

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on January 8, 2019

1. The meeting was held at the Kingston Fire House and called to order by Vice Chairman Christopher Ciabattone at 19:03.
2. Vice Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
 - a. Chairman-Agostino Racanati- absent joined meeting at 8:00
 - 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. Vice Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 12/11/18 were reviewed. Motion to approve the minutes passed.
6. Vice Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
 - a. Letter from County Clerk concerning elections
 - b. Public posters from Personnel Concepts
 - c. Signed document for Hurst Equipment
 - d. Air packs in, will send out payment
 - e. Bill from Staples
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for Dec. Copy attached.
 - b. Annual Chief's Report given. Copy attached.
 - c. Resolution to dispose of SCBA bottles.
 - d. Request for radios, \$6000.00 for UHF radios and \$300.00 for VHF radios.
 - e. Refrigerator not working on Engine 5.
 - f. New Command vehicle ordered.
 - g. New Engine delivery January 14, radio install scheduled, working on scheduling lettering
 - h. LOSAP posted.
 - i. 2 new applicants one failed background check will not be a member
 - j. Need work on two tone system
10. OLD BUSINESS
 - a. Pagers in and paid for
 - b. Commissioner Racanati set up time sheets and facial recognition for paid staff
 - c. Need to transfer money from savings to checking for payment of new truck

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- d. Motion was made to approve the transfer of money from U.S. Bank and savings to cover the total invoice from KME. Motion passed.
 - e. Follow up with Tom Marshall for donation of old Engine 3.
 - f. Motion was made to approve the Resolution to adopt the 2019 Budget. Motion passed by Roll Call vote.
11. NEW BUSINESS
- a. Election February 16, 2019
 - b. Start 2018 Audit process
 - c. Motion was made to approve the purchase of radios at a cost not to exceed \$8,000.00. Motion passed.
 - d. Motion was made to approve the Resolution for authority to sign documents for new Chief's vehicle. Motion passed.
 - e. Motion was made to approve the Resolution to properly dispose of 4 SCBA bottles. Motion passed.
12. COMMITTEE REPORT
- a. No updates on two tone system need someone to help Kevin.
 - b. Next staff meeting in March.
13. APPROVAL OF VOUCHERS AND PAYMENTS
- a. Motion was made to approve the Treasurer's Report with adjustments and pay all properly vouchered bills.
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 20:23.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on February 19, 2019

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 1/8/19 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, Two residents from the Pointe at Turnbury attended the meeting. They thanked the Board for their work and made a request to change the election from February to the November election, they feel the public would be more informed if it were held at the regular election time.
Also in attendance was Patti Shennard President of the Kingston Fire Co., she received the 2019 Agreement and will take it to the Fire Co. for review.
7. CORRESPONDENCE
 - a. Resolutions from the attorney for 2019
 - b. Contract from Auditors
 - c. Notice from Gannett newspaper, new fees for publishing
 - d. Hold Harmless Agreement for 1988 Spartan that is going to be donated to Puerto Rico
 - e. Waiting for title to register new truck
 - f. Waiting on election results
 - g. State Association minutes
 - h. Local Finance Notice on new prompt payment requirements
 - i. Letter from volunteer/per diem employee concerning harassment
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for January. Copy attached.
 - b. Engine 5 recall for EMS compartment. Also refrigerator needs to be replaced.
 - c. New command vehicle will be a 2108 Chevy Tahoe
 - d. Still working on two tone dispatch

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- e. LOSAP list is official
 - f. New KME was delivered but went back to First Priority for leak in the motor and is now back for a leak in the transfer pump, checking on Fire com system headset not working, radios were installed and lettering and graphics completed, Quote of \$8400.00 for Redline to mount equipment. Need to have training on Engine and should be in service by mid March
 - g. Chief and Fire Co. suspended Isaiah Benjamin for 30 days for tampering with equipment.
 - h. May have additional equipment to send to Puerto Rico. Air packs , adapters etc.
 - i. A second incident of equipment tampering is under investigation by South Brunswick Police.
 - j. ISO study can be done for region, since we have two districts across County lines
10. OLD BUSINESS
- a. New time card system running well, Chairman reviewed new Time Recording Policy
 - b. Holiday Schedule for Day crew, will take Martin Luther King day, Presidents Day, Columbus day and the day after Thanksgiving off the schedule
 - c. Waiting for 2019 election results, should receive official results on Wed.
 - d. Have not gotten a response about the final quote on the Getec tablets.
 - e. LOSAP listing official.
11. NEW BUSINESS
- a. Resolutions and agreements for 2019
 - b. Motion was made to approve the Time Recording Policy. Motion passed.
 - c. A Committee of two Commissioners and the attorney are investigating the letter concerning charges of harassment.
 - d. Motion was made to approve the payment to Agin signs for removal of lettering from Engine 3 at a cost not to exceed \$500.00. 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.
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 19:44.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Reorganization and Regular Meetings
Held on March 19, 2019

