

September 6, 2018 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 September 6, 2018 in accordance with the Public Meeting Act of 1975, Chapter 231.

ATTENDANCE: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Maria Florio and Tom Quirk were present.

Chief DiGiorgio, Administrator Schultz, Asst. Chief O'Hare, Asst. Chief Martin, Lieutenant Belott, EMT Bergen, EMT Thompson, Hanover Township Committeeman Cahill, Fire Co. Member Gary Keyser and Mr. S. Trimboli were also in attendance.

PUBLIC PARTICIPATION: Fire Co. Member Gary Keyser reported that he was present because of a letter and Rice notice that he received from the Board regarding something that was said at the July 19, 2018 meeting. Fire Co. Member Gary Keyser questioned what right the Board had to send notices to a member of the public that attended a public meeting. Commissioner Florio reported that it is a requirement of the Rice notice to send the letter to an employee of the District. Fire Co. Member Gary Keyser said that he had not attended the July 19 meeting as an employee but a member of the public. Commissioner Florio indicated that the Rice notice had nothing to do with that meeting. Fire Co. Member Gary Keyser said he would put that issue aside and reported that there was a discussion at the July 19 meeting about a sign. Commissioner Dugan stopped Fire Co. Member Gary Keyser and noted that in order for the Board to continue this discussion Mr. Keyser would need to notify the secretary that you would be attending the meeting to discuss this matter in closed session. Fire Co. Member Gary Keyser read part of the letter that asked him to reach out to the Board regarding an invitation to attend the September 6, 2018 meeting to discuss the matter in closed session. Commissioner Dugan asked if Mr. Keyser had reached out. Fire Co. Member Gary Keyser asked who he was to reach out to. Commissioner Florio read the bottom of the Rice notice which indicates that the matter will be discussed in closed session unless the Board clerk is notified by the employee before the meeting that the matter can be discussed during the public portion of

the meeting. Fire Co. Member Gary Keyser said that that was not what his letter stated. Commissioner Dugan reported that the matter would not be heard tonight and that Mr. Keyser could contact the Board clerk to put the matter on the agenda for the next meeting if he wanted to. Fire Co. Member Gary Keyser indicated that he would not be back and left the meeting.

Commissioner Dugan reported that the Board would now hold a Black Helmet Ceremony for Ryan Okolita and Thomas A. Quirk III. Chief DiGiorgio thanked family and friends for coming to the ceremony. Chief DiGiorgio called Asst. Chief Martin forward. Chief DiGiorgio reported that as our firefighters complete the Firefighter 1 training through the Fire Academy whether as Junior Members or Regular Members (over the age of 18), they move on to a probationary status. This probationary status gives them the ability to learn in house the different policies and procedures that are used in the fire house. At the conclusion of that one year probationary period, there is a probationary exam to test their skills to see how far they have come and to make sure that they are ready for senior status or black helmet. Chief DiGiorgio thanked Asst. Chief Martin for his efforts this past Saturday to coordinate with Lieutenant Bergen to arrange for this probationary exam for Ryan Okolita and Thomas A. Quirk III. Chief DiGiorgio said that he is happy to announce that both Ryan Okolita and Thomas A. Quirk III passed the exam and their skills meet the District requirements. Chief DiGiorgio noted that this award is normally presented at Inspection Night but that was not possible due to timing issues. Chief DiGiorgio turned it over to Asst. Chief Martin to make the presentation. Asst. Chief Martin presented Ryan Okolita and Thomas A. Quirk III with their black helmets. Chief DiGiorgio noted that completion of the Firefighter 1 course and the probationary program are the first steps in their continuation at the department. Chief DiGiorgio noted that now they will need to start the maintenance program which means that they will need to maintain their training, call volume and participate in Company functions to maintain their black helmets. Chief DiGiorgio and the Board congratulated Ryan Okolita and Thomas A. Quirk III on receiving their black helmets.

