

August 17, 2023 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 August 17, 2023 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 Mary Lou DeSimone, Michael Dugan Jr., Gary Keyser, and Shawn Waldron were present. Commissioner Steven Cornine was absent.

Asst. Fire Chief Martin, Administrator Schultz, Deputy Administrator Hark Jr., Lt. Belott, FF Colin, FF Martin, FF Ujfalussy, Capt. Costello, and EMT Perrone were also in attendance.

PUBLIC PARTICIPATION: None.

DEPART FROM NORMAL AGENDA:

The Board departed from the normal agenda to recognize Nick Haak for the courage, bravery, and selflessness he demonstrated on July 31, 2023 when he noticed a fire on Juniper Dr. in Hanover Township NJ. The Board recognized Nick Haak for acting quickly, demonstrating bravery and selflessness by attempting to extinguish this fire, and for acting in a manner consistent with the characteristics of an exceptional citizen, placing the wellbeing of others and the conservation of their property above his own interests. The Board presented Nick Haak with a copy of the resolution and offered their sincerest thanks for his actions on July 31, 2023.

The Board welcomed Fire Cpt. Costello who gave them an update on Volunteer Incentive Program proposal that he has been working on. Cpt. Costello reported that a majority of the volunteer respondents replied to his questionnaire and indicated that they could not commit to working Sundays. Cpt. Costello reported that the volunteer members indicated that flexibility to come and go whenever they want is important to them. Cpt. Costello felt that at this time the focus should be on recruitment and retention and providing as much flexibility as we can to the members that we have. Commissioner DeSimone asked if the recruitment and retention group has been created yet. Cpt. Costello reported that he was waiting until the end of this month. Cpt. Costello recommended that the

Board look into utilizing career staff for Sunday coverage until the volunteer ranks can be increased. The Board thanked Cpt. Costello for his report and all the time and effort that he put into this project.

Cpt. Costello left the meeting.

The Board returned to the normal agenda.

CORRESPONDENCE: Commissioner DeSimone reported that the Board received a package of thank you cards from PG Chambers thanking the personnel who went to the school to read to the students.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the August 3, 2023 Regular Meeting were reviewed.

Amendments to Previous Minutes: Commissioner Desimone noted that during the discussion about the Power Truck the minutes do not reflect her statement that she did not support the Power Truck program even when she was the Chairperson of the Board and her concern for the use of payroll dollars for the program.

Approval of the minutes from the August 3, 2023 Regular Meeting were tabled until the corrections were made.

Approval of the minutes from the July 20, 2023 Regular Meeting Executive Session was tabled until the next Regular Meeting.

REPORT OF THE TREASURER: Commissioner Waldron distributed a copy of the Treasurer's Report as of July 30, 2023 and reported that he met with Administrator Schultz, Deputy Administrator Hark Jr. and the bookkeeper last week. Commissioner Waldron reported that Administrator Schultz was able to move some funds from areas where the District expects to be under budget to areas where the District is over budget. Commissioner Keyser asked if this would cover the DCRP cost. Commissioner Waldron confirmed that it would and clarified that the District would only cover half of the back-pension payments owed by the employee but initially would be paying the entire back amount. Commissioner Waldron reported that when the employee pays their half of the back amount the District will recoup the money. Commissioner Keyser asked if there would be a time limit for the employee to pay their amount. Commissioner Waldron reported that there is no time limit.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin submitted his Bi-Monthly report on August 16, 2023 and had the following additions to his report.

Asst. Chief Martin reported that he has contacted the County to adjust the run card for 1255 Rt. 10, which is the Red Carpet. Asst. Chief Martin reported that he had added an Engine on that to respond with EMS because of uncertainty about what was going on there. Asst. Chief Martin reported that the amendment has been in place since March and the order has been changed back to have EMS only respond to EMS calls.

Asst. Chief Martin reported that FF Ujfalussy has been in contact with Novartis regarding their offer to do a walk through and provide dinner for the District personnel who were present at their Take Your Child to Work event. Asst. Chief Martin reported that FF Ujfalussy is looking to get that scheduled for next month.

