

April 5, 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 April 5, 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, Hanover Township Committeeman Brian Cahill, Asst. Chief O'Hare, Asst. Chief Martin, Lieutenant DeSimone, FF Ujfalussy and EMT Waldron were also in attendance.

PUBLIC PARTICIPATION: Lieutenant DeSimone requested a Respect in the Workplace training be given for District 3 personnel. Chief DiGiorgio reported that Mr. Braslow has agreed to conduct the training and the District is waiting to hear back regarding scheduling. Chief DiGiorgio reported that he has a meeting set up for tomorrow with EMS Lieutenant DeSimone who also offered to conduct the training. Commissioner Florio indicated that time is of the essence because the Board has been discussing this since February. Given that personnel will have to be given lead time, the training will probably not happen until late April or May. Commissioner Florio felt that if Mr. Braslow could not commit to dates by the end of the week, the Board should pursue a backup plan. Chief DiGiorgio reported that he hoped to be able to schedule dates to conduct the training at the meeting tomorrow with Lieutenant ML DeSimone. Commissioner Florio indicated that the Board would anticipate having training dates scheduled by the next Board Meeting.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the March 1, 2018 Regular Meeting were reviewed. Commissioner DeNigris made a motion to approve of the minutes from the March 1, 2018 Regular Meeting. Commissioner Callas seconded the motion. All were in favor.

The minutes from the March 6, 2018 Reorganization Meeting were reviewed. Commissioner Callas made a motion to approve of the minutes from the March 6, 2018 Reorganization Meeting. Commissioner DeNigris seconded the motion. All were in favor.

The minutes from the March 15, 2018 Regular Meeting were reviewed. Commissioner Callas made a motion to approve of the minutes from the March 15, 2018 Regular Meeting. Commissioner DeNigris seconded the motion. All were in favor. Commissioner Quirk abstained.

REPORT OF THE TREASURER: Commissioner DeNigris reported that thanks to Administrator Schultz, the Board has found an auditor. The new auditor will cost the Board about \$8000 as opposed to \$6800 for the previous auditor.

Commissioner DeNigris reported that the 2017 financial data has been given to the auditor and he has started the audit. The firm is Nisivoccia, LLP and will also put the future year budget that the Board approves into the format required for submission to the State. Administrator Schultz reported that this auditor was recommended by another fire district that was happy with their service.

Commissioner Quirk asked if the Board was under any obligation to advertise for an auditor prior to selecting one. Administrator Schultz reported that there is no such obligation for a professional service appointment.

Commissioner DeNigris reported that he has a quote from All County Rentals for the tables and chairs needed for Inspection Day. The quote is for \$695 for the same amount of tables and chairs as last year. The quote is not significantly higher than the previous vendor and Commissioner DeNigris recommended moving forward with this vendor.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly Report prior to the meeting.

Chief DiGiorgio reported that there was a Fire Division Operations meeting on March 19th. The meeting was well attended and provided an opportunity for all our Fire Division members to put forth any comments, questions or concerns. Chief DiGiorgio felt that a lot of positives came out of the meeting and the Fire

Division is already moving forward on a couple of the items discussed at the meeting.

Chief DiGiorgio reported that payments on past due Fire Prevention invoices are continuing to come in and are being processed along with penalties. Chief DiGiorgio noted this is due to a lot of hard work from Lieutenant McGuinness.

Chief DiGiorgio reported that thanks to Lieutenant Belott, the Board received the title and registration for the trailer. FF Ujfalussy put the license plate on today.

Chief DiGiorgio reiterated that he hoped to have a successful meeting with Lieutenant ML DeSimone regarding the Workplace Ethics training.

Commissioner DeNigris asked if Chief DiGiorgio would inform the Board about any findings regarding resident concerns about water quality and pressure in the Trailwood section of Hanover Township. Chief DiGiorgio reported that he had received some calls about decreased water pressure in this section. Residents were concerned that the decrease in pressure would adversely affect fire suppression efforts in the neighborhood. Chief DiGiorgio reported that he met with the Water Authority and received an in depth review of the old and current water system in the Trailwood section. Chief DiGiorgio reported that from a fire suppression and fire protection standpoint, the current system is an advantage to the Fire District. There is no reduction in water pressure from a fire fighting standpoint. The Water Authority removed a pump that was feeding the water system and switched over to a gravity fed system. The pump, which ran 24/7, was replaced with two half million gallon gravity fed tanks. Chief DiGiorgio noted that the tank that can be seen from Countrywood does not serve the neighborhood since the tank needs to be at a higher elevation than the service area. Chief DiGiorgio reported that the Water Authority has indicated that while the water pressure in the Trailwood section is lower than the residents are used to, it still exceeds the minimum requirement. Chief DiGiorgio reported that the gravity fed system allows the fire equipment to pump more gallons per minute because it is limited by the speed of the old water pump system. Water pressure is not a concern for the Fire District because the fire equipment has a pump which regulates water pressure. Commissioner DeNigris indicate that the gravity fed system is better for the Fire District but that some homeowners are not happy with the decrease in their water pressure. Commissioner Quirk asked for