Commissioner Dugan reported that the Board would now hear and discuss the EMS applicant process with the EMS Officers who are in attendance. Asst. Chief O'Hare reported that after the last meeting it got back to him that the Board would like to hear from the EMS Officers regarding the EMS applicant process.

Commissioner DeNigris responded he felt the Board would like to hear the views of the EMS Officers regarding the EMS applicant process to see where these views conflict with the views of the Board. Commissioner DeNigris reported that maybe either the two views can be merged or maybe the EMS Officers have a better application process in place. Commissioner Dugan reported that the Board would like to know why applicants are being told they don't fit our criteria. Asst. Chief O'Hare reported that the EMS applicant process differs between two applicant groups. The first group consists of applicants over the age of 18 and the second group consists of applicants under the age of 18. Asst. Chief O'Hare reported that he would give three examples of recent over 18 application candidates. Asst. Chief O'Hare reported that he is immediately notified when a candidate contacts the EMS Division through the website. The candidate provides their name, address and email. Asst. Chief O'Hare said that he emails that person within 24 hours to thank them for their interest and asks about their availability for a meeting. The first candidate over 18 years old this year contacted us in January and did not respond to the initial email inquiry about setting up a meeting. Three cell phone messages were left with no response. On the fourth attempt to call, the candidate responded and came in for an interview. Asst. Chief O'Hare reported that he conducted interviews for many years in a previous position so it is something that he is familiar with. The interview process for both over 18 and under 18 year old candidates takes about an hour because he wants them to understand what the commitment is for this position and be able to answer any questions that they have. The interview for the first candidate occurred in March, at which time part one of the application packet was given to the candidate. The application requires candidates over 18 years old to be finger printed. Several follow up interactions occurred between March and May to see if the candidate was still interested. There has been no response from the candidate to date. Asst. Chief O'Hare reported that the second candidate over 18 years old inquired in early July 2018. Asst. Chief O'Hare reported that his initial email received no response. Like the first candidate, there was no response to the first three phone calls. The second candidate was reached on the fourth phone attempt and came in for the hour interview. The candidate was given part one of the application packet but has not responded to three follow up attempts after the interview. The third candidate over 18 years old made contact in early August 2018. This candidate did not respond to an email or four phone calls. Asst. Chief O'Hare

reported that he made contact with the candidate on the fifth phone call, at which time the candidate indicated that he would get back to him within 24 hours about setting up an interview. Asst. Chief O'Hare has not heard back from him. Asst. Chief O'Hare reported that on average it takes five attempts before initial contact is made with candidates over 18 years old. Asst. Chief O'Hare indicated that he is not turning anyone down but if they do not respond to communication attempts, they cannot be brought on board.

Asst. Chief O'Hare reported that the Junior Application process is a little different story. Asst. Chief O'Hare indicated that it typically takes multiple attempts before he receives a response to arrange an interview appointment. The Juniors come to the interview with a parent. Asst. Chief O'Hare reported that they do not turn any Junior candidate between 16 – 18 years old away. Asst. Chief O'Hare reported that there were three Junior candidates came in between May and July. These candidates will enter their senior year of high school in September of this year. Asst. Chief O'Hare reported that during the application process he tries to vet out candidates who are applying solely to enhance their college resume. Asst. Chief O'Hare reminded the Board that the application process itself takes about 6 – 8 weeks to complete. Asst. Chief O'Hare reported that if Junior candidates start the application process near the end of their school year, they will not be ready to start the EMT training class until September. They will complete the class in December and this leaves 6 months until they graduate. Asst. Chief O'Hare reported that history has shown that these individuals are very disjointed in their training and do not have a good work experience. That is why these three individuals were turned down this spring. Commissioner DeNigris asked about a candidate that was a college student and could only work for the few months each summer. Asst. Chief O'Hare indicated that he has a college student who is interested in becoming a member and is taking the EMT training course over the summer at their own cost. They will come in over the mid semester break to fill out an application and will probably be appointed a member in February 2019. This individual will be ready to come in the door on May 10 when college is over. Asst. Chief O'Hare indicated that this sweat equity process has worked a number of times over the years. Commissioner DeNigris asked if they ever get reimbursed for the training course. Asst. Chief O'Hare said that they did not and these candidates have usually worked out quite well. Asst. Chief O'Hare asked if the Board had any questions. Commissioner Dugan asked why some of the