Commissioner Keyser asked about the item in his report about the County notifying the lieutenant about EMS support and not receiving a timely response from either the lieutenant or the on-duty officer resulting in the call going to the next available EMS unit. Asst. Chief Martin reported that he has amended the order today to state that the officers or senior firefighters in charge of a shift must have the radio on them from 0600 to 2200 and monitor channel 3.

Commissioner Keyser asked why the EMS crew could not make the call. Asst. Chief Martin reported that the EMS crew in the ambulance may not know what is going on at the firehouse and could cause major delays in trying to get ambulances where they need to go if they make decisions themselves. Asst. Chief Martin noted that the officers are paid to monitor the radio.

Commissioner Keyser asked about the item in Lt. Belott's report about the price for an ambulance rental. Asst. Chief Martin reported that one quote on a rental has been submitted to the Board and that Lt. Belott received the quote from another vendor right before the meeting tonight. Asst. Chief Martin reported that he will send the quote to the Board later tonight. Asst. Chief Martin reported that he has been getting the run around from Nielsen on the Ambulance 32 body work and rental so he plans to stop by tomorrow to speak with them. Asst. Chief Martin reported that he asked Deputy Administrator Hark Jr. about what our insurance company requires regarding the body work, such as a police report, specific vendor to use etc. Commissioner Waldron felt that the District was not going to notify the insurance company because Nielsen damaged the ambulance and would fix it. Lt. Belott reported that he spoke to the Body Shop Manager from Nielsen tonight and he said the District could bring the ambulance down

anytime tomorrow after 8:30 A.M. Lt. Belott reported that the Body Shop will see what needs to be done to the ambulance and if they are capable of doing the work. Lt. Belott reported that judging by where the damage is on the ambulance he felt that it would need to go back to 1st Priority for the body work. Asst. Chief Martin questioned how the District would proceed regarding our insurance company if the ambulance needs to go to 1st Priority. Commissioner Waldron felt that 1st Priority is going to need to know that they are going to get paid by somebody and if an insurance company is not involved what assurances do they have that Nielsen is going to pay them so the District may have to end up doing some sort of a report. Commissioner Waldron also felt that either could do the body work but it would be much easier for 1st Priority to replace the doors than trying to fix them. Lt. Belott reported that the email from VCI for the ambulance rental that he received today is \$175 / day with a \$400 start up fee which covers any type of radio and temporary lettering. Lt. Belott noted that the minimum rental is 30 days. Commissioner Keyser did not think that a police report was filed when Nielsen damaged the ambulance because they admitted that they did the damage and would take care of it. Asst. Chief Martin reported that the day crew can bring the ambulance to Nielsen body shop tomorrow. Commissioner Keyser reported that they have to inform Nielsen about the quoted cost of the ambulance rental and see if they will take care of that and also ask Nielsen about how 1st Priority will get paid if Nielsen cannot do the body work. Asst. Chief Martin noted that the body shop is not in the same location as the dealer where the damage occurred and the manager at the dealership should be the one who answers the question regarding payment. Commissioner Keyser asked for confirmation that Nielsen has only given verbal assurance that they will fix the damage to the ambulance and that there is nothing in writing currently. Asst. Chief Martin confirmed that everything has been verbal to date. Commissioner Waldron reported that he could not assist in this tomorrow. Commissioner Keyser reported that he would go speak with the manager and lay everything out for him. Commissioner Keyser hoped that an attorney would not have to get involved. Commissioner Waldron felt strongly that the District should fight to get Nielsen to cover the cost of the repair and a rental ambulance or they should cover a missed call a day at \$900 for the duration that the ambulance is out of service.