1. The meetings were 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 -absent joined after flag salute
 - d. Clerk – Jane Eisenmann -present
 - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present
4. Chairman led the meeting for the flag salute.
5. Jodi Racanati sworn in to Board of Commissioners.
6. Motion was made to nominate Jane Eisenmann as Clerk. Motion passed.
Motion was made to nominate Jodi Racanati as Treasurer. Motion passed.
Motion was made to nominate Norman Luck as Asst. Treasurer/Asst. Clerk. Motion passed.
Motion was made to nominate Agostino Racanati as Chairman. Motion passed.
Motion was made to nominate Christopher Ciabattone as Vice Chairman. Motion passed.
Motion was made to nominate Norman Luck as Staff Liaison. Motion passed.
Motion was made to nominate Agostino Racanati as Technology Liaison. Motion passed.
7. Motion to adjourn at 19:09.
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. The Regular meeting was called to order by Chairman Agostino Racanati at 19:09.
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 2/19/19 were reviewed. Motion to approve the minutes passed..
12. Chairman opened meeting to the public, having no comment from the public, public portion closed.

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13. CORRESPONDENCE

- a. Bank charge \$25.00 for copies of check
- b. Disclosure from Mr. Braslow
- c. 2019 contract from auditor for 2018 audit
- d. Contract from Fire District 4
- e. Contract from Kingston Fire Department

14. TREASURER'S REPORT

- a. Report given. Copy attached.

15. CHIEF'S REPORT

- a. Report given for February. Copy attached.
- b,. Engine 5 recall still outstanding.
- c. New command vehicle scheduled
- d. Two tone dispatch not completed.
- e. New K.M.E. Is being worked on. Training scheduled for March 23. One additional day of training being scheduled. Anticipating putting the Engine in service on April 1. All issues have been repaired up to now.
- f. Isaiah Benjamin suspension was extended 30 days.
- g. Franklin Fire Prevention is looking for Scott Air Packs and bottles. Chief recommends giving them 3 air packs and 3 bottles.
- h. Chief recommends we send 5 air packs and 5 bottles to Puerto Rico with the Engine. Also recommend that outdated turnout gear, along with outdated adapters and nozzles also be sent.
- i. Request for purchase of 3 sets of turnout gear for \$9,000.00 and one Somerset County radio for \$8,000.00.
- j. Accident with Engine 4 occurred while returning from Somerset County training Academy. Estimate is being obtained. Firefighter James Calderone also had his glasses broken during the drill. He will provide a receipt for damages.
- k. Contracts signed for traffic light
- l. New senior health facility being built on Rt. 1, new Shop Rite being built 79,000 sq. ft., another 3,000 sq. ft. of retail also being built, possible Residence Inn and 2 restaurants on Rt. 1 and possible development off Independence Way

16. OLD BUSINESS

- a. 2019 Budget approved.
- b. Time Sheets system working , records only done by the system any changes to time worked must be changed on log also. Paid staff required to read policy and follow procedures. Following procedure will be considered in evaluations.
- c. Holiday schedule copy attached.
- d. New rep for Getec laptops looking into installation quotes
- f. Removal of Kingston lettering and new lettering on truck for Puerto Rico will be under the \$500.00 budget

17. NEW BUSINESS

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- a. Board reviewed all Resolutions and Agreements, Motion was made to approve all Agreements and Resolutions excluding the LOSAP resolution Motion passed.
- b. 2018 Audit waiting for bank statements and LOSAP information
- c. Motion was made to approve the purchase of radio and charger at a cost not to exceed \$8,000.00. Motion passed. Motion was made to approve the purchase of 3 sets of turnout gear at a cost not to exceed \$9,000.00. Motion passed.
- d. Motion was made to donate 8 air packs and bottles to Franklin Fire Prevention with the understanding that when they can no longer use them they be donated to Puerto Rico. Motion passed.

