

**December 2, 2021 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 December 2, 2021 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 Steven Cornine, Mary Lou DeSimone, Michael Dugan Sr., Michael Dugan Jr., and Robert O'Hare were present.

Chief DiGiorgio, Fire Co. President James Hark Jr., EMT Thompson, EMT Waldron, and Hanover Township Committeeman Cahill were also in attendance.

**DEPART FROM NORMAL AGENDA:** Commissioner O'Hare reported that the Board would depart from the normal agenda to administer the oath of office to the two new FF / EMTs. Chief DiGiorgio welcomed everyone to the Cedar Knolls Firehouse. Chief DiGiorgio administered the oath of office to FF /EMT DiGiacomo and FF /EMT Colin.

**PUBLIC PARTICIPATION:** None.

**CORRESPONDENCE:** Commissioner O'Hare reported that the Board has received a letter from Township Committeeman Cahill regarding the formation of one fire district and looking at the local efficiency achievement program and implementation grants. Commissioner O'Hare reported that the correspondence will be attached to the minutes.

**APPROVAL OF PREVIOUS MINUTES:**

**The minutes from the November 18, 2021 Regular Meeting were reviewed.**

**Amendments to Previous Minutes: None.**

**Commissioner Dugan Jr. made a motion to approve the minutes from the November 18, 2021 Regular Meeting. Commissioner DeSimone seconded the motion. All were in favor. Commissioners Cornine and Dugan Sr. abstained.**

**REPORT OF THE TREASURER:**

Commissioner Dugan Sr. reported that everything seems to be going well and the District did a good job tightening everything up over the past few months.

**Report of Fire Commissioner Board Committees and Chief of Department:**

**CHIEF'S REPORT:** Chief DiGiorgio distributed his Bi-Monthly report late this afternoon after being notified that the report he sent on November 29, 2021 did not go through. Chief DiGiorgio highlighted the following items from his report.

Chief DiGiorgio reported that the two FF / EMTs that were sworn in tonight have completed their first 48 hours on the job. Chief DiGiorgio gave kudos to Lt. Belott for switching his schedule so he could be here with the new FF /EMTs. Chief DiGiorgio reported that the new recruits are about 80% through their probationary guides, have been out driving, been on medical & fire calls, and have done station checks. Chief DiGiorgio reported that Lt. Belott will go back to his regular shift next week but has a plan for the new recruits to follow next week.

Chief DiGiorgio reported that he will coordinate setting up a planning meeting between all the parties involved in the Fire District discussion. Chief DiGiorgio reported that he has tentatively scheduled the meeting for Tuesday, January 11 evening. Committeeman Cahill reported that Tuesdays are usually good for him.

Chief DiGiorgio concluded his report. Commissioner O'Hare asked if anyone had any questions for Chief DiGiorgio.

Commissioner Dugan Sr. reported that there was some concern about the lack of EMS experience for the two new FF /EMTs at the Board meeting with the Part-time and Per Diem EMTs. Commissioner Dugan Sr. felt that whenever either of the 2 new FF /EMTs are on duty they should go out on any EMS call that comes in. Chief DiGiorgio reported that this is exactly how it was handled this week.

Commissioner DeSimone noted that it was her understanding that they would be riding as a third on EMS calls until they are cleared. Chief DiGiorgio reported that they are riding as a third until an officer is comfortable enough to clear them. Commissioner DeSimone asked Chief DiGiorgio if this would take about a month. Chief DiGiorgio reported that he hoped it would take less than a month since they are working 4 12-hour days a week and will be able to go out on a lot of EMS calls.

Commissioner O'Hare asked if anyone had any other questions for Chief DiGiorgio. There were no other questions.