Commissioner Keyser reported that he spoke to Asst. Chief Martin yesterday about tires for Truck 33 because the back 4 tires are down to the wear marks. Commissioner Keyser reported that Asst. Chief Martin said there were other

issues with Truck 33 such as the gauges and relief valves that needed to be addressed before tires. Commissioner Keyser noted that the other issues are laid out in Asst. Chief Martin's report. Asst. Chief Martin reported that the Valtek repairs total about \$15,600, the VFIS repairs are another \$6,000, and the tires will cost about \$8,000, so the total will be about \$30,000. Commissioner Waldron noted that the District found out today that Truck 33 also has a brake issue. Commissioner Waldron felt that keeping in mind all the required repairs for Truck 33, the Board needs to know what it means to the District to not meet all of UL's requirements for certification. Commissioner Waldron questioned whether Truck 33 can still be used as a pump and a ladder without the UL certification. Asst. Chief Martin reported that according to UL the Truck did not fail the "non-destructive test" which is when they check the well, the rails, beams and stuff like that to see if there is any lack of integrity. Asst. Chief Martin reported that UL also tests the pumps, which the District knows have issues. Asst. Chief Martin reported that UL also noted issues with the GPM water flow which could be the gauges or a wiring issue due to corrosion. Lt. Belott noted that the UL inspection report is from March and if all the listed items get fixed this assumes that nothing else will then not pass inspection. Commissioner Waldron asked if FIS has any idea why the ladder would not function for a while when they were out recently. Lt. Belott reported that they had no idea what the issue was there. Commissioner Waldron asked that with the Truck 33 having pump, aerial problems, and now rake problems, if the District needs to get an interpretation from counsel about liability if the District chooses to use the Truck and something happens. Asst. Chief Martin was in favor of getting the opinion counsel. Commissioner Dugan Jr. asked if the District could rent a ladder truck. Asst. Chief Martin felt that the District would be hard pressed to find anyone willing to rent out a piece of fire equipment. Commissioner Waldron asked if the Board would authorize contacting the attorney about using Truck 33. The Board agreed to contact Mr. Braslow.

Commissioner Waldron reported that the District has rules, SOPs, and SOGs that contradict each another and he highlighted differences in the age and conditions at which staff can drive emergency vehicles. Commissioner Waldron asked if our insurance company weighed in on the issue. Administrator Schultz reported that the insurance company has no age restrictions and only requires them to be capable to drive the apparatus. Commissioner Waldron asked which "rule" the District is going to follow since the District has an employee that cannot drive anything. Lt. Belott reported that it was 2 employees. Commissioner Keyser felt

the age to drive emergency vehicles should be at least 20. Commissioner Waldron liked the idea of both people on an ambulance being able to drive and felt that whatever the age the District should ensure that all the paperwork should be in sync. Commissioner Keyser felt that individuals should have at least 1 year of regular driving experience before they can drive an emergency vehicle so felt that the age should be 19 or 20. Commissioner DeSimone asked if the District does Motor Vehicle checks. Commissioner Keyser reported that the District does do Motor Vehicle checks. Commissioner Waldron felt that getting a little regular driving experience before being allowed to drive emergency vehicles was a good idea. Asst. Chief Martin felt that the District's driver training policy is very comprehensive. The Board discussed various reasons for and against driving at the age of 18. Commissioner Waldron felt that the District should hire as of 18 years old, start driver training at 18 ½, and allow them to drive at 19 if they are competent. Commissioner Waldron felt that any young, inexperienced hire should have to wait 6 months to start driver training. Commissioner Waldron noted that driver training included driving in non-emergency situations as much as possible. The Board agreed to require new hires up the age of 20 to wait 6 months to start the 6-month driver training and that anyone hired at age 20 or older could start the 6-month driver training right away. Commissioner Waldron agreed to meet with Asst. Chief Martin to write the new policy after he returns from his upcoming vacation.

Commissioner Keyser asked if anyone had any more questions for Asst. Chief Martin. There were no questions.

EMS: Nothing to report.

BUDGET: Commissioner Waldron reiterated that Administrator Schultz has found the money in under budget accounts to move to those accounts where the District is over budget.

PERSONNEL: Commissioner DeSimone reported that the Board would need to go into Executive Session.

