

March 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 March 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, Michael Dugan Sr., Robert Gallagher, Thomas Harrington, and Gary Keyser were present.

Administrator Schultz, Deputy Administrator Hark Jr., Deputy Chief Costello, FF DiGiacomo, FF Martin, FF Ujfalussy, EMT Endress, EMT Waldron, and members of the public were also in attendance.

PUBLIC PARTICIPATION: Mr. Wedemeyer asked for clarification on information that he received at the last meeting that on occasion an ambulance is stationed at the District 2 Firehouse. Commissioner Keyser confirmed that a District 3 ambulance is stationed at the District 2 Firehouse about 2 times per week but noted that there is an ambulance at the District 3 Firehouse 7 days a week. Mr. Wedemeyer asked if the ambulance was stationed at District 2 strictly to decrease response time to calls on that side of Town. Commissioner Keyser reported that the District 2 Board wanted an ambulance stationed at their Firehouse and District 3 agreed to try and station one there during times when the data indicated were busiest. Deputy Administrator Hark Jr. reported that initially the ambulance was stationed there on Mondays and Thursdays but now it is based more on staff availability. Mr. Wedemeyer asked if District 2 ever sent an engine over to District 3. Commissioner Keyser reported that District 2 sends a first responder engine on calls with the District 3 ambulance. Commissioner Dugan Sr. reported that today there was an ambulance stationed at District 2 and there were 12 calls, some of which may have gone to mutual aid had District 3 not staffed the additional ambulance. Mr. Wedemeyer asked how often District 3 is sent out of Town on Mutual Aid calls. Commissioner Dugan Sr. reported that District 3 goes out of Town on Mutual Aid as needed and if an EMS call comes in from our Town when the 1st ambulance is out on Mutual Aid, the 2nd District 3 ambulance will respond if it is staffed or another Town will send Mutual Aid to our District. Mr. Wedemeyer asked how often there were 2 EMS crews working in District 3. Commissioner Dugan Sr. reported that District 3 has been averaging

2 days out of the 5 business days having a 2nd EMS crew working but noted that if the staffing was available it would be beneficial to have the 2nd EMS crew 5 days a week. Mr. Wedemeyer asked if the District had asked for another ambulance in the budget. Commissioner Dugan Sr. reported that the District asked for and the voters approved another ambulance in the 2024 budget. Commissioner Keyser noted that the District now has 3 ambulances. Commissioner Harrington reported that even when the District does not have a 2nd EMS crew on duty, the career FF/EMTs are able to respond to a 2nd EMS call if they are in the firehouse. Commissioner Dugan Sr. reported that optimally when District 3 has 2 EMS crews on duty the FF/EMTs would also respond to any 3rd EMS call that comes in. Commissioner Keyser reported that he had the answer to a question Mr. Wedemeyer had asked at the last meeting about Fire and EMS responses in District 2 and District 3. Commissioner Keyser reported that in 2024 District 3 responded to 307 fire calls and 1187 EMS calls in District 2. Commissioner Keyser reported that in 2024 District 3 responded to 281 fire calls and 913 EMS calls in District 3. Deputy Chief Costello noted that these numbers do not include responses to other Towns.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the February 20, 2025 Regular Meeting were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Dugan Sr. made a motion to approve the minutes from the February 20, 2025 Regular Meeting, seconded by Commissioner DeSimone. All were in favor. Commissioners Gallagher and Harrington abstained.

REPORT OF THE TREASURER: Commissioner Dugan Sr. distributed the February 2025 financial reports. Commissioner Dugan Sr. reported that some line items are over budget but noted that some of this is due to annual payments that have been paid. Commissioner Dugan Sr. reported that the Election line is over budget because the Board hired a marketing firm to send out flyers and social media information about the 2025 Budget and Referendum.

Report of Fire Commissioner Board Committees and Chief of Department:

MONTHLY REPORTS: Deputy Chief Costello reported that the Step Up and Lead seminar went very well with 38 overall attendees between the different Departments. Deputy Chief Costello reported that the District has had some successful Mutual Aid drills with different Departments hosting a drill each

month. Deputy Chief Costello reported that the County has been told to start implementation of the Manpower Tone but it appears to be very challenging and may take a while. Deputy Chief Costello reported that volunteer mandatories are completed with the exception of a couple people who are inactive and cannot run calls until they complete the mandatories. Deputy Chief Costello reported that EMS Core Competencies are coming up in March and are being scheduled by Lt. Sulpy. Deputy Chief Costello noted that the Board has a resolution tonight to appoint a Volunteer Engineer. Deputy Chief Costello reported that the Apparatus Replacement Team is working on a 20-year replacement schedule.

