

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover
County of Morris, Cedar Knolls, New Jersey
July 18, 2013**

The monthly meeting was called to order at 7:00 PM on July 18, 2013 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

Attendees: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Maria Florio, Thomas Quirk

Chief Davidson and Assistant Chief Robert O'Hare were also present.

A statement of compliance with the Open Public Meeting Act was read by Chairman Quirk. Also, notice was adequately provided with the cancellation of the July 2, 2013 regular meeting and the designation of this evening's meeting as a regular meeting.

Chairman Quirk suspended the regular agenda so that the new volunteer members could be sworn in.

Chief Davidson reported that there was one resolution for three of the members who had not been appointed by resolution. Commissioner Callas read Resolution number 13-07-18-36 appointing Brandon Sharp as a Volunteer Member with the Fire District along with Christine Geiger and Justin Yen as Junior Volunteer Members with the Fire District. Abigail Davidson had previously been appointed by resolution and all four new members were sworn in by Chief Davidson. An introduction was made by Chairman Quirk, seconded by Commissioner Florio, all in favor for appointing the new members. A regular vote was taken with all Commissioners in favor. Chief Davidson then swore in all four members.

Approval of Minutes

Commissioner Florio had a few comments regarding the Chief's Report in reference to the new commitment policy. Chief Davidson indicated the minutes could stand as written and an individual could find the complete answer in the policy section on the website. The second point Commissioner Florio had regarding the minutes was regarding the \$500.00 payment to the Exempt Association and it was agreed to insert the wording *as previously approved*. **A motion was made by Commissioner Callas to accept the minutes as amended, seconded by Commissioner DeNigris, all in favor.**

- **Planning Committee** – Commissioners Dugan and Callas met with Chief Davidson regarding recruitment and retention and Commissioner Dugan then met

with Mr. Pervis regarding the condition of the firehouse. A motion was made by Commissioner Dugan to sign the contract with KSI, Professional Engineers for an initial assessment, seconded by Commissioner DeNigris, all in favor. The Chairman asked Chief Davidson to have a resolution drawn up for the August meeting.

- **Buildings/Grounds** – There was discussion about the 5 year plan and renovations and co-ordinating the effort with the Cedar Knolls Fire Department. Commissioner Dugan indicated he will be in contact with Russ Dobson to co-ordinate any alterations to the building. Chairman Quirk had further discussion with President O'Brien about open channels of communication. Chairman Quirk inquired if it would be OK for Commissioner Florio to attend Fire Department meetings in view of the fact that she is the liaison to the volunteers. President O'Brien said he would bring it to his Board to see if there are any problems.
- **EMS Billing** – Chairman Quirk initiated discussion about not billing out of pocket for township employees. There was further discussion about the current policy and the appeals process. The question that arose is whether we can exercise deferential treatment to township employees or any other group. It was suggested that someone on the Board ask the Board's attorney for an opinion on whether we can and should establish a policy separate from the current appeals process. Chairman Quirk said he would call Mr. Braslow on this matter.
- **Website** – There was lengthy discussion regarding the website including exchange of information between Chief Davidson and John Staunton and Chris Meyer regarding domain name, hosting, posting of photos, etc. In addition, Commissioner Florio and Chief Davidson discussed the legal requirements for the website including what is there currently and what needs to be added.

There was much discussion about the minutes that would reflect Executive Sessions, how they would be formatted and what content needs to be in there and not be in there.

Old Business

- Chairman Quirk noted that rehab ambulance 36 has now been turned over to the Commissioners from the Fire Department. Chief Davidson has to get the signature of President John O'Brien on the title to complete the transaction. Chief Davidson also noted that he has to speak to John regarding Unit 30 and transfer of title.
- Chairman Quirk inquired about changing the signatures on checks to reflect current members. Chief Davidson said it is in the process of being changed. He also said that the Board will have to make a change in their by-laws to reflect two signatures on checks instead of three because Paychex can only accommodate two signatures.

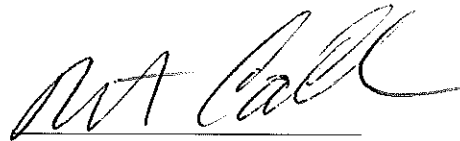
- Exempt Association parking lot lease – Commissioner Dugan and Chairman Quirk researched at the County looking for the deed and found that it is a much more complex process than they thought. Chairman Quirk noted that Mr. Keyser said that he has a copy of the title dated 2006. It appears nobody knows where the original is at the moment. According to Mr. Keyser, a title search was performed in 2006 by the Board. Chief Davidson volunteered to look in Quick Books to see in 2006 whom the Board paid to do the title search and, subsequently, see if he can get the original title from them.

EMS Committee – Commissioner DeNigris reported that a counter offer had been sent to the Fire Department and are now awaiting a response from them.

Chairman Quirk complimented Chief Davidson and his staff for their efforts at the July 2nd fireworks.

There was no other business to discuss. **A motion to adjourn was made at 9:17 PM by Commissioner Dugan, seconded by Commissioner DeNigris, all in favor.**

Respectfully submitted by:

A handwritten signature in cursive script, appearing to read 'Robert Callas', written in black ink over a horizontal line.

Robert Callas, Secretary