

## October 20, 2022 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 October 20, 2022 in accordance with the Public Meeting Act of 1975, Chapter 231. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

**ATTENDANCE:** Commissioners Steven Cornine, Mary Lou DeSimone, and Shawn Waldron were present. Commissioners Michael Dugan Jr. and Robert O'Hare were absent.

Chief DiGiorgio, Administrator Schultz, Lt. Belott, Lt. McGuinness, FF Sulpy, FF DiGiacomo, FF Fire Co. President James Hark Jr., Hanover Twp. Committeeman Cahill, Fire Co. Member Keyser were also in attendance.

**DEPART FROM NORMAL AGENDA:** Swearing in of Lieutenant David Sulpy

The Board welcomed FF Sulpy and his family. Commissioner Cornine administered the oath of office to Lt. Sulpy while his wife held the Bible. Chief DiGiorgio presented Lt. Sulpy with his new badge. The Board and Chief DiGiorgio congratulated Lt. Sulpy. Lt. Sulpy and his family left the meeting.

**PUBLIC PARTICIPATION:** Fire Co. Member Keyser asked if when the Fire Co. does an activity, such as the Tree Lighting, are they covered under Workmen's Compensation insurance if they get hurt. Administrator Schultz reported that members of the District are covered under Workmen's Compensation insurance but members of the Fire Co. who are not also members of the District are not covered. Administrator Schultz reported that Fire Co. members are covered under the accident and sickness insurance. Mr. Keyser felt that this would be a problem for the Fire Co. members because they will not want to help with some of the activities if they are not covered by Workmen's Compensation insurance. Administrator Schultz reported that it would be cost prohibitive to carry all members on Workmen's Comp insurance. Chief DiGiorgio clarified that the State of New Jersey requires employers to carry Workmen's Comp insurance on employees which includes members of the District but not members of the Fire Co. Administrator Schultz clarified that if a member resigns from the District but remains a member of the Fire Co. they are fraternal members of an organization.

Administrator Schultz reported that the District has a fiduciary responsibility to the residents that prohibits carrying non-operational members on Workmen's Comp.

**CORRESPONDENCE:** Commissioner Cornine reported that the Board received a thank you letter for their contribution towards the Trackless Train for Hanover Township Day along with a photo of families enjoying a train ride that day.

**APPROVAL OF PREVIOUS MINUTES:**

**The minutes from the October 6, 2022 Regular Meeting were reviewed.**

**Amendments to Previous Minutes: None.**

**Commissioner Waldron made a motion to approve the minutes from the October 6, 2022 Regular Meeting. Commissioner Cornine seconded the motion. All were in favor. Commissioners Dugan Jr. and O'Hare were absent.**

**REPORT OF THE TREASURER:**

Commissioner Waldron reported that the District is operating within the budget but that the District has to be careful for the next 2 ½ months.

Commissioner DeSimone asked if there was any update on the Qualified Purchasing Agent discussion with Boonton Township. Administrator Schultz reported that the District will be meeting with Boonton Townships Qualified Purchasing Agent and the Administrator of Boonton Township on Monday morning to hopefully iron out a shared services agreement.

**Report of Fire Commissioner Board Committees and Chief of Department:**

**CHIEF'S REPORT:** Chief DiGiorgio reported that he did not submit his Bi-Monthly report due to the different training that were going on but said he would have a full report for the November 6<sup>th</sup> meeting.

**EMS:** Nothing to report.

**BUDGET:** Commissioner Waldron reported that the District has a draft 2023 budget that was distributed to the Board. Administrator Schultz that there have been a few budget meetings and determined what our necessary costs are and are keeping everything down to the bare necessities. Administrator Schultz reported that the draft budget still shows a deficit which is normal for this point in the process. Administrator Schultz reported that pension expense alone is rising

\$50,000. Administrator Schultz reported that the Budget Committee is looking at where it can cut costs and hopes to have a budget to be introduced at the next meeting so that any necessary hearings can be scheduled.

