

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover
County of Morris, Cedar Knolls, New Jersey
June 6, 2013**

The monthly meeting was called to order at 7:00 PM on June 6, 2013 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

Attendees: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Thomas Quirk

Absent: Commissioner Maria Florio

Chief James Davidson and Committeeman George Coppola were also present.

All stood for the Pledge of Allegiance.

A statement of compliance with the Open Public Meeting Act was read by Commissioner Dugan who was Acting Chairman at this meeting.

Approval of Previous Minutes

There were no changes or corrections of the previous minutes from May 2, 2013 and May 1, 2013 including **Personnel** under May 16, 2013. **Commissioner Callas made a motion to accept both minutes including the May 16, 2013 Personnel, seconded by Commissioner DeNigris, all in favor.**

Report of Committees:

- **Finance/Budget** -- Commissioner DeNigris said that he did not have anything to report.
- **Fire Apparatus Maintenance** -- Chief Davidson reported that the Command car should be in by the end of the month at Day Chevrolet, then painted. Hopefully, that will be done by mid to end of July followed by getting emergency lighting, radios and cabinets. Hopefully, it will be sooner than anticipated.

The Chief also reported on ladder testing. Truck 33 had an NFPA non-destructive ladder testing done by Underwriters' Laboratories. Nothing critical was found, but they did note that some of the hydraulic lines going to the bucket in the outer casing was leaking. He contacted the supplier of the hose who said that is normal, but Underwriters noted it and Pierce certified that it is normal to Underwriters so they have to replace them. The cost will be approximately

\$4,500.00. Chief Davidson said he is hoping to put this off until 2014 for budgetary reasons.

- **Labor Relations** – Commissioner Quirk reported that he had received a letter from Mr. Trimbley, the Board's attorney, regarding the insurance. The Commissioner looked at it and said there were very few changes except in language, but he thinks there is very little change from the previous document. Commissioner Quirk will contact Mr. Trimbley to see if he needs to check document to document to see if there were any major changes. The FMBA will need to see it also.
- **Building/Grounds** – Acting Chairman Dugan reported that the lighting project has been completed. Chief Davidson said the contractor has sent out a close-out form with a revised component list which will give the Board better fixtures at no additional cost.

Acting Chairman Dugan also said that he had spoken with Mr. Minerowicz and he is extremely busy right now, but he would be able to work sometime in July. The Board agreed to wait so that he could finish the ceiling on the third floor.

- **General Repairs** – Acting Chairman Dugan said they had work done on the cupola to get the birds out, but a lot of the wood around it now is rotted and the birds found a way back in. He said the Board needs to think about getting the gutters repaired because they have holes in them, but he is not sure who to call. Committeeman George Coppola suggested contact Joe Giorgio regarding who had done work for them.

Chief Davidson reported that the floors in the apparatus bays needed work along with other areas. He said that he had spoken to a number of floor contractors at a trade show in Harrisburg. He was going to get prices to see how much it would cost to probably fill the patches and put a new floor over it.

- **Planning Committee** – Commissioner Callas questioned whether the Chief had a date for a meeting with the Second Floor and the Chief said they did not have a date yet.

Commissioner Callas also reported that he, Chief Davidson and Commissioner Dugan had met with Jack Purvis and the different phases of what needs to be done to the fire house. Phase one would be to get the bay constructed next to the truck 33 bay. Right now, there is not a lot of time left to do something for 2014 as far as bonding, etc. Chief Davidson said they need to find out what Mr. Purvis will be charging, but they need to find out what they will be doing because Mr. Purvis his pricing is based on what we do. The number thrown out was \$1.5 MM and they asked Mr. Purvis what they could do for that amount of money. There will be six phases to the project and the total architectural costs would be \$120,000.00. Chief Davidson noted that, if we take the total 2009 plan and applied 2013 prices,

the new cost would be a total of \$4.5 MM which would include the architectural fees. **Commissioner DeNigris made a motion to go forward as far as investigating the problems utilizing professionals and not to exceed \$25,000.00 in performing the investigation, seconded by Commissioner Dugan, all in favor.**

- **Insurance** – Commissioner DeNigris indicated that he had nothing to report.
- **EMS Committee** – Commissioner DeNigris reported that he and Commissioner Dugan had met with the Second Floor in May regarding the ambulance leasing concept. He reviewed the depreciation format that the Second Floor presented to the Commissioners and commented that it was an entirely valid methodology. Commissioner DeNigris then presented a different methodology that he had worked on and the total difference between the two methodologies amounted to approximately \$5,000.00/year. The Board discussed the financial implications involved in taking over the two ambulances and it was clear, based on advice from their attorney, that it has to be a lease arrangement with a donation of the ambulances at the end. **Commissioner Quirk made a motion to authorize the Board's Committee to get an appraisal on the ambulances and go forward on using those numbers to negotiate with the fire company, seconded by Commissioner Dugan, all in favor.**
- **Memorial Day Inspection Night** – Commissioner Quirk commended Chief Davidson and Assistant Chiefs O'Hare and Vagel on their professionalism and how smoothly the evening went. Commissioner Callas suggested that he and Commissioner DeNigris sit down together to put together a folder with a close-out report on all that was done to prepare for Inspection Night so that it will be there for anyone in the future to refer to. Assistant Vagel asked if the Board could write a thank you note for the draping that was donated by Brian Lynch who works for a production company. Commissioner Quirk also suggested that the Board should send a thank you to Greg Manning who is with the New York Fire Department for his assistance also. Greg had indicated that he would offer suggestions for what the department could do next year regarding the apparatus inspection.
- **Public Participation** – Committeeman Coppola reported that the Township will be hosting the 2013 Summer Concert Series again. The dates will be July 8th, 15th, 22nd and 29th and the fireworks will be held at Whippany Park High School's field at on July 2, 2013 at 7:00 PM. He also reminded the Board about the new elections coming up on August 13th, October 15th and November 5th. Also there will be approximately 500 people starting to move into Bayer's new quarters sometime in July. An additional 2,500 people will move in on October 16th. That same day, Bayer will host a fair with wares from other companies in Hanover Township. He also reported that Shop Rite should be finished by the fall and Wegman's has done all of their filing along with Loew's and Quick Chek who have applied for an application. Assistant Chief Vagel thanked the