NEGOTIATIONS: Commissioner Keyser reported that he and Commissioner DeSimone will meet with an employee representative to discuss language in the contract when the employee returns from time off.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner Dugan Jr. reported that light bulbs were changed throughout the firehouse.

APPARATUS/EQUIPMENT AND MAINTENANCE: Asst. Chief Martin reported that he sent out the specs and pricing from one vendor for a new ladder truck. Asst. Chief Martin reported that he is waiting on information from another vendor. Commissioner Keyser reported that he called the vendor and received the specs and pricing. Commissioner Keyser will get a copy to Asst. Chief Martin.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Waldron reported that the Committee is meeting with the architect tomorrow.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner Waldron reported that there will be an update for next meeting after the committee meets with the architect tomorrow.

Commissioner Keyser asked how the District stands on annual physicals. Asst. chief Martin reported that he was approached by an individual that was going to his own doctor and could not be seen by the end of the month. Asst. Chief Martin reported that he granted the individual an extension. Commissioner Keyser asked if all the career staff had completed their physicals. Deputy Administrator Hark Jr. reported that 2 career staff have not completed their physicals. Commissioner Keyser asked if there has been trouble scheduling the physicals. Commissioner DeSimone reported that Dr. Gluckman has not returned any of Lt. Belott's inquiries. Commissioner Keyser reported that the 2 career staff will have to call and say they are coming in for their physical because they have to get it done. Asst. Chief Martin reported that he plans to speak with the 2 career staff to ask why after almost 2 months they are still delinquent.

Commissioner Keyser asked for guidance about whether to discuss the proposed schedule which included rotating of the lieutenants can be discussed in open session. Commissioner DeSimone noted that names would not be mentioned. Commissioner Keyser reported that a staffing schedule was reviewed by the

Board and the rotating of lieutenants was approved. Commissioner Keyser reported that every month or so the crew would rotate to a different lieutenant. Commissioner Waldron reported that rotating the crew members themselves was also discussed with one crew member rotating forwards and another rotating backwards. Commissioner Keyser reported that Asst. Chief Martin would have to notify staff of the Board's decision. Asst. Chief Martin wanted to go on record as saying that he is absolutely opposed to this idea. Commissioner Waldron felt that the Board should discuss this. Commissioner Keyser felt that everyone agreed with the proposal. Commissioner Waldron reported that he did not say no to it. Asst. Chief Martin reported that he was never in agreement and he absolutely did not want it because it interferes with crew integrity. Commissioner Keyser said that the proposal can be discussed now. Commissioner Waldron reported that he brought this up back when District was down a lieutenant; the Board proposed paying FF/EMTs to be acting lieutenants and they rejected the offer in favor of crew integrity. Commissioner Waldron reported that there are different ways to look at it. Commissioner Waldron reported that sometimes it gets complacent with the leader and/or too many friendships develop. Commissioner Waldron reported that the FMBA does not want the proposed change but they do not run the District the Board does although the Board should consider what the FMBA is saying. Commissioner Waldron acknowledged that he understands where the FMBA is coming from as does Asst. Chief Martin. Commissioner Waldron reported that he worked a job where you worked in groups and acknowledged that the longer you work within the same group the more comfortable you become within the group. Commissioner Waldron reported that everyone in the group has an idea of what the other is doing without having to talk. Commissioner Waldron reported that the downside is that staff gets to comfortable and can run amok because they feel that their buddy will not do anything. Commissioner Waldron felt there are different ways to look at it. Commissioner Keyser thought that they were all in agreement about the proposed change due to the reasons for doing. Commissioner Desimone reported that there are pros and cons to both staffing models. Commissioner DeSimone reported that she liked the officers working with all the other staff so that they got to know them all but on the other hand there is something to be said for comradery, solidarity and working with the same person day in and day out. Commissioner Desimone felt that the officers should rotate periodically so they get to understand and learn about everyone. Commissioner Desimone felt that this was how the officers would learn about their weaknesses and how to help

the individuals improve. Commissioner Dugan Jr. did not view the firehouse work environment as school and the individuals did not have a problem getting along or getting to know each other. Commissioner Dugan Jr. felt that if the District has groups that work now than changing it can only make things worse.