**PERSONNEL:** Commissioner Waldron indicated that there was a need for executive session.

**NEGOTIATIONS:** Nothing to report.

**LIAISON TO THE VOLUNTEERS:** Commissioner Waldron reported that he attended the Fire Co. meeting and informed them about Dr. Gluckman's decision regarding physicals that was discussed at the last meeting. Commissioner Waldron reported that he has yet to receive the paperwork that needs to be filled out by any doctor performing the annual physical but that as soon as it is received he will get it out to the members. Commissioner DeSimone asked if there was any feedback from the Fire Co. members. Commissioner Waldron reported that there were no complaints and 2 members expressed gratitude. Chief DiGiorgio asked that Commissioner Waldron ask Dr. Gluckman if the Buscio physical will be accepted when he meets to get the paperwork. Commissioner Waldron reported that Dr. Gluckman indicated that he would accept the Buscio physical as long as all the boxes on the paperwork are checked off but he will clarify it with Dr. Gluckman.

**BUILDINGS AND GROUNDS:** Commissioner Waldron reported that there is an upcoming meeting scheduled with the architect to discuss all of our wishes for a new facility.

Administrator Schultz asked if the District could research putting an addition camera on the corner of the building covering the front of the building.

Administrator Schultz reported that there is no camera that covers the front apron and if an apparatus pulls out and something questionable happens there is nothing on the apron to look back for support. Commissioner Waldron reported that he will discuss it with Administrator Schultz tomorrow. Chief DiGiorgio reported that he would get them the name of the person who installed the other cameras.

Commissioner DeSimone asked about the status of the bay door replacement. Lt. Belott reported that he received an email yesterday from the vendor which said that they will update us as soon as the manufacturer gets back to them with a status on the production of the parts for the door. Commissioner DeSimone

expressed concern about the apparatus sitting outside in the elements and asked if we could look for another vendor. Chief DiGiorgio cautioned that we should look to see if the District signed a contract with this vendor. Administrator Schultz reported that he will work with Chief DiGiorgio and Lt. Belott to get an answer on the estimated time of arrival for the door. Mr. Keyser reported that the District had discussed the fact that the hand cart which is currently in the bay would need to be moved before the new bay door can be installed at the last meeting. Mr. Keyser reported that he worked with President Hark Jr. and that the hand card will be moved to the Firemen's Museum on Saturday.

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Nothing to report.

**INSURANCE:** Nothing to report.

**BY-LAWS:** Nothing to report.

**WEBSITE:** Nothing to report.

**PLANNING COMMITTEE:** Commissioner Waldron reiterated that the District would be meeting with the architect to discuss the District wish list for a new facility.

**LIASON TO EXEMPTS:** Nothing to report.

**RECORDS RETENTION:** Administrator Schultz reported that the District is getting another destruction order together.

**LIAISON TO HANOVER TOWNSHIP COMMITTEE:** Committeeman Cahill reported that the Township met with the District about a QPA shared service agreement. Committeeman Cahill reported that while he regretted that the Administration did not feel that they would help the District he felt that he had to leave that decision in the hands of the Administration. Committeeman Cahill reported that he would be very interested in what kind of deal the District works out with Boonton if and when it comes to fruition and that after a year if the District would like to revisit the shared service agreement, he would be more than happy to. Administrator Schultz reported that he would keep Committeeman Cahill abreast of the situation with Boonton.

**OLD BUSINESS:** Commissioner DeSimone asked about the maintenance shared services that was previously talked about. Chief DiGiorgio reported that this has been put on hold indefinitely.

