

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on December 15, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-absent
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 11/21/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Lease agreements-approval from Finance board
  - b. Ratables from the Township
  - c. Traffic signal Agreement
  - d. Travelers insurance-notice of closing claims
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Motion was made to transfer \$100,000.00 to checking account. Motion passed.
9. CHIEF'S REPORT
  - a. Report given for November. Copy attached.
  - b. IAMRESPONDING for preincident surveys
  - c. Rescue 2 all lights fixed.
  - d. Engine 5 went back to Campbell, repairs completed, loose wires, pump not reaching specs yet
  - e. Haven't gotten equipment from ESI yet
  - f. Point at Turnbury-Fire Safety Program next week
  - g. Somerset County will no longer take anyone unless they are 18 at the start of the class starting Jan.1.
  - h. Franklin District reimbursed firefighter for classes
  - i. Technical Fire Services revise pump test to read the right truck
10. OLD BUSINESS
  - a. 2018 Budget -Rodney Haines reviewed 2018 Budget

# Board of Fire Commissioners

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- b. Motion was made to approve the Resolution to adopt the 2018 Budget. Motion passed by Roll call vote.
  - c. Received financing approval from Finance Board. Chairman signed Finance agreement
  - d. Motion was made to approve the resolution authorizing the award of contract to finance new firetruck. Motion passed.
  - e. Motion was made to approve the Resolution to purchase a firetruck from KME. Motion passed.
  - f. Traffic Signal Agreement signed.
  - g. Motion was made to approve the Resolution approving the agreement with the state of New Jersey concerning preemption for traffic signal. Motion passed.
11. NEW BUSINESS
- a. Nomination petition for election.
  - b. Motion was made to approve the Resolution authorizing Budget transfers for the 2017 Budget. Motion passed.
  - c. Motion was made to approve the Resolution for a Temporary budget to 14%. Motion passed.
12. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.
13. Chairman opened meeting to the public, having no comment from the public, public portion closed.
14. ROLL CALL
- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-absent
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
15. Motion to adjourn at 20:40.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on November 21, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 10/17/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Message from Mr. Braslow, DCA won't accept down payment
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
9. CHIEF'S REPORT
  - a. Report given for Oct. Copy attached.
  - b. Rescue 2 light out, all belts replaced.
  - c. Engine 3 flashers problem fixed but may not last.
  - d. Engine 5 broken charging unit, all warranty work has been completed, waiting for pump test. Spartan told Campbell they are getting tired of all the warranty issues. Fire Co. member did mounting work Chief thought was done by Campbell. Apologized to Campbell. Members must not make any changes to engine until the warranty has expired.
  - e. Alan Laird retiring Dec. 31. John Funcheon replacing him..
  - f. Firehouse software can do preincident surveys, inventory. Kendall Park, Monmouth Junction, Plainsboro and Princeton use IAMRESPONDING
  - g. Photographs taken of Engine 5, Chef's vehicle and Engine 3.
10. OLD BUSINESS
  - a. Potential meeting change for Dec. meeting, need to meet after Dec. 13 finance board meeting
  - b. Staff responsibilities discussion on review session for salaries, need to have staff meeting to discuss Coordinator responsibilities.
  - c. WTH software doesn't work, Chairman wants to take it off system
  - d. Radio ordered.

# **Board of Fire Commissioners**

## **South Brunswick Fire District #3**

- e. Truck financing in limbo with DCA
- f. Budget complete.
- g. Commissioner Ciabattone recommends keeping Janitor responsibilities with the Fire Co. and not having staff do it.

### 11. NEW BUSINESS

- a. Motion was made to sign and approve vouchers in by Dec. 25. Motion passed.
- b. Motion was made to approve the purchase of Firehouse Software in the cloud at a cost of \$2280.00 per year for 5 years. Motion passed.

### 12. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.

### 13. Chairman opened meeting to the public, having no comment from the public, public portion closed.

### 14. ROLL CALL

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk Norman Luck-present

### 15. Motion to adjourn at 20:20.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

### Meeting Minutes of the Regular Meeting Held on January 10, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-absent
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 12/13/16 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Auditor-budget approved with some changes
  - b. Notice from Gannett Newspapers
  - c. LOSAP request information in reference to Chris Hirst as to why change in beneficiary
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
9. CHIEF'S REPORT
  - a. Report given for December. Copy attached.
  - b. LOSAP points posted up for 30 days.
  - c. Request for Worker's Compensation Audit Commissioner Luck will call about it.
  - d. New lock for lock up given out limited keys.
  - e. Equipment disposal Resolution 4 in. hose passed test on list and ready to get rid of.
  - f. 1982 Hahn picked up on Dec. 31<sup>st</sup>.
  - g. Request for new equipment: 2 glass masters kits and one blade 1 for Engine 3, 1 for new engine\$400.00, Metal x fire extinguisher for new engine\$425.00-450.00,
  - h. Safety recall for Chevy Tahoe, parts not available yet
  - i. New Engine in service Jan. 1, 2017, still working on mounting,slow on getting things mounted., Issues with truck delivery: LED lights on step not working, paint chips, discharge possibly leaking, missing left step,rear warning lights the 2 warning lights are different one does not rotate, front right headlight does not come on.
  - j. Somerset County radios reprogrammed.
  - k. Invitation for banquet Feb. 10, 2017