candidates who you have reservations about could not be allowed to ride the ambulance for a probationary period before committing to taking the EMT training course. This would allow the candidates to decide if this is something that is for them. Commissioner Dugan acknowledged that they would not be able to have patient contact and they would basically be just another person in the ambulance but they will get a taste for what the job entails. At the end of the probationary period (six months or whatever timeframe is decided on), the candidate can sign up for the EMT class if they are still interested. Asst. Chief O'Hare said that he had two issues with that. First, they may say that they want to be an EMT but the payoff will not benefit the District or them. The second issue is that someone would have to supervise and manage these probationary candidates and we have enough challenges now managing the State certified EMTs. EMT Shirley Bergen acknowledged that she rode for four months before she was able to get into EMT class. While this policy sounds good, she does not think that it is viable for junior candidates because of the restrictive time frame of the program. If a candidate came to us at the beginning of the school year after they turned sixteen and rode for six months on the ambulance before taking the EMT training, they would not be able to take a class until February or March. By the time that they are finished with the class, they are in their senior year of high school. It costs about \$4,000 to get a candidate from the application through the EMT course and EMT Bergen felt that the District would not see the payoff because these candidates will not have the time in their senior year. EMT Bergen said that she had two great candidates this year but she has had some that should not have been here. EMT Bergen felt that it would be better to concentrate on mentoring three good people. Asst. Chief O'Hare indicated that we should be looking for quality not quantity because if your loved one is in a critical situation, you want to be sure that the crew that is handling that loved one knows what they are doing and can handle the situation. Asst. Chief O'Hare reported that of all the people who applied and were accepted as juniors over the past eight years, the average junior member leaves after 18 to 20 months. Asst. Chief O'Hare indicated that these candidates are bright kids and have a lot on their plate. Asst. Chief O'Hare felt that the EMT position was many times not high enough on their list of priorities. Asst. Chief O'Hare reported that crew chiefs are required to ensure that anyone who comes through the door is up to date on all mandatory training requirements. The fact that many members, especially Junior members,

do not read their email makes it necessary for Officers to text these members to remind them to read their email. Even this does not ensure that follow up will be received from the Junior members. Asst. Chief O'Hare reported that this week two general orders went out about things that impact our operations. Asst. Chief O'Hare asked Lieutenant Belott to track how many members on the Tuesday through Thursday crews had read the email notification. Lieutenant Belott indicated that as of tonight three people had read the email. Asst. Chief O'Hare felt that it would take upwards to a month to ensure that all members had read and were conversant with these two general orders. Commissioner Dugan asked how many people we had trying to get in. Asst. Chief O'Hare reported one of the above mentioned candidates over 18 years old was still viable and there are currently no Junior candidates. Commissioner Dugan asked if it was known how many candidates there have been in the past two to three years. Chief DiGiorgio indicated that he had a file of candidates and there have been about thirty five people. Commissioner Dugan asked how many of those thirty five candidates are currently members. Chief DiGiorgio indicated that the folder only contained people who did not become members. Chief DiGiorgio gave an example of the process that occurs when someone fills out a prospective member contact form on the website. On August 7th of this year, a form was filled out on the website. On August 8th an email was sent to the individual to set up an interview. There was no response to the email. On August 9th a message was left on his cell phone. There was no response. On August 14th another message was left on his cell phone. Again there was no response. On August 28th the individual was reached on the phone and indicated that he would respond in a day or two. As of September 4th there has been no contact. Asst. Chief O'Hare noted that this was one of the individuals that he had spoken about in his examples. Commissioner Dugan asked if any of these thirty five people came in the door. Chief DiGiorgio said that some have come in for an interview but that none of them became members. Commissioner DeNigris asked if the reason that Junior candidates were not allowed to ride along for a probationary period before committing is because this is a burden for the crew chiefs because of all the other things that are going on. EMT Scott Thompson indicated that timing is a bigger factor for not allowing a ride along probationary period. EMT Thompson indicated that if a candidate is still interested after the probationary period, they would need to enroll in the EMT training course. By the time they complete this course, the

