESSION**

**MOTION:** Commissioner Benjamin Bragg moved to go to executive session at 8:41 PM to discuss

Contracts relating to rental space, seconded by Commissioner Alan Barone.

VOTE: 4 Yes 0 NO 0 Abstain 1 Absent

The motion was carried.

**18. Return to regular session and Adjournment**

**MOTION:** Commissioner Alan Barone moved to return to the regular session of the meeting at 9:05 PM and there being no further business, moved to adjourn at 9:06 PM

VOTE: 4 Yes 0 NO 0 Abstain 1 Absent

The motion was carried.

Respectfully submitted,  
Denise A. Holzberger, District Clerk