# Board of Fire Commissioners

## South Brunswick Fire District #3

1. Manpower increase during the day, increase in March start planning in February.

### 10. OLD BUSINESS

- a. Attorney wants to meet with Fire Co. referring to Agreement.
- b. Budget open to public for review, no public present, public portion closed.
- c. Motion was made to approve the Resolution to adopt the 2017 Budget, motion passed by Roll Call Vote Chairman Agostino Racanati-yes  
Vice Chairman Christopher Ciabattone-absent  
Treasurer Jodi Racanati-yes  
Clerk Jane Eisenmann-yes  
Asst. Tres./Asst. Clerk Norman Luck-yes
- d. Joint District Agreement for ID Tagmaker, Mr. Braslow to draft agreement
- e. Bank transfers done, CD is opened
- f. Waiting for computer to come in.
- g. Car 250 lights working.
- h. Lettering removed from old truck \$350.00, Motorola \$4000.00, Blitz pack \$2100.00, lights \$60.00
- I. New truck credit of \$2200.00, Fee of \$203.50, new step \$2500.00, labor for re-fabrication, Commissioner Luck will look into it.

### 11. NEW BUSINESS

- a. Motion was made to approve the purchase of two glass masters and blades at a cost of \$400.00 from equipment fund. Motion passed 3 votes yes 1 vote no.
- b. Motion was made to approve the purchase of a Metal x fire extinguisher at a cost of \$425.00. Motion passed.
- c. Update vacation days for staff, list as potential vacation days, Martin Luther King, Presidents Day, Day after Thanksgiving.
- d. Election February 18, 2017

### 12. COMMITTEE REPORT

- a.

13. APPROVAL OF VOUCHERS AND Payments Motion passed..

14. Chairman opened meeting to the public, having no comment from the public, public portion closed.

### 15. ROLL CALL

- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-absent
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
16. Motion to adjourn at 20:10.

# **Board of Fire Commissioners South Brunswick Fire District #3**

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on February 21, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:01.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 1/10/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Letter from Auditor prep for 2016 Audit.
  - b. Contract for Mr. Braslow
  - c. Mr. Braslow received papers in reference to lawsuit.
  - d. State Association minutes from December.
  - e. Email from insurance, will name someone in executive session.
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Transferred \$50,000.00 from savings to checking. \$1,000.00 to petty cash.
9. CHIEF'S REPORT
  - a. Report given for January. Copy attached. January 18 fire on Sycamore Place.
  - b. Annual Report for 2016 given. Copy attached.
  - c. 2016 LOSAP List posted for over 30 days.
  - d. Hold Harmless Agreement from Jim Robbins, everything turned in, check for \$100.00 for helmet.
  - e. Added PPL Fire Co. for coverage in Village of Kingston.
  - f. Kingston and Little Rocky Hill for District 4, add Kendall Park ladder truck for structure fires.
  - g. 243 back in service, out for 2 ½ weeks for preventative maintenance.
  - h. Engine 5 step mounted, ties step into alarm system, painting, fire com antennae needs to be moved. Accident with truck someone hit telephone pole and damaged fender, will get price for repair.



# Board of Fire Commissioners

## South Brunswick Fire District #3

- i. Requests- 2 Sawzalls up to \$600.00, intake valve wouldn't work looked at a different one \$2100.00 for engine 5, problems with AED's error code recommending hardcover box need 4 \$500.00, Capt. Rustico suggests tripod lights on Engine 5, \$1556.00 will check on price, ½ in reducer, hose and nozzle tip for engine 3 \$569.00+\$150.00 shipping, Officer's tool for Engine 4 \$122.38+ shipping, K12 saw in repair since Dec. 8 having trouble getting parts, will research getting new Homatro tools \$15,000.00
  - j. Gunny wants to apply to work here, conflict of interest, may not be able to buy from Company he works for. Will check with Mr. Braslow.
  - k. Lost equipment at fire, destroyed mask, helmet, ax equipment replaced. Chief Butler from Little Rocky Hill injury at fire.
  - l. Also request ID tags cost \$800.00.
10. OLD BUSINESS
- a. Budget approved at election.
  - b. Waiting for Fire Co. concerning insurance.
  - c. Getac computer ready to be mounted., add new Verizon line \$15.00 per month. Bring scanner in.
  - d. Car 250 lights done.
  - e. IAMRESPONDING-address mapping system not working
  - f. New Holiday schedule completed.
  - g. Resolution for equipment disposal.
11. NEW BUSINESS
- a. List of requirements for 2016 Audit.
  - b. New Bank, all accounts transferred. Berkshire Bank.
  - c. Commissioner Ciabattone requested to borrow Engine 4 for Birthday party in April.
  - d. Motion was made to approve the purchase of 2 Sawzalls \$600.00, 1 intake valve \$2100.00, 4 AED covers \$450.00+shipping, 1 adapter/reducer forest hose, nozzle tip \$571.00+shipping, officer's tool \$122.38+shipping, saw \$1800.00+shipping, ID tags \$800.00. Motion passed.
  - e. Motion was made to potentially purchase Homatro tools at a cost of \$15,000.00 contingent on agreement of Chief and Commissioners. Motion passed.
  - f. Motion was made to accept the LOSAP List from the Chief which has been posted for the required amount of time and make the payment. Motion passed.
12. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.
13. Chairman opened meeting to the public, having no comment from the public, public portion closed.