clarification that the water pressure at the hydrants was not an issue. Chief DiGiorgio explained that the water pressure is determined by the pump on the fire vehicles, not the hydrant. The pump fed system limited the amount of water available at the hydrant to the maximum ability of the Water Authority pump which is significantly less than the amount the fire vehicle pump is able to utilize. Commissioner Florio asked about a device that she saw attached to a recently replaced hydrant. Chief DiGiorgio indicated that he did not know the purpose of the device. Chief DiGiorgio reported that the Water Authority has been working with the residents on a solution to the lower water pressure.

EMS: Nothing to report.

BUDGET: Nothing to report.

PERSONNEL: Commissioner Callas reported there were items to discuss in closed session.

NEGOTIATIONS: Commissioner Quirk reported that the document that was reviewed by the Board was sent to Mr. Trimboli. Mr. Trimboli was going to reach out to Mr. Weiner's office. The Negotiations Committee would communicate with the FMBA after that. Commissioner Quirk reported that he called Mr. Trimboli for a status update and is waiting to hear back from him.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Chief DiGiorgio reported that Crotty Electric has received the parking lot lights but is backed up because of the storms so installation is on hold.

Commissioner Dugan reported that only one contractor returned an application for the District lawn maintenance. Maier Landscaping has submitted an application along with all the supporting documentation requested by the Board. Commissioner DeNigris asked if the cost was in line with our previous landscaper. Commissioner Dugan said the cost would be a little higher than the previous landscaper. Commissioner Florio asked if this landscaper was going to provide the same service as the previous landscaper. Commissioner Dugan said that the service would be the same but that the plants would not be donated. Commissioner Dugan made a motion to accept Maier Landscaping as the landscaper. Commissioner DeNigris seconded the motion. All were in favor.

APPARATUS/EQUIPMENT AND MAINTENANCE: Nothing beyond what was outlined in the Chief's report.

INSURANCE: Administrator Schultz reported that all Blue Cross Blue Shield and Oxford applications have been filed and accepted. The employees have received their insurance cards and benefit statements. An application has been made with VFIS to insure the shed. The value of the shed is listed as \$3500 and the contents valued at \$10,000. The premium would increase \$35 a year. The claim for the fence was dropped because of the \$500 deductible. Commissioner Florio noted that there has been discussion about fixing the shed in house.

Chief DiGiorgio reported that he has received a request to not balance bill a Township employee from District 2 for services rendered by District 3.

Commissioner DeNigris felt that the individual should be required to pay unless they can justify a financial hardship. Commissioner Dugan felt that the Board is bound by law to balance bill out of District individuals unless there is a financial hardship.

COMMUNICATIONS: Commissioner Quirk reported that the County has elected to move from Everbridge to a new company called Rave. The County feels that the migration from Everbridge to Rave will be much cleaner than when they moved to Everbridge. Commissioner Quirk reported that there will be a mandatory meeting for administrators next Thursday that he will attend. Commissioner Quirk requested that any questions that the Board has be forwarded to him so he may bring them up at the meeting. Commissioner Florio noted that residents just reregistered with Everbridge about a year ago and asked if residents would have to register again. Commissioner Quirk indicated that the plan was to transfer data from one system to the other and that there would be no need to reregister. Commissioner Quirk indicated that there would be a two day meeting in May that District 3 personnel may be able to attend.

BY-LAWS: Nothing to report.

WEBSITE: Administrator Shultz reported that the District website is not compliant with Section 508 and the website vendor will get the District a quote for becoming partially compliant. The platform will not support total compliance. Commissioner Florio indicated that the District may have to tag onto the new Township platform.

Chief DiGiorgio asked if the Board had any objection to asking Administrator Schultz to post number of runs data on the website. Chief DiGiorgio indicated that this data is available on other district websites. Commissioner Florio noted that this data is not required to be made available on the website but is public information. Commissioner Florio said that as long as the data was updated and kept current, she had no problem putting it on the website. The Board agreed to allow include this data on the website.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Hanover Township Committeeman Brian Cahill reported that he hopes that the meeting between the Water Authority and residents about the water pressure will mitigate the need for residents to come out to the Township Committee meeting next Thursday.

Hanover Township Committeeman Brian Cahill reported that the Recreation Committee has been working on a new ordinance regarding the pond being opened up to boating. The ordinance was modified to address what attributes a boat is required to have to be able to use the pond. There was some discussion about opening up the second and third ponds to boating. This will not happen until reliable emergency vehicle access has been established. Commissioner Florio asked if residents were allowed to skate on Malapardis Pond. Commissioner Quirk indicated that when the ice depth is sufficient, a flag is put up to indicate that skating is allowed. The flag has not been put up in a few years because the ice depth was not sufficient. Commissioner Dugan asked if the depth of the ponds was known and indicated that the dive teams might want to chart the bottom of the ponds.

