

The February 4, 2016 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 January 21, 2016 in accordance with the Open Public Meeting Act of 1975, Chapter 31.

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

Also in attendance was Administrator Schultz and Chief DiGiorgio.

Public Participation: There was none.

Approval of Previous Minutes: Commissioner Dugan made a motion, seconded by Commissioner Quirk, to approve the minutes of the January 21, 2016 regular meeting, all in favor with Commissioner Florio abstaining.

Treasurer's Report: Commissioner DeNigris presented the final report for 2015. He reviewed some of the highlights. **A motion was made by Commissioner Quirk, seconded by Commissioner Florio to accept the Treasurer's Report as submitted, all in favor.**

Report of the Chief & Board Committees:

- **EMS:** Commissioner DeNigris expressed the opinion that he felt the District should start billing for RMA's March 1st for the amount of \$300.00. Chief DiGiorgio indicated that he had the formal resolution and procedures that is used by Par Troy and would send it to Mr. Braslow for review.
- **Labor Relations:** Commissioner Quirk reported that work is still ongoing to finalize the contract with the Chief.
- **Building & Grounds:** Commissioner Dugan reported that there are still punch list items that need to be completed to finalize the project along with a variety of paper work. He reported that he had gotten an estimate to paint

the ladder bay for a cost of \$4,600.00. The Board agreed to go forward with the project after the February 20th election and budget vote.

Commissioner Dugan recommended the addition of one more camera to be located on the ground floor hallway at a cost of \$900.00. The Board authorized Commissioner Dugan to evaluate the need for any other cameras and authorized him to go forward with the addition of one to three cameras if needed.

- **Chief's Report:** Chief DiGiorgio reviewed his written report commenting on the snow storm and thanked all those who are on standby and helped clear fire hydrants in ensuing days. He reviewed operational activities over the last two weeks as well as training initiatives. The Chief asked the Board for their approval to use monies that are in the Fire Prevention Bureau treasury. The cost of the training would be \$6,000.00 and includes members of both departments. The Board agreed to utilize the funds from the Fire Prevention Bureau treasury. He commented on a number of meetings and administrative activities. There were no questions from the Board.
- **Insurance:** Commissioner DeNigris reported that he had discussion with the Board's insurance agent and has invited him to the next Board Meeting to give an overview/preview of the upcoming policy.

Chairman Dugan, at this point, indicated that the Board was going to deviate from the regular agenda and go into Executive Session for the purpose of discussing certain personnel matters. **A motion was made by Commissioner Quirk, seconded by Commissioner Florio to go into Executive Session to discuss personnel matters.** The Board went into Executive Session at 7:42 PM.

The Board returned to the Open Session at 9:15 PM and reported that no action was taken as a result of the personnel discussion. The regular agenda resumed.

- **Elections:** Commissioner Callas reported that everything is in order. All preparations have been made. There is still a need for a second clerk on Election Day. **ACTION ITEM: Commissioner DeNigris said he would reach out to Karen Calabrese to see if she would fulfill the spot.**

Old Business: Assistant Chief O'Hare who came to the meeting late wanted to discuss billing for RMA's. He was uncertain if it was discussed previously in the meeting, but wanted to have some input. He expressed an opinion that he was against the effort. He questioned the accuracy of true RMA's, noted that training staff would be a large undertaking and that, in his opinion, it would only serve to generate bad will and negative publicity for the sake of maybe \$10,000.00. He reminded the Board of the many phone calls when billing started and was sure that our staff would be getting a large number of calls to the Fire House questioning and looking for answers. There was much discussion surrounding the issue. **ACTION ITEM: Chief DiGiorgio said he would attempt to get more accurate numbers on RMA's.**

New Business: Commissioner Dugan reminded everyone that the Election is February 20th, 2:00 PM until 9:00 PM.

Resolutions: Commissioner Callas read **Resolution 16-02-04-19** appointing Andrew Kuzemczak as a junior EMS volunteer member of the Fire District. **Commissioner Quirk made a motion, seconded by Commissioner Callas to adopt the Resolution, all in favor.** There was discussion surrounding the Resolution regarding the delineation of a Junior member vs. a Regular member. The discussion centered on whether there was a need to have separate Resolutions when a member turns 18 years of age or can the Junior seamlessly continue without a Resolution. **ACTION ITEM: Commissioner Florio agreed to reach out to Mr. Braslow for clarification.**

Commissioner Callas read **Resolution 16-02-04-20** terminating David Holt as a member of the Fire Department and as a member of the District.

Commissioner Dugan made a motion, seconded by Commissioner DeNigris to adopt the Resolution, all in favor.

A motion was made by Commissioner Florio, seconded by Commissioner DeNigris to adjourn the meeting, all in favor.

Respectfully submitted by:

Robert Callas, Secretary

The above minutes were approved by the Board of Fire Commissioners at a meeting on February 18, 2016.