

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover,
County of Morris, Cedar Knolls, New Jersey
April 6, 2011**

The meeting was called to order at 7:03 PM on April 6, 2011 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

Attendees: Commissioners Peter DeNigris, Gary Keyser, Paul Pilipie, Thomas Quirk

Absent: Commissioner Thomas Harrington

Assistant Chief Robert O'Hare and Committeeman George Coppola were also present.

The first order of business was the approval of the minutes from the February 3, 2011 Monthly Meeting. However, the Board could not approve those minutes because only two of the Commissioners who were present at that meeting were at tonight's meeting. Therefore, approval of the February 3, 2011 meeting was deferred until May 5, 2011 which will be the next regular meeting.

The next order of business was the approval of the minutes from the March 3, 2011 regular Monthly Meeting. Commissioner Keyser indicated that there was a correction on page 3, paragraph 2 which should read, "Acting Chairman Quirk asked if anyone had looked into having the fire **district** (instead of department) handle the certificates for smoke detectors' carbon monoxide compliance in place of the Hanover Township construction office." Also, on page 5, the Commissioner made a correction to the first sentence which should read, "There was discussion on splitting the cost with the **Fire Department** (instead of the Second Floor). There were no other corrections. **Commissioner Keyser made a motion to accept the minutes as corrected, seconded by Commissioner Pilipie, all in favor.**

There were not enough Commissioners present who attended the **March 17, 2011 Monthly Work Session** to approve the minutes from that date. Therefore, the March 17, 2011 minutes will have to be approved at the next regular monthly meeting which will be **May 5, 2011.**

Commissioner Keyser pointed out that the Board members have been referring to the Fire Department as the Second Floor and that the Commissioners should make an effort to say Fire Department instead of Second Floor so that the minutes read correctly.

Acting Chairman Quirk said that he had spoken with Tom Mastroni who had volunteered to fix the gutters at no charge. The Commissioner confirmed that Mr.

Mastroni does have insurance coverage and that he will fix the gutters as soon as the weather improves.

Acting Chairman Quirk questioned Commissioner Keyser as to whether he contacted Hartford regarding the boiler valve issue and Commissioner Keyser said that he just gave the original drawing to Commissioner Pilipie who is expected to look at the boiler.

Acting Chairman Quirk asked if Assistant Chief O'Hare knows if a resolution had been prepared to pass a resolution on the consultant. A memo had been sent from Chief Davidson to all Commissioners requesting, if the information in the memo was sufficient, that they give it to whomever is doing the RFP.

The Acting Chairman said that he had spoken with Chief Davidson earlier today and he said that he had been working on the Attorney General's guideline for drug testing.

Acting Chairman Quirk asked Assistant Chief O'Hare if he knew whether Chief Davidson had gotten a price on the pressure washer and the Assistant Chief said he did not know.

The second reading of the resolution establishing the position and hiring of the per diems will be read at the April 21, 2011 **Special Meeting at 6:30 PM** prior to the monthly work session. The Special Meeting will be advertised in the newspaper.

There was no Chief's Report or correspondence.

The Acting Chairman asked if anyone knew if Chief Davidson had been in touch with Revenue Guard to let them know that the Board will be moving forward with preparations for billing and Commissioner Keyser responded that the Chief had been in touch.

Committee Reports

Commissioner Keyser said he had been in touch with the same caterer that the Board used last year for this year's May 27th Inspection Night. The tentative price is \$3,344.25 and the Board needs to make a motion to go ahead with approving the caterer so that the Commissioner can firm up the details. **Commissioner Keyser made a motion to use the same caterer as last year for this year's Inspection Night on May 27, 2011, seconded by Commissioner Pilipie, all in favor.** Commissioner Keyser said that the Board usually invites the Township Committee, District #2's Chief and Fire Commissioners, etc. and asked if the Board was in favor of doing this again. He recommended that anyone running for a position, i.e., Township Committee, should not be invited – only existing committee members. Also, it was agreed that Commissioner Keyser should tell the Chief that he could invite whomever he would like to have attend.

Old Business

There had been some discussion at the March 17, 2011 monthly work session regarding how much the Board should contribute towards the cost for members to attend the fitness program at the YMCA. There are 7 members currently signed up to participate in this program. Commissioner Keyser said that the Board needs to watch their line items and stay within those line items as to how they spend money and he suggested that the Board pay 1/3 of the cost (\$400.00/person) which would be approximately \$133.00/person. Commissioner Keyser asked Assistant Chief O'Hare if he had an update on where the Second Floor is on this. The Assistant Chief said that Dr. Manis had sent out an e-mail to the membership stating that a meeting has been set up for Tuesday, April 12, 2011 in which a representative from the YMCA will attend to make a presentation. It is an 8 week program and will commence the first week in May. The presentation will be open to anybody including the Commissioners. There will be a 2 week window to sign up. Commissioner DeNigris was for supporting active members and have the Board pay 1/3 and the Fire Department pay 1/3. Assistant Chief O'Hare said that he is on the health and fitness committee with Dr. Manis and the committee felt that the member should also pay 1/3 so that they have equity in the program which would make them possibly stick with the program if they have to pay a part of the program's cost. **Commissioner Keyser made a motion to have the Board pay 1/3 of the cost of the fitness program if the Fire Department and participants each pay 1/3 of the cost also, seconded by Commissioner DeNigris, all in favor.**