Commissioner Dugan Jr. reported that the groups obviously do not want the proposed change and he cannot see any positives coming out of moving forward with it. Commissioner Dugan Jr. felt that people, especially the lieutenants, come to the firehouse when they are not working and get to know who is here.

Commissioner Keyser did not dispute that they get to know who is here but they do not know their work ethic. Commissioner Dugan Jr. felt that on a fire scene the lieutenants are not going to worry about how an individual operates at the firehouse only whether they are going to be able to go in and do the task that they are told to do. Commissioner Dugan Jr. felt that if one lieutenant can trust an individual then the other lieutenants should also be able to trust them.

Commissioner Waldron reported that one of the things that would make him lean towards not touching the current scheduling is if we go to the daily or weekly training drills and each tour would drill the same drill, with the same lesson plan, each week because this way everyone knows how everyone else is going to perform tasks. Asst. Chief Martin reported that FF Ujfalussy has been working on this as part of the training division and asked him where it stands. FF Ujfalussy reported that he has been dedicating his time to his responsibilities as an FF/EMT/Inspector. Commissioner Waldron reported that it is in the works.

Commissioner Waldron felt that Cpt. Costello could also use the same lesson plans for his Sunday training drills so the volunteers are also doing the same drills. Commissioner Dugan Jr. asked if other members are not allowed to come to a drill if they are not on duty. Asst. Chief Martin reported that the standing rule has always been that you can come down and train any time that you want whenever there is a drill going on. Asst. Chief Martin reported that one of the things that came up at the officers' meeting Monday night with Cpt. Costello and Lt. Sheridan was that we are going to take a different approach in looking at our training program. Asst. Chief Martin reported that going into 2024 we are going to be looking at feedback from the members about what they want to train. Asst. Chief Martin reported that one of the things that he threw out to Cpt. Costello was that he does not have to come down here every Sunday to drill in the parking lot.

Asst. Chief Martin reported that there are TVs and computers at the firehouse which would allow them to do a case study. Asst. Chief Martin reported that a report was recently released about 2 firefighters that were killed in Maryland and

there was unbelievable great information that came out of it. Asst. Chief Martin reported that the officers could sit down and go over it with members. Asst. chief Martin felt that these discussions are important and should be used in conjunction with physical drills. Commissioner Dugan Jr. asked Lt. Belott if he had something to say. Lt. Belott reported that all the career staff are completely against rotating. Commissioner DeSimone asked why they are against it. Lt. Belott reported that crew integrity is too important and if the change is implemented he felt that there will be a complete breakdown in the career division. Commissioner Waldron felt that meeting the other crews at the beginning or end of each shift does not allow everyone to know how each individual will operate on scene. Lt. Belott pointed out that other jobs that rely on unit work, such as the military, do not rotate the people in the unit and felt that this department should not either. Lt. Belott acknowledged that in larger departments there can be transfers between house but this department has only 9 career staff and he knows all of them on a personal basis. Commissioner Keyser reported that knowing them does not mean that he knows how they will react at a scene. Lt. Belott felt that he did not need to know how people from another crew will react because their lieutenant knows how they will react. Commissioner Waldron reported that this is why Commissioner DeSimone brought this up. Commissioner Waldron reported that if the firefighter on his crew calls in sick and a firefighter from another crew takes his place then it will be important for the lieutenant to know how the firefighter will react at a scene. Lt. Belott reported that the firefighter who calls out is usually not back filled. Commissioner Waldron reported that if in the future the minimum staffing is increased to 2 firefighters then firefighters from other crews could be used to cover a vacancy and he felt it was important that all 3 shifts train the same way. Lt. Belott did not feel that utilizing a firefighter to cover a vacancy in another shift is a good reason to implement rotating shifts. Lt. Belott felt that standardized training would result in the same outcome. Commissioner Waldron reported that he would be less likely to support rotating crews if the entire staff were training every week on the same topic using the same lesson plan. Commissioner Dugan Jr. felt that the District should work at getting the training uniform then. Commissioner Desimone asked how quickly that could be done. Commissioner Keyser felt that each lieutenant should know the strengths and weaknesses of all the career firefighters. FF Ujfalussy reported that based on the people he has spoken to about getting uniformity in training, it will take time to implement and while it is in the works, it will not happen overnight. FF Ujfalussy noted that the training schedule is also

