

Regular Meeting

October 11, 2022

7:00 PM

Commissioners:	Stephen DiLorenzo	(PRESENT)
	Christian Erichsen	(ABSENT)
	Kevin Rizzo	(PRESENT)
	Alan Barone	(ABSENT)
	Phil Roloson	(PRESENT)
Secretary/Treasurer	James Passikoff	(PRESENT)
District Clerk	Denise A. Holzberger	(PRESENT)
Chief	Peter Miller	(PRESENT)

Chairman DiLorenzo called the meeting to order, lead the salute to the flag, and called for a moment of silence for all fallen firefighters.

**1. Approval of Minutes:**

Chairman DiLorenzo asked for approval of the minutes of the September 14, 2022 regular meeting and September 20, 2022 Special meeting.

**MOTION:** Commissioner Phil Roloson moved to approve the minutes of the 9/14/2022 regular meeting, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

**MOTION:** Commissioner Phil Roloson moved to approve the minutes of the 9/20/2022 Special meeting, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

**2. Authorization to Pay bills-**

Chairman DiLorenzo asked for approval to pay the bills as reviewed by Commissioners DiLorenzo and Barone and Chief Miller on Monday, October 10, 2022, totaling \$21,465.01.

**MOTION:** Commissioner Kevin Rizzo moved to approve payment of the abstract of bills totaling \$21465.01, seconded by Commissioner Phil Roloson.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

### 3. Correspondence-

#### Certificate of Liability-Main Care

Marshall & Sterling- information regarding Cancer Insurance. Chairman DiLorenzo stated that Fit Tests are key to determining eligibility. The insurance has been in effect for three years now with significant payouts. Claim forms have been streamlined. Chairman DiLorenzo stated that he attended the seminar at Glasco offered by VFIS.

#### Fire Alarm Inspection Report-received for St. 2

#### Room Use Requests-

**Wednesday October 26, 2022** UCVFPA committee meeting for November Seminar  
Requested by Mike DePaola 6PM to 8 PM

**MOTION:** Commissioner Phil Roloson moved to approve the request for use of the meeting room for an Ulster County Volunteer Fire Police Association committee meeting on Wednesday October 26, 2022, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

**Wednesday. Nov 9, 2022 8am-3 Pm** Traffic Safety Training ( Town of Lloyd Highway Dept. )  
requested by Eugene Roosa (30 persons.)

**MOTION:** Commissioner Phil Roloson moved to approve the request for use of the community room for Traffic Safety Training for the Town of Lloyd Highway Department requested by Eugene Roosa on Wednesday November 9, 2022, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

**February 21, 2023** 7Pm to 11 Pm UCVFA meeting as requested by Steve DiLorenzo

**MOTION:** Commissioner Phil Roloson moved to approve the request for use of the community room for the UCVFA meeting on February 21, 2023 as requested by Steve Dilorenzo, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

#### 4. Committee Reports:

##### **Building and Grounds St.1- Commissioner Barone and Roloson**

**Day Automation-** purchase order sent

**Sealcoating-**holding on sealcoating for St 1 due to weather cooling off. Station 2 is being done.

**Painting of light poles and doors-**light poles and exterior doors done.

**Meeting Room** – painting in process.

**Police Station Door-** working okay but having Bragg's Electrical look at it.

**IT Cage-** almost complete

**Ladies Auxiliary Storage-** Ladies are pleased with the additional storage space.

##### **Buildings and Grounds St 2-Commissioners Erichsen and Rizzo**

**Sealcoating-** to be done

**Apron Repair-** Commissioner Rizzo reported that we will wait until Spring 2023 for concrete

**Fire Alarm Inspection Report – 9/22/2022**

**Day Automation-**will be meeting with Field Engineer and Dennis Bragg. Equipment is on order  
Will take approximately 4 months.

##### **IT Committee-**

**New Email for District Clerk-** create new one for future : [d.clerk@highlandfiredistrict.org](mailto:d.clerk@highlandfiredistrict.org)

**IT Upgrade-** new switch, new APC back up

Commissioner Roloson requested contact number for Jen at Day Automation, and he will take the lead regarding ordering the rack.

**5 . New Apparatus-** nothing to report

**6. Insurance/Workers Compensation-**

NYSIF- Premium Audit completed, pending final report

**7. Ulster County Vol. Fire District Association- Commissioner DiLorenzo**

Thursday 11/17/2022 at Ulster 5

**8. Service Awards 2022 Activity posted October 2022**

**Firefly Engagement Letter-** sent to T. Hill. Billing will now be twice per year

**9. Treasurer Report September 2022**

Treasurer Passikoff reported we had a light month for bills and there is nothing out of the ordinary.

**2023 Budget Hearing Wednesday October 19, 2022 7 Pm** - After the Public Hearing a Special meeting will be held. Chairman DiLorenzo stated he would like to have a full Board present.

**10. Public Comment-**

Jim Balint, President of the Highland Hose Co. #1, stated there is a need for additional storage.

**11. Chief's Report-**

**31-12- to Premier 10/15/22 for Open House.**

**MOTION:** Commissioner Phil Roloson moved to authorize 31-45 to Premier for the Open House on 10/15/22, seconded by Commissioner Kevin Rizzo.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

Chief's Report continued-

**31-45- to Phase 2 10/18/22**

**31-80- Cedar Grove 10/18/22**

**31- A Back up Camera**

**31-80 air bag pending**

**New membership**-currently have two going through Orientation.

**Firefighter 1 Class**- is definite, however we do not have dates yet.

**Incident Safety class**- here.

**MHB**- setting up a meeting with Daniele Maas regarding Emergency Services on the Bridge approach.

**12. Old Business-**

**Normann Staffing**- Candidates sent to us for interview.

**13. New Business-**

**2022 Annual Election December 13, 2022 5 Pm to 9 PM**

**Letter requesting List of registered voters from Ulster County Board of Elections to be sent.**

**Candidates for the office of commissioner must File petitions by November 23, 2022**

**Resolution needed for Board of Elections personnel**

At a regular meeting of the Board of Fire Commissioners of the Highland Fire District, held at the Fire District Headquarters, 25 Milton Avenue, Highland, New York on the 11th day of October, 2022 in the Town of Lloyd, at 7:00 o'clock, p.m.