**EMS:** Commissioner O'Hare asked Commissioners Desimone and Dugan Sr. to update the rest of the Board on last Tuesday's meeting with the Part-time and Per Diem EMTs. Commissioner Dugan Sr. reported that there was concern about the new hires and the lack of shift availability for the Part-time and Per Diem EMS staff. Commissioner Dugan Sr. reported that when the Part-time EMTs were hired, it was under the assumption that they would work 24 hours a week. Commissioner Dugan Sr. reported that the new FF /EMTs will cut down on the availability of shifts for the Part-time EMTs however Chief DiGiorgio proposed a plan to have 2 people on Fire and 2 people on EMS for 12 hours during the day. Commissioner Dugan Sr. reported that this will give the Part-time EMTs a few more hours to put in for to allow them to maintain their 24 hours a week. Commissioner Dugan Sr. noted that some of the Part-time EMTs have been with the District for a while and worked through the pandemic so it would be good for the District to try and keep them here by making hours available. Commissioner Dugan Sr. reported that there are still some adjustments to the schedule that need to be discussed with Chief DiGiorgio and Administrator Schultz calculated that the annual cost for the schedule change will be \$36,000 and the District would be able to absorb that. Commissioner Dugan Sr. reported that the Board will need to discuss supporting Chief DiGiorgio's staffing plan and asked if Chief DiGiorgio had sent the plan to the Board. Chief DiGiorgio reported that he just sent out the number of hours. Commissioner Dugan Sr. reported that in order to keep 2 EMTs on the ambulance during the day shift so the District is not continually pulling from Fire for coverage, Chief DiGiorgio has proposed adding 30 hours a week to the schedule. Commissioner Dugan Sr. reported that this will bring the unassigned weekly hours up to 144 and these are the hours that the Part-time and Per Diem EMTs will put in for. Commissioner Dugan Sr. acknowledged that it will be difficult for the Part-time EMTs to get 24 hours each week. Commissioner DeSimone asked for clarification that the guarantee of 24 hours a week for Part-time EMTs is gone but the additional staffing is during the day hours when the bulk of the calls come in. Chief DiGiorgio reported that there are some overnight shifts where there will be 2 EMTs on a shift but the District will not backfill if a firefighter is out. Commissioner Dugan Sr. reported that any vacant overnight EMT slots can be filled by a Part-time or Per Diem EMT but not

by full-time personnel so no overtime will be needed. Commissioner DeSimone noted that there will still be 4 people on an overnight as well. Chief DiGiorgio reported that there is already 4 people on an overnight on Thursday, Friday and Saturday nights and this schedule would expand this to include Monday, Tuesday and Wednesday as well. Chief DiGiorgio reported that the District will not be normally running the shift lean but that means that if a firefighter is out, they do not need to bring in additional coverage. Commissioner Dugan Sr. reported that there is a need for the firemen on the overnights because while the District has a set group of volunteers that are coming out but this schedule ensures that there will normally be enough personnel to handle fire suppression. Commissioner Dugan Sr. noted that the volunteers should be happy when they see the Pay per Call numbers this year since fewer volunteers qualified. Commissioner Dugan Sr. felt that the schedule was good but acknowledged that the District may lose some Part-time or Per Diem EMTs. Commissioner O'Hare reported that one of the questions that the Part-time and Per Diem EMTs had been when the new schedule would start. Chief DiGiorgio reported that as long as everything is in line with the 144 hours, he will give Lt. Belott the authority to start the new schedule on January 1. Commissioner Dugan Sr. asked to have a meeting with all those involved with the scheduling to ensure that everyone understands the parameters. Commissioner DeSimone noted that the Board and Chief DiGiorgio understand her concern about the overnight coverage since most of the calls come in during the day and thought that the reason for hiring the 2 FF / EMTs was so they could be used in dual roles. Commissioner Dugan Sr. felt that more manpower was needed on the overnight shift because the District is seeing less volunteers responding then. EMT Waldron clarified that the question was not when the schedule would start but when will the Board have an answer on the 108 available hours vs the 144 available hours. Commissioner Cornine asked for an explanation of where all the available hours went since when this discussion on hiring began the District had EMTs working long hours and a lot of overtime. Commissioner Cornine reported that there were 4 full-time EMT positions on the books when the discussions began although 2 of those positions were not filled. Commissioner Cornine reported that the decision to hire 2 FF / EMTs who are able to work an additional 8 hours a week instead of 2 more full-time EMTs should have only resulted in 16 hours a week of EMS available hours going away. Commissioner Cornine asked where all the other hours are going that there are