Deputy Chief Costello left the meeting at 7:15 P.M.

EMS: Nothing to report.

BUDGET: Nothing to report.

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

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Nothing to report.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Harrington reported that Engine 34 is back in service. Commissioner Harrington reported that there is a hold on all maintenance until he and Commissioner Dugan Sr. meet with Asst. Chief McGuinness, Lt. Belott, and Lt. Sulpy about budget constraints.

INSURANCE: Commissioner Dugan Sr. reported that there is a resolution before the Board tonight to adopt the new healthcare plan with a different provider.

BY-LAWS: Commissioner DeSimone reported that she is reviewing the By-Laws to identify any changes that are needed to allow potential changes to Committees and / or BFC meeting procedures.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that he hopes to have a committee meeting next week now that the public has passed the budget and referendum. Commissioner Dugan Sr. reported that the Committee has to plan for what happens if the consolidation with District 2 does not happen and

what changes need to happen to this building to accommodate the District personnel and make it a more functional facility.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner Keyser asked the Administrator Schultz if they had prepared a letter to the DOT regarding the Rt. 24 situation. Administrator Schultz reported that the letter is being worked on.

Commissioner Keyser asked if the District has been in touch with the US Post Office about raising the rent on the additional parking lot. Commissioner Dugan Sr. reported that he has been busy with the budget and election but he will get the process moving again.

Commissioner Keyser asked if there was any news on the SAFER Grant that the District was going to apply for with Morris Township. Administrator Schultz reported that Morris Township withdrew their interest in doing it. Administrator Schultz noted that the District is still on track with Sen. Booker's grant and the District will have a better idea in June.

Commissioner Cornine asked if there was any other Old Business. There was none.

NEW BUSINESS: Deputy Administrator Hark Jr. reported that the 2026 Booker Grant application is open and he is looking for permission to apply just in case the 2025 grant falls through. Commissioner Dugan Sr. made a motion to allow the District to apply for the 2026 Booker Grant, seconded by Commissioner Harrington. All were in favor.

Commissioner Keyser reported that the Board would like to have a Special Meeting on Tuesday, March 18, 2025 at 7:00 P.M. and asked that it be advertised.

Commissioner Harrington reported that District 2 Chief Perrello asked District 3 if they would like to split the cost of purchasing a Forcible Entry Door for training with District 2 and the Hanover Police Dept. Commissioner Harrington asked FF DiGiacomo if the Mt. Tabor Fire Dept. had one of these doors. FF DiGiacomo reported that Mt. Tabor did have a Forcible Entry Door and that other Districts can request to utilize the Door for training. FF DiGiacomo reported that District 3 has been there to train recently. Commissioner Harrington felt that District 3

should look to enter into a shared service agreement with Mt. Tabor Fire District to allow District 3 to train with their Forcible Entry Door instead of purchasing one with District 2 and the Police Dept. The Board agreed.

Commissioner Harrington reported that District 2 Chief Perrello asked District 3 if they would contribute \$750 towards the Seton Hall *After the Fire* program for the high school seniors. Commissioner Dugan Sr. reported that both Boards have funded this program in the past and felt it should be continued. Commissioner Harrington made a motion to contribute \$750 towards the *After the Fire* program, seconded by Commissioner Gallagher. All were in favor.

REMINDERS:

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

The next scheduled Joint Fire Prevention Board Meeting will be held on Monday, June 9, 2025 at 6:30 P.M. at the District 2 Firehouse.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Gallagher read Resolution 25-03-06-35 adopting a Healthcare Plan. Commissioner Dugan Sr. made a motion to introduce the resolutions, seconded by Commissioner Harrington. All were in favor.

Administrator Schultz thanked Commissioner Dugan Sr., Commissioner Keyser, Deputy Administrator Hark Jr., and FF DiGiacomo for putting together a comprehensive and well thought out package which will save the District money and give the firefighters a better level of care.

Commissioner Gallagher read Resolution 25-03-06-36 appointing Volunteer Engineer. Commissioner Dugan Sr. made a motion to introduce the resolutions, seconded by Commissioner Harrington. All were in favor.

EXECUTIVE SESSION: Commissioner Gallagher read Resolution 25-03-06-37 to enter into executive session. Commissioner Gallagher made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor.

The Board went into closed session at 7:33 p.m.

Personnel matters were discussed, and action will not be taken.

The Board came out of closed session at 7:50 p.m.

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

The meeting was adjourned at 7:50 p.m.

Respectfully submitted by

Robert Gallagher, Secretary