District would have at most one year of service from the Junior member. EMT Thompson noted that this service would obviously be in addition to their schooling and other extracurricular activities. EMT Thompson reported that while he dislikes the return on investment term (ROI), the ROI in these scenarios would be small for the District. EMT Thompson reported the rules and guidelines have changed significantly since he went through the Junior program and have resulted in this program being feasible for fewer candidates than before. EMT Thompson noted that this probationary period might work better for candidates over 18 years old. Asst. Chief Martin reported that the same thing needs to be considered for the Junior Firefighter program. Asst. Chief Martin noted that there were candidates that completed the training and were not present at the graduation ceremony because they had left for college. Asst. Chief Martin felt that these candidates knew they would not be returning but wanted the activity on their college resume. There is no ROI from these candidates and the cost to the District is significant in both money and time. Asst. Chief Martin reported that most fire candidates over the age of 18 who make the commitment to attend the fire training will become active members. Asst. Chief Martin noted that nonviable candidates over the age of 18 are usually identified during the interview process or with the background check. Asst. Chief Martin reported that these candidates balk at the level of commitment required for training or know that something will be flagged in a background check. Commissioner Dugan noted that the Board has budgeted money for training each year and that the District has to invest in the Junior program and in young adults because they are the candidates that are showing an interest in joining. Commissioner Dugan asked how many of the candidates have been over the age of 25. Asst. Chief Martin replied that he has had two in the last three years, one of which is still a member. Commissioner Dugan noted that candidates that have responded to the District advertising are reporting that they are being turned down for various reasons and spreading word of their experience to other potential candidates. EMT Bergen felt that there are not too many candidates that are complaining to others and reported that she agrees with Asst. Chief O'Hare that it is not worth taking high school seniors into the Junior program. The seniors will not come out being decent EMTs because they will not get both the necessary training and experience. EMT Bergen noted that it is also difficult to get this group to come out for continuing training once they are in the program. EMT Bergen qualified that this is the case

with about 85% of the Junior candidates and that the remaining 15% are extremely dedicated to the Department. EMT Bergen stressed the need for a thorough vetting process and she felt that Junior members should not be accepted after 16 ½ years of age. This would ensure that the Junior member receives the proper training and experience and that the Department receives a benefit from their service. Commissioner Callas agreed that the District wants the best qualified people but it sounds like we are in a crisis because we are retaining fewer and fewer candidates. Chief DiGiorgio noted that the Board needs to consider the quantity vs quality dilemma. Do we have such a dire need that we should sacrifice some quality for quantity? Chief DiGiorgio noted that we currently have very high quality staff. Commissioner Callas reported that the Board needs to ensure that there is enough high quality staff to provide the needed coverage. Asst. Chief O'Hare reported that he is having the same difficulty on the EMT side as Asst. Chief Martin is having on the Fire side regarding young, working adult candidates. Many of these candidates balk at the time commitment required for both the initial training and the ongoing mandatory training because they are already working full time jobs. Commissioner DeNigris asked for suggestions on how to get more people in. Asst. Chief O'Hare said that a few years ago there was an open house that yielded two or three people. Commissioner Dugan asked if they have stayed. Asst. Chief O'Hare reported that they have stayed. Asst. Chief O'Hare feels that the best recruiters are our members and that many of the successful candidates are the ones that have been asked to join. Asst. Chief O'Hare extended an open invitation to the Board members to sit in on the next EMT candidate interview so that they can see the process first hand. Chief DiGiorgio noted that a recruitment flyer that will be handed out at Hanover Township Day is attached to his Bi-Monthly Report. Chief DiGiorgio reported that this is an opportunity to reach out to our community and let them know that the District is looking for new members. Commissioner Florio noted that it seems that the District is losing candidates after they come in for an interview and are told what the District expects of them. Commissioner Florio asked if perhaps these expectations could be communicated on the District website page where the candidates make the initial inquiry. Asst. Chief O'Hare noted that many of the candidates do not respond to repeated attempts to set up an interview and therefore have not heard of the expectations yet. Commissioner Florio noted that candidates that do come in for the hour long interview may

