

November 6, 2025 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 November 6, 2025 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, Thomas Harrington, and Gary Keyser were present. Commissioners Michael Dugan Sr. and Robert Gallagher were absent.

Administrator Hark Jr., FF Ujfalussy, EMT Waldron, and members of the public were also in attendance.

PUBLIC PARTICIPATION: EMT Waldron reported that it was his understanding that last month the Board decided about overtime but nothing was posted or put out by the Board regarding the decision. EMT Waldron reported that he relied on hearsay about the overtime policy and asked for clarification from the Board on the decision regarding overtime. Commissioner Keyser deferred to Administrator Hark Jr. Administrator Hark Jr. reported that the decision was that the District is trying to eliminate as much overtime but it is not on hold. Administrator Hark Jr. reported that the Board has not made a statement made that overtime is not being done only that it is being held back as much as possible and if it is possible to cover an EMS shift by sliding a firefighter over to prevent overtime then that is what is being done. EMT Waldron reported that his understanding was that no EMS overtime was being given out but since that meeting he could have worked 2 open shifts but he did not get them because he was told overtime was not being paid out if the shift can be covered some other way. EMT Waldron reported that in one of the cases the crew was down to 1 firefighter for an entire 24-hour shift because the 2nd firefighter was moved to EMS. EMT Waldron noted that this has happened several other times since the overtime decision was made and asked if this was the Board's intention. Commissioner Harrington reported that the Board's intention was to curtail overtime. EMT Waldron reported that to curtail overtime it is becoming the norm to move a firefighter to the ambulance, sometimes for 24 hours at a time. Commissioner Keyser confirmed that this is sometimes done. EMT Waldron thought that the Board did not like to do this for long periods of time due to safety reasons. EMT Waldron felt that the reason that

the District hired more firefighters was to put more in the firehouse so that the crew did not have to go down to 1 firefighter unless there were 2 EMS calls or someone called out sick. EMT Waldron reported that he has been turned down for overtime since the last Board meeting but another EMS worker had scheduled overtime during the same period that was allowed to stand. EMT Waldron reported that this month the same individual has scheduled overtime. Administrator Hark Jr. asked that EMT Waldron schedule a meeting with Personnel Committee to discuss scheduling overtime for personnel because he does not think it is best to discuss this in a public forum. EMT Waldron reported that he is more interested in scheduling. Commissioner Harrington commiserated but felt that EMT Waldron should go through the proper channels.

EMT Waldron reported that this Board has historically and in their policies will not pay for the EMS personnel to maintain their certifications. EMT Waldron clarified that the District pays for the course but does not pay EMT personnel to go to the class. EMT Waldron pointed out that career personnel covered by a CBA are paid for full training, both fire and EMS. EMT Waldron felt it was not right that he is not getting paid for the approximately 21 hours a year in training that he is required to take to maintain his certification and his job. EMT Waldron questioned why the career firefighters are paid to take required courses while EMS personnel are not. Commissioner DeSimone reported that the District does not compensate Part-time or Per Diem personnel for the time spent at training classes because most of these individuals work at multiple jobs and paying them would mean that they are getting free training at their other jobs. EMT Waldron understood this and felt that maybe it should be split between other organizations. Commissioner Keyser thanked EMT Waldron for bringing this to the Board's attention.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the October 16, 2025 Regular Meeting were reviewed.

Amendments to the Previous Minutes: None.

Commissioner DeSimone made a motion to approve the minutes from the October 16, 2025 Regular Meeting, seconded by Commissioner Harrington. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

The minutes from the October 2, 2025 Executive Session were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Harrington made a motion to approve the minutes from the October 2, 2025 Executive Session, seconded by Commissioner DeSimone. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

The minutes from the October 9, 2025 Executive Session were reviewed.
Amendments to the Previous Minutes: None.

Commissioner Harrington made a motion to approve the minutes from the October 9, 2025 Executive Session, seconded by Commissioner DeSimone. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

REPORT OF THE TREASURER: Commissioner Keyser distributed the October 2025 financials and reported that through 83% of the year the District has spent 85.88% of the budget.

Commissioner Keyser reported that the Board was signing checks totaling \$62,461 tonight.

Report of Fire Commissioner Board Committees and Chief of Department:

MONTHLY REPORTS: Nothing to report.

