

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

Board of Fire Commissioners

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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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South Brunswick Fire District #3

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

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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

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Meeting Minutes of the Regular Meeting
Held on July 16, 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-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 6/18/19 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. None
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given by Deputy Chief. Copy attached.
 - b. Deputy Chief will have a Command Vehicle in New Hampshire from August 1 to 4 for their parade.
 - c. 7/28 Marine Operations Drill.
 - d. Engine 3 still has issue with automatic climate control, replaced module but did not fix problem, still working on it. Discovered hole in tailpipe which they will work on. Still no resolution on seat belt extenders.
 - e. Engine 4 waiting to schedule repairs.
 - f. Fire Co. will attend National Night Out on August 6 at the invitation of the South Brunswick Police Department.
 - g. Update on traffic signal: supposed to get electrical design approval on July 15, Once that is completed, they anticipate construction within three months.
 - h. Engine 5 battery charging problem has been repaired.
 - i. Franklin Township town council has been provided a list of all the apparatus along with wireless capabilities at their request. Commissioner Keith Chase can provide further details.
 - j. Utility 7 has been serviced. The brakes have been repaired.
 - k. New South Brunswick Mobile radios have been installed in Engine 4 and 5.

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10. OLD BUSINESS

- a. Salary adjustments effective July 5. Incentive to motivate firefighters. Some firefighters complained about adjustments, they wanted to know what the increases were and asked what the criteria was to determine them.
- b. Waiting for scheduling date for Getec laptops. Mike Bailey using personal emails, needs to us District phone and email for District business.
- c. E mail distribution list to notify all employees.
- d. Need to schedule seat belt repair.
- e. Phone chargers are completed.

11. NEW BUSINESS

- a. For new firefighters schedule background check first then send for Physical
- b. Communication with Mike Bailey- Mike needs to improve communication with Commissioners. Job applicants will be sent a letter informing them if they are hired or not.

Board met in Executive Session.

12. COMMITTEE REPORT

- a. Committee to address hiring practices and policies, Chief, Deputy Chief, Commissioner Racanti and Commissioner Luck. Discussed levels to base firefighter salaries on. Finalize description, give to Mike Bailey and post descriptions within a month.

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 19:56.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on August 20, 2019

1. The meeting was held at the Kingston Fire House and called to order by Vice Chairman Christopher Ciabattone at 19:06.
2. Vice Chairman read the required statement of compliance with the public meetings act.
3. Roll Call
 - a. Chairman-Agostino Racanati-absent joined at 19:10.
 - 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 7/16/19 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. N.J. State Association minutes
 - b. H.R. New poster for labor laws
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
 - b. Check on reimbursement for antenna repair
9. CHIEF'S REPORT
 - a. Report given by Deputy Chief. Copy attached.
 - b. John Funcheon will host seminar in September by Colonial Pipeline
 - c. Engine 4 repairs from March complete.
 - d. Hose testing completed. 1 length of 5" and 2 lengths of 1.75" failed.
 - e. Utility 7 has been serviced and brakes have been repaired.
 - f. New South Brunswick portable radios have been installed.
 - g. Request to install 5 Opticon emitters at a total price of \$9,000.00.
 - h. The new traffic light is supposedly on schedule for this fall.
 - i. John Funcheon is looking into changing the Knox Box requirements in South Brunswick Township. Fire safety will pay for new secured boxes for the apparatus. We would be responsible for any lost keys at a current cost of \$375.00
 - j. Chief requested three Knox wrenches from the Knox Box Company to be used on Knox locks on a Knox F.D.C.. One for each Engine.
 - k. Chief's vehicle has a screw in the right rear tire, repaired 8/20/19.
 - l. Kingston First Aid Squad is only taking calls from 18:00 Friday until 18:00 Sunday. SB3 has put an ambulance on to answer calls overnight. The three

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Township Fire Departments have concerns over coverage, especially regarding the rehabilitation unit the three Squads provide. Discussions are ongoing.