realize that the position will require more time than they are able to commit but they may not have the fortitude to admit this at the interview. Listing the expectations on the website may save time by weeding out these candidates up front. EMT Bergen noted that the open house was another way to provide this information to potential candidates outside of the interview process. About fifteen people attended the last open house from that three or four candidates completed the application and training process to become members. Chief DiGiorgio noted that these expectations were listed on the website in the past and there was a fear that the list may have been scaring people away. Chief DiGiorgio asked if the Board wanted the list of expectations added back to the website. Commissioners Dugan and Florio felt this would help streamline the process. Commissioner DeNigris felt that the current process allowed the District to sell the position to the candidate when they came in for an interview. Commissioner Dugan asked if the Board was happy with the current volunteer recruitment process. Commissioner Florio felt that both the Board and the recruiters agree that more qualified members are needed and the Board needs to acknowledge that the recruiters have been very generous with their time through the recruitment process. Commissioner Florio asked if the Board wants to say that they do not trust the recruiter's judgement in turning away candidates. Commissioner Dugan felt that you don't know what kind of person someone is going to be until they walk through the door. EMT Thompson felt that if the candidate does not respond to repeated attempts to set up an interview, they are not a viable candidate. Commissioner Dugan agreed with this but felt that someone who comes in right away should be given a chance. Commissioner Florio noted that it is difficult to determine who is going to be worth the time investment, especially if they are coming in as a high school senior. Commissioner Florio felt that sometimes you have to go with your gut feeling based on all the recruiting experience through the years. Commissioner DeNigris felt that you have to interview someone before you can get a gut feeling. Commissioner DeNigris noted that after this discussion, he feels that this is a decent process. Commissioner Quirk asked for clarification about the Junior program regarding whether 18 year old high school seniors would even be in the Junior program. Chief DiGiorgio said that this was correct. EMT Thompson clarified that as long as the member was in high school they were able to follow the Junior protocol and were not required to do an overnight. Chief DiGiorgio said that they would join as

a full member but that some of the rules, such as the overnight requirement, would be qualified until they graduate high school. EMT Bergen noted that regardless of their age, the question still remains of what they are getting out of us and what are we getting out of them if they join as a high school senior and then go away to college after graduating. Chief DiGiorgio reported that based on statistics from 2010 to present; there have been 48 people that have become volunteer members. Only six of the 48 members are still with the District. Chief DiGiorgio felt that the recruiters are doing a very good job to ensure that the District has qualified recruits. Commissioner DeNigris commented that the Board is not looking to find fault, but to learn about the recruitment process. Commissioner Dugan asked if the Board was satisfied. The Board thanked the Officers for coming tonight to enlighten them on the recruitment process.

CORRESPONDENCE: None.

Commissioner Dugan reported that the Board would depart from the regular agenda.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Hanover Township

Committeeman Cahill reported that the WFD loan process is ongoing and will not go to resolution until October at the earliest. Committeeman Cahill reported that the Township Committee is going to start a trial period of having one public meeting a month starting this month.

EXECUTIVE SESSION: Commissioner Callas read Resolution 18-09-06-71 to enter into executive session. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner Callas. All were in favor. The Board went into closed session at 8:04 p.m.

Personnel matters were discussed. Action will be taken.

The Board came out of closed session at 9:45 p.m.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the August 2, 2018 Regular Meeting and the August 16, 2018 Regular Meeting were reviewed.