set months ahead. Commissioner Waldron reported that there are check off lists for the annual EMS Competencies and asked why the same type of check off list, which are part of the policies and procedures, could not be used for other types of training. Commissioner Keyser felt that it should be easier to do in this department as opposed to a larger one. Lt. Belott reported that it was harder because there are less people on a shift to cover all the work that needs to be done each day. Commissioner Waldron asked if this would preclude a 1-hour training drill to be done. Asst. Chief Martin reported that there are 2 things that he wanted to achieve while he was Chief; one was a needs assessment and the other was a personnel assessment. Asst. Chief Martin reported that the needs assessment is taking a look at where we are, where we need to be and how we are going to get there. Asst. Chief Martin reported that the personnel assessment is basically running our people through evaluations to see where they need improvement. Asst. Chief Martin reported noted that these are perishable skills and if they are not used all the time things are forgotten. Asst. Chief Martin reported that the personnel assessment will show where there are deficiencies which in turn will affect how the District comes up with a training program. Commissioner Keyser asked if this could not be found out by rotating the lieutenants. Lt. Belott asked why the Board seems to feel it is so important to rotate the lieutenants. Commissioner Keyser reported that it is important so that the lieutenants have a better idea of the strengths and weaknesses of all the other firefighters. Asst. Chief Martin felt that if the District trains the firefighters across the board then the District does not have to worry about what their strengths and weaknesses are because the evaluations will indicate what they are. Commissioner DeSimone asked how soon this training would be put in place because right now there is no training being done. Asst. Chief Martin reported that this is not true. Commissioner DeSimone asked if skills training was done every day. Asst. Chief Martin reported that the firefighters were out twice yesterday training. Commissioner Desimone asked if this was also done by the other crews. Lt. Belott reported that each crew does their own thing. Asst. Chief Martin reported that each crew is doing training but it is not currently uniform. Asst. Chief Martin felt that a skills assessment needs to be done to determine what areas the training needs to concentrate on. Commissioner DeSimone asked who will do the assessment. Asst. Chief Martin reported that the sills will be assessed by the officers. Both career and volunteer. Asst. Chief Martin felt that he would probably ask the volunteer officers to assess the career staff skills so that the review is independent. Asst. Chief Martin reported that the other

alternative is to bring in instructors to do the assessment. Asst. Chief Martin reported that the Board should make the decision on who should perform the assessments. Commissioner Keyser felt that if it can be done in house then it should be. Asst. Chief Martin felt that it was important that the officers not assess their own people because it is too easy for the officer to say that their guys are the best. Commissioner Desimone agreed that officers cannot assess their own people. Asst. Chief Martin reported that he could also do the assessments. FF Martin felt that there was no need to rotate the lieutenants along with performing the assessments in order to identify deficiencies. FF Martin reported that crews train every week and suggested rotating which crew was responsible to run training each week as opposed to rotating the lieutenants. Asst. Chief Martin felt that this was a good idea. Commissioner Keyser reported that there has been a lengthy discussion on the subject and asked if the Board wanted to move forward with rotating the lieutenants or put it on hold to allow the District work toward uniform training. Commissioner DeSimone felt that if Asst. Chief Martin can come up with the assessment that he wants to do to see where our weaknesses lie she is okay with it but if the Board finds that the District is not getting what is needed to identify skill gaps then the rotation idea may need to be revisited. Commissioner DeSimone asked Asst. Chief Martin how soon he could put an assessment program together. Asst. Chief Martin reported that the program is already put together, it is just a matter of putting the people in place. Asst. Chief Martin reported that once the assessment is done and the skill deficiencies have been identified, he like the idea of putting the onus of developing training to address the deficiencies on the tours by having each tour be assigned with a month for which they are responsible for coming up with training lessons. Asst. Chief Martin thought the firefighters would be much more invested if they were involved with developing the training lessons and it would be good for morale. Commissioner Keyser asked for confirmation that the proposal to rotate lieutenants would be put on hold for the moment given all the comments and suggestions that were heard tonight. The other Board members agreed. Commissioner Cornine was absent.