- m. Engine 3 had the following issues, light tower not stowing properly, mechanic made adjustments to it. The “Q” siren would not activate at all . There would be a reading on the Vmax screen showing the parking brake was engaged, even though the Engine was moving down the street, mechanic rewired it, The auto-climate control is still not working, may need to go back to K.M.E.
 - n. Dedication of command Vehicle, Engine 3 and Pole Barn is scheduled for Saturday October 5 at 11:00 a.m. Would like a Commissioner to speak
 - o. Request \$300.00 for firefighter cards from Fire Prevention.
10. OLD BUSINESS
- a. Working with Verizon on new plan
 - b. Need to follow up on Getec installation
 - c. Need to add open items to log to keep track of what is getting done
 - d. Commissioner Luck will inform Mike to move forward with applications
11. NEW BUSINESS
- a. Motion was made to approve the purchase of 5 Opticom emitters at a cost not to exceed \$9,000.00. Motion passed.
 - b. Motion was made to approve the purchase of firefighter cards at a cost not to exceed \$300.00. Motion passed.
 - c. Commissioner Racanati volunteered to speak at Dedication.
 - d. Commissioners Luck and J. Racanati will meet to go over Capital line items.
 - e. Motion was made to accept the Resolution to dispose of surplus equipment. Motion passed by Roll call Vote.
12. COMMITTEE REPORT
- a. Job Description Committee created job description, posted on website, application done on website and sent to email address. Will keep track of resumes for about a year, looking at other opportunities to improve keeping track of levels, looking at head coordinator position, discussed insurance with the township, need a Resolution concerning staff. District pays for everything but Workmen's Compensation.
 - b. Committee to redesign Head Coordinator position, 2 Commissioners, Chief and Deputy Chief.
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, James discussed the following a) Is job description for Head Coordinator available to the public? b) make sure paid staff hours are not over limit required to pay benefits c) District driving training for traffic preemption system is beneficial for drivers to have, 3M offers it d) Is capital budget for new Engine closed? District is under budget on capital e) When and where is Pipeline Seminar?
15. ROLL CALL
- a. Chairman Agostino Racanati-present
 - b. Vice Chairman Christopher Ciabattone-present

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- c. Treasurer Jodi Racanati-present
 - d. Clerk Jane Eisenmann-present
 - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
16. Motion to adjourn at 20:20.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on September 17, 2019

1. The meeting was held at the Kingston Fire House and called to order by Vice Chairman Christopher Ciabattone at 19:04.
2. Vice Chairman read required statement of compliance with the public meetings act.
3. Roll Call
 - a. Chairman-Agostino Racanati-absent
 - b. Vice Chairman Christopher Ciabattone-present
 - c. Treasurer – Jodi Racanati -present
 - d. Clerk – Jane Eisenmann - present
 - e. Asst. Treasurer/Asst. Clerk-Norman Luck-present

Brian Wallace from VFIS joined the meeting, informed Board that there is a lot of information on vfis.com and there are training sessions available. Also discussed insurance coverage for per diem employees, they need to be added to Accident and Health Policy as named insureds.

4. Vice Chairman led the meeting for the flag salute.
5. Minutes for the Regular Meeting held 8/20/19 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. Don Sears from South Brunswick Township will be advising on full time position
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for August. Copy attached.
 - b. Engine 5 had a leak at the Pump to Tank valve. Fixed by Campbell Supply. No resolution on the tablet not working.
 - c. Engine 3 still having intermittent issues with the parking brake and Vmox screen not syncing up. There is a leak of the air suspension under the officer's side. Engine is out of service and will need to go back to First Priority for repair.
 - d. Dedication ceremony on Saturday Oct. 5th.
 - e. Each Commissioner and a guest are invited to the Fire Company's Annual Banquet on Saturday, November 2, at 18:00 at the firehouse.
 - f. New Holmatro battery operated combi-tool has arrived.
 - g. There are two recall notices for Engine3. They are scheduled to be out next week.
 - h. Request to purchase a new refrigerator for Engine 5 at a cost of \$1800.00. Also request 400 feet of 2.5" Key Command Hose at a cost of \$2700.00.
 - i. Update on Fire Safety fines for Holiday Inn for resetting and silencing the alarm.
 - j. Fire Safety update on Eno Terra in reference to blocking of fire hydrants
 - k. Request to dispose of surplus equipment.