not enough for the Part-time and Per Diem EMTs. Chief DiGiorgio reported that there are 2 parts to the explanation. Chief DiGiorgio reported that he wrote down all the questions that the Part-time and Per Diem EMTs asked at the meeting and one of the questions was when would the new schedule take effect. Chief DiGiorgio reported that the new schedule will not take effect until the new hours are approved. EMT Waldron reported that there were 2 questions, when will the new hours be approved and then when will the new schedule take effect. Chief DiGiorgio explained that since the 2 new FF / EMTs are filling previously vacant slots, they are taking 48 hours a week each of the available hours. Chief DiGiorgio reported that this leaves a little over 100 available hours for the 5 Part-time EMTs to split but they will need 125 hours to each get 24 hours a week. Chief DiGiorgio reported that the new schedule and increased hours takes into account the third FF /EMT who will start in 2022, keeping the Part-time EMTs at 24 hours a week and eliminates overtime. Commissioner Cornine asked if the no hours available to the Part-time EMTs is because of the third FF /EMT hire. Chief DiGiorgio clarified that the 24 hours a week that the District agreed to provide for the Part-time EMTs is there in the new schedule and all 5 will have the opportunity to pick 24 hours a week. EMT Waldron noted that if any of the Part-time EMTs are needed to pick up another 16 hours shift, it would still be at straight time because it would be under 40 hours a week. Chief DiGiorgio reported that on paper this schedule balances out. Chief DiGiorgio asked Commissioner Cornine if this answered his question. Commissioner Cornine reported that he still remembers discussions with Commissioner Davidson where even if every employee worked the maximum hours they could work, the District would still have a deficit and he is having trouble seeing where the hours are lost now. Commissioner Cornine noted that he did not disagree with the new schedule but he did not understand it. Commissioner O'Hare asked if the 144-hour schedule could be implemented on January 1, 2022. Chief DiGiorgio reported that it could. Commissioner O'Hare asked if anyone on the Board was opposed to the 144-hour schedule. Commissioner Cornine did not have a problem as long as the budget could support it. Chief DiGiorgio reported that the money has already been budgeted for. The Board approved the 144-hour schedule. Chief DiGiorgio reported that he could do 2 things now that the Board has approved the 144-hour schedule. Chief DiGiorgio reported that he will give Lt. Belott the approval to start to create the schedule and he can provide

Commissioners DeSimone and Dugan Sr. an on-paper version of the new schedule. Commissioner Dugan Sr. felt that when the new schedule is implemented if the District is constantly seeing certain shifts being open, for instance no one wanting to work Sunday, then the Board should consider moving a full-time person to that shift which would open a shift during the week when it is easier to fill. Chief DiGiorgio reported that the 2 things that the Board asked him to do was make sure that there is a floater and to not have short-falls on the weekend. Chief DiGiorgio reported that he has addressed the floater and a full-timer is going to Sundays. Chief DiGiorgio reported that he has the schedule all spelled out by name and he will go over it with the Board. Chief DiGiorgio reported that the District has the ability to move the full-timers around as needed but does not have the authority to move the Part-timers. Chief DiGiorgio noted that the District is currently in a good position because there are Part-timers who want to work the weekend shifts. Commissioner O'Hare asked if there was anything else that came out of the Tuesday meeting. Commissioner Dugan Sr. felt that the Part-time and Per Diem employees should have some sort of representation or spokesperson. Chief DiGiorgio felt that if these changes in the schedule are moving forward then the terms and conditions of the Part-time and Per Diem employment need to be updated and that should cut out any reports of not knowing certain information. Commissioner Dugan Sr. reported that Administrator Schultz gave him copies of the documents highlighting the areas that need to be changed and he will follow up with him. Chief DiGiorgio reported that there was a question of when the new hourly rates for Part-timers and Per diem go into effect. Commissioner Dugan Sr. reported that there is some clarification needed from Administrator Schultz on how he calculated the rates so he does not have an answer right now. Commissioner Dugan Sr. reported that he will contact Administrator Schultz for an answer. Chief DiGiorgio reported that another question was if the Per Diem staff should still be required to submit 24 hours of availability if there would not be that many hours open for them. Chief DiGiorgio felt that the Per Diems should not be held to this. Chief DiGiorgio noted that it is also currently a requirement for the Per Diems to receive any hourly increases and there may not be enough hours available to them to meet this requirement so this should be revisited also. EMT Waldron asked if the clarifications on how the new hourly rates need to be worked out before the new rates go into effect. Commissioner Cornine felt that all salaries were adopted by

