

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on January 14, 2020

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 12/10/2019 were reviewed. Motion to approve the minutes passed.
6. Chairman opened meeting tto the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
 - a. Skills for Managers and Supervisors flyer
 - b. Message from State concerning budget
 - c. Petitions for election
 - d. Personnel Concepts info on OSHA poster, N.J. Labor Law poster
 - e. Minimum wage increase for State of N.J.
 - f. LOSAP List
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for Dec. 2019. Copy attached.
 - b. Working on disposal for Fire Survival House. Repairs for essential lights will be split three ways
 - c. Engine 3 recalls completed. No decision on tires and realignment. Issues that still need to be addressed are parking brake/v-mox screen, auto climate control, and sensors on compartment door closings. The Engine will need to go back to First Priority.
 - d. Engine 5 has issue with check engine light, DEF Header was bad and needed to be replaced. Check Engine light came back on and a technician came to the station and found coolant level was low, which was a result of work done in the shop.
 - e. Engine 4 and Rescue 2 still need to go out for repairs. Waiting on First Priority to schedule.

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- f. The State of N.J. Is working on the traffic light. Hope to have Opticom system up and running by February 2020.
- g. Received the Marine Unit, but unable to register because they did not sign on the line as the seller. Chief will be making a trip to Paradise, Pa. In the near future to get this done.
- h. Commissioner Luck and Chief Luck met with a a representative from Miele in reference to a washer and dryer. They have a good product and will give a discount.
- i. Did not get a marine trailer yet.
- j. Rescue of deer on ice at Dow Jones. Made local news including N.J. And N.Y. Television. Positive feedback from Montgomery on RIT team on Dec. 26.
- k. Request to purchase 11.5 in. adjustable nozzle \$674.00, 2 Elkhart 1.5 in. shutoff NH w 1 3/8 in. waterway \$696.00, 2 Elkhart smooth bore 15/16 in. tip \$268.00, 3 Milwaukee gripper hose straps \$432.00 plus shipping not to exceed \$1900.00, 1 Blowhard PPV fan \$3465.00 and 2 name patches \$190.00.
- l. Three company drill on Wed. Jan. 29 19:00. Hazardous Materials and Blood Borne refreshers. Will invite career staff.
- m. Working on Annual Fit Testing of air masks. Mike Bailey is trained to test staff.
- n. Special Services 6 was found dead. It was taken to the garage and it was discovered that a portable battery charger was installed improperly. It is fixed.
- o. New street indexes for our primary area have been completed and are now in all of the apparatus.
- p. Concern over certain members of the staff continually calling out or reporting late for work.
- q. LOSAP for 2019 posted.
- r. Annual Report for 2019 given.

10. OLD BUSINESS

- a. Verizon rep recommended refund to management.
- b. Need to get started on Open items log. Commissioner Racanati will work on it.
- c. Contact James Calderone about paying fee.
- d. Haven't found marine trailer yet.
- e. Ballot and Election 2/15/20

2-5 Jane

2-6 Jodi

5-8 Jim

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6-9 Augie

6-9 Norman

- f. 2 computers for dispatch room, laptop for Commissioners.
- g. 2020 Budget, State questioning \$8,000.00 increase for Fire Co. and increase in Franklin Budget, gave provisional approval.
- h. Motion was made to approve the Resolution to adopt the 2020 Budget. Motion passed by Roll Call vote. All yes.
- i. Mr. Braslow will prepare a letter concerning warranty issues for Engine 3.

11. NEW BUSINESS

- a. Board determined a purchase limit of \$500.00 per month for Coordinators to make purchases of vouchered items. Motion was made to approve a purchase limit of \$500.00 per month for coordinators to purchase vouchered items, must provide receipt and email Commissioners. Program will stop immediately if proper procedure is not followed. Motion passed.
- b. There is no staff hours waiver. People can't work more than 25 hours per week.
- c. SOG soft copy from Chief.
- d. Motion was made to approve the purchase of nozzles at a cost not to exceed \$1900.00. Motion passed.
- e. Motion was made to approve the purchase of a Blowhard Fan at a cost not to exceed \$3500.00 Motion passed.
- f. Motion was made to approve the purchase of name patches at a cost not to exceed \$190.00. Motion passed.

12. COMMITTEE REPORT

- a. New role for full time person. Email job description.
- b. Staff meeting, task items updated.