# **Board of Fire Commissioners South Brunswick Fire District #3**

## 14. ROLL CALL

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk Norman Luck-present

15. Motion to adjourn at 20:41.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Reorganization and Regular Meetings  
Held on March 21, 2017

1. The meetings were held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:06.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Norman Luck and Christopher Ciabattone sworn in to Board of Commissioners.
6. Reorganization of the Board

Motion to nominate Jane Eisenmann as clerk. Motion passed.

Motion to nominate Jody Racanati as Treasurer. Motion passed.

Motion to nominate Norman Luck as Asst. Tres./Asst. Clerk. Motion passed.

Motion to nominate Agostino Racanati as Chairman. Motion passed.

Motion to nominate Chris Ciabattone as Vice Chairman. Motion passed.

Motion to nominate Norman Luck as Staff Liaison. Motion passed.

Motion to nominate Agostino Racanati as IT Liaison. Motion passed.

7. Motion to adjourn at 19:11.

8. Roll Call

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst.Tres./Asst. Clerk Norman Luck-present

9. Regular meeting called to order at 19:11

10. Roll Call

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Tres/Asst. Clerk Norman Luck-present

11. Minutes for the Regular Meeting held 2/21/17 were reviewed. Motion to approve the passed.

# Board of Fire Commissioners

## South Brunswick Fire District #3

12. Chairman opened meeting to the public, having no comment from the public, public portion closed.
13. CORRESPONDENCE
  - a. Survey for 2017 Census
  - b. Annual Report from Fire Marshal
  - c. Life Insurance eligible for enhancement.
14. TREASURER'S REPORT
  - a. Report given. Copy attached.
15. CHIEF'S REPORT
  - a. Report given for February. Copy attached.
  - b. 2014 Tahoe was taken to AutoTrendz, disconnected auto start, recommend not reconnecting it \$60.00 to reconnect. Chief recommends taking it to east Coast to try to determine what is causing high draw.
  - c. Requests 3 sets turnout gear \$7500.00, agreement to switch over tools to Homatro ram support, mini ram, hoses, \$8195.00, repair of tools approved, miscellaneous equipment 5 flashlights, 5 hoods, 5 pr. Long cuff gloves, 5 pr. Extrication gloves \$1122.00, 2 tripod lights for new engine \$500.00.
  - d. M&W to hook up radios to be able to hit tones and open pages for Mercer County, cable, Z tron model gateway, 1 interface cable and 5 hours labor \$3500.00
  - e. Letter of intent to switch to Homatro tools, Hirst equipment can be put up for sale
  - f. Engine 5 currently at Campbell's, move antenna, look at large door, 1 headlight not working, water gauge not working, low voltage problem, extinguisher storage cut knuckles when removing extinguisher
  - g. Hose testing August 7
  - h. Working on medical forms for Somerset County
  - i. Letter from Captain Stoddard Williams pipeline not in our District
  - j. Good comments from family at 37 Sycamore Place 14 pictures from Mr. Zhu on display in Medical Arts Pavilion
  - k. No use for equipment from Tabernacle, can give to Little Rocky Hill Fire Co.
  - l. \$8065.00 approved for large pump and hose at end of year.
16. OLD BUSINESS
  - a. Have not heard from Fire Co. about contract
17. NEW BUSINESS
  - a. New contract from Mr. Braslow
  - b. VFIS offering additional coverage for Life Insurance. Motion was made to approve additional coverage for Life Insurance from VFIS . Motion passed..
  - c. Motion was made to approve the purchase of 2 Tripod lights at a cost not to exceed \$500.00, 3 sets of turnout gear at a cost not to exceed \$7500.00, Homatro tool ram set and hoses at a cost not to exceed \$8195.00, pump for Homatro tools to be purchased at the end of the year at a cost of \$8065.00 and miscellaneous equipment 5 flashlights, 5 pairs long cull gloves, 5 Nomex hoods, and 5 pairs of extrication gloves at a cost nto to exceed \$1300.00. Motion passed.
  - d. Would like to get additional hoods to have 2 for each member, will get quote for additional hoods.

