

Highland Fire District
Organizational Meeting
January 2, 2020
7 pm St 1

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

Oath of Office- At 7:02 PM, Town of Lloyd Judge Terry Elia administered the Oath of Office to Commissioner Chris Erichsen.

Commissioner DiLorenzo welcomed everyone and review the events and activities of 2019.

Election of Chairman for 2020-

Treasurer Passikoff asked for nominations for Chairman for 2020.

Commissioner Alan Barone nominated Steve DiLorenzo. Commissioner Ben Bragg seconded.

VOTE: 5 Aye 0 No 0 Abstain 0 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 December 18, 2019 and affidavit of publication was received,

2019 Annual Election Results:

For the office of Commissioner : A total of 55 vote were cast for Christian Erichsen

For the Proposition Amending Service Award Program: A total of 55 votes were cast:
53 YES 2 NO The proposition passed.

Results were delivered to the Town Clerk at the Town of Lloyd on 12/12/19.

Chairman DiLorenzo stated that the purpose of this meeting is the re-organization o 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 Chris Erichsen 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 Ben Bragg.

VOTE: 5 Aye 0 No 0 Abstain 0 Absent.

Motion carried unan.

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

MOTION: Commissioner Chris Erichsen moved to appoint James Passikoff as Secretary-Treasurer, seconded by Commissioner John Fraino.

VOTE: 5 Aye 0 No 0 Abstain 0 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: 5 Aye 0 No 0 Abstain 0 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 Bragg 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: 5 Aye 0 No 0 Abstain 0 Absent.

Motion carried unan.

Official Meeting Schedule for 2020

MOTION: Commissioner John Fraino moved to approve the following meeting schedule for 2020: Wednesday Jan 15 Wednesday Feb 12 Monday March 2

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

April 14 May 12 June 9 July 14 August 11 September 8 October 13

November 10 December 8

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: 5 Aye 0 No 0 Abstain 0 Absent.

Motion carried unan.

Appointment of Custodians for Station 1 and 2

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

VOTE: 5 Aye 0 No 0 Abstain 0 Absent.

Motion carried unan.

Apparatus and Vehicle Repairs Vendors-

Motion: Commissioner Alan Barone 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 Ben Bragg

VOTE: 4 Aye 0 No 1 Abstain 0 Absent. Commissioner Chris Erichsen abstained

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 2020, and that the Length of Service Award Investment Policy is retained for 2020, seconded by Commissioner Chris Erichsen.

VOTE: 5 Yes 0 No 0 Abstain 0 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 we should look at increasing it. Chairman DiLorenzo to contact our agent.

MOTION: Commissioner John Fraino moved to stay at current limit of \$1.4 million for surety bond, and investigate costs for increasing limit, seconded by commissioner Ben Bragg.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Committee Appointments

Chairman DiLorenzo reviewed the committees with Board. (See Attached).

Add Liaison to Town of Lloyd Town Board-Commissioners Fraino, Barone, Chief Miller Alternate: Commissioner Bragg

Fire District Election- Commissioners Erichsen and Barone

Review of Bank Statements- Commissioner Fraino Alternate Commissioner Barone

Fire District Staff Job Description- Commissioners Barone, Fraino Chief Miller Alternate Commissioner Bragg

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

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

2020 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 CHIEF Miller
BUILDING & GROUNDS (STATION #1)	COMMISSIONER BRAGG & Barone
BUILDING & GROUNDS (STATION #2)	COMMISSIONER FRAINO & ERICHSEN
NEW APPARATUS REPLACEMENT PROGRAM	COMM.BARONE, DILORENZO, ERICHSEN & CHIEF Miller
INSURANCE & WORKMAN'S COMPENSATION	COMMISSIONERS BARONE& FRAINO
WORKPLACE CONFIDENTIAL CONTACT	COMMISSIONER DILORENZO, (FRAINO-ALT) Chief Miller, Asst. Chief Gaffney
LIAISON TO TOWN OF LLOYD (ALL DEPTS.)	COMMISSIONER Fraino, Bragg and Barone, Chief Miller
INVENTORY MAINTENANCE	COMMISSIONERS FRAINO & DILORENZO
BILL REVIEW COMMITTEE	COMMISSIONERS FRAINO & BARONE
RECORDS MANAGEMENT OFFICER	Secretary/Treasurer Passikoff
HOSE COMPANY LIAISON	COMMISSIONER BARONE & DILORENZO

Committee Appointments continued----

FIRE DISTRICT ELECTIONS	COMMISSIONERS Erichsen & Barone District Clerk and Mary Darcy
FIRE DISTRICT REPRESENTATIVES TO NYSFDA AND UCFDA	COMMISSIONERS DILORENZO, BRAGG, ERICHSEN
RULES AND REGULATIONS	COMM. FRAINO, BRAGG, CHIEF & HHC PRESIDENT
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

Executive Session-

MOTION: At 7:42 PM, Commissioner Bragg moved to go to executive session to discuss the Police Station lease, seconded by Commissioner Barone.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Return to Regular Session:

MOTION: At 8:20 PM , Commissioner Bragg moved to return to the regular session of the meeting, seconded by Commissioner Barone.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Miscellaneous Items

Hydrant at HVNC- there was discussion regarding needed repair.

Bank Statements- Commissioner Fraino stated when reviewing the bank statements, he found a check over \$3000 that only had one signature on it; it was for St. 2's refrigerator.

Tax Bill- Treasurer Passikoff to investigate/research.

Bill review – January 14 2020 (Tuesday)

Bay floor Maintenance- obtain estimate to polish, re-stripe.

Adjournment-

MOTION: there being no further business, Commissioner Fraino moved to adjourn at 8:45 PM, seconded by Commissioner Barone.

VOTE: 5 Yes 0 No 0 Abstain 0 Absent

Motion carried.

Respectfully submitted,

Steven Lee

Transcribed by.

Denise A. Holzberger, District clerk