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

- g. Chairman Agostino Racanati-present
 - h. Vice Chairman Christopher Ciabattone-present
 - i. Treasurer Jodi Racanati-present
 - j. Clerk Jane Eisenmann-present
 - k. Asst. Treasurer/Asst. Clerk Norman Luck-present
21. Motion to adjourn at 20:15.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on April 16, 2019

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-absent, joined after flag salute
 - 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 3/19/19 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting to the public, question from Steve Manobianco about Commissioner Ciabattone leaving Commissioner position.
7. CORRESPONDENCE
 - a. Update from Middlesex County for training
 - b. Notice for posting labor laws
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for March. Copy attached.
 - b. Recall for Engine 5 completed
 - c. Waiting to schedule repairs on Engine 4 from M.V.C.
 - d. Engine 3 training complete, Engine put in service at 12:00 March 30
 - e. Have Engine 3 has outstanding issues with brake system
 - f. Captain Chris Ciabattone resigned from the Fire Company, now have one Captain and one Lieutenant
 - g. Isaiah Benjamin has been terminated from the Fire Company following procedures of the by laws
 - h. Two pagers have been lost. Chief informed members that they would be required to pay for them, asked if District agrees
 - i. Request for purchase of 6 Scott 45 minute bottles at a cost of \$6500.00
 - j. Request for disposal of obsolete equipment. List provided.
 - k. Active Shooter Awareness class will be held at Firehouse on May 13 at 19:00
 - l. 1988 Spartan is ready to go to Puerto Rico. There will be a ceremony at the station on Friday April 19, 2019 at 17:00. the Chief from Metro Emergency Response Team will attend.

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- m. New Command vehicle is ready, waiting for information from Commissioner A. Racanati on G Tech system
 - n. New lights on Marine Unit
10. OLD BUSINESS
- a. Tech ordered, month till delivery
 - b. Harassment letter, met with Chief, the firefighter and the attorney, no steps to move forward from District perspective, will monitor for a month or so and then reassess, will not be on the time clock until then
 - c. Approval of LOSAP Resolution 0.49% 1684.25
 - d. Motion was made to approve the contract with Mr. Braslow
 - e. Need letter for donation and Hold Harmless Agreement and letter authorizing Commissioner Luck for change of title for 1988 Spartan
 - f. Accident in March settled by insurance \$6052.50
 - g. Accident in parking lot between two members not decided yet
 - h. No contact about filing claim for broken glasses at drill
11. NEW BUSINESS
- a. Motion was made to approve the purchase of 6 Scott 45 minute bottles at a cost not to exceed \$6500.00. Motion passed.
 - b. Motion was made to approve the purchase of NJSSI Labor Law poster at a cost of \$19.95 plus shipping. Motion passed.
 - c. Motion was made to approve the Resolution authorizing disposal of surplus equipment. Motion passed.
 - d. Raises for coordinators Mike did evaluations and Chief and Commissioner Luck reviewed and determined list. Motion was made to approve pay increases effective April 1, 2019. 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 20:09.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on May 21, 2019

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 -absent joined at 19:04
 - d. Clerk – Jane Eisenmann – present
 - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present

Auditor Dana from Holman, Frenia, Alison also attended the meeting, reviewed 2018 Audit and resolution to amend LOSAP

4. Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 4/16/19 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 insurance company
 - b. Financial disclosures done
 - c. Minutes from State Association
 - d. Insurance canceled on the 1988 and added 2018 Tahoe
 - e. Personnel Concepts posters
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for April. Copy attached.
 - b. Engine 3 donated to Metro Emergency Response Team at a ceremony on April 19.
 - c. Received \$100.00 cash for lost pager from Alex Armenti, given to Commissioner Luck for deposit.
 - d. There has been a change in the dispatch map for EMS services on the Franklin Township area of Kingston
 - e. Engine 3 still has a problem with the Jake Brake. Still waiting for a date for the repairs to be made. Auto climate control not working, front intake gauge shows green and red lights on at the same time. First Priority will look at it next week.
 - f. New Command Vehicle will be taken back so they can finish the work Still waiting to be completed are installation of bolt cutters, installation of hand light, tinting of front windows, installation of computer, antennae cover came off when

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bringing the vehicle to Kingston and moisture in warning light on the left front fender.

- g. Engine 5 has an issue with the shore-line charging system. Campbell will fix on Thursday.
- h. Lettering completed on the 2009 Ford Expedition to read Utility. The radios for both the Command Vehicle and Utility 7 have been re-programmed
- i. Waiting on a date for Engine 4 to go for repairs
- j. The garage has been demolished and construction of new pole barn has begun.
- k. Chief received \$100.00 from Alex Armenti for lost pager money submitted to District. Still need to collect for second missing pager.
- l. Request to take a Command Vehicle and possibly Engine 4 to parade in Kingston, New Hampshire
- m. Engine 3 needs seat belt adjusters. The price will be approximately \$600.00 to repair the issue.
- n. Request to purchase 1 gas sensor at a cost of \$425.00

Board met in Executive Session.

