

March 1, 2018 Meeting of the Board of Fire Commissioners

District #3 in the Township of Hanover

County of Morris, Cedar Knolls, New Jersey

The meeting was called to order at 7:00 p.m. on March 1, 2018 in accordance with the Public Meeting Act of 1975, Chapter 231.

ATTENDANCE: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Maria Florio and Tom Quirk were present.

Chief DiGiorgio, Administrator Schultz, Lieutenant Belott, Lieutenant McGuinness, FF Ujfalussy, FF Gilson and Mr. Stephen Trimboli, Esq. were also in attendance.

PUBLIC PARTICIPATION: None.

EXECUTIVE SESSION: Commissioner Dugan announced that the Board would depart from the regular agenda and go into closed session.

Commissioner Florio read Resolution 18-03-01-16 to enter into executive session. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner Florio. All were in favor.

The Board went into closed session at 7:04 p.m.

Contract negotiations were discussed.

The Board came out of closed session at 9:15 p.m.

Mr. Stephen Trimboli, Esq. left the meeting. Commissioner Florio left the meeting. The Board resumed the regular agenda.

CORRESPONDENCE: Commissioner Dugan read a letter from the Hanover Township Recreation Department thanking Fire District 3 for providing 32 coaches with AED/CPR training. Commissioner Quirk added that the comments he has heard from the participants when they come to pick up their certification cards has been extremely positive regarding the professionalism and relationship with the fire districts.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the February 15, 2018 Regular Meeting were reviewed. Commissioner Dugan noted that the minutes stated that Personnel matters

were discussed in Executive Session and that action was taken. It should have said that action will be taken. Commissioner DeNigris made a motion to accept the minutes from the February 15, 2018 Regular Meeting with the one amendment. Commissioner Quirk seconded the motion. All were in favor. Commissioner Florio was absent. Commissioner Callas abstained.

REPORT OF THE TREASURER: Commissioner DeNigris reported that the Board's auditor/accountant, Mr. Vincent Montanino, recently passed away so the Board will need to find a replacement. Administrator Schultz reported that he has asked for recommendations from other fire districts. Commissioner DeNigris asked about the firm that acquired Mr. Montanino's business. Administrator Schultz noted that Mr. Montanino had previously suggested that the Board get additional quotes before making a decision. Commissioner Quirk said that he thought the Board was already using the new firm. Administrator Schultz reported that Mr. Montanino was working for the firm that acquired his business and was handling the Fire District 3 account. The Board paid the new firm but worked exclusively with Mr. Montanino.

Commissioner DeNigris reported that he has reached out to Meadow Woods regarding the Inspection Day/ Memorial Service catering contract and is waiting to hear back from them.

Commissioner DeNigris noted that the Board needs to make a decision on the health insurance because the current plan will expire April 1, 2018. Commissioner Dugan said that the Board would like clarification about Mr. Siino's ability to provide three plans from the same company. Commissioner Dugan asked that the Negotiations Committee be provided with copies of the available plans. Commissioner Quirk noted that as long as the Board is providing equal or better health plans, the Board is in the spirit of the contract. Commissioner Dugan indicated that Mr. Siino has been provided with the list of current doctors that the staff is utilizing and will provide plans that include as many of these doctors as possible. Commissioner DeNigris asked if the Board would like to have Mr. Siino attend the March 15, 2018 meeting to answer any questions the Board or staff may have. Commissioner Dugan felt that the Insurance Committee should meet with Mr. Siino and the staff and report back to the Board. Commissioner DeNigris and Chief DiGiorgio will coordinate the meeting.

Commissioner Quirk made a motion to accept the Treasurer's Report, seconded by Commissioner Callas. All were in favor. Commissioner Florio was absent.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio reported that a couple of memos were sent out regarding the Engine 35 Replacement. Chief DiGiorgio reported that he is waiting for a quote from one of the vendors which he will forward to Mr. Braslow. Commissioner DeNigris asked for clarification. Chief DiGiorgio reported that Mr. Braslow indicated that the District needed to provide rationale for the choice of one vendor if there were two prices provided to the District for the new engine. Chief DiGiorgio reported that during a meeting of the Engine 35 Replacement Work Group it was determined that the price quotes from the vendors were not for identical vehicle specifications. The vendor whose quote does not match the final engine specifications was asked to provide an updated quote.

Chief DiGiorgio reported that he had an EMS Operations meeting last Wednesday and asked the current Per Diem Staff to indicate which category in the new program. Chief DiGiorgio reported that ten of the eleven current Per Diem Staff responded. One person indicated they would be interested in a full time EMT position, five would be interested in part time EMT positions and four indicated they would be interested in Per Diem EMT positions. Chief DiGiorgio presented the Board with a copy of the updated shift schedule.

Administrator Schultz left the meeting.

Chief DiGiorgio reported that a meeting of all public safety officials and school officials from Hanover, East Hanover and Florham Park met on February 27, 2018 to discuss preparedness in our communities after the recent school shooting in Florida. Chief DiGiorgio reported that as a follow up to the meeting, Lieutenant Belott met with Hanover Police Department Lieutenant Look to discuss our status and working relationship with the Police Department and Whippany Fire Department. Two training sessions are currently planned along with acquiring equipment from the County of Morris Office of Emergency Management. Commissioner Quirk noted that the mayor said that money is no object when it comes to our children.

Chief DiGiorgio reported that questions about the job announcement will have to wait until Administrator Schultz is present.

EMS: Nothing to report.