# Board of Fire Commissioners

## South Brunswick Fire District #3

- e. Motion was made to purchase extra gloves, \$10.00 for 10 pair get 4 packs at a cost not to exceed \$50.00. Motion passed.
- f. Request from Mike Bailey to purchase golf shirts for paid staff at a cost of \$780.00, Board will look into policy for clothing requirements.
- g. Board reviewed Agreements and Resolutions, Agreement for Fire Co. \$80,000.00 and Agreement with First Aid Squad \$3000.00. Motion was made to approve all Agreements and Resolutions as presented. Motion passed by Roll Call vote. All votes yes.

### 18. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.

19. Chairman opened meeting to the public, having no comment from the public, public portion closed.

### 20. ROLL CALL

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk Norman Luck-present

21. Motion to adjourn at 20:47.

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Agostino Racanti, Chairman

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Jane Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on April 18, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:02.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 3/21/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Census Bureau census submitted
  - b. Letter canceling software
  - c. NFPA standards for station gear
  - d. Letter to Lincoln Financial payment to Chris Hirst's daughter
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Township sent whole years payment.
  - c. Motion was made to transfer \$15,000.00 into checking account. Motion passed.
9. CHIEF'S REPORT
  - a. Report given for March. Copy attached.
  - b. Berkshire Bank gave \$1,000.00 grant to Kingston Fire Co.
  - c. Members completed Homatra and Drive to Survive Training.
  - d. Requests resuscitation pads \$325.00, Fire Prevention materials, hydro ram rabbit tool, extra elevator keys.
  - e. Mercer County Dispatch \$3463.00
  - f. Engine 4 still out of service, batteries, brakes, drain, some grease fittings, power steering box, may take 8 weeks to fabricate new one, Campbell may have received one.
  - g. Engine 5 complete on original list, gauges on side and water gauges not working, new node for electronics, restraint system shows warning, ordering a new one, drivers side headlight out again
  - h. Dedicate new Engine July 15<sup>th</sup>, Pancake breakfast April 23.
  - i. Information submitted to Somerset County

# Board of Fire Commissioners

## South Brunswick Fire District #3

- j. Concerning Williams pipeline Fire Co. equipment can handle most fires, no water where they are building it.
  - k. Starting membership drive
  - l. Dispatch issue on 4/3, 3 calls simultaneously , truck hit pole started fire, people trapped in elevators,, Holiday claimed fire alarms going off, called Monmouth Junction Firehouse and left message, called 911 but Kingston Fire Co. was not dispatched, investigate why Kingston did not get dispatched. Also there was a gas leak on Cleveland Lane.
  - m. Recall for Chief's vehicle, engine cooling fan
  - n. EES found three things on all the time, put in new cellenoid, disconnected radio and reconnected Autostart
10. OLD BUSINESS
- a. Township payment all at once.
  - b. Audit update, LOSAP report based on fire calls and drills , fire calls, drills, and other meetings to calculate points, ask Fire Co. to document points, report back
  - c. NFPA Gear Policy- must provide t-shirt and sweatshirt for per diem staff, NFPA guideline for station wear to work detail, 1<sup>st</sup> draft.
  - d. Tripod lights on truck
11. NEW BUSINESS
- a. Motion was made to approve the purchase of a rabbit tool ram at a cost not to exceed \$1700.00, elevator keys \$180.00 and AED pads for \$325.00. Motion passed.
12. COMMITTEE REPORT
- a. Set up meeting with staff.
13. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.
14. Chairman opened meeting to the public, having no comment from the public, public portion closed.
15. ROLL CALL
- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
16. Motion to adjourn at 19:58.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on May 16, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:02.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 4/18/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Fire Marshal Report
  - b. Article Mr. Hoens is seeking a hearing, Appeals court giving new hearing on May 26 at 9:00 a.m.
  - c. Increased premiums on insurance policies, sent to Mr. Braslow, insurance increase on people over the age of 70.
  - d. Nothing new on audit.
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
9. CHIEF'S REPORT
  - a. Report given for April. Copy attached. 27 Fire calls, 1 silent, 2 training, 4 miscellaneous activities.
  - b. Two other fire companies using Think GIS, asked if Kingston wants to get back into it, can use it for preplans, reconsider going back into it
  - c. Damage to Engine 5 backed into station, get repaired through insurance, estimate \$3683.65, \$500.00 deductible, on schedule to get fixed.
  - d. Requests 6 multi gas tags, \$100.00, Fit test machine shared cost \$2598.33, need resolution, need to have SAM registration, name an administrator, letter from the Fire Co. and need Dunn and Bradstreet number.
  - e. Engine 3 issue with hydraulic hose, contact First Priority for service, \$105.00 per hour.
  - f. Engine 4 at Mercer Spring, springs on rear flat, \$7,000.00 to repair, no response from Campbell on repairs of the truck.