Amendments to Previous Minutes:

- 1. Commissioner Florio noted that the minutes from the August 2, 2018 meeting incorrectly reflect that Administrator Schultz attended the meeting. Administrator Schultz confirmed that he was not at this meeting. The minutes will be amended to reflect this correction.**

Commissioner DeNigris made a motion to approve the amended minutes from the August 2, 2018 Regular Meeting and the minutes from the August 16, 2018 Regular Meeting. Commissioner Callas seconded the motion. All were in favor.

REPORT OF THE TREASURER: Commissioner DeNigris reported the 2019 budget process will begin on September 21, 2018. Commissioner DeNigris said he hopes to be able to review the 2019 Budget at the October 4, 2018 meeting.

Commissioner Quirk made a motion to accept the Treasurer's Report. Commissioner Callas seconded the motion. All were in favor.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly Report on August 30, 2018 and sent out updates today.

Commissioner DeNigris asked if there were any updates on the new vehicle and asked when the trip to Wisconsin was scheduled. Chief DiGiorgio reported that the trip was scheduled for February 2019.

Chief DiGiorgio reported that we are waiting for a sample of the lettering for Car 36.

EMS: Nothing to report.

BUDGET: Nothing to report.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Commissioner Quirk reported that the committee is meeting with the FMBA on Thursday to finalize the last leg of the contract.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan reported that there is a meeting next Monday.

Commissioners Florio reported that there was a subcommittee meeting last night regarding the Christmas Tree Lighting event. Commissioner Florio reported that

she and Commissioner Quirk are sitting on the committee. Commissioner Florio reported that the Tree Lighting Committee hopes to borrow a popcorn machine from the Recreation Department. Commissioner Quirk reported that the request was approved by the Recreation Department today. Commissioner Florio asked if the Board was willing to pick up the cost of police officers for traffic control as they did last year. Commissioner Dugan said that would not be a problem. Commissioner Florio reported that the Fire Co. would need to fill out a Township Event Application which Commissioner Quirk picked up today. This application allows the Township to coordinate resources needed for events. Commissioner Florio reported that there was a discussion about equipment and personnel being called out during the event. Commissioner Quirk noted that this has happened the past two years. Commissioner Florio noted that this poses a hazard to the attendees and takes away the personnel who are helping with the event. The committee suggested that Chief DiGiorgio ask Fire District 2 and the Minutemen to cover for us for a couple of hours. Commissioner Florio reported that the committee discussed the possibility of moving the equipment across the street during the event but noted that this does not solve the manpower issue. Commissioner Florio noted that the committee also discussed having a fundraiser for the 100 year anniversary and having the old pumper in one of the bays along with uniformed personnel to answer questions. Asst. Chief Martin noted that this was not discussed with the 100 Year Anniversary Committee. Commissioner Florio reported that it would be brought up at the meeting on Monday. Commissioner Quirk reported that in a previous year, one of the volunteers called away was assigned to flip the switch on the tree lights. Commissioner Dugan felt that this was not a Board issue and should be settled between the Chiefs and Operations. Commissioner Quirk noted that last year he requested that there be a certain crew assigned to respond to calls during the event but that it did not happen. Commissioner Quirk emphasized the need to staff an event that we are hosting. Commissioner Quirk suggested that the District have someone cover for us during the event. Chief DiGiorgio felt that the paid staff could cover the first medical calls and that if a second call came in, it would be sent to mutual aid. Commissioner Dugan reiterated that it should be the Chiefs call. Commissioners Florio and DeNigris agreed. Chief DiGiorgio reported that he would coordinate between the two Asst. Chiefs. Asst. Chief Martin asked the date of the Tree Lighting. Commissioner Florio said it was Saturday, November 24.

BUILDINGS AND GROUNDS: Nothing to report.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that progress is being made on maintenance.

INSURANCE: Administrator Schultz reported that he received an email from Gary Owens regarding the settlement of his father's life insurance benefit. Administrator Schultz noted that the board has been updated to include Michael Owen's name.