BUDGET: Nothing to report.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan reported that he attended a meeting last night with the committee to redo the 2nd floor. One of the items that was brought up was an agreement between the Board and the Fire Co. stating that the 2nd floor is the Fire Co.'s area. This item came up at the last Fire Co. meeting also and Commissioner Dugan indicated that the Board has no intention of doing a contract for this matter. Commissioner Dugan reported that after the committee meeting last night he understands that the Fire Co. does not want to spend the money to redo the area only to have the area taken away. Commissioner Dugan indicated that he would now be willing to enter into an agreement as long as it has a clause to get out of the agreement. Commissioner Dugan felt that this would help assure the Fire Co. that the intent of the Board is not to take away their use of the 2nd floor. Commissioner Quirk said that this was discussed a few years ago and that Commissioner Florio had suggested an agreement to show good faith. Commissioner DeNigris said that an agreement would not be binding. Commissioner Quirk said that it would show good faith from the Board. Chief DiGiorgio asked if this agreement was something that the Fire Co. should draw up since they are the ones with concerns. Commissioner Dugan will ask the Fire Co. to write an agreement.

BUILDINGS AND GROUNDS:

Commissioner Dugan reported that the parking lot lights are still on back order.

Commissioner Dugan asked if anyone had cleaned the 1st floor floors and took all the glue off. Chief DiGiorgio reported that the installer cleaned the floors and removed all the glue.

Commissioner Dugan reported that the corner mount work station in the day room was removed for surface maintenance because it was causing splinters. It will be remounted after the surface is refurbished.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that Truck 33 received a new starter.

Chief DiGiorgio reported that VCI came to pick up the loaner ambulance today.

Chief DiGiorgio reported that the District has started getting the specifications under Morris County Co-op on the Emergency Response Vehicle.

INSURANCE: Nothing to report.

COMMUNICATIONS: Commissioner Quirk reported that he spoke with Chief Roddy about the communications issue from last meeting. Chief Roddy asked that the Police Department be kept in the loop so that any problems can be addressed.

BY-LAWS: Nothing to report.

WEBSITE: Nothing to report.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Commissioner Quirk reported that the annual parking lot rental fee check was signed tonight and will be forwarded to the Exempts.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner DeNigris reported that the Township Committee had an informal meeting about the Starbucks building proposal. The Township said the plans were not adequate and informed Starbucks of the necessary changes.

MEMORIAL DAY SERVICES: Commissioner DeNigris reported that he is still waiting to hear back from the vendor about the catering contract.

OLD BUSINESS: Commissioner Dugan asked about the status of the Junior Program. Chief DiGiorgio reported that there is the draft resolution and the Policies Manual needs to be put together. Commissioner Dugan asked if the ban on anyone in the Junior Program being in the firehouse outside of their assigned

shift was going to be maintained. Chief DiGiorgio felt that it was not a ban but that parameters had been established regarding the program. Commissioner Dugan said that he considered it a ban, especially for the fire crew. Commissioner Dugan felt that this was doing the members of the program a disservice and he is against it. Commissioner Callas asked if there had been any issues with the Junior Fire Crew. Chief DiGiorgio said that there had been no issues with the fire crew but felt that the two junior crews were too intertwined to have separate parameters. Commissioner DeNigris reported that many of the people at the meeting to discuss the Junior Program had very strong opinions about the need for these parameters. Commissioner Quirk asked who attended the meeting. Chief DiGiorgio said that the Fire Officers, EMS Officers, EMS Crew Chiefs, the Career Lieutenants and the two liaisons on the Board. Commissioner Dugan said that some of the Junior Members are getting discouraged because of the minimal amount of time they are being allowed in the firehouse. Chief DiGiorgio clarified that the parameters were not designed to prevent people from coming to the firehouse. It was designed to require them to perform certain tasks while they were at the firehouse as opposed to coming in and horsing around which would require a babysitting aspect that the supervisors objected to. Chief DiGiorgio reported that if an individual wanted to come to the firehouse to learn how to stretch hoses or throw ladders, or other constructive things, then the Officers of the Fire Division have no problem doing that. Commissioner Dugan asked about running calls. Chief DiGiorgio said there was nothing in the parameters that stated you could only run calls on your crew night. Chief DiGiorgio reported that they are welcome to come to the firehouse as long as the supervisor knows that they are here and that they are doing something purposeful. Commissioner Dugan said that the Junior Members may need clarification of the parameters because they do not seem to understand the parameters. Chief DiGiorgio said that he will re-announce the parameters.

NEW BUSINESS:

Chief DiGiorgio reported that he reached out to Mr. Braslow regarding dates for the Workplace Ethics course that he agreed to give.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, March 15, 2018 at 7:00 P.M.

The Reorganization Meeting of the Board will be held on Tuesday, March 6, 2018 at 7:00 P.M.

The next Joint Fire Prevention Board Meeting will be held on Thursday, March 15, 2018 at 6:30 P.M. at the Cedar Knolls Fire Station.

The Annual Inspection / Memorial Services will be held on Friday, May 25, 2018 at 6:00 P.M. at the Cedar Knolls Fire Station.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Callas read Resolution 18-03-01-17 creating the Fulltime EMT Position (2nd Reading). Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor. Commissioner Florio was absent.

EXECUTIVE SESSION: None.

ADJOURN: A motion was made by Commissioner DeNigris, seconded by Commissioner Quirk, to adjourn the meeting. All were in favor. Commissioner Florio was absent. The meeting was adjourned at 10:06 p.m.

Respectfully submitted by

Robert Callas, Secretary