Commissioner Pilipie said that a letter marked *return to sender* had been received which was originally sent to Emerald Landscaping asking for a bid for lawn maintenance. The other bids had previously been opened at the March 17, 2011 regular monthly meeting and the bid had been awarded to Chuck Hill Landscaping. Chief Davidson had been asked to get in touch with Giovanni Landscaping to let him know that he should not automatically start to do the fire department's lawn maintenance since the Board still has to vote on the bids which would be at the April 6, 2011 regular monthly meeting. There was a significant difference in price between Giovanni Landscaping and Chuck Hill Landscaping. **Commissioner Keyser made a motion to go with the low bidder to do the fire department's lawn maintenance, seconded by Commissioner Pilipie, all in favor.** Commissioner Keyser said he would get in touch with Chuck Hill Landscaping to let him know that he had won the bid. Commissioner Keyser also said the Board should not be asking Chief Davidson to do a lot of things that the Board should be doing, such as getting in touch with the landscaper, etc., and the Board agreed that they need to handle these things themselves.

There was discussion on the job description and whether it should be part of a resolution authorizing creation of the paid position of a part-time emergency medical technician. **Commissioner DeNigris made a motion to accept the job description dated March 28, 2011 as written, seconded by Commissioner Pilipie, all in favor.** **Commissioner Pilipie then read Resolution 11-04-06-25 authorizing the creation of the paid position of part-time Emergency Medical Technician. Commissioner Keyser made a motion to accept Resolution 11-04-06-25, seconded by Commissioner**

DeNigris, all in favor. A roll call vote was taken with all in favor with the exception of Commissioner Harrington who was absent.

Commissioner Pilipie read **Resolution 11-04-06-26 making application to the Local Finance Board pursuant to N.J.S.A. 40A:5A-6 in connection with the adoption by the Fire District of a resolution authorizing a lease/purchase agreement for the acquisition of a fire pumper. Commissioner Keyser made a motion to accept the resolution as read, seconded by Commissioner DeNigris, all in favor. A roll call vote was taken with all in favor with the exception of Commissioner Harrington who was absent.**

Commissioner Keyser indicated that he had spoken with Commissioner Harrington regarding McMahon and Scotland, the Board's bond attorney. The Commissioner said that the Board is not bonding or going out on notes for purchase for the new piece of apparatus – it will be a lease/purchase with the manufacturer. The Commissioner said that McMahon and Scotland are charging a lot of money for work that can be done by Richard Braslow, Esq., Special Counsel to the Board, at a much lower rate. **Commissioner Keyser made a motion to use Richard Braslow, Esq. for the lease purchase of a new piece of apparatus, seconded by Commissioner Pilipie, all in favor.** Commissioner Keyser said he would tell Chief Davidson not to deal with McMahon and Scotland anymore.

Old Business

Commissioner Pilipe said that he had noticed car #31 had rust around the front wheel driver's side and asked if it had rust before it was painted or after. Acting Chairman Quirk said that it was there before.

Commissioner Keyser indicated that Unit 30, which is in temporary housing in the parking lot, needs some body work around the hinges and doors. He said it should be fixed because it will be around for awhile since this is an Early Warning Vehicle which has a lot of rescue equipment on it and is used frequently. He said he would get a price to do the work.

Commissioner Keyser said that Engine 35 needs to have some work done regarding rust also. Acting Chairman Quirk said that he saw some correspondence which said it would cost \$9,000.00. Commissioner Keyser said he had met with someone who said it would cost about \$5,000.00. Pierce sent a letter to the Fire District saying that there would be no cost for the rust on Engine 35. Then there was a problem with the generator on Truck 33 which was going to cost about \$3,000.00, but then the price jumped up to \$9,000.00 and then back to \$3,500.00 for repairs. Acting Chairman Quirk said that he would like to handle this when Commissioner Harrington returns from vacation because he knows more about the issues with the trucks. Commissioner Pilipie asked the Acting Chairman to have Commissioner Harrington notify everyone when he returns about what is going on.