10. OLD BUSINESS

- a. Getech laptops came in, will get revised quote for installation.

11. NEW BUSINESS

- a. Verizon plan, new phones upgraded for free, need to purchase case. Motion was made to approve the purchase of protective cases for phones at a cost not to exceed \$200.00. Motion passed.
- b. Motion was made to approve the use of a Command Vehicle and Engine 4 providing driver has CDL to go to a parade in Kingston, New Hampshire. Motion passed.
- c. Motion was made to approve the purchase of seat belt adjusters at a cost not to exceed \$600.00. Motion passed.
- d. Motion was made to approve the purchase of a gas sensor at a cost of \$425.00. Motion passed.
- e. Motion was made to move \$1,000.00 into the petty cash account and to deposit \$100.00 into the general account. Motion passed.

12. COMMITTEE REPORT

- a. Reviewed salaries, the salary of paid staff in Kingston is lower than the average of Fire Coordinators in this area. It is within budget to increase the starting salary to \$14.00 effective June 1.
- b. Motion was made to increase salaries based on attached list starting the first pay period in June. Motion passed.

13. APPROVAL OF VOUCHERS AND PAYMENTS

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

14. Chairman opened meeting to the public, Jim asked if salaries are set by Resolution and certification and are salary increases based on performance. Also recommended questioning if the seat belt adjusters on new engine should be covered by the company

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who provided the Engine. Also asked about District and Fire Co. paying for building improvements.

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 21:02.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on June 18, 2019

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati at 19:05.
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 joined at 19:12
 - 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 5/21/19 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 Fire Dept. concerning Isaiah Benjamin
 - b. Endorsement on insurance for new building
 - c. Request for info on employee
 - d. Did not proceed with letter to township on employees yet need to update information
 - e. Letter from Auditor
 - f. Attorney drafted resolution for LOSAP
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for May. Copy attached.
 - b. New Command Vehicle is still at First Priority to finish up work that was in specifications
 - c. Engine 5 issue with charging system. Campbell supply ordered new charger
 - d. Engine 4 waiting to schedule repairs from MVC
 - e. 4214 Route 1 has been cited for mold. Abatement has been completed and roof repaired.
 - f. Fire Co. to attend Blueberry Festival at Presbyterian Church on June 29. Fire Co. will assist at Fireworks on July 3.
 - g. South Brunswick township is experiencing intermittent radio problems, have 6 portable radios on loan from Middlesex County in a case a problem arises during a call

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- h. Request for \$6500.00 for 6-45 minute Scott bottles, \$400.00 for four 45 minute Scott brackets. Also request to purchase a battery operated Holmatro Combi tool for \$11,600.00.
- i. South Brunswick Fire Marshal John Funcheon is working on a program to educate businesses on putting fire alarms on test. Fire Co. will be cooperating with him by reporting any calls they receive where someone is working on t .
- j. he system.
- k. Applications for paid staff
- l. Issue with paid staff not following directions, or denying they have knowledge of issues with apparatus, equipment or radios. Everything is sent out on IAMRESPONDING. Have Mike send notices by email

10. OLD BUSINESS

- a. Replaced 3 phones will donate old ones.
- b. Isaiah Benjamin terminated from Fire Co.
- c. 2018 Audit. Motion was made to approve the Resolution for the 2018 audit. Motion passed.
- d. Motion was made to approve the resolution for the COLA adjustment. Motion passed.

11. NEW BUSINESS

- a. Motion was made to approve the purchase of 6 air bottles at a cost not to exceed \$6500.00. Motion passed.
- b. Motion was made to approve the purchase of a Homaltrol tool at a cost not to exceed \$11,600.00. Motion passed.
- c. Motion was made to approve the purchase of Scott brackets at a cost not to exceed \$400.00. Motion passed.
- d. Chairman Racanti proposes posting job description for paid staff.

Board met in Executive Session.

12. COMMITTEE REPORT

- a. Will start a committee for job descriptions.

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, Patti Shennard President of fire Co. asked who should be signing the vouchers for the Fire Co., treasurer should be signing it. Jim had a question about the follow up on paid staff salaries, recommended communication with paid staff should be one memo that everyone reads and initials. Asked why district is paying for EMS if they are not providing service.

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

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16. Motion to adjourn at 20:21.

Agostino Racanati, Chairman

Jane L Eisenmann, Clerk