# Board of Fire Commissioners

## South Brunswick Fire District #3

- g. Engine 5 problems putting into pump, some lights are not working, think problem is caused by a node in electronics, send for repair when they have everything there to fix it.
  - h. Three new members, two backing out, received two other applications for people wanting to join at June meeting.
  - i. Mercer County dispatch , way to give it a specific IP address.
  - j. Removing 4 people from paid staff,they don't work or respond to availability to work.
10. OLD BUSINESS
- a. Generator is progressing, may have to pay by next meeting.
  - b. Nothing new on insurance.
  - c. Tahoe went to EES for some corrections, no problems since then.
  - d. No update on Audit.
  - e. Clothing allowance, Resolution to adopt Station Gear Policy. Motion was made to approve the Resolution to adopt the Station Gear Policy. Motion passed.
  - f. Contract with the Fire Co., Attorney not getting back to Rob. No contract with Fire Co. yet.
11. NEW BUSINESS
- a. Mike Bailey should be tracking equipment, needs to get equipment back from people who leave.
  - b. Motion was made to approve the purchase of 6 multi gas tag reference cards at a cost of \$100.00 and to pay \$2598.33 for the shared cost of the fit test machine. Motion passed.
  - c. Motion was made to approve the payment of an annual subscription to GIS at a cost not to exceed \$600.00. Motion passed.
  - d. Unhappy with what is happening to new firetruck, will ask attorney to draft a letter to Campbell concerning problems with the new Engine.
12. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.
13. Chairman opened meeting to the public, having no comment from the public, public portion closed.
14. ROLL CALL
- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
15. Motion to adjourn at 20:15.

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Agostino Racanati,Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on June 20, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:06.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-absent
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 5/16/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Support agreement GIS Software
  - b. Board memo-part time work hours
  - c. N.J. State Association minutes
  - d. Notice of hearing for Mr. Hoens June 29, 2017 9:00 a.m.
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
9. CHIEF'S REPORT
  - a. Report given for May. Copy attached.
  - b. Pumper repaired.
  - c. Engine 5 issues, pump fails occasionally, some electrical issues lights going off, repairs completed.
  - d. Engine 4 working properly, needs to be repacked, new packing next year, KME work done by First Priority, Rescue to go to Fire and Safety Pierce dealer,
  - e. Chief's vehicle air conditioner not working.
  - f. Engine 3 currently out of service, leaking. Traprock looked at it , antifreeze getting into heads. Have not heard back on repair yet, head gasket \$4500.00, cracked head \$8,000-9,000.00, rebuild for \$20,000-30,000.00 truck is not worth more than \$10,000.00 if it is running, not worth repairing. Put out for bid. Committee to look at new apparatus, Pierce or KME
  - g. Hector arroyo certified as a firefighter, 2 junior members, 3 others to go to fire school.

# Board of Fire Commissioners

## South Brunswick Fire District #3

- h. Monmouth Jct. Fire District 2 getting new Pierce, offered to loan current 204 for month but only can be used in South Brunswick and Franklin Fire District 4. Offer for sale for \$5,000.00

### 10. OLD BUSINESS

- a. Auditor review questions about back dating checks, do not backdate, LOSAP in process for setting up for more accurate records
- b. Kingston Vol. Fire Co. contract lawyer not getting back to him, go with existing contract
- c. Station gear policy some staff members disagree with policy, not signing for it
- d. No news on insurance from Fire Co
- e. GIS software cost \$895.00 not \$600.00
- f. Fit test machine may need to include shipping adjustment in cost. Motion was made to approve the cost of the fit test machine plus shipping. Motion passed.
- g. Motion was made to approve the purchase of GIS Software at a cost not to exceed \$900.00. Motion passed.
- h. Need to approve support agreement from GIS software.

### 11. NEW BUSINESS

- a. Richard Braslow joined meeting by phone Discussed purchase of new Firetruck, need voter approval for capital purchase, referendum for special election if financed,,

Voter approval, finance bid, vendors lease purchase 10 years, finance board application, explain project to finance board, can't spend money the first year if approved. Purchase of truck from Monmouth Jct. Not a capital purchase. 60 days for election, 30-60 days for finance board..

Resolution, Vote by mail notice published 55 days prior to election.

- b. Some employees exceeding hours to be considered part time, ask to avoid scheduling a 4<sup>th</sup> person if it goes over part time limit. Anyone who can only do 4 hours per week be removed, need to hire people who can do more hours.
- c. Motion was made to approve the Resolution for a Special Election to purchase a new firetruck in 2018 with voter approval. Motion passed. Motion was made to approve the Resolution to dispose of a firetruck by putting it for sale on Gov Bids with a minimum bid of \$2500.00. Motion passed.
- d. Special meeting to discuss purchase of new firetruck June 29, 2017. 48 hours notice.
- e. Verizon paid. Set up for automatic payment.