Commissioner Waldron asked for a status update on a new ambulance. Asst. Chief Martin reported that one spec was received and sent to the Board which he believes is from 1st Priority. Asst. Chief Martin reported that he is waiting for the specs from Sutphen. Commissioner Keyser asked if the District was looking at the same type of ambulance as Ambulance 32. Asst. Chief Martin confirmed that the District was looking at the same type. Commissioner Keyser asked if the District

would financially be able to purchase a new ambulance and if it would have to be put off until the next budget year. Commissioner Waldron reported that the longer that the District waits the higher the price and the longer the delivery date for the ambulance. Asst. Chief Martin reported that he would reach out to Lt. Sulpy tomorrow about the outstanding specs. Commissioner Waldron reported that the new ladder truck was at a 28 month build at the start of discussions and is now at 32 months.

Commissioner Keyser asked if the discussion on the District sleeping policy needed to be discussed in Executive Session. Commissioner Waldron did not think it needed to be discussed in Executive Session. Commissioner Keyser asked if all Board members received a copy of the revised sleeping policy from Asst. Chief Martin. All Board members confirmed that they had received and read the revised policy. Commissioner Cornine was absent. Commissioner Keyser reported that he asked Asst. Chief Martin to add that any employee found sleeping during shift outside the prescribed hours would be subject to disciplinary action including termination. Commissioner Keyser noted that this clause was in the old policy but was not in the revised one. Asst. Chief Martin clarified that he was going to add that anyone found in violation of the sleeping policy would be subject to progressive disciplinary process but there was nothing mentioned about termination. Asst. Chief Martin reported that the revised policy would supersede any previous policies which would be archived in Power DMS. Commissioner Waldron reported that the discussion on the sleeping policy resulted in a discussion on privacy in the sleeping cubbies resulting from people peeking around the current freestanding room dividers that cover the cubby doors. Asst. Chief Martin reported that rods and material were purchased today to create curtains on all the cubby doors to ensure privacy. Commissioner Waldron felt that locking doors would be the only solution to truly ensure privacy and therefore changing clothes should only be permitted in the locked 1st or 3rd floor bathrooms. Asst. Chief Martin reported that stick on frosting will be put on the 3rd floor bathroom and kitchen windows for privacy. Asst. Chief Martin reported that he kitchen doors can be locked so it could also be used as a changing area. Commissioners DeSimone and Waldron felt that changing in the kitchen area should be discouraged.

Commissioner Waldron asked if a decision has been made on which vehicle the District is getting rid of when the new command vehicle comes in because the Town is very anxious to know if they are going to be able to get Car 36 or not. Commissioner Waldron noted that when the taxpayers approved the purchase of

a new command vehicle the ballot indicated that the District would be getting rid of one of the existing command vehicles. Deputy Administrator Hark Jr. reported that the ballot wording stated that the District wanted to replace a command vehicle but did not state that the District needed to sell an existing one. After discussion, the Board agreed that Car 36 should be one that is sold when the new command vehicle comes in. Commissioner DeSimone asked that the 3 command vehicles have the correct and uniform lettering. Commissioner Waldron made a motion to declare Car 36 surplus via resolution at the next meeting.

Commissioner Dugan Jr. seconded the motion. All were in favor. Commissioner Cornine was absent. Administrator Schultz reported that after the car is declared surplus the Board can negotiate a sale between 2 public entities if the Board wants to sell the car to the Town for Kelly Blue Book value or not more than \$15,000.