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- l. Engine 5 Thermal Imaging Camera charger needs to be replaced. Approximate cost \$800.00.
 - m. Chief recommends Milspray for 2 new Engines and Command vehicles, will meet with a representative
 - n. Accident with Rescue 2 at Kory Drive fire, ran over mailbox resident wants new pole to replace the dented one, District will replace it, trustees will go to replace it
10. OLD BUSINESS
- a. Opticon emitters will be scheduled when they come in, will set up program for Opticon training
 - b. Getac-still working on getting units installed.
 - c. Norman and Mike will work on open items log
 - d. 2 Applications from the Website, one approved to get background check, one did not reply for interview
11. NEW BUSINESS
- a. Start thinking about 2020 Budget
 - b. Head coordinator position for 2020 Budget
 - c. Motion was made to approve the installation of computers by First Priority as long as the cost does not exceed \$800.00. Motion passed.
 - d. Motion was made to approve the purchase of a Thermal Imaging Camera charger at a cost not to exceed \$800.00. Motion passed.
 - e. Motion was made to approve the purchase of 2.5" hose at a cost not to exceed \$2700.00. Motion passed.
 - f. Surplus equipment disposal in Oct.
 - g. Look into putting a 110 refrigerator on Engine 5
 - h. Will look into undercoating for trucks and get a quote
 - i. Chris Ciabattone gave notice that he will submit his resignation from the Board of Commissioners
12. COMMITTEE REPORT
- a. None
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 asked if Board received tax return from the Fire Co. James asked if tax rate will change if a full time coordinator is hired, has communication problem with employee been addressed, Board did address the issue. Has there been any resolution with Kingston EMS, they are back operating part time on weekends. Asked about credit with M&W, received \$105.00 credit paperwork in for other half.
15. ROLL CALL
- a. Chairman Agostino Racanati-absent
 - 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 20:50.

Christopher Ciabattone, Vice Chairman

Jane L. Eisenmann, Clerk

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South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on October 15, 2019

1. The meeting was held at the Kingston Fire House and called to order by Chairman Agostino Racanati 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 joined at 19:01
 - 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 9/17/19 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. Information from South Brunswick Township, Agreement from township
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
 - b. Motion was made to increase petty cash account to \$1000.00. Motion passed.
9. CHIEF'S REPORT
 - a. Report given for September. Copy attached.
 - b. Engine 5 tablet still out of service. Problem with the docking station
 - c. Engine 3 still has two recalls. First Priority waiting for parts. Air suppression valve has been repaired. Seat belt extenders will be installed when it goes back for recalls. The tablet has been installed.
 - d. Chief thanked everyone who attended the Dedication Ceremony.
 - e. New Holmatro tool in service on Engine 5. Hurst combi tool moved to Engine 4.
 - f. Eno Terra has striped area by the hydrant and removed one handicap position.
 - g. Undercoating for vehicles: \$2136.00 for all vehicles.
 - h. Still working on refrigerator for Engine 5.
 - i. Conducted Fire Prevention programs for Ying Hua International School and The Learning Experience. Will do a program for the Dow Jone Nursery School tomorrow.
 - j. Fire Safety House: PM/ Inspection cost was \$102.96 per district. Will get paperwork tomorrow evening. Additional repairs will be between \$500 and \$1,000. Will discuss at Chief's meeting as to whether we should keep the trailer.
 - k. Security cameras are now in use.
 - l. New South Brunswick Mobile radios have been installed in the Deputy Chief's vehicle and Rescue 2.