### 12. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to approve the Treasurer's Report and pay all properly vouchered bills. Fire Co. and Auditor approved but not paid until audit is complete and get agreement form Fire Co. Motion passed.

13. Chairman opened meeting to the public, having no comment from the public, public portion closed.

14. ROLL CALL

# **Board of Fire Commissioners**

## **South Brunswick Fire District #3**

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-absent
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk Norman Luck-present

15. Motion to adjourn at 20:33.

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Agostino Racanati, Chairman

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Jane Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on July 18, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann - present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 6/20/17 and the Special Meeting held 6/29/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Campbell Supply want to display truck at Convention September 16
  - b. New listing for hearing for Mr. Hoens Dec. 21
  - c. IDNS website domain name
  - d. Received 2016 Audit.
  - e. Notice from insurance about reduction in coverage
  - f. Quarterly Report from Fire District
  - g. Notice on postings
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Transfer \$1,000.00 to petty cash and \$50,000.00 to checking.
9. CHIEF'S REPORT
  - a. Received Chief's report. Copy attached.
10. OLD BUSINESS
  - a. Board reviewed 2016 Audit. Motion was made to approve the Resolution for the 2016 audit. Motion passed by Roll Call Vote all votes yes.
  - b. Fire Co. agreed to sign agreement. Sent to President to sign.
  - c. GIS Software added expense of \$80.00 per device to add GPS, will ask Kendall Park and Monmouth Junction if they added GPS, not paying for software until we find out about GPS devices.
  - d. Gov Bids post that mechanical problems exist on truck, need to decide what equipment will be taken off to go on new truck, rest will be sold with the truck
  - e. Problems with new truck leak in windshield area, soap on inside of door, gauge not working. Call Mr. Braslow about recourse for problems with the truck.

# Board of Fire Commissioners

## South Brunswick Fire District #3

### 11. NEW BUSINESS

- a. Board denied request from Campbell to take truck to Convention. Need to have truck available for calls.
- b. Motion was made to approve the Resolution authorizing the purchase of the truck from Monmouth Junction Fire Co and sign the Hold Harmless Agreement.  
. Motion passed. Board discussed hiring of new staff, 2 people have the minimum requirement of firefighter 1. When refusing applicants note in personnel records that their documents have been reviewed and their application do not meet requirements . Chairman wants to respond and be part of hiring process.
- c. Board met in Executive Session to discuss personnel issues.

### 12. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed. Motion was made to approve the transfer of \$1,000.00 to the petty cash and \$50,000.00 to the checking account. Motion passed.

13. Chairman opened meeting to the public, having no comment from the public, public portion closed.

### 14. ROLL CALL

- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
15. Motion to adjourn at 20:17.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on August 15, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 7/18/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. State of N.J.-Check with Auditor about Audit
  - b. Zip Recruiter free job posting
  - c. 1<sup>st</sup> Responder joint insurance
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Transfer \$75,000.00 to checking
9. CHIEF'S REPORT
  - a. Report given for July. Copy attached.
  - b. Fit Test machine hasn't been ordered yet waiting for new price.
  - c. Chief and Mike reviewed applications for new hires, 4-5 interviews, applicants must be able to work more than one day per week
  - d. Engine 4 oil sensor gauge, 3 in. discharge hard to open
  - e. engine 5 windshield fixed, window sealed, flow gauges on order, light motor ordered, water in compartments, go back for 1-2 weeks to fix, warranty letter from Mr. Braslow
  - f. 2 new members, 1 certified, 1 signed up for fire school
  - g. Request to use Special Services for fire school
  - h. Obsolete equipment-hose in dumpster, other equipment to the Terry Ferrell Fund
  - i. Hose testing completed lost 5 lengths of hose
  - j. Generator on truck, 24 ft. ladder how to dispose of
  - k. New Engine 3 in service, running well, career staff did a good job of getting truck ready