Acting Chairman Quirk said that he was contacted by a member of the Fire Department that he had received a bill from the x-ray company who participated in the physicals for the membership. The Acting Chairman said others had also received bills and he did not want anyone to have a problem of being harassed for payment. Dr. Manis said that he had straightened this out and that they agreed to send an apology letter. Acting Chairman Quirk said that they should get the apology letter and have it on file should there be any problems later on where members are harassed for payment. He also would like Chief Davidson or someone else to send an e-mail to the members who had physicals that they should bring that letter in so that there are copies on file. He doesn't want a collection agency harassing members because of a mistake by the x-ray company. Commissioner Keyser said he would contact the company himself to make sure that this has been taken care of. Commissioner Pilipie asked Assistant Chief O'Hare to make Chief Davidson aware of this discussion and have him send an e-mail out to the members. Acting Chairman Quirk said he had already spoken with the Chief on this so he will know what the Assistant Chief is talking about.

New Business

Acting Chairman Quirk said that he wanted Committeeman Coppola to know that he was appreciative that it had not gone unnoticed that the Committeeman had reported back to the other Committeemen about things that this Board had asked him to report.

Commissioner Keyser said that he is currently involved with the State regarding a discrepancy from 2009 in which they sent a bill showing that the Board had taken a deferred payment from the Pension Board when, in fact, they actually made the payment.

Commissioner Keyser said that the audit has to be done by April 30th so the Board should be getting everything back from the auditor soon and the State needs to have a copy by the 30th also.

The Acting Chairman and the Board agreed that they are asking the Chief to do too much for the Board and that the Board should be handling more of what they have been asking the Chief to do.

Commissioner Pilipie asked what the status of Truck #33 is and Assistant Chief O'Hare looked in the garage and said that it is here, but that the white board lists it as being still out of service.

The Commissioners discussed that Craig Vagel was a very good choice for the position of Captain and that he is very knowledgeable about what is going on. It was suggested that the Board present Captain Vagel, at Inspection Night, with one of the keychains that the Board purchased to give to members who have done above and beyond.

Treasurer's Report

Commissioner Keyser reported that checks #4495 – 4534 were paid in the amount of \$143,155.90 for the month of March 2011. Approximately \$151,000.00 was spent on the Fire side and \$53,000.00 for EMS for the first 3 months of 2011. Commissioner DeNigris suggested that the line item breakdown should be on a monthly basis so that the Board has an idea of how much is spent each month instead of 3 months after the fact – this way the Board is more current on what is happening financially. He also suggested that check numbers should be listed in the minutes each month.

Township Liaison Comments

Committeeman Coppola wanted to tell the Board how much he appreciated the care that he received from Emergency Medical Services when his daughter called 911 recently for what was thought to be a possible stroke. He said that Frank DeSimone and Ian Bell should be commended for doing a great job along with Patrolman Joe Quinn and the medics from Morristown Hospital. Committeeman Coppola sent a donation to both departments and a card thanking them for the excellent care.

On another note, the Committeeman said that everything was set for the Pancake Breakfast fundraiser in which the Knights of Columbus contribute by doing the cooking.

The Committeeman asked that the minutes record when he is present because he cannot make many of the Thursday night meetings because of Committee meetings, Knights of Columbus meetings, etc. There are liaisons who only come to one meeting and never show up for the rest of the year.

Committeeman Coppola also reported that they are having a meeting on the County Communications on the issue of narrowbanding equipment sometime next week. Someone is coming in to talk about the equipment and a great deal that the person knows that the Township can get. The Committeemen want Commissioners Harrington and Hansch to attend, but Committeeman Coppola also wants Chief Davidson to be there because the Chief knows the equipment better than anyone else. The Chief had provided a superb report when Committeeman Coppola asked for the information. Supposedly the JCC wants to put up 114 units, but the Committeeman wants to see everything in writing before approval is granted and he would like to see each department get \$15,000.00 annually. More than 10 to 15% of calls were to the Jewish Community Center (JCC). He would like to see an annual donation to each fire district. Commissioner Keyser said that the First Aid Squad is there more than both fire districts. The agreement when their facility was first built was that they would have an ambulance there fully staffed. Commissioner DeNigris asked whether going to billing will have any impact there. Assistant Chief O'Hare added that we are not charging them, we are billing their insurance company which, in their case, will typically be Medicare who only reimburses at a certain cost. However, the reason we need the donation is because Medicare's cost will not cover the cost of the call. Commissioner Keyser asked the Committeeman about Care One on Rt. 10 and Whippany Road that is going to be built. Committeeman

Coppola said that these are things that are brought up at Committee meetings. There's no guarantee on getting any money from them.

There was no other business to discuss. **Commissioner Keyser made a motion to adjourn at 8:33 PM, seconded by Commissioner DeNigris, all in favor.**

Respectfully submitted by:

Paul Pilipie, Secretary