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- m. Mailbox that was knocked over by Rescue 2 has been replaced.
 - n. Traffic light: Laurel/Heathcote/Route 27 still on track for this year. New Opticom Emitters have been received by Signal Control. Waiting on date for installation.
 - o. Staffing in 2020 survey Fire Co. on availability.
 - p. Request for Gary Rustico to take 247 to New York. Motion was made to approve Gary Rustico to take Engine 247 to New York. Motion passed.
10. OLD BUSINESS
- a. Have not heard back from Verizon on new plan
 - b. 2 new firefighter applications, waiting to hear from them
 - c. Recalls waiting for parts
 - d. Refrigerator need to see what voltage is coming through
 - e. Commissioner Ciabattone resigning from the Board, he no longer meets residency requirements. Motion was made to accept Christopher Ciabattone's resignation. Motion passed. Chairman thanked him for his service.
 - f. Motion was made to nominate James Stenardo as new Board member. Motion passed. James Stenardo sworn in to Board
11. NEW BUSINESS
- a. District can ask for review of Fire Co. policy concerning security cameras, District can also have a policy
 - b. 2020 Budget Review
 - c. Motion was made to approve undercoating for all vehicles at a cost not to exceed \$2200.00. Motion passed.
12. COMMITTEE REPORT
- d. Options for paid staff, 1) Discuss full time Head Coordinator, township wrote resolution and agreement 2) Job description will be open for anyone to apply, manager who has firefighter abilities
13. APPROVAL OF VOUCHERS AND PAYMENTS
- e. Motion was made to accept the Treasurer's Report and pay all properly vouchered bills. Motion passed.
 - f. Chairman opened meeting to the public, having no comment from the public, public portion closed.
15. 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
16. Motion to adjourn at 20:30.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on November 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 – James Stenardo-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 10/15/19 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. NFPA
 - b. Insurance Co. information
 - c. State Association meeting minutes
 - d. Election timetable from Mr. Braslow
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for October. Copy attached.
 - b. Engine 5 still has issues with tire pressure. Checking everyday to isolate the problem. Received adjustment on cost of charging unit. Working on brackets to install new refrigerator.
 - c. Engine 3 recall for the cab tilt has been completed, waiting for recall on suspension. There are additional issues they will look at while they have the engine (seat belt adjusters, Opticom wiring, front drivers window not sealed, light tower not stowing properly, wire loose under the engine). No adjustment as of yet on the new batteries.
 - d. Undercoating of all vehicles has been completed.
 - e. Work has begun on the new traffic light. Still anticipated completion this year. Opticom emitters have been installed on all vehicles.
 - f. Colonial Pipeline Safety Class is November 26 at 12:00 noon at Monmouth Junction Firehouse. Lunch will be provided.
 - g. Request cribbing for Engine 5 \$900.00, two-tone detect and alerting

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system \$4500.00, and 4 command post flags \$1,000.00.

- h. Invoice for missed class for James Calderone, also spoke to him about his responses as per the request of Commissioners.
- i. Issues with rebroadcast of tone from Somerset County to South Brunswick. Working on repairing the problem.
- j. Problem with dispatch issues from Mercer County and Somerset County. These issues have been investigated.
- k. Chevrolet Tahoe is going in for a recall braking issue.
- l. Looking into a new Marine unit.

10. OLD BUSINESS

- a. Verizon reimbursement of \$1,000.00, reduction next month.
- b. Open items log not happening, Commissioner Racanati will work on it
- c. Staff meeting will be in December.
- d. New firefighter applications 3 open
- e. Review 2020 budget, Commissioners J Racanati and Luck met with the Auditor to discuss Budget.
- f. Motion was made to give Kingston Fire Co. a single contribution of \$5,000.00 pending discussion with legal on contributing to an organization . Motion passed Commissioner Racanati opposed all others agree.

11. NEW BUSINESS

- a. New committee of 2 commissioners and one staff member to discuss station wear.
- b. Motion was made to approve the Resolution authorizing the execution of an inter local agreement with South Brunswick Township. Motion passed.
- c. Motion was made to approve the purchase of cribbing at a cost not to exceed \$900.00. Motion passed.
- d. Motion was made to approve the purchase of a two tone detect and alerting system at a cost not to exceed \$4500.00. Motion passed.
- e. Motion was made to approve the purchase of 4 command post flags at a cost not to exceed \$1,000.00. Motion passed.
- f. Motion was made for the Chief to make an offer of up to \$4,000.00 for the purchase of a Marine Unit. Motion passed.

12. COMMITTEE REPORT

- a. Agreement from township will provide health benefits for full time employee and salary for per diems.
- b. Safety trailer will cost \$2,000.00-3,000.00 to repair needs tires and electrical work, will see what other districts want to do with it.