Administrator Schultz reported that there was a meeting last week with 2 representatives of the Department of Community Affairs (DCA). Administrator Schultz reported that he, Chief DiGiorgio, Chief Perrello, and Commissioners O'Hare and Waldron attended. Administrator Schultz reported that he is still transcribing the minutes for the meeting. Administrator Schultz reported that the DCA explained what they do during a consolidation process and what funding is available during the process. Administrator Schultz reported that he presented the DCA with about 60 written questions and he is looking forward to getting the answers from them. Administrator Schultz reported that one of the questions is about what happens after consolidation when the new Board takes over and the DCA reported that the new Board can do whatever they want as long as they do not violate the terms of any funding provided by the DCA. Commissioner Waldron noted that there is DCA funding for salaries available for the 1<sup>st</sup> year of consolidation but that the new District would need to cover the salary costs from then on. Commissioner Waldron thanked Administrator Schultz for all the time and effort he put forth to create the list of questions for the DCA. Commissioner DeSimone asked of the DCA indicated when they would get the answers to the questions back to the Consolidation Committee. Administrator Schultz that they did not but that he sent the questions in a Word document so the DCA can just go in and answer the questions but felt that many of the answers would be that they do not know because so much is determined by the decisions made by a new Board. Administrator Schultz noted that the answers should still allow the Boards a better idea of how the process will work before a formal decision is made on consolidation. Commissioner Waldron reported that he has been putting too much emphasis on savings for the taxpayer as opposed to having an equal or better service provided to our taxpayers and protecting our employees. Commissioner Waldron reported that he looks forward to seeing the answers to the questions that were submitted to the DCA. Chief DiGiorgio reported that the resolutions that Both Boards passed appointing a committee to investigate consolidation allowed the DCA to meet and answer the questions that were given to them. Chief DiGiorgio reported that the importance of volunteer component of the organization was illustrated to the DCA by some of the work that was included in the draft plan. Administrator Schultz reported that he would like to see the DCA put money into volunteer recruitment and retention. Chief DiGiorgio reported that the DCA indicated that they will come back and help with public meetings and felt that it was beneficial to have met with them.

Commissioner DeSimone asked about the status of the gym equipment. Chief DiGiorgio reported that he would have to look back at the minutes from the last meeting to see what the next step was to be. Commissioner Waldron felt that FF Ujfalussy was going to be contacted to see if there was a place that it could go but would also have to review the minutes from the last meeting. Commissioner DeSimone reported that she noticed there were also a lot of wheelchairs in the tent. Chief DiGiorgio reported that the District had gotten rid of all the wheelchairs to make room for COVID supplies but residents argued that the District should have wheelchairs to loan out. Chief DiGiorgio reported that the District put out a request for donated wheelchairs and now there are wheelchairs again in the tent. Commissioner DeSimone noted that they are going to rust if they are left at the front of the tent and subject to the elements. Chief DiGiorgio reported that they will be shifted further back when the tent is cleaned out.

**NEW BUSINESS:** Nothing to report.

**REMINDERS:**

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, November 3, 2022 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Thursday, December 1, 2022 at the District 3 Fire House at 6:30 P.M.

The Annual Tree Lighting will be held on Saturday, November 26, 2022 at 6:00 P.M. at the Cedar Knolls Fire Station.

**PUBLIC PARTICIPATION:** Fire Co. Member Keyser felt that the Board needed to look closely at what District 3 taxpayers would have to pick up if the two Districts consolidated since District 3 is half the size of District 2. Mr. Keyser felt that the Board should look at a District plan to determine the needs to serve the 3.5 square miles of Cedar Knolls before looking at an overall consolidated plan to see what is best. Commissioner Cornine reported that the issue has been addressed in the plan the Chiefs put together and that Cedar Knolls residents would see a decrease in taxes, in the short term anyway.

**RESOLUTIONS:** Commissioner Cornine asked if anyone had an objection to approving the resolutions by consent agenda. There were no objections.

**Commissioner Cornine read Resolution 22-10-20-76 terminating a volunteer EMT.**

**Commissioner Cornine read Resolution 22-10-20-77 terminating a volunteer firefighter.**

**Commissioner Waldron made a motion to introduce the resolutions, seconded by Commissioner DeSimone. All were in favor. Commissioners Dugan Jr. and O'Hare were absent.**

**Commissioner Cornine noted that these terminations are undertaken after trying every avenue to contact these members and they will always be welcome should they wish to come back.**

**EXECUTIVE SESSION: Commissioner Cornine read Resolution 22-10-20-78 to enter into executive session. Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner Cornine. All were in favor. Commissioners Dugan Jr. and O'Hare were absent.**

**The Board went into closed session at 7:56 p.m.**

Personnel matters were discussed, and action will be taken.

**The Board came out of closed session at 10:35 p.m.**

**ADJOURN: A motion was made by Commissioner Cornine, seconded by Commissioner Waldron, to adjourn the meeting. All were in favor.**

The meeting was adjourned at 10:35 p.m.

Respectfully submitted by

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Steven Cornine, Secretary