resolution. Commissioner Dugan Sr. did feel that the new rates had been adopted by resolution. Chief DiGiorgio reported that the last resolution that was passed gave salary ranges and it sounds like the new salaries are within the range. Chief DiGiorgio felt that if Commissioner Dugan Sr. reaches out to Administrator Schultz about the questions on how the rates were calculated and what they are going to be for the December 16 meeting and the rates would go into effect January 1. EMT Waldron asked if it was fair to say that the new rates will go into effect for January 1 even if it has to be retroactively paid. Commissioner Cornine asked what prompted the discussion on the salaries. Commissioner DeSimone reported that it came up at the meeting with the Part-timer and Per Diem EMTs about the reduction of hours and loss of income due to the reduction. EMT Waldron reported that when it was first brought to us that there was going to be changes, it was mentioned that the Board had already discussed that there would be an increase in pay due the loss of hours. EMT Waldron noted that while it does not fully compensate for the loss of hours, it helps and is appreciated. EMT Waldron reported that the other members understand that they were hired for 24 hours a week and the fact that they were getting 48, 60, 72 hours was the luck of the draw. EMT Waldron reported that now that the Board has backfilled the openings and agreed to Chief DiGiorgio's schedule hours, everyone will get their 24 hours that they were promised when they came here. EMT Waldron noted that they understand that the fact that for a year and a half everyone got extra hours was a bonus. EMT Waldron reported that the raise in salary came from the Board to the Part-timers and Per Diems and was not us requesting it. EMT Waldron reported that when it came up who was going to get what, everyone wanted to know how it was calculated. EMT Waldron asked for clarification that he could not report back to the Part-timers and Per Diems on when the increases will be approved but it will be retroactive to January 1. Commissioner Dugan Sr. reported that it will be approved at the December 16 meeting and the Board can tell when it will be effective. Commissioner O'Hare reported that the new rates will go into effect January 1. Commissioner Dugan Sr. noted that the 3<sup>rd</sup> FF / EMT will be plugged into the schedule on February 1. Chief DiGiorgio reported that he will plug everything in but he is pretty certain that the District can make this happen. EMT Waldron reported that the 5 Part-timers got together last week and sat and picked shifts. EMT Waldron felt that if they do this every month everything will work out.

**BUDGET:** Commissioner Dugan Sr. reported that the 2022 budget is down at DCA for review. Commissioner Dugan Sr. reported that the Board will vote on the budget on January 6 and has until then to make any modifications. Commissioner Dugan Sr. reported that everything seems to be in accordance with what the State wants even with the additional hours. Commissioner Dugan Sr. reported that the District is waiting on something from DCA but it is out of our control.

**PERSONNEL:** Nothing to report.

**NEGOTIATIONS:** Nothing to report.

**LIAISON TO THE VOLUNTEERS:** Commissioner DeSimone reported that the Board has to get back to the volunteers about the question on the insurance requirements for use of the 2<sup>nd</sup> floor that was asked at the last meeting. Commissioner O'Hare reported that he did some research on the question. Commissioner O'Hare reported that he spoke briefly with the District insurance company but more specifically to Administrator Schultz who looked at the history of the insurance requirement. Commissioner O'Hare reported that the requirement goes back about 7 years and that the Fire Co. can have functions on the 2<sup>nd</sup> floor, including the softball committee which is an approved event outlined in the District major policies. Commissioner O'Hare reported that if the Fire District or the Fire Co. is hosting an event, host liability for the District or Company is covered. Commissioner O'Hare noted that this includes when alcohol is served as long as there is no entry fee charged. Commissioner O'Hare reported that if a Fire Co. member wants to host an event, they have to get a certificate of insurance. Commissioner O'Hare reported that Administrator Schultz gave him the example of the host getting a one-day event rider and he has samples from a private event insurer and Allstate. Commissioner O'Hare reported that the event rider costs range from \$75 for \$500,000 liability insurance with no alcohol to \$150 if alcohol is being served. Commissioner O'Hare reported that there was some misinformation going around about the host needing to get a rider on their home owners' insurance and that is not required. EMT Waldron reported that the example is for \$500,000 liability insurance and he thought the District Use of Facilities form states that \$1,000,000 was required. Commissioner O'Hare reported that he read the form today and felt that it says that \$300,000. EMT Waldron reported that he did the event insurance 2 years ago and it was \$125. Commissioner O'Hare reported that you will get different quotes depending on