Commissioner Keyser reported that today when he came in he was very glad to see 2 Per Diem EMTs working during the daytime that allowed the career firefighter to work with the lieutenant. Asst. Chief Martin reported that this was not how it was scheduled but due to absences. Commissioner Keyser felt that the Per Diem EMTs should be scheduled during the day to free up the 2 career firefighters. Asst. Chief Martin reported that based on his conversation with Cpt. Costello and Lt. Sheridan along with what Cpt. Costello said during his presentation tonight Sundays will need to be covered with career staff. Asst. Chief Martin reported that he gave the Board his staffing plan that calls for 4 tours. Commissioner DeSimone asked why the District doesn't have the fulltime EMTs work Sundays. Asst. Chief Martin reported that one of them already does work Sundays. Commissioner Waldron reported that the original intent for the Sunday career firefighter was for the fire apparatus coverage but that got changed and the firefighter has been on the ambulance ever since. Commissioner Waldron felt that the District needed to go back to the original intent for the Sunday firefighter to be on the fire truck now that the Board has hired more EMTs that can be scheduled for Sunday daytime. The Board asked Asst. Chief Martin to start utilizing the Per Diem EMTs to cover Sundays. Asst. Chief Martin reported that there are enough EMTs now that Lt. Belott is not having too much trouble getting coverage when needed, like when many of the career staff will be in confined space training in September. FF Colin reported that he is scheduled for this Sunday but will be on vacation so there will not be a firefighter on duty. Commissioner Keyser felt that another firefighter should cover the shift. Asst. Chief Martin reported that his 4-tour staffing proposal there would be a spare

firefighter who could be used to fill in the gaps in coverage. Asst. Chief Martin reported that if there are no gaps in the schedule the extra firefighter could be used for admin work or to ride an ambulance. Commissioner Keyser felt they could also help with fire inspections. Commissioner Waldon reported that his only problem with 4 tours is that each firefighter would be working less hours for the same pay with a 24/72 schedule versus a 24/48 schedule. Commissioner Waldron noted that the dollars and cents would not be able to stay the same because they would be working less hours. Asst. Chief Martin felt they would be working the same hours and reported that he would put together a sample schedule to look at.

NEW BUSINESS: Deputy Administrator Hark Jr. reported that at the last meeting the impairment training was discussed and he asked what the deadline would be for the training to be completed. The Board chose a September 30 deadline for completion of the impairment training.

Commissioner DeSimone reported that the house next to the post office was sold and asked if the District could prevent the new owners from using the driveway into the District owned parking lot to access their own driveway the way the previous owners always did. Administrator Schultz reported that the District would have hard time preventing usage after not doing anything all these years and noted that the home's fence even sits on District property. Administrator Schultz felt that it would be an implied right of way. Commissioner Waldron felt that it should be researched.

Commissioner Keyser asked if there was nay other new business. There was none.

REMINDERS:

There will be a Special Meeting of the Board of Fire Commissioners on Monday, August 28, 2023 at 6:30 P.M. and on Tuesday, August 29, 2023 at 6:30 P.M.

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, September 7, 2023 at 7:00 P.M.

The Joint Fire Prevention Board Meeting will be held on Monday, September 11, 2023 at the District 2 Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS:

Commissioner DeSimone read Resolution 23-08-17-105 honoring Nick Haak. Commissioner Waldron made a motion to introduce the resolutions, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Cornine was absent.

Commissioner DeSimone read Resolution 23-08-17-106 honoring Louis Paluscio. Commissioner Dugan Jr. made a motion to introduce the resolutions, seconded by Commissioner Waldron. All were in favor. Commissioner Cornine was absent.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 23-08-17-107 to enter into executive session. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor. Commissioner Cornine was absent.

The Board went into closed session at 9:17 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 9:46 p.m.

ADJOURN: A motion was made by Commissioner DeSimone, seconded by Commissioner Dugan Jr., to adjourn the meeting. All were in favor. Commissioner Cornine was absent.

The meeting was adjourned at 9:50 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary