

May 21, 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 May 21, 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 Michael Dugan Sr., Thomas Harrington, Mary Lou DeSimone and Gary Keyser were present. Robert Gallagher was absent.

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

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: A letter of thanks was received from the township recreation department, for our participation in the Touch a Truck event.

APPROVAL OF PREVIOUS MINUTES: None.

REPORT OF THE TREASURER: Commissioner Dugan Sr. reported – we are “Status Quo” and finances are tight as usual.

Report of Fire Commissioner Board Committees and Chief of Department:

MONTHLY REPORTS: Chief McGuinness gave his report. Commissioner DeSimone asked for a comparison of call volume year to date on the next report. Commissioner Keyser asked if we have started looking at replacement ambulances yet since the mileage continues to climb and 38 is having more issues. Chief McGuinness Stated that a meeting was held with VCI so far and we are awaiting a quote back.

EMS: Commissioner DeSimone reported she met with EMT Deanna Harrington on the community outreach program. EMT Harrington is working on a flyer for our social media and initial startup costs.

BUDGET: Commissioner Dugan Sr. Reported that budget conversations have started and that we have reached out to the town to have our quarterly meeting scheduled for June.

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

NEGOTIATIONS: The committee met with Local 109 Reps on May 5.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Administrator Hark reported that we are still awaiting a response on the license agreement and from the USPS office in regards to the lot closure effective 5/31. Key card system replacement paperwork was finalized. They are currently 3-4 weeks out for installation at this time. All boilers were inspected last week and passed inspection. Commissioner Keyser reported that he reached out to KCG and is awaiting the report back from them on the replacement of HVAC as well as lights.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Harrington reported that the exhaust leak was fixed on Engine 34. Commissioner Harrington asked that the crews keep track of when the regens occur. Ambulances are set for preventative maintenance next week.

INSURANCE: Administrator Hark reported that the VFIS and Liability packages presented last meeting are set for renewal on 6/1.

BY-LAWS: Commissioner DeSimone read the changes which were removal of exempts committee, modification to website committee and addition of “Deputy Chief” under “Fire District Officers”. Motion to accept bylaw changes by Commissioner Harrington. Second by Commissioner Dugan Sr. All in favor. Commissioner Gallagher was absent.

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: Nothing to report.

OLD BUSINESS: Administrator Hark reported that the District advanced to the next round in the Senator Kim CDS grant application process.

NEW BUSINESS: Commissioner Keyser reported that volunteer member Michael Grilli was accepted into NJ Firemen’s Association.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, June 4, 2026 at 7:00 P.M.

There will be a Joint Fire Prevention meeting on Monday June 8, 2026 at 6:30 P.M. at the District 2 Firehouse.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Motion made by Commissioner Dugan Sr. for adopting Resolutions 26-05-21-72 (A Resolution Adopting 2025 Audit), 26-05-21-73 (A Resolution Adopting Corrective Action Plan), 26-05-21-74 (A Resolution Appointing F/T EMT Thomas Weinert), as a consent Agenda. Seconded by Commissioner DeSimone. All were in favor. Commissioner Gallagher was absent.

EXECUTIVE SESSION: Commissioner Harrington read Resolution 26-05-21-75 to enter into executive session. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor. Commissioner Gallagher was absent.

The Board went into closed session at 7:18 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 7:43 p.m.

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

The meeting was adjourned at 7:45 p.m.

Respectfully submitted by

Robert Gallagher, Secretary