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

16. Motion to adjourn 20:56.

Board of Fire Commissioners
South Brunswick Fire District #3

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on February 18, 2020

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 Stendardo-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 1/14/20 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. Resolutions from Mr. Braslow
 - b. Donation request from local PBA
 - c. Email from VFIS stating the inter local agreement should be reviewed by the attorney and then sent back
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
9. CHIEF'S REPORT
 - a. Report given for January. Copy attached.
 - b. Fire survival house has been repaired. Will need resolution to dispose of it. Middlesex and Somerset Counties offered \$3,000.00 in training credit, Mercer County not interested..
 - c. Engine 3 was in an accident responding to a call on Jan. 28.
 - d. Engine 3 is at Blaze Fire Equipment working on outstanding issues.
 - e. Engine 4 has had all repairs completed. Discovered issue with the Headlight switch, waiting for a new one.
 - f. Waiting for repairs for Rescue2
 - g. Did not receive report for pump and ladder testing
 - h. Traffic light-waiting for the state to get the new light operational, prior to installing the Opticom system.
 - i. Waiting for the paperwork to register the Marine Unit. The trailer has been ordered. Delivery is expected 21 days from order.
 - j. Received 3 bids for the new washer and dryer. Miele has the best price.
 - k. Annual fit test on the air masks is completed for all firefighters.

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- l. LOSAP List that was provided to the District in January is now official.
 - m. Request to purchase 3-45 minute Scott cylinders with mounting brackets not to exceed \$4,000.00.
 - n. Request to dispose of 4-30 minute Scott bottles that are at “end of life”
10. OLD BUSINESS
- a. Doesn't look like Verizon is going to give refund
 - b. 2 Firefighter applications
 - c. Ordered Marine trailer
 - d. 2 computers and laptop on hold until budget passes
 - e. Staff meeting-request to clean carpets, Commissioner Stendardo went over attendance with each staff member, apparatus equipment checks, daily, weekly and monthly, complete check sheet
 - f. 3 bids for washer and dryer
 - g. Commissioner Racanati will send out 2020 Agreements for review, add to Fire Co. agreement to allow District to review camera recordings
 - h. Mr. Braslow talked to KME about warranty, they are willing to extend the warranty 6 months, Board would like to have one year extension on repetitive issues
 - i. Haven't received nozzles yet, decided not to order blowhard fan and get kit to extend the exhaust, patches are in
 - j. Need to finish working on two tones
 - k. LOSAP list is official
11. NEW BUSINESS
- a. Motion was made to approve the resolution to dispose of 3 Scott bottles. Motion passed.
 - b. Motion was made to approve the purchase of 3-45 Scott cylinders and brackets at a cost not to exceed \$4,000.00. Motion passed.
 - c. Motion was made to approve Turnout Fire and Safety as the vendor for the purchase of uniforms. Motion passed.
 - d. Motion was made to approve the purchase of patches at a cost not to exceed \$200.00. Motion passed.
 - e. Motion was made to approve the purchase of a washer and dryer from Miele at a cost of \$10,768.80 pending attorney review and budget approval. Motion passed.
 - f. First Priority no longer repairs firetrucks, Blaze Fire Equipment doing warranty work on the KME.
 - g. Looking for vendors for maintenance work.
 - h. South Brunswick Township purchased 2 new Knox boxes, need to pick a vendor to install them and then get reimbursed.
12. COMMITTEE REPORT
- a. 3 bids for station wear to be in compliance with POSHA will need Nomex button down shirt and pants, \$230.50 per person. 4 bids for patches from \$1.72 to \$2.50.
 - b. Sent out copy for review of role for full time person, committee will meet to go over.

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- c. Commissioner Luck called about election as of Sat. mail in votes were 81 Norman, 80 James, 1 Rush Holt, 1 Agostino Racanati. Budget 56 yes, 36 No
- 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-present
 - c. Treasurer-Jodi Racanati-present
 - d. Clerk-Jane Eisenmann-present
 - e. Asst. Treasurer/Asst. Clerk Norman Luck-present
- 16. Motion to adjourn at 20:34.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Reorganization and Regular Meeting
Held on March 17, 2020