Township Committee for giving the proclamation to the First Aid Squad. Assistant Chief Vagel, on behalf of Assistant Chief O'Hare, Chief Davidson and himself, thanked the Committeeman.

- **Website** – There was discussion regarding information on the Trojan Virus that pops up when you try to go on the district website. Commissioner Callas indicated that he had a year's worth of past minutes. Chief Davidson said he had gotten the name of a web master, Chris Myers, who will help the Chief load things onto it and get things done in a timely fashion. This has to be done on a PDF file.

Old Business

- **Hanover Township Day** – Commissioner Quirk had spoken with Denise in the Recreation Department who said things were moving along well. However, he had received an e-mail from the Second Floor's President, John O'Brien, who said the department was not listed because no one contacted the Recreation Department. Commissioner Quirk confirmed with Chief Davidson that there will be a presence there, but the Second Floor will be dedicating the new engine at the firehouse. The Commissioner said that they should be connecting with the Board on these things. He also said that they should get a request from the Second Floor to use the property. The Board discussed the finances involved and decided that they will only be able to pay for the police presence at the firehouse along with the insurance rider involved. Chief Davidson said he would look into the cost of the rider. Commissioner Quirk suggested that the Board should invite John O'Brien and Gary Keyser to come to the Board's next meeting. **Commissioner Quirk made a motion to pick up the cost of the police and the insurance, seconded by Commissioner DeNigris, all in favor.**
- **Bayer Foundation Grant** – Chief Davidson said that it has been resubmitted and it appears to have met the initial criteria and is working its way through the Bayer system.
- **Bayer Healthcare River Cleanup** – Chief Davidson said that, due to the torrential rain, this has been rescheduled to the first or second week of October.
- **Other Old Business** – Commissioner Callas reminded the Board that the Fire Prevention Bureau's next meeting will be on June 13th. Several members will not be able to attend that meeting, but there will be at least 2 members from the Board who will be able to attend which is all that is required from each district to hold the quarterly meetings.

New Business

- **Change in July 2, 2013 Meeting Date** – When the 2013 calendar for Board meetings was posted and approved, the July 4th meeting was changed to July 2nd. However, the Hanover Township fire works will be on July 2nd. It was decided to move the regular meeting date to be combined with the monthly work session. The Chief said he would put out a notice of cancellation which will also state that formal action may be taken at the monthly work session.

Commissioner Quirk reported that the Board of Education donated a 28 foot trailer to Emergency Management. Chiefs Davidson and Cortright along with Captain Waldron and OEM Quirk will be outfitting it to be a command post. Mayor Francioli believes he could get some financial aid from Bayer to transform the trailer. The DPW has a vehicle that they will be retiring and turning over to OEM which will stay permanently attached to this trailer. This trailer can work in conjunction with the rehab ambulance or as a command post, etc.

Chief Davidson reported that six of the department's members took Engine 34 to the Newark muster and won best in show of all the apparatus. Commissioner Quirk asked the Chief if he would have Jim Schultz draft a note from the Board thanking them for their enthusiasm for taking the engine there.

Commissioner Quirk also reported that Chief Davidson, Assistant Chief O'Hare and he went to a County meeting conducted by the County OEM. Commissioner Quirk reported that it was a productive meeting and appreciated both Chief Davidson and Assistant Chief O'Hare attending after hours.

There was discussion about several checks that were written which have never been cashed. These could be voided checks or were never cashed. The Board will look into this further.

Resolutions

- Resolution 13-06-06-32 was read by Commissioner Callas to formally approve Abigail J. Davidson for appointment as a Junior Volunteer Member with the Cedar Knolls Fire Department. **Resolution 13-06-06-32 was introduced by Commissioner Quirk, seconded by Acting Chairman Dugan, all in favor with Commissioner Florio absent.**
- Resolution 13-06-06-33 was read by Commissioner Callas authorizing the sale of surplus personal property which is no longer needed for public use on an online auction website. Schedule A was attached specifying one Ford Crowne Victoria Sedan – Car 31 – as is and one carton of miscellaneous Motorola pagers and obsolete radio communication equipment – all units non-operational. **Resolution 13-06-06-33 was introduced by Commissioner**

DeNigris, seconded by Commissioner Quirk, all in favor with Commissioner Florio absent.

- Resolution 13-06-06-35 was read by Commissioner Callas formally adopting the 2012 annual audit. **Resolution 13-06-06-35 was introduced to adopt the audit and send it to the local finance board by Commissioner Quirk, seconded by Commissioner Dugan, all in favor with Commissioner Florio absent.**

Commissioner Quirk asked Chief Davidson how the career staff evaluations are coming and he responded that they are in progress.

There was no other business to discuss. **A motion to adjourn was made at 8:40 PM by Commissioner Quirk, seconded by Commissioner DeNigris, all in favor.**

Respectfully submitted by:



Robert Callas, Secretary