which company you go to. Commissioner Dugan Sr. reported that the purpose of requiring the host of an event that is not sanctioned by the District or Fire Co. to get event insurance is to shift the liability from the District to the individual host but that Fire Co. or District functions are covered under the District policy. EMT Waldron reported that some members wanted to have a Superbowl party on the 2<sup>nd</sup> floor and were denied by the Fire Co. Commissioner Dugan Sr. reported that one of the reasons given for low volunteer morale is that the District will not allow them to have parties but Fire Co. & District functions are covered so this is misinformation. Commissioner DeSimone reported that she will report to the Fire Co. members that as long as a function is hosted by either the District or Fire Co. it will be covered under the District insurance even if alcohol is served. Commissioner DeSimone reported that she will let the volunteers know that if a volunteer wants to host a function, they will need event insurance and asked that the amount of insurance be clarified. Chief DiGiorgio reported that the amount is listed on the Use of Facility form and that he forwarded it to her. Commissioner Dugan Sr. reported that all that is required for a Superbowl party for the members is for the Fire Co. to approve it as a Fire Co. function at one of their meetings.

**BUILDINGS AND GROUNDS:** Commissioner O'Hare complimented Craig Vagell and Jess Sainato who chaired the Tree Lighting Committee for all their hard work on the event and reported that the tree looks fabulous. Commissioner O'Hare thanked Greenwood Tree who donated their services to spruce the tree up for the event.

Commissioner Dugan Jr. reported that when the light tower was being removed the day after the Tree Lighting an outrigger was left out and it scraped the apron in front of Engine 34 bay. Commissioner Dugan Jr. reported that it just a surface scratch and should wash off when it rains.

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Nothing to report.

**INSURANCE:** Nothing to report.

**BY-LAWS:** Commissioner DeSimone reported that the amended By-Laws will be posted to the website.

**WEBSITE:** Up to date.

**PLANNING COMMITTEE:** Nothing to report.

**LIASON TO EXEMPTS:** Nothing to report.

**RECORDS RETENTION:** Nothing to report.

**LIAISON TO HANOVER TOWNSHIP COMMITTEE:** Committeeman Cahill read the following letter at the Joint fire Prevention Board Meeting earlier this evening.

TOWNSHIP COMMITTEE  
TOWNSHIP OF HANOVER



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Hanover Township Board of Fire Commissioners  
District 2 & 3

December 2, 2021

Dear Commissioners,

I am writing to you on behalf, and with the support of, the Hanover Township Committee. At our last Committee meeting work session, public safety was discussed at length. Specifically, we discussed what we could do as a governing body to help facilitate more efficiencies and collaboration between the fire districts. The discussion came about due to recently available grants geared toward shared services. Specifically, the Local Efficiency Achievement Program (LEAP). One of the available grants within the program is the Implementation Grant which will distribute \$3.8 million to help facilitate shared services initiatives that meet grant eligibility criteria. It is our belief that the consolidation of districts 2 and 3 could potentially qualify for a portion of those monies.

The Hanover Township Committee understands consolidation has been studied and discussed at length over the years. In Consideration of the future growth coming to Hanover Township, and for other reasons, it is our feeling that consolidation discussions should be considered by the Districts Fire Commissioners. Simply put, it seems like the time may be right for such a bold move.

This letter is to advise you that, should the two districts conclude consolidation is a logical endeavor, the Hanover Township Committee stands ready to support all efforts that may be undertaken by the districts to make it happen.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Brian Cahill', is written in black ink.

Brian Cahill  
Hanover Township Committee

**OLD BUSINESS:** Commissioner Dugan Sr. reported that there is a resolution before the Board tonight to hire a structural engineer to evaluate all 3 components of the building, the original building, the engine bay, and the ladder bay. Commissioner Dugan Sr. reported this will allow the Planning Committee to know what their options are when they develop their plans.