13. APPROVAL OF VOUCHERS AND PAYMENTS

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

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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 – James Stenardo-present
- c. Treasurer – Jodi Racanati-present
- d. Clerk – Jane Eisenmann -present
- e. Asst. Treasurer/Asst. Clerk-Norman Luck-present

16. Motion to adjourn at 21:05.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

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Meeting Minutes of the Regular Meeting
Held on December 10, 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 – James Stendaro-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 11/19/19 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. Budget from Auditor
 - b. Agreement from Kingston First Aid Squad
 - c. Home News rate .44 cents per line
 - d. Food Bank donation request
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for November. Copy attached.
 - b. Engine 3 at First Priority for the recall. All issues completed with the exception of possible oil leak and problem with alignment. They discovered an issue with front tires due to alignment issue. Working on getting new tires approved. The batteries are not covered under warranty, since KME does not purchase them, they are not dated and may have been out of any warranty the battery manufacturer may have had.
 - c. 2018 Tahoe recall for braking has been completed.
 - d. The Opticom system for the new traffic light will not be completed this year.
 - e. Issue of rebroadcasting of Somerset tones appears to have been fixed. The problem appears to be that radios in dispatch room were turned off.
 - f. Annual service was performed on Engine 5. The only issue found was the vacuum plug on the pump panel was stripped out. It was repaired. Engine 5

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tires repaired.

- g. Annual service for Rescue 2 was completed, waiting for deficiency report.
- h. Annual service for Engine 4 has been completed. Deficiency report has been received and First Priority has been authorized to complete the repairs. Cost of repairs \$3418.19.
- i. An agreement has been reached with Paradise Lehman Place Fire Company to purchase their Marine Unit (Mercury Heavy Duty-CN: USA59110 G617 Model AA430096M Category C) for \$3500.00.
- j. Fire Survival House : Estimate for repairs are \$2386.00 not counting damage to the front of trailer. Need to repair the turn signal at \$167.00 and possibly the rear stabilizer jack that is loose at a cost of \$134.00. Cost to be split three ways. District #1 has voted to dispose. District #2 will vote next Monday. Need our District to make an official decision tonight.
- k. Chief reached out to Miele in reference to washing machine and dryers. They have sent literature, waiting for pricing.
- l. Drill Monday December 16 at 19:00. Training on Opticom System and changes to SOG's. Chief invited the paid staff to attend.
- m. Fire at Sonesta Suites cooking incident.
- n. Request for trailer for Marine Unit cost not to exceed \$3,000.00

10. OLD BUSINESS

- a. Waiting for Agreement from South Brunswick Township.
- b. Verizon follow up with account representative
- c. Work on Open items log
- d. New firefighter applications interviewed 3, 1 delayed, 1 starting soon, 1 getting background and physical. 1 more to interview.
- e. January meeting Jan. 14, 2020
- f. New Ipad system running
- g. James Calderone will pay \$150.00 fee for Mercer County Fire Academy
- h. Review 2020 Budget by email.

11. NEW BUSINESS

- a. Working on computer for dispatch system
- b. Motion was made to dispose of Fire Survival House. Motion passed.
- c. Motion was made to purchase a Marine Trailer at a cost not to exceed \$3,000.00. Motion passed.
- d. Motion was made to approve the Resolution to adopt a temporary budget not to exceed 14% of the total appropriations. Motion passed by Roll Call Vote. All yes, Commissioner Stendardo absent
- e. Motion was made to approve the Resolution authorizing Budget Transfers. Motion passed by Roll Call Vote, all yes Commissioner Stendardo absent
- f. Election February 15, 2020.

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- g. Motion was made to meet with Attorney to discuss issue with respect to warranty on Engine 3. Motion passed.
- h. Motion was made to extend open items for payment of properly approved vouchers to December 28, 2019. Motion passed.
- i. Motion was made for James Calderone to pay fee for missed Fire Training, if he receives credit from the Academy District will reimburse him. Motion passed.

12. COMMITTEE REPORT

- a. Commissioner Racanati will look into job descriptions over Christmas and New Year.
- b. Set up staff meeting for 12/23/19

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 – James Stendardo-absent
- c. Treasurer – Jodi Racanati -present
- d. Clerk – Jane Eisenmann-present
- e. Asst. Treasurer/Asst. Clerk-Norman Luck-present

16. Motion to adjourn at 19:50.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk