

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover,
County of Morris, Cedar Knolls, New Jersey
October 7, 2010**

The meeting was called to order at 7:00 PM on October 7, 2010 in accordance with Open Public Meeting act of 1975, Chapter 231.

Attendees: Commissioners Thomas Harrington, Gary Keyser, Joseph Martin, Paul Pilipie, Thomas Quirk

Chief Davidson was also in attendance.

The Board stood for the Pledge of Allegiance.

The first order of business was the approval of the minutes from the September 2, 2010 regular monthly meeting. There were no corrections. **Commissioner Keyser made a motion to accept the minutes as submitted from the September 2, 2010 regular monthly meeting, seconded by Commissioner Pilipie, all in favor.**

Chairman Harrington indicated that there were no minutes to approve from the September 14, 2010 monthly work session since there were not enough Commissioners present to reach a quorum.

Old Business

The Chairman asked Commissioner Pilipie if he had an update on purchasing keychains for recognizing outstanding efforts by the volunteer members and was told that there was no update and that the Commissioner was still working on it.

Chairman Harrington said that the Board was still waiting to hear from Mr. Knapp, the Board's Labor Attorney, regarding what other fire departments do when firemen cannot perform their duties due to health problems or not being able to pass their physicals. Commissioner Quirk said that he had a form submitted by Chief Davidson requesting that Anthony Bucco look at the physical procedure form to see if it is HIPPA compliant, along with the legality of sharing information with Dr. Manis, etc., but Commissioner Quirk suggested having all legal issues relative to physicals simplified by having Mr. Knapp handle everything including the form submitted by the Chief since Mr. Knapp is already involved in researching other departments that have mandatory physicals.

The Chairman asked Chief Davidson if he had contacted Royal Communications on pricing relative to the siren and the Chief said they quoted a price of \$75.00/hour to see what the problem was with the siren. The Commissioners said to go ahead and do an

assessment of what has to be done. They can make a decision on whether to go ahead with the repairs if the price is reasonable.

Chairman Harrington reported that he and Commissioner Keyser had met with Robert Calais, the Board's Financial Advisor, but that they would report on the meeting in closed session.

The Chairman asked Chief Davidson if he had submitted the Safer Grant application and the Chief indicated that he had.

Chief Davidson reported that he met with Dr. Manis a week or so ago and that they put together a release form and discussed what happens if a member does not pass the physical. Dr. Manis said that the member can just go to his own doctor and have the results released to Dr. Manis. Dr. Manis said he would contact Access Healthcare and get the paperwork between Access Healthcare's doctor and himself completed. Dr. Manis is scheduled to make a presentation on Monday, October 11, 2010 to the Second Floor members explaining the entire process. They hope to have everything up and running by the end of November. Commissioner Pilipie asked if the Board is paying for those members who go to their own doctors for a physical and Chief Davidson responded that most members' health insurance will most likely cover most of the cost of a physical. Dr. Manis arrived at this time and spoke to the Commissioners further regarding the program. Commissioner Quirk indicated that Fredric Knapp, Labor Attorney, had said he would come to a meeting to answer any questions that the Commissioners have. Commissioner Quirk said they need to know where the Board stands if any career personnel fail the physicals.

Dr. Manis said that Access Healthcare will come in with about eight personnel who will administer a medical history, physical with vital signs, blood work, etc. and send the results for each person to Manhattan. The doctors there will look at the data and classify them in 4 categories: **A** – a healthy person who can stand up to the rigors of interior firefighting **B** – a step below A – exterior firefighter only, but who can still wear turnout gear and function at an incident **C** – limited to pump operations and driving **D** – fire police. Each member will have to sign a release form allowing Dr. Manis to review the results of the tests and he will have the final say on whether that person is classified correctly. All personnel who are ranked below **A Class** will be examined by Dr. Manis and history reviewed and will sit with the member and tell why they are listed in that category and whether Dr. Manis agrees with it or not. Dr. Manis will communicate by letter with each member's primary physician to make that doctor aware of any negative results which are found through the department's physical so that there is good communication from the department to the member's physician. Access Healthcare is a member of NFPA 1582 which has 2 categories – A (you absolutely cannot do anything because it is a risk to yourself or someone else) & B (there is a *possibility* that you cannot do anything because it is a risk to yourself or someone else). The Chairman said that the Board does not have anything in writing on the procedure to follow if a paid career personnel is found to have a health problem. That's why Mr. Knapp is looking everything over so that there is something in place on what the procedure would be if hurt

on the job, or what benefits the career personnel are entitled to should they be found to have a health problem. The Board needs to have something in writing to outline what would happen in these cases. The Board agreed that they are not looking to penalize anyone – they are looking to protect themselves and to have a guide as to how to handle some of the gray areas. The physical required will be the same whether a person goes to his own doctor or whether he has Access Healthcare do it since both physicians would have to adhere to the 1582 requirements.

Chairman Harrington asked Chief Davidson if he had had a chance to get in touch with Royal Communications regarding the FCC application for narrow banding and the Chief responded that he had not, but that he had spoken with Chief Cortright and the two Chiefs agreed that they would try to work together on the application.