EMS: Nothing to report.

BUDGET: Administrator Hark Jr. reported that the Budget committee will meet with the accountant to discuss the 2026 Budget within the next 2 weeks. Administrator Hark Jr. reported that the final 2026 budget should be done by the end of November so that it can be introduced at the first meeting in December.

PERSONNEL: Commissioner DeSimone reported that the Board needs to go in to Executive Session.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Harrington reported that the Fire Co. is working on the Holiday Tree Lighting.

Commissioner DeSimone asked for confirmation that volunteers who join the organization are simultaneously joining the Fire Co. Administrator Hark Jr. confirmed that they are invited to join and receive all Fire Co. correspondence but cannot be forced to join.

BUILDINGS AND GROUNDS: Commissioner Keyser reported that the timers for the outdoor lights have been changed to reflect daylight savings time.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Harrington reported that Engine 34 was out for service for an air leak and other minor things that were all taken care of. Commissioner Harrington reported that he reminded Administrator Hark Jr. and Lt. Sulpy to notify him when apparatus are sent out for service.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Administrator Hark Jr. reported that the website is almost up to date.

PLANNING COMMITTEE: Commissioner Harrington reported that there was a conference call with the architect to discuss preliminary schematics for the building renovation. Commissioner Harrington reported that the architect is adjusting the schematics and will come up with a price for the renovation. Administrator Hark Jr. reported that the whole committee will be brought back into the meeting at this point.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Administrator Hark Jr. reported that there should be records scheduled for destruction by year end.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner Keyser reported that he has not spoken to Committeeman Cahill since the Special Joint Board meeting on October 27.

OLD BUSINESS: None.

NEW BUSINESS: Administrator Hark Jr. reported that the 2026 Budget includes Capital Items totaling \$135,000; \$65,000 for a command vehicle, \$25,000 for PPE, \$25,000 for an automated chest compressor, and \$20,000 for a purchase order system. Administrator Hark Jr. asked the Board to schedule a Capital Meeting to vote on the items. Administrator Hark Jr. reported that each capital item will be voted on individually. Commissioner Harrington made a motion to hold a Capital Meeting on November 20, 2025 from 6 P.M. to 9 P.M., seconded by Commissioner DeSimone. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, November 20, 2025 at 7:00 P.M.

A Special Meeting for the purposes of approving Capital Expenditures for the Board of Fire Commissioners will be held on Thursday, November 2, 2025 at 6:00 P.M.

The next scheduled Joint Fire Prevention Board Meeting will be held on Monday, December 8, 2025 at 6:30 P.M. at the District 2 Firehouse.

PUBLIC PARTICIPATION: EMT Waldron asked if the Board was looking into a new ambulance under capital items. Commissioner Keyser reported that the District is looking into replacing an ambulance but not in the 2026 budget.

RESOLUTIONS: Commissioner Harrington asked if there were any objections to considering the following resolutions by consent agenda. There were no objections.

Commissioner Harrington read Resolution 25-11-06-108 approving 2026 Commissioners Salaries.

Commissioner Harrington read Resolution 25-11-06-109 appointing Volunteer EMT DiBernardo.

Commissioner Harrington read Resolution 25-11-06-110 accepting the resignation of EMT Lucarello.

Commissioner Harrington read Resolution 25-11-06-111 authorizing a MOA with the HTFD.

Commissioner Harrington read Resolution 25-11-06-112 authorizing a title change for EMT Biehler.

Commissioner Harrington read Resolution 25-11-06-113 authorizing a COE for Administrative Bookkeeper.

Commissioner DeSimone made a motion to introduce the resolutions, seconded by Commissioner Harrington. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

EXECUTIVE SESSION: Commissioner Harrington read Resolution 25-11-06-114 to enter into executive session. Commissioner DeSimone made a motion to introduce the resolution, seconded by Commissioner Harrington. All were in favor. Commissioners Dugan Sr. and Gallagher.

The Board went into closed session at 7:25 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 8:05 p.m.

ADJOURN: A motion was made by Commissioner DeSimone, seconded by Commissioner Harrington, to adjourn the meeting. All were in favor. Commissioners Dugan Sr. and Gallagher were absent.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted by

Robert Gallagher, Secretary