

April 2, 2026 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 April 2, 2026 in accordance with the Public Meeting Act of 1975, Chapter 231. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

ATTENDANCE: Commissioners Mary Lou DeSimone, Michael Dugan Sr., Thomas Harrington, Robert Gallagher and Gary Keyser were present.

Administrator Hark Jr., Chief McGuinness, other District 3 staff and members of the public were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: No correspondence.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the March 5, 2026 Executive Session were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Gallagher made a motion to approve the minutes from the March 5, 2026 Executive Session, seconded by Commissioner DeSimone. All were in favor.

REPORT OF THE TREASURER: Commissioner Dugan Sr. reported we are at 25% of the year and 25.1% of the budget as of date. Commissioner Dugan noted there were a lot of one-time payments already made to date including the pension.

Report of Fire Commissioner Board Committees and Chief of Department:

MONTHLY REPORTS: Commissioner DeSimone made a request to include year-to-date comparisons with the previous year in the Chief's report under call data. Commissioner Keyser asked for clarification on the "non-compliant members" mentioned in the report. Chief McGuinness clarified there are a few staff members not hitting the minimum requirements and that management is monitoring it at this time. Commissioner Keyser also asked to receive the Chief's report at least one day prior to meetings. Chief McGuinness reported there are multiple training sessions over the next few weeks including at the Steris facility

on Apollo Drive. It is a two-day course involving site representatives, State Police, and OEM.

EMS: Nothing to report.

BUDGET: Nothing to report.

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

NEGOTIATIONS: The board will be reaching out to the committee.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner Gallagher reported the generator had some issues twice during recent outages. The transfer switch was previously known to be failing. A technician is scheduled to come out. The keycard access system continues to be out of support and starting to fail. Administrator Hark reported he is working on obtaining a third quote but that it will need definite replacing this year, sooner than later. Commissioner Gallagher reported that the electrical was assessed. Two contractors evaluated the building; Most of the existing panels are maxed out and upgrades are needed for the main panel, panel in the truck bay, and the second-floor panel which feeds the third floor. Commissioner DeSimone brought up the second floor and stated that is embarrassing to hold classes up there right now with the way that it looks. Commissioner Keyser agreed, aesthetically we need to do something but that we are in a holding pattern right now as other work to the building needs to be done and we are currently waiting to hear back on the grants.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Harrington reported that two struts were replaced on A32 for the hood and that A39 power load was fixed in house. E34 has an exhaust leak that was identified. It will be going to J&J to get fixed after Ambulance 38 goes for repair there.

INSURANCE: Commissioner Harrington said he is still working on the life insurance policy review. Administrator Hark reported C31 has been removed from the insurance policies, and a credit has been received.

BY-LAWS: Commissioner DeSimone reported that changes need to be made. Exempt Committee to be removed.

WEBSITE: Up to date.

PLANNING COMMITTEE: Administrator Hark reported that grant applications were successfully submitted through Senator Kim and Senator Bookers office before the deadlines.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner Gallagher reported the process has begun. Hoping to have something at the end of the month.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner Keyser reported that the township has hired a third party to review the consolidation plan with the commissioners. Commissioner Keyser stated that the commissioners will be contacted individually to schedule their meetings/interviews.

OLD BUSINESS: Commissioner Gallagher brought up the fence replacement. He asked the board if they wanted to replace it with a split rail fence again or go with rocks/boulders. Further Discussion to be had under new business.

NEW BUSINESS: Commissioner Keyser asked the board which direction they wanted to go on the fence replacement. Commissioner Gallagher recommended the rocks. Motion made by Commissioner DeSimone. Seconded by Commissioner Dugan. All in favor. EMT Deanna Harrington gave a presentation asking to start a community risk reduction program focused on senior safety and independence at home. Commissioner Keyser thanked EMT Harrington and asked her to meet with Commissioner DeSimone on it further.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, April 16, 2026 at 7:00 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Gallagher read Resolution 26-04-02-51 approving title change EMT Deanna Harrington. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-52 offering COE Volunteer EMT John Bowman. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-53 offering COE Volunteer Junior FF Carlo Vaccarelli. Commissioner Harrington made a motion to

introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-54 accepting resignation EMT Samantha Bednarz. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-55 designating surplus for donation. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-56 designating surplus for sale. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner Gallagher read Resolution 26-04-02-57 designating surplus for destruction. Commissioner Harrington made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

EXECUTIVE SESSION: Commissioner Gallagher read Resolution 26-04-02-58 to enter into executive session. Commissioner DeSimone made a motion to introduce the resolution, seconded by Commissioner Harrington. All were in favor.

The Board went into closed session at 7:50 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 8:40 p.m.

Commissioner Gallagher made a motion to extend the postings for the position of Full Time and Part Time EMT, seconded by Commissioner Harrington. All were in favor.

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

The meeting was adjourned at 8:42 p.m.

Respectfully submitted by

Robert Gallagher, Secretary