**PRESENT:**

**Commissioners Stephen DiLorenzo**

**Kevin Rizzo**

**Phil Roloson**

**Absent:**

**Chris Erichsen**

**Alan Barone**

The following resolution was moved by Commissioner Kevin Rizzo and Seconded by Commissioner Phil Roloson:

WHEREAS Section 175-a of the Town Law provides for a system of registration for Fire District elections; and

WHEREAS a register of eligible Fire District voters must be prepared prior to the Fire District election; and

WHEREAS such register shall be prepared from names of persons who have registered with the County Board of Elections.

**RESOLUTION TO APPOINT ELECTION OF OFFICIALS**

NOW, THEREFORE, BE IT RESOLVED that the following resident electors of the Highland Fire District are hereby appointed to constitute the Highland Fire District Board of Elections for the 2022 Annual Fire District election:

- |                     |   |                    |
|---------------------|---|--------------------|
| Mary Darcy          | - | Chairman           |
| Amy Dunham          | - | Election Inspector |
| Candace Benson      | - | Election Inspector |
| Theresa Gentilquore | - | Election Inspector |
| Karen Martin        | - | Ballot Clerk       |
| Lisa Lee            |   | Ballot Clerk       |
| Carrington Knauer   |   | Ballot Clerk       |

The Vote: 3- Yes, 0 - No, 0- Abstain, 2 - Absent --- Resolution Adopted

**RESOLUTION OF THE HIGHLAND FIRE DISTRICT, IN THE TOWN OF LLOYD, NEW YORK, ADOPTED OCTOBER 11, 2022 DESIGNATING THE DATE OF ANNUAL ELECTION, DIRECTING PUBLICATION OF NOTICES, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH:**

The following was moved by Commissioner Kevin Rizzo and Seconded by Commissioner Phil Roloson:

RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF THE HIGHLAND FIRE DISTRICT, IN THE TOWN OF LLOYD, IN THE COUNTY OF ULSTER, NEW YORK, AS FOLLOWS:

**SECTION 1.** The Annual Election of the Highland Fire District, in the Town of Lloyd, in the County of Ulster, New York (herein called "Fire District") shall be held at Fire District Headquarters in the Hamlet of Highland, Town of Lloyd, Highland, New York in said Fire District, on December 13, 2022, at 5:00 p.m. (Eastern Standard Time) and the polls shall remain open until 9:00 p.m. (Eastern Standard Time) or as much long as may be necessary to enable voters then present to cast their votes. At said annual election, one Fire District Commissioner for a term of five (5) years, commencing on the 1st day of January 2023, will be elected and one Fire District Commissioner for a term of three years will be elected, commencing on the 1st day of January 2023. All duly registered residents of the Highland Fire District shall be eligible to vote. The Secretary is directed to publish notices as required by law.

**SECTION 2.** In preparing such register, the inspectors of election shall comply with the following procedure:

(a) They shall adopt, use, or copy from, the registration list certified and supplied by the Ulster County Board of Elections the names appearing thereon of all persons residing in the Fire District and qualified to vote in such forthcoming Annual Election.

(b) The register for the Fire District shall include as a minimum the space for the name of the voter, his address within the Fire District and a space for his or her signature to be signed by the voter on election day.

**SECTION 3** The Fire District Secretary Shall furnish the inspectors of election, at Fire District expense, with all necessary registration books, papers, equipment, and supplies.

**SECTION 4.** This resolution was adopted at least thirty (30) days prior to the Election.

**SECTION 5.** The Fire District Secretary is hereby authorized and directed to publish a legal notice informing the resident electors of the meeting of the Board of Elections once at least twenty-seven (27) days prior to the Election in the "New Paltz Times" and the "Southern Ulster Times", newspapers published for Highland, Ulster County, New York, and having a general circulation within the District and hereby designated as the official newspapers for such publication.

**SECTION 6.** The Chairman, Election Inspectors and Ballot Clerks are to be compensated for their services in preparing the registration records and attendance at the annual election.

**SECTION 7.** In Case any of the members appointed herein are unable or refuse to assume or perform the duties required of them, this Board of Fire Commissioners will appoint alternates who are resident electors.

**SECTION 8.** If clerical help is deemed necessary, this Board of Fire Commissioners will consider the appointment of such clerical persons upon request of the Chairman of the Fire District Board of Elections.

**SECTION 9.** This resolution shall take effect immediately.

The Vote: 3- Yes, 0 - No, 0 - Abstain, 2 - Absent --- Resolution Adopted

**14. Executive Session- Administrative position**

**MOTION:** At 8 PM, Commissioner Kevin Rizzo moved to go to executive session for purpose of discussing 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, seconded by Commissioner Phil Roloson.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

**15. Return to regular session and Adjournment -**

**MOTION:** At 8:20 Pm, Commissioner Kevin Rizzo moved to return to the regular session and there being no further business, moved to adjourn, seconded by Commissioner Phil Roloson.

Vote: 3 Yes 0 No 0 Abstain 2 Absent

Motion was carried unan.

Respectfully Submitted,

Denise Holzberger, District Clerk

APPROVED BOFC MTG 11/8/2022

APPROVED