# Board of Fire Commissioners

## South Brunswick Fire District #3

- l. One person requested to remove rear mirrors and change them, Chief not recommending it
  - m. New Equipment Requests-1 hour Scot bottle \$1200.49, Deputy Chief vehicle needs service, 3 Co. dispatch weekend of Fire Convention, Chief Smith asked to put crew on at Mon. Jct. For Thurs. and Fri . \$15.00 per hour per person, otherwise they will respond from Kingston
  - n. New Engine Committee has been meeting, comparing Pierce and KME, Pierce bid higher than KME, 3% price increase Dec. 1<sup>st</sup>, S.B. Mobile radio \$5,000.00, new Air packs and bottles \$53,000.00
10. OLD BUSINESS
- a. Paid staff duties, Kingston Fire Dept. to be done under per diem staff. Look at with staff and go back to Fire Dept. meeting week of August 28.
  - b. Special Election Aug. 26 Jane 2-4,Chris 2-5,Jodi 4-7,Augie 6-9, Norman 6-9,
  - c. Old engine 3 1992 KME, Motion was made to rescind the Resolution to advertise it for sale. Motion passed.
  - d. No insurance assessment
  - e. GIS software did not work
11. NEW BUSINESS
- a. Commissioner Ciabattone requested to borrow the utility to go to Philadelphia for the 911 Stair Climb. Motion was made to authorize use of the vehicle and equipment. Motion passed.
  - b. Motion was made to authorize use of Special Services to be used by crew as long as driver is over 21. Motion passed.
  - c. Motion was made to authorize the Resolution for equipment disposal. Motion passed.
  - d. If decide to change mirrors on Engine 3 need quote.
  - e. Motion was made to approve the purchase of 1 Hour Air pack and bottle at a cost not to exceed \$1300.00 pending verification of available funds. Motion passed.
  - f. Motion was made to approve the weekend coverage of at least three people for Mon. Jct. Contingent on getting reimbursed. Motion passed.
  - g. Board voted for purchase of new truck to be from KME.
  - h. Motion was made to approve the disposal of 1992 KME. Motion passed.
12. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed. Motion was made to approve the transfer of \$75,000.00 from reserve to general account. Motion passed.
13. Chairman opened meeting to the public, having no comment from the public, public portion closed.
14. ROLL CALL
- a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present



# **Board of Fire Commissioners**

## **South Brunswick Fire District #3**

15. Motion to adjourn at 20:26.

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Agostino Racanati, Chairmann

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on September 19, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 8/15/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. None
8. TREASURER'S REPORT
  - a. Report given. Copy attached.
  - b. Check went to wrong address.
9. CHIEF'S REPORT
  - a. Report given for August. Copy attached.
  - b. Engine 4 oil sensor installed. 1<sup>st</sup> Priority for gauge services.
  - c. Engine 5 water tank fixed, gauges fixed, dripping around radiator fixed, headlights not bright, left headlight did not come on, try to get it fixed under warranty. Mike Bailey working on getting a list of problems together
  - d. Structure fire due to careless cooking, Sept. 10 Best Western Hotel coils of refrigerator caught rug on fire, fire alarm did not go off. Crews did an excellent job at fire. Dispatch problems that night, back up Co. not called. Chief asked backup. Co. be called, 2 mins. To push button, went to second alarm right away. Request to implement back up Co. for structure fire went into effect today. Meeting in Franklin Township about dispatch issues. Two firefighters sent to hospital from Best Western fire, EMS determined to send them to hospital.
  - e. Traffic Light at Heathcote and Main Street State wants to know if Fire Co. is interested in Preemption for light.. District 2 has control system for light at Laurel Avenue. Signal control says wireless push button in station is better. State wants to know who will sign the contract for the preemption. State will not pay for it, it is up to the District to pay. Cost is \$24,000.00 for the project. Board will

# Board of Fire Commissioners

## South Brunswick Fire District #3

look over contract with Mr. Braslow, it is a good thing to have but must review and determine how to pay for it.

- f. Need to decide what software to use for preincident surveys and inventory, set up Committee and meeting.
  - g. Radio for Chief's vehicle not working, new radio from Chevy \$5,000.00, Autotrends \$1300.00 for same radio, Pioneer Radio would cost \$750.00 plus \$100.00 installation, \$100.00 rebate, it would cost \$500.00 to fix what is in there.
  - h. Disposal of 92 KME, everything taken off, one person is interested in changing tires and the rear will replace it so truck can be towed. \$300.00 for truck to be towed.
  - i. New engine meeting Monday at 7:00 pm will get price at that time, need number for Finance Board. Nov. 12 deadline price increase of 3%.
  - j. 2018 Ballot to purchase car in 2019, research replacing Chief's car.
  - k. October 8 Open House for Fire Prevention Week
  - l. Chief's vehicle recall
  - m. Instead of using Special services on Sat. Chief wants to use Chief's vehicle instead
  - n. All insurance papers filed in relation to injuries from firefighter
  - o. Paid staff volunteered at fire, Note to Coordinators not to respond unless they check with Chief first, if Chief requests staff he will send out request on IAMRESPONDING
10. OLD BUSINESS
- a. Paid staff duties meeting, went over duties, hiring process, NFPA clothing standard, janitorial duties, Mike can hand out applications, annual reviews done by Mike and Chief, meet monthly, semi annual staff meeting, which inventory system to use and who will do Mike's review
  - b. Disposal of 1992 KME Motion was made to approve the resolution to dispose of the 1992 KME. Motion passed.
  - c. Special election approved to purchase new truck
  - d. Monmouth Junction decided not to use coverage from Kingston for Wildwood weekend.
  - e. GIS software added GPS to Engine 4.
11. NEW BUSINESS
- a. Motion was made to approve the purchase of a Pioneer radio from Autotrends at a cost not to exceed \$900.00. Motion passed.
  - b. Motion was made to give Sean Delobic permission to remove back tires from 1992 KME and replace them so vehicle is towable. Motion passed.
  - c. Motion was made to pay for towing of 92 KME to salvage yard at a cost not to exceed \$300.00. Motion passed.
  - d. Request for staff shirts denied will go over budget. Can get quote on sweatshirts and T shirts. Hats \$14.00 and \$10.00.

