

January 21, 2021 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 January 21, 2021 in accordance with the Public Meeting Act of 1975, Chapter 231. This meeting was held on the Zoom.com platform. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

ATTENDANCE: Commissioners Michael Dugan Sr., Michael Dugan Jr., and Robert O’Hare were present. Commissioners Robert Callas and Thomas Quirk were absent.

Chief DiGiorgio, Administrator Schultz, Lt. McGuinness, Fire Co. President James Hark Jr., EMS Asst. Chief DeSimone, and EMS Captain Thompson were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: Commissioner Dugan Sr. reported that the only correspondence that he knew of was the letter included in the Chief’s Bi-Monthly Report.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the January 7, 2021 Special Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the January 7, 2021 Special Meeting. Commissioner Dugan Sr. seconded the motion. All were in favor. Commissioners Callas and Quirk were absent.

The minutes from the January 7, 2021 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the January 7, 2021 Regular Meeting. Commissioner Dugan Sr. seconded the motion. All were in favor. Commissioners Callas and Quirk were absent.

REPORT OF THE TREASURER: Commissioner Dugan Sr. reminded the Board that the District can only spend 30% of the annual 2021 budget prior to the elections in April.

Commissioner Dugan Jr. made a motion to accept the Treasurer's Report, seconded by Commissioner O'Hare. All were in favor. Commissioner Callas and Quirk were absent.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio submitted his Bi-Monthly on January 20, 2021 and did not have anything to add to the report. Chief DiGiorgio asked if anyone had any questions on his report. Commissioner O'Hare asked that Chief DiGiorgio submit his report a little earlier to allow the Board more time to review it prior to the meeting. Chief DiGiorgio apologized for the late submission and reported that he will try to have the report submitted the Friday before the meeting.

Commissioner Dugan Sr. asked Chief DiGiorgio to elaborate on the letter included in his report. Chief DiGiorgio reported that the District received a letter from a Madison family who had a house fire in September 2020 that the District responded to. Chief DiGiorgio reported that the letter thanked the District for their timely response in assisting the Madison Fire Department, their professionalism, and their efforts to preserve the family's belongings. Chief DiGiorgio reported that he will share the letter with the Fire Department as well.

EMS: Commissioner O'Hare asked Chief DiGiorgio for a status update on the FEMA reimbursement submission. Chief DiGiorgio confirmed that the couple of snags in the process had been worked out. Chief DiGiorgio reported that Administrator Schultz, who is the point of contact for FEMA, received correspondence requesting clarification on some items. Chief DiGiorgio reported that Administrator Schultz forwarded the request to Millennium, who contacted the State Police and rectified the situation. Chief DiGiorgio reported that Millennium redacted some of the information in the reimbursement request so that the request would not hit any more snags. Chief DiGiorgio reported that Millennium also asked the District to upload the remaining COVID expenses for 2020 since the original reimbursement submission was only for items through early September 2020. Chief DiGiorgio reported that the District is also working with Millennium to submit an SCBA Upgrade Grant which would include personal

regulators and personal facepieces along with upgrading the 25-year-old confined space ska packs. Chief DiGiorgio reported that a quote was required for the AFG, so the District is requesting \$88,000 for the upgrades. Chief DiGiorgio reported that these upgrades will protect our firefighters and that each firefighter could potentially get a personal regulator so there would be no need to share them. Chief DiGiorgio reported that the AFG closes on February 12 and that a majority of the information was sent to Millennium but there are still a couple of minor items that need to be addressed.

BUDGET: Commissioner Dugan Sr. reported that the District is waiting until the April election to see if the public approves the 2021 budget.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Commissioner Dugan Sr. felt that the contract was very close to settlement and that the Chairman had a few questions that he and Commissioner Callas would go over with him.

LIAISON TO THE VOLUNTEERS: Chief DiGiorgio reported that there was a Fire Co. Zoom meeting two weeks ago and there was a discussion relative to the consolidation. Chief DiGiorgio reported that Asst. Chief DeSimone asked about the status of the consolidation committee along with the intent of the committee and what direction the committee was heading in. Chief DiGiorgio asked the Board to clarify for Asst. Chief DeSimone and President Hark Jr. the direction the Board was going in regarding this. Commissioner Dugan Sr. reported that the consolidation committee has not met yet so the committee does not have a direction yet. Commissioner Dugan Sr. reported that at a Joint Board meeting two months ago the Joint Board decided to set up a committee to discuss the possibility of consolidation and a more efficient way to service the residents of the community. Commissioner Dugan Sr. reported that because of COVID and certain people being in isolation, the committee has yet to meet or discuss anything. Asst. Chief DeSimone reported that she appreciated the explanation and felt that the Board liaison to the volunteers should officially explain this to the volunteers because some of them have heard of the consolidation committee and have concerns regarding the intent. Commissioner Dugan Sr. reiterated that the committee has not met at all so there have been no discussions. Commissioner Dugan Sr. reported that once the committee starts to meet, he is

