HIGHLAND FIRE DISTRICT
Board of Fire Commissioners
SPECIAL Capital Project Meeting
May 26, 2026 @ 6:00PM at St #1

Commissioners:	Kevin Rizzo	(PRESENT)
	James Anzalone, Jr.	(PRESENT)
	Alan Barone	(PRESENT)
	Charly Long	(PRESENT)
	Gina Hansut	(PRESENT) arrived 6:40PM
District Secretary	Leslie B. Benson	(PRESENT)
District Treasurer	Fred DeMaio	(ABSENT)
Chief	Jeffrey DiMetro	(PRESENT)

Chairman Rizzo called the special meeting to order at 6:00PM, led the salute to the flag, and asked for a moment of silence.

Tonight we will start with new business:
General Municipal Law Section 209-I (1-b), when there is no jurisdictional officer in command present

Commissioner Rizzo described this GML as providing insurance coverage for our firefighters in the event they happen to come across an emergency and between the incident and the fire department's showing up – insurance goes to home district.
If our firefighter is out of the district and renders help, they will be covered until their help is accepted by the home fire department. If offer of assistance is not accepted, then the volunteer firefighter of the highland fire district must cease providing any additional service at the scene of the emergency.

The resolution of the Highland Fire District:

> It is the intent of this Resolution to make available the coverage provided by General Municipal Law Section 209-I (1-b).
>
> Whenever a volunteer firefighter of the Highland Fire District provides services under General Municipal Law Section 209-I when there is no jurisdictional officer in command present, such volunteer firefighter shall be entitled to coverage under the VFBL coverage provided by the Highland Fire District for the provision of such services. Upon arrival of a jurisdictional officer in command, such volunteer firefighter shall report to such officer and offer his/her services to assist such fire company or fire department. If such offer of assistance is not accepted, then the volunteer firefighter of the Highland Fire District must immediately cease providing any additional service at the scene of the emergency.
>
> Furthermore, in the event a volunteer firefighter of the Highland Fire District encounters an emergency scene requiring sudden action, within their home area with no tone out, or prior to being toned out, such volunteer firefighter shall be deemed in the line of duty and shall be entitled to coverage under the VFBL coverage provided by the Highland Fire District for the provision of such services.

APPROVED

THIS RESOLUTION shall become effective May 26, 2026, and, shall remain in effect thereafter.

Whereas the matter was put to a vote, the results being:

Commissioner Kevin Rizzo	Aye / Nay / Absent
Commissioner James Anzalone, Jr.	Aye/ Nay / Absent
Commissioner Alan Barone	Aye/ Nay / Absent
Commissioner Charly Long	Aye/ Nay / Absent
Commissioner Gina Hansut	Aye/ Nay / Absent

Adopted by the Board of Fire Commissioners on May 26, 2026

Leslie Benson, Secretary

Cell Phone reimbursement: Commissioner Rizzo would like to table this until next month. We would like to revise this policy.

Purchase of Chromebook for Assistant Chief: Assistant Chief Peura is taking a course out of the district and needs a device. A chromebook with microsoft office was requested for training purposes…

Motion: Commissioner Anzalone moved to approve up to $350.00 for a Chromebook, seconded by Commissioner Long

Vote: 4 Yes 0 No 0 Abstain 1 Absent (Commissioner Hansut)
Motion was carried.
Assistant Chief Peura will go to Best Buy to make the purchase.

Apparatus Maintenance:
Chief DiMetro advised the board that Assistant Chief Schaeffer is handling apparatus maintenance. The chief's office is having a difficult time locking down Erichsen's or having service done in a timely manner. He spoke with Erichsen's about our concerns. Chief DiMetro suggested scheduling two times a month; schedule them and stack repairs unless there is an emergency. Commissioner Anzalone will discuss this and we will go from there.

ICE MACHINE – Commissioner Barone expressed his concerns regarding the approval of the ice machine at our previous meeting and the fiduciary responsibility. He was concerned we did not do our due diligence and vetting. He asked about an installation cost as we approved the highest bid. He would like to hold on the installation due to the location choice with possible contaminants and putting members at risk.

Motion: Commissioner Barone moved to hold off on installing the ice machine, seconded by Commissioner Long

Vote: 2 Yes 2 No 0 Abstain 1 Absent (Commissioner Hansut)
Original motion stands.

Commissioner Rizzo followed up with the request was under new business, (3) proposals came in and we felt we would have better service with the local company that we have done business with. Entire vote present, no more vetting. The procurement policy was followed and vetting was covered. The location was properly vetted, Mike Schaeffer will be installing the ice maker, location in apparatus bay. This purchase was brought up that night.

Tonight, we will be discussing the Capital Improvement Project for Station #2 with Architect Peter Cirillo.

Peter Cirillo emailed the drawings, and we met about a month ago discussing the 2 options.
Scheme #1 – New entry, bathrooms, kitchen, storage, a social side to the new apparatus bay – approximately 5405 square feet.

Scheme #2 – A larger addition, moving from 5650 square feet to 9005 square feet. Proposing 4 new bays, extending drive through bays, radio room and PPE gear room, moving fuel shed out of the way, septic system needs to be moved. The shed area is in the 500-year flood plan for wetlands. In January 2027, wetland laws are changing, we will need to check with the DEC and get the wetlands delineated on the map. We may have a 100-foot buffer. Thinking of future proofing with an office or living quarters? The roof is tricky right now, encroaching on a drive through. Is vertical an option with a second story? With offices you will need an elevator for NYS code and to follow ADA. Ideas, configure for tomorrow with the probability we will need living quarters in the next 5 years. Shift bays towards the gas pumps? Discussion was 4 bays are needed.

The best choice for the future is scheme 2, A preliminary price per square feet was mentioned but pricing is going up and will be higher by the time we build.

Location of the septic needs to be added to site plan and we need to discuss the septic design, maybe a raised septic.

Peter will wait on borings and we will do elevation next go around.

A revised Scheme #2 – add drive through bays, add living quarters with showers. Peter suggested a Decon room with a walk-in shower from outside – stand alone. We will need more discussion on this, add more square footage – possibly unfinished space, the storage space can become living quarters. The septic needs to be redone. Add living quarter dimensions 10 x 10. We will work on a tax map with wetlands.
We will plan another meeting at the end of June.

<u>Adjournment</u>:
MOTION: Commissioner Anzalone moved to adjourn at 7:08PM seconded by Commissioner Long.
Vote: 5 Yes 0 No 0 Abstain 0 Absent
Motion was carried.

Respectfully Submitted

Leslie B. Benson, District Secretary

APPROVED BOFC 6/9/2026

APPROVED