### 12. COMMITTEE REPORT

### 13. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.

# **Board of Fire Commissioners**

## **South Brunswick Fire District #3**

14. Chairman opened meeting to the public, having no comment from the public, public portion closed.
15. ROLL CALL
  - a. Chairman Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer Jodi Racanati-present
  - d. Clerk Jane Eisenmann-present
  - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
16. Motion to adjourn at 20:55.

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Agostino Racanati, Chairman

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Jane Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting  
Held on October 17, 2017

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:00.
2. Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
  - a. Chairman-Agostino Racanati-present
  - b. Vice Chairman Christopher Ciabattone-present
  - c. Treasurer – Jodi Racanati -present
  - d. Clerk – Jane Eisenmann -present
  - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present

Auditor and attorney also joined the meeting.

4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 9/19/17 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
  - a. Canceled insurance on 1992 and homemade trailer.
  - b. Visa rebate for Chief's car radio shortly

#### 8. TREASURER'S REPORT

- a. Report given. Copy attached.
- b. Packet Media did not receive payment. Check was sent in August but did not clear yet.

#### 9. CHIEF'S REPORT

- a. Report given for September. Copy attached.
- b. Waiting to hear from state about preemption for light, Fire Co. is interested in Laser, State will send contract which has to be approved by Somerset County, Franklin and South Brunswick Townships and South Brunswick Fire District 3. Will go into new equipment budget.
- c. 3 companies should work together on software so all have access to preincident surveys, Monmouth Junction uses Firehouse
- d. 1992 scrapped.
- e. Open House on October 8 had only 22 visitors
- f. Equipment to dispose of AM-FM Kenwood radio and 1 pick-head ax.
- g. Pump and Ladder test complete, all ladders passed. Pump on new Engine below what it is rated for 1884 gal/min rated for 2000 gal/min, water poring out of rear of truck.

# Board of Fire Commissioners

## South Brunswick Fire District #3

- h. Looking into dispatch problems in Somerset County.
- i. Fire Prevention Week visited all three schools.
- j. Sent recommendation for Mike Gallager
- k. Chief requested Fire Official to come to hotel fire, they refused.
- l. Covering for Franklin District 2 while they are at the Convention.
- m. Chief invited Commissioner's to Fire Co. banquet.
- n. New equipment new radio \$4813.60 with trade in from Engine 3, Knox box, hydrant assist valve, foam enough in budget to order radio.
- o. Cost of new truck \$645,086.00 if ordered before Nov. 12, after Nov. 12 3.5% increase \$22598.00, \$667,684.00. Dec. 1 Houston Galveston increase usually Dec.1, Chairman will check on pricing of truck.

Mr. Braslow joined meeting to discuss financing bids for new truck. He needs to know the kind of truck, price of truck, financing terms amount of down payment and length of financing 5, 7, 10 years. The finance board meets the 2<sup>nd</sup> Wednesday of each month. When meeting with Board they want to know average assessment of home, cost savings, what you are replacing, certification of election and website is up to date. Info for finance board KME pumper, Houston Galveston , cost \$670,000.00, down payment \$200,000.00, bids for 5, 7 or 10 years, prepare bid documentation, must publish notice to bidders, acceptance of bids Nov. 7, 2017 at 12:00 pm. Resolution authorizing financing bid. Motion was made to approve the resolution authorizing the financing bid. Motion passed. Should be ready for finance board in Dec.

### 10. OLD BUSINESS

- a. Reviewed paid personnel off duty response policy. Motion was made to approve the Paid Personnel Off Duty Response policy. Motion passed. All votes yes.
- b. Paid staff willing to take over most janitorial duties.

### 11. NEW BUSINESS

- a. 2018 Budget planning, Board reviewed 2018 budget.
- b. Question on ballot for new Chief's vehicle \$75,000.00
- c. Email from Mike Bailey some complaints from paid staff about certain tasks such as putting up signs for volunteer recruitment, putting tarp on garage, cutting hose, if someone is uncomfortable doing something that is asked they must speak up before doing it not after they have done it.
- d. Motion was made to approve the purchase of a new radio at a cost not to exceed
- e. \$5,000.00. Motion passed.

### 12. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.

- 13. Chairman opened meeting to the public, having no comment from the public, public portion closed.

# **Board of Fire Commissioners**

## **South Brunswick Fire District #3**

### 14. ROLL CALL

- a. Chairman Agostino Racanati-present
- b. Vice Chairman Christopher Ciabattone-present
- c. Treasurer Jodi Racanati-present
- d. Clerk Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk Norman Luck-present

15. Motion to adjourn at 21:40.

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Agostino Racanati, Chairman

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Jane Eisenmann, Clerk