more than willing to let the Fire Co. know what was discussed at the meetings. Administrator Schultz reported that at the last Board meeting the Chairman had said that the name Consolidation Committee was going to be changed to more accurately reflect that this is more a discussion between the two districts to more efficiently utilize all the resources to provide services to the community. Commissioner O'Hare noted that the word consolidation brings with it a certain connotation and that people think that it means elimination of staff. Commissioner O'Hare felt that merger might be a better term but since there has not yet been a conversation, we will have to wait to see where it goes.

BUILDINGS AND GROUNDS: Commissioner Dugan Sr. reported that the building and grounds committee is looking into moving the sleeping quarters from the 2nd floor to the 3rd floor. Commissioner Dugan Sr. noted that this is part of the plans outlined by the Planning committee and it is in the works but just a matter of when it can be done. Fire President Hark Jr. reported that the Fire Co. is not trying to rush the moving of the sleeping quarters since the floor is not currently being utilized due to COVID.

APPARATUS/EQUIPMENT AND MAINTENANCE: Nothing to report.

INSURANCE: Commissioner O'Hare asked Administrator Schultz for a status on the life insurance migration. Administrator Schultz reported that all the applications have been filed and the migration of the census document should be done tomorrow.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Administrator Schultz reported that he is working on updates that should be done by the weekend.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that the committee met this week and feels that the Board should have a planner/engineer on retainer to answer questions that arise at the planning meetings. Administrator Schultz noted that the Board currently has a planner, Bowman, whose appointment will continue the reorganization meeting this year. Administrator Schultz reported that he spoke to Mr. Braslow about changing planners and Mr. Braslow said that the Board was within its rights to change a professional services

agreement. Commissioner Dugan Sr. reported that the planning committee would have a recommendation and a resolution prepared for the next meeting. Commissioner Dugan Sr. asked if there were any objections. Commissioner O'Hare cautioned that the District needs to watch costs until the budget is passed. Commissioner Dugan Sr. reported that the committee would like to retain the planner on an as needed basis.

Commissioner Dugan Sr. reported that the planning committee has not been able to meet on a regular basis with all that is going on but has tried to meet on prearranged times at least once a month. Commissioner Dugan Sr. reported that the committee will meet on Tuesdays with the time fluctuating between morning and afternoon depending on certain members schedules. Commissioner Dugan Sr. wanted it to be perfectly clear that the planning committee is to move forward with what District 3 and the Fire Co. are going to need or want in the future. Commissioner Dugan Sr. reported that this committee has nothing to do with consolidation or District 2. Commissioner Dugan Sr. reported that Administrator Schultz and President Hark Jr. are going to put together a presentation for a town hall meeting because the committee wants everyone in the District and Fire Co. to be involved. Commissioner Dugan Sr. reported that the town hall meeting would probably be over Zoom with limited in person attendance for those who do not have Zoom capability. Fire Co. President Hark Jr. reported that he hoped to meet with Administrator Schultz about the presentation before the next planning committee meeting on February 2 so that he can give an anticipated date for the town hall meeting at the next Fire Co. meeting. Commissioner Dugan Sr. reported that the Fire Co. had asked about replacing Ladder 33 and stated that while the planning committee may have the replacement as part of it's plans, it would not be the ones to spec out the truck.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner Dugan Sr. reported that the District is still working on the process of destroying some Fire Prevention records.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: None.

NEW BUSINESS: None.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, February 4, 2021 at 7:00 P.M. Unless otherwise noted, meeting will be held on the ZOOM platform in recognition of the safety of the members of the District and the members of our community.

The next Joint Fire Prevention Board Meeting is to be determined.

Fire District Elections will be held on Tuesday, April 30, 2021 from 2 P.M. until 9 P.M. Administrator Schultz noted that they are currently slated to be held in the fire station however there is still the possibility that there will be a complete mail in ballot.

PUBLIC PARTICIPATION: None.

RESOLUTIONS:

Administrator Schultz read Resolution 21-01-07-07 appointing Volunteer Member Ayash.

Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner O’Hare. All were in favor. Commissioners Callas and Quirk were absent.

EXECUTIVE SESSION: None.

ADJOURN: A motion was made by Commissioner Dugan Jr., seconded by Commissioner Dugan Sr., to adjourn the meeting. All were in favor. Commissioners Callas and Quirk were absent. The meeting was adjourned at 7:27 p.m.

Respectfully submitted by

Thomas Quirk, Secretary