Commissioner Quirk said he had received an e-mail from Anthony Bucco, the Board's Financial Advisor, saying that he had reviewed the by-laws and that he suggested some changes, but Commissioners Quirk and Pilipie had not had a chance to look it over yet.

The Chairman reported that Chief Davidson had submitted a rough budget for next year.

Chief Davidson indicated that he is still working on the quotes for cameras for the ambulance bay, engine bay and truck bay.

Commissioner Keyser said that he and Commissioner Quirk had met with Rocco Siino regarding the insurance which is going up approximately 16%. Commissioner Quirk said that the average increase is 22%. Commissioner Keyser said that the Board will be paying \$83,000.00 to \$84,000.00 just on medical benefits – this year, the Board paid \$72,000.00.

Chairman Harrington said that the Fire Prevention Bureau had spoken about revising the local ordinance by creating a fee schedule for local businesses. The rough estimate on income from this ordinance will be about \$29,000.00. The Chief suggested that the Commissioners look it over and then discuss at the next work session. John Dorsey, Township Attorney, will review it and, hopefully, there will be a resolution to be voted on in the regular November meeting.

The Chairman said that Hobby Heat had billed the Board for \$324.00 to replace a backflow preventer valve which Commissioner Pilipie said should have been under warranty. Commissioner Keyser said he would contact Hobby Heat to confirm whether it was still under warranty.

Commissioner Quirk noted that the new dumpster was purchased and has replaced the old one.

New Business

The next order of business was the appointment of a new volunteer member. Secretary Pilipie read **Resolution 10-10-07-31 appointing Mark Conrads as a volunteer fire member within Fire District #3. A motion was made by Commissioner Quirk to accept the Resolution, seconded by Commissioner Martin, all in favor. A roll call vote was taken with all Commissioners voting in favor.**

Commissioner Keyser stated that the Board's policy for life insurance states that members must have six mandatory drills and twenty calls to be eligible for the pay per call clothing allowance. The Commissioner suggested having at least six operational drills to be eligible for the pay per call. The Chairman felt that everyone has to have the 6 minimum drills to receive the pay per calls so they are active already. The Chief suggested moving it to twenty drills since there were approximately 18 people who did not make the pay/calls twenty call minimum and he felt the call volume should be bumped to 40s call/year. Chief Davidson said this would not hurt EMS, but it would hurt the volunteer firefighters, but that would, hopefully, force them to get up in the night and come for calls. Chairman Harrington felt that most volunteers do not come down for the pay per call and that this will make it more difficult when the department does not have enough fire volunteers as it is. Chief Davidson said there are high volume firefighters and low volume firefighters and he felt that the ones who are close to the 40 calls might step up their participation for in the middle of the night nuisance alarms. The EMS side is not strong on doing drills because there aren't personnel to put together a drill and there's no one who can do the training. Commissioner Keyser asked Chief Davidson to print a report showing 6:00 AM to 6:00 PM calls and another showing calls from 6:00 PM to 6:00 AM. He also asked for a report showing members' drills and responses.

There was no other business to discuss. Chairman Harrington indicated that the Board was going to go into closed session for **Personnel** and budgetary discussions. **Commissioner Keyser made a motion to go into closed session to discuss Personnel and the budget at 7:50 PM, seconded by Commissioner Quirk, all in favor.**

The monthly meeting reopened at 9:10 PM. The Chairman reported that the Board had received a notice from the Exempt Association that they had voted to raise the rent on the lot adjacent to the Cedar Knolls Fire House from \$450.00 to \$475.00 effective January 1, 2011. **Commissioner Pilipie made a motion to approve the Exempt Association's request to raise the rent on the lot adjacent to the Cedar Knolls Fire House from \$450.00 to \$475.00 effective 1, 2011, seconded by Commissioner Quirk, all in favor.**

Treasurer's Report

Commissioner Keyser reported that checks #4208 – 4255 were paid in the amount of \$41,973.04 for the month of September. **Commissioner Martin made a motion to accept the Treasurer's Report as submitted, seconded by Commissioner Quirk, all**

in favor. Commissioner Keyser pointed out to the Board that a check for another \$35,000.00 will be going to the Cash Management Fund as suggested by Mr. Calise.

Chairman Harrington relayed to the Board that an invitation had been sent to Township residents who are or were in the military inviting them to attend a breakfast at the Community Center followed by a 12:15 PM dedication of Veteran's Park. They requested the district's ladder truck and flag set up for the service.

Commissioner Keyser asked if the Board is waiting another year to look for another Class A Pump apparatus or should the Board start looking this year. Chief Davidson said that the lease payments start a year after taking delivery so if the Board wants to take delivery in 2011, the Board has to put it in this year's budget to be able to order it in 2011. There is a 4 month turnaround after placing the order. The feeling was that it should probably be ordered in 2011 so that it doesn't come right before a referendum on a new firehouse.

There was no other business to discuss. **A motion to adjourn was made at 9:20 PM by Commissioner Pilipie, seconded by Commissioner Martin, all in favor.**

Respectfully submitted by:

Paul Pilipie, Secretary