Chief DiGiorgio suggested that the letter that Committeeman Cahill read earlier this evening at the Joint Fire Prevention meeting be included in the minutes for this meeting because it is an important letter and these minutes are more publicized than the Joint Board minutes. Commissioner Dugan Sr. asked that the letter be scanned and included under the Liaison to Hanover Township Committee report.

Chief DiGiorgio reported that Coronis has completed a review of all the outstanding EMS billing that the District had brought to their attention and gave us a disposition on about 50% of the outstanding billings. Chief DiGiorgio reported that some were rebilled, some were getting sent back out, and some showed an update as to things that were pending. Chief DiGiorgio reported that he is waiting for an explanation on the other 50%. Chief DiGiorgio reported that the bookkeeper told him that the month of November exceeded her expectations. Chief DiGiorgio reported that he will keep on Coronis to ensure that the District gets an explanation on the remaining outstanding billings.

Commissioner Dugan Sr. asked if there was any indication that Coronis did not bill Cedar Knolls residents at all instead of not balance billing them. Chief DiGiorgio reported that those items are part of the 50% that Coronis has not provided an explanation for yet. Chief DiGiorgio reported that Coronis is looking into everything and taking further action where needed. Chief DiGiorgio expects that there will be an uptick in EMS revenues in December or January. Commissioner O'Hare asked if the District has any sense of what the dollar total is. Chief DiGiorgio did not want to speculate.

Chief DiGiorgio reported that he finished up the final tallies for Pay per Call and he will give the numbers to the bookkeeper on Tuesday so she can cut checks. Chief DiGiorgio reported that the checks will be left in the Commissioners Room and asked the Board to stop by during the week to sign them. Commissioners O'Hare and Dugan Sr. asked that the Board be notified when the checks are ready so that they can come down to sign and the checks are not left out all week.

Commissioner DeSimone asked if there was a list that the Board could see beforehand. Chief DiGiorgio reported that he would send it to the Board. Commissioner DeSimone asked if officers that served for only a portion of the year would be getting the officers stipend. Chief DiGiorgio and Commissioner Dugan Sr. reported that those people would get a prorated stipend.

Commissioner O'Hare reported that the Professional Standards Unit and procedures for investigations draft is still pending. Commissioner O'Hare reported that he has completed reading the document and is comfortable with it. Commissioner O'Hare noted that it is very thorough and complete and Asst. Chief Martin did a great job. Commissioner O'Hare reported that he was ready to implement it and asked the rest of the Board for input. Commissioner DeSimone reported that she has a couple of questions and does not know if she should address them to Asst. Chief Martin for clarification before making any changes. Commissioner DeSimone reported that as long as the Board agrees she will reach out to Asst. Chief Martin with her questions. Commissioner Dugan Sr. reported that he just received the document yesterday and has not had a chance to review it. Commissioner DeSimone noted that if the Board does decide to go forward with this document, it changes the way that the Board conducts investigations and disciplinary actions. Commissioner Dugan Sr. felt that whoever is going to be the investigator will require some training along with the officers having some working knowledge of the new procedures. Chief DiGiorgio felt that whoever would be responsible for any part of the document will need to be trained to the District's policy. Chief DiGiorgio felt that once the Board approves the document it should go to Mr. Trimboli for review. Commissioner Cornine felt that it should be sent to Mr. Trimboli now to allow him to start reviewing it. Commissioner DeSimone asked the rest of the Board to funnel her their questions and she would get answers from Asst. Chief Martin. Commissioner DeSimone asked Chief DiGiorgio to forward the document to Administrator Schultz so he could ask Mr. Trimboli to review it as soon as possible.