Chief DiGiorgio reported that the VFIS Risk Assessment Survey was attached to his report for the Board to review. Chief DiGiorgio reported that all items were in order and thanked Lieutenant Belott for accompanying the VFIS representative around the fire station during the survey.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Administrator Schultz reported that he received information from CD Meyers about upgrading the website to an https secure website. Administrator Schultz noted that many of the browsers are now not allowing users to get into non-secure websites. The District website has been upgraded to be https secure.

Administrator Schultz noted that he forgot to ask Committeeman Cahill about the status of the Township website project. Commissioner Florio reported that the Township has hired Civic Plus, who is doing the majority of the municipal websites. Commissioner Florio reported that they have the templates but the product will not go live until early next year. Commissioner Florio noted that a work group to provide feedback prior to going live is planned.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Administrator Schultz reported that all medical records have been inventoried and everything is set to go.

OLD BUSINESS: Administrator Schultz reported that he has not heard anything about the meeting that Fire Co. Member Vagell was supposed to be setting up with the Board to discuss the agreement and plans for the building.

NEW BUSINESS:

Asst. Chief Martin reported that next year, specifically September 11, 2019, will be the 100 year anniversary of the Cedar Knolls Fire Department. A 100th Anniversary Committee has been formed and has met three times. The committee would like the Board's permission to hold the 100th Anniversary Event at the fire house. Commissioner DeNigris asked what the event would consist of. Asst. Chief Martin said that there are many details to outline and that in the interest of time, he would be happy to come to another meeting to update the Board on everything the committee has planned. Commissioner DeNigris noted that the reason for the question was to ascertain if any insurance riders would be required. Asst. Chief Martin reported that the committee felt an insurance rider was needed and asked if the Board would be willing to pay for the rider. Asst. Chief Martin reported that the committee also asked if the Board would donate money for the event. Asst. Chief Martin reiterated that he would supply specific details at a future meeting. Asst. Chief Martin reported that the committee has decided to produce a yearbook which will include the pictures of the Board members. There will also be specific pages for the Chairman of the Board, Fire Chief, and the President of the Executive Board to write a congratulatory letter about the event. Commissioner Florio asked if the event was going to be held on Wednesday, September 11, 2019. Asst. Chief Martin said the event will take place after Hanover Township Day on September 7, 2019 from 6 p.m. to 10 or 11 p.m. The committee plans to ask both Notre Dame of Mt. Carmel and Hildale Park for the use of their parking lots. Commissioner Dugan felt that the Board could decide on permission to use the facility tonight. The Board agreed that the event could be held at the fire house. Commissioner Dugan said that the Board would make additional decisions once the details were presented. Asst. Chief Martin indicated that he would come before the Board again once the full details were finalized. Chief DiGiorgio noted that the committee should provide the Board with the amount they would be looking for prior to the next meeting so that the figure can be included in the 2019 budget number to be reviewed at the next meeting.

Administrator Schultz reported that he spoke with Mr. Bonanni about the proposed grants for building improvements. The Fire District is not eligible for most of the grants because the District does not have enough low and moderate

income housing. Mr. Bonanni suggested that the District speak to the County Special Improvement Authority, who does bonding. Administrator Schultz asked the Board for permission to speak with Mr. Bonanni about how the bonding works and what the benefits would be for our organization. The Board gave Administrator Schultz permission to look into the bonding process and its potential benefits.

The Regular Meeting scheduled for September 20, 2018 has been cancelled.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, October 4, 2018 at 7:00 P.M.

The Joint Fire Prevention Board meeting will be held on Monday, November 12, 2018 at 6:30 P.M. in Whippany.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Callas read Resolution 18-09-06-72 accepting the resignation of Volunteer Member Fischetti and Resolution 18-09-06-73 accepting the resignation of Volunteer Member Serafini. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Florio. All were in favor.

ADJOURN: A motion was made by Commissioner DeNigris, seconded by Commissioner Florio, to adjourn the meeting. All were in favor. The meeting was adjourned at 10:10 p.m.

Respectfully submitted by

Robert Callas, Secretary