MEMORIAL DAY SERVICES: Commissioner DeNigris reported that a catering contract has been signed. Commissioner DeNigris thanked Commissioner Callas for all the work he did contacting the caterer and Commissioner Florio for recommending the caterer. Commissioner DeNigris has asked Chief DiGiorgio coordinate the purchase of drinks and desserts as these are not included in the catering contract. Chief DiGiorgio indicated that he will ask the Fire Co. if they will

continue to supply alcoholic beverages for the event. Commissioner DeNigris asked if anyone knew a bagpiper who would be willing to play at the Memorial Day Service. Asst. Chief Martin indicated that he would look into it.

OLD BUSINESS: Commissioner Dugan reported that the contract for the new engine went to Mr. Braslow for review. Mr. Braslow had a few concerns with it and it was sent back to Pierce. Commissioner Dugan asked the Board if they wanted to wait until everything is approved by Mr. Braslow to authorize the purchase or if they would authorize the purchase pending Mr. Braslow's approval. Administrator Schultz indicated that questioned why the contract is a Pierce contract as opposed to an HGAC contract. Mr. Braslow also has about six or seven other items that he would like included in the contract before he approves it. Mr. Braslow indicated that he was fine with the Board passing a resolution to authorize the purchase once he approves the contract. Commissioner Florio asked if it was possible that Pierce would decline to adjust the contract and the Board would have to go back to square one. Asst. Chief Martin indicated that he spoke with the salesman regarding Mr. Braslow's concerns. The salesman will take these concerns to his boss. Asst. Chief Martin reported that the salesman felt it would all be straightened out. Asst. Chief Martin anticipates having these concerns cleared up by tomorrow afternoon.

NEW BUSINESS:

Commissioner Dugan reported that he had Administrator Schultz look into an aluminum building. The building is 24x30 feet and would take the place of the shed and the temporary tent. The building has two bays with storage behind the bays. Administrator Schultz is in the process of getting prices. Commissioner Dugan indicated that to replace the tent that blew away in the storm would cost about \$3400 so it seems wise to look into a sturdier alternative. Commissioner Dugan said the Board could discuss it after Administrator Schultz gets a couple of prices. Administrator Florio reminded the Board that any building above a certain size is required to be anchored.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, April 19, 2018 at 7:00 P.M. Commissioner Florio noted that she will not be able to attend this meeting.

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 18-04-05-32 appointing a District Auditor. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Florio. All were in favor. Commissioner Quirk abstained.

Commissioner Callas read Resolution 18-04-05-33 appointing a District Accountant. Commissioner Florio made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor. Commissioner Quirk abstained.

Commissioner Callas read Resolution 18-04-05-34 terminating Per Diem EMT Philip Buono. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor.

Commissioner Callas read Resolution 18-04-05-35 appointing Per Diem EMT Allegrino. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Callas. All were in favor.

Commissioner Callas read Resolution 18-04-05-36 authorizing the purchase of a Ford Response Vehicle. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Callas. Commissioner Quirk asked for clarification on the use of this vehicle. Chief DiGiorgio indicated that this vehicle would be used as an overnight response vehicle by volunteer members. Commissioners Florio and Quirk indicated that they thought that the vehicle would replace Asst. Chief O'Hare's vehicle and that his old car would be used for overnight response. Commissioner Florio said that the resolution adding this item to the budget would indicate the agreed upon use of the vehicle and that the minutes should be pulled to clarify the use. Commissioner Dugan recommended proceeding with the purchase and discussing and/or clarifying the use then. **All were in favor.** Commissioners Florio and Quirk reiterated that their approval was contingent on the minutes being pulled to clarify the intended use of the vehicle.

Commissioner Callas read Resolution 18-04-05-37 authorizing the purchase of a Pierce Pumper Apparatus. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Florio. All were in favor.

Commissioner Callas read Resolution 18-04-05-38 adopting addenda to the Policies and Procedures regarding Compensated EMTs. The Board decided to table this until after closed session.

EXECUTIVE SESSION: Commissioner Callas read Resolution 18-04-05-39 to enter into executive session. Commissioner Callas made a motion to introduce the resolution, seconded by Commissioner Dugan. All were in favor.

The Board went into closed session at 8:06 p.m.

Personnel matters were discussed. Action will be taken.

The Board came out of closed session at 9:58 p.m.

ADJOURN: A motion was made by Commissioner DeNigris, seconded by Commissioner Florio, to adjourn the meeting. All were in favor. The meeting was adjourned at 9:59 p.m.

Respectfully submitted by

Robert Callas, Secretary