Commissioner O'Hare asked Chief DiGiorgio if the District still had a contact with Millennium for the AFG grant for the hose. Chief DiGiorgio felt that Administrator Schultz was confident that the District had the ability to sign as long as it was not over the threshold. Commissioner O'Hare asked if there was an expiration date of the contract with Millennium because Administrator Schultz felt that as long as

there was no expiration date on the contract the District could just amend the resolution to include the hose. Chief DiGiorgio reported that there was no expiration on the contract but did not feel there was a need to amend the resolution because this is a new contract for this project. Commissioner Dugan Sr. asked what the original contract with Millennium and if that contract has an expiration date. Chief DiGiorgio felt the contract was on a case-by-case basis and would not affect what needed to be done now. Commissioners Dugan Sr. and O'Hare felt so also but reported there was some concern about whether there was an expiration date. Chief DiGiorgio reported that he shared some correspondence with the Board from an AFG webinar he sat through that indicated hose is a top priority right now. Chief DiGiorgio felt that the District would be able to replace \$48,000 of hose under the grant. Commissioner Dugan Sr. indicated that as long as the District was allowed to apply, he had no problem doing it.

Commissioner O'Hare reported that there is a note that there has been no discussion on Truck 33 replacement since September 16 and asked if this was included in the Planning Committee or a separate committee. Commissioner Dugan Sr. felt that based on budget meetings, it was going to be wrapped in with the overall project. Commissioner O'Hare asked how this impacts the workgroup and if they need to be looking at the truck. Commissioner Dugan Sr. thought the Board should find out where the workgroup is with it and if they have it specked out because in order for the planning committee to move forward with their proposal on the project, they will need the information to know how much they need to bond out. Commissioner O'Hare felt that the workgroup was waiting to hear from the Planning Committee. Commissioner Dugan Sr. felt that the Planning Committee would not have any answers for the workgroup for 6 months because the committee has to meet and there have been problems getting everybody together. Commissioner Dugan Sr. reported that he could not give the workgroup an answer as the Treasurer and the planning committee cannot give them an answer because they do not know where they are in the project. Commissioner Dugan Sr. reminded the Board that the committee just hired a structural engineer so that they could find out what their options are and it will be a while before they find out the results of the evaluation.

Commissioner O'Hare asked if there was any other old business. There was none.

**NEW BUSINESS:** Commissioner Dugan Sr. felt that it would be a good idea to keep the numbers on the apparatus simple and go with Engine 1, Ambulance 1 etc. Commissioner Cornine felt that while it might be easier for us that might not be the case on the road and if you yell Engine 1 on the radio, you might get 7 answers. Chief DiGiorgio reported that a while back the District decided to go with 300 series, with 300 being the firehouse, 301 being the Chief, and the officers in sequential order. Chief DiGiorgio reported that the apparatus went to 30, 31, 32, and so on. Chief DiGiorgio acknowledged that the District exceeded the numbers after a while and had a car 40 until the numbers were reissued. Chief DiGiorgio agreed with Commissioner Cornine that it would be confusing.

**REMINDERS:**

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, December 16, 2021 at 7:00 P.M at the firehouse.

The 2022 Budget Hearing will be held on Thursday, January 6, 2022 at 6:00 P.M. at the Cedar Knolls Fire Station. The introduced budget is on the website and copies will be available next week at the firehouse.

The Annual Fire District Election will take place on Saturday, February 18, 2022 from 2:00 P.M. until 9:00 P.M. Petitions for candidacy for 4 positions are on the website and copies will be available next week at the firehouse. Commissioner Dugan Sr. noted that there are petitions are for 2 3-year positions, 1 2-year position, and 1 1-year position and you need to file specifically for which position you want.

**PUBLIC PARTICIPATION:** None.

**RESOLUTIONS:** Commissioner O'Hare asked if anyone had any objections to voting by consent agenda for the following resolutions. There were no objections.

**Commissioner O'Hare read Resolution 21-12-02-116 appointing a Structural Engineer.**

**Commissioner O'Hare read Resolution 21-12-02-117 appointing Grant Writing Services.**

Commissioner Dugan Sr. asked if the Board got an answer to the question of an expiration date on the Millennium contract. Chief DiGiorgio called Administrator Schultz to get an answer and reported that Administrator Schultz reported that Mr. Braslow said that the Board is free to vote on the resolution tonight. Commissioner Cornine noted that this is actually indicated in the resolution.

**Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor.**

**EXECUTIVE SESSION: None.**

**ADJOURN: A motion was made by Commissioner Dugan Jr., seconded by Commissioner Cornine, to adjourn the meeting. All were in favor.**

The meeting was adjourned at 8:21 p.m.

Respectfully submitted by

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Steven Cornine, Secretary