

**The November 19<sup>th</sup> 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 PM on November 19, 2015 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

**Attendance:** Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Maria Florio and Thomas Quirk

Also in attendance were Chief DiGiorgio, Assistant Chief O'Hare and Administrator Schultz.

**Public Participation:** There was none.

**Approval of Previous Minutes:** Commissioner Florio wanted a notation about the second recipient of the incentive program to be noted once the length of service was attained. **A motion was made by Commissioner Florio, seconded by Commissioner DeNigris to approve the minutes with the noted change, all in favor.**

**Treasurer's Report:** Commissioner DeNigris reported that adjustments would already have to be made to certain line items. Generally, he reported that everything is OK. He also gave an outline of how capital money would be re-appropriated and a plan on how it would be spent.

**Report of the Chief & Board Committees:**

- **Chief's Report:** Chief DiGiorgio highlighted his written report. The Chief outlined a new Emergency reporting system that is becoming available via the County. He indicated that it would increase efficiency both for the Board's purposes as well as the Fire Company. The Fire Company has

agreed to pay a one time fee of \$500.00 to participate in the program. The Board advised the Chief to proceed with getting the new system in place.

The Chief approached the Board about taking a Certified Public Management course. After brief discussion on the merits, the Board agreed to have the Chief apply for the course.

Within his report, he noted a conversation that he had with Steve Lourdes of Revenue Guard. There was lengthy discussion regarding bundled billing and mutual aid and the ramifications of all of the above. It was decided to take no action at this time on any of the above, but to consider setting up a meeting with interested parties down the line.

Chief DiGiorgio brought to the attention of the Board the staffing plan that he had presented earlier. There was lengthy discussion regarding manpower needs, the cost of hiring someone and adequate staffing. After much discussion, it was agreed to leave the budget as presented noting that deletions could be made in coming weeks if that was the Board's desire. During the discussion, Commissioner DeNigris reviewed the entire budget to give a broad view of how individual lines have been changed, one way or the other. He noted that the new tax number is yet to be decided and not included in the projections. Within the budget discussion, it was noted that Dr. Manis would be added as an employee. He will need to sign off and be issued a formal job description.

- **Labor Relations:** Commissioner Quirk reported that he and Commissioner Callas met with Mr. Trimbley. There was discussion on the FMBA contract

and an exchange of the documents. Mr. Trimbley will collate all the particulars and prepare them for signatures. More documents have to be given to Mr. Trimbley and it was suggested that, at that point, he be asked for a timeline for completion. They also had discussion with Mr. Trimbley regarding another pending matter and thought it would be prudent for Mr. Trimbley and Mr. Braslow to collaborate on a possible solution and/or course of action. After discussing some concerns, it was agreed to have the two attorneys speak to each other on the matter.

- **Liaison to Volunteers:** Commissioner Quirk reported on the details of the tree lighting ceremony which will start at 4:00 PM on November 28<sup>th</sup>.
- **Buildings & Grounds:** Commissioner Dugan reported that there are still leaks and there is no certainty as to the source. There is a belief that it is coming from the cupola. Commissioner Dugan reported that Gen II requested a time extension for the project along with the reasons why they were delayed. They want an extension until December 15<sup>th</sup>. **ACTION ITEM: The Board directed Administrator Schultz to contact Mr. Braslow for direction on how to modify the contract and get the proper wording to protect the Board's interest.**

**Old Business** – There was no old business to discuss.

**New Business** – There was no new business to discuss.

**Resolutions:**

Commissioner Callas read **Resolution 15-11-19-106** authorizing a referendum to reallocate the use of reserved and unassigned fund balances. **A motion was made by Commissioner Florio, seconded by Commissioner Quirk to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution 15-11-19-107** authorizing a referendum to reallocate the use of reserved fund balance. **A motion was made by Commissioner Florio, seconded Commissioner DeNigris, all in favor.**

There was no further business to discuss. **A motion was made by Commission Callas, seconded by Commissioner DeNigris, all in favor.**

Respectfully submitted by:

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Robert Callas, Secretary

The above minutes were approved by the Board of Fire Commissioners at a Board meeting on December 3, 2015.