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 Stendardo-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 James Stendardo sworn in to Board of Commissioners.
6. Motion was made to nominate Agostino Racanati as Chairman. Motion passed.
Motion was made to nominate James Stendardo as Vice Chairman. Motion passed.
Motion was made to nominate Jodi Racanati as Treasurer. Motion passed.
Motion was made to nominate Jane Eisenmann as Clerk. Motion passed.
Motion was made to nominate Norman Luck as Asst. Tres./Asst. Clerk. Motion passed.
Motion was made to nominate James Stendardo as staff liaison for operations. Motion passed.
Motion was made to nominate Norman Luck as staff liaison for administration. Motion passed.
Motion was made to nominate Agostino Racanati as Computer Liaison. Motion passed.
7. Motion was made to adjourn at 19:03.
8. The Regular meeting was called to order at 19:03.
9. Roll Call
 - a. Chairman-Agostino Racanati-present
 - b. Vice Chairman James Stendardo-present
 - c. Treasurer Jodi Racanati-present
 - d. Clerk-Jane Eisenmann-present
 - e. Asst. Tres./Asst. Clerk-Norman Luck-present
10. Chairman led the meeting for the flag salute.
11. Chairman opened meeting to the public, having no comment from the public, public portion closed.
 - a.
12. CORRESPONDENCE
 - a. None
13. TREASURER'S REPORT
 - a. Report given. Copy attached.
14. CHIEF'S REPORT
 - a. Report given. Copy attached.
 - b. KME extended warranty for 1 year. Tires and Vmax still not fixed.
 - c. Need to pass resolution to dispose of Fire Survival House.
 - d. Accident with Chief's vehicle, will get estimates for repair.
 - e. Engine 4 headlight switch replaced.
 - f. Engine 5 oil leak
 - g. Rescue 2 repairs completed, except primer valve and cab pistons.
 - h. Marine trailer delivered, lettering on trailer. Marine unit and trailer registered.
 - i. New washer and dryer has been ordered.

- j. New Scott bottles and brackets are in.
- k. New nozzles are in.
- l. Request to dispose of equipment.
- m. 5 new Knox boxes installed.
- n. Request to donate 2 Knox boxes that were removed to Franklin Fire Prevention.
- o. Two tone dispatch nearing completion.
- p. Working with OEM on corona virus. Chief asked staff to wipe down all equipment. Procedures in place, no supplies coming from Middlesex County.

15. OLD BUSINESS

- a. New computers not to exceed \$2,000.00
- b. Washer and dryer ordered.
- c. Nozzle paid.
- d. Truck check sheet working.
- e. Working on two tone system.
- f. LOSAP voucher submitted.
- g. 3 Scott bottles purchased.
- h. Need to find vendor for Maintenance work.

16. NEW BUSINESS

- a. Board approved 2020 Resolutions by Roll Call Vote.
- b. Motion was made to approve the Truck Sheet Policy. Motion passed.
- c. Motion was made to approve the purchase of 1 desktop and 2 laptop computers at a cost not to exceed \$2,000.00. Motion passed.
- d. Motion was made to approve the District uniform policy. Motion passed.
- e. Motion was made to amend Covid 19 policy to say all members.
- f. Motion was made to approve Covid 19 policy. Motion passed.
- g. Motion was made to approve the job description for full time position with a salary of \$40,000-\$50,000.00, including health and retirement benefits. Motion passed.
- h. Motion was made to dispose of Knox boxes. Motion passed.
- i. Marine Unit will be put out for bids. Motion was made to use govbids.com for Marine unit. Motion passed.
- j. Motion was made to continue with paid staff interviews for applicants. Motion passed.
- k. Motion was made to approve the following Holiday Schedule: Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving, New Year's Day. Motion passed.

17. COMMITTEE REPORT

- a. 90% of staff have been sized, patch approved, 7-10 days for alterations.
- b. Uniform policy completed.
- c. Job description for full time position completed and posted on website.

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.

- a.

20. ROLL CALL

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

16. Motion to adjourn at 20:40.

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Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting
Held on May 19, 2020

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-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 4/21/20 were reviewed. Motion to approve the minutes passed. Minutes for the Special Meeting held 4/28/20 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. Agreement from Franklin Fire District.
 - b. Business Entity Disclosure from Mr. Braslow
 - c. Contract for employment
 - d. Travelers Insurance Workmen Compensation refund for over payment
 - e. VFIS you can delay payment if needed due to coronavirus
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
 - b. Bids for washer and dryer.
9. CHIEF'S REPORT
 - a. Report given for April. Copy attached.
 - b. Firefighter Ziad Bouzaiene-Ayari resigned from the Fire Company. He has returned all his equipment, except his pager.
 - c. Chief's vehicle is still waiting for re-lettering.
 - d. COVID-19 update: Still providing weekly reports on the Fire Company status to Middlesex County, Somerset County and the State of New Jersey.
 - e. Washer and Dryer have been installed by Miele. Waiting for plumber to make adjustment, everything is up and running
 - f. New South Brunswick mobile radios have been installed in Special Services and Utility 7. New chargers have been added to Rescue 2, Engine 3, Engine 4 and Engine 5. Each of these vehicles now have a South Brunswick portable for each seat.

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- g. Acting Head Coordinator is continuing his work on the through compartment on Special Services 6.
- h. Fire Coordinator Magliaro believes he has finished up the two-tone system.
- i. Engine 3 warranty work is still not complete. 1) Auto climate control needs a new node installed, 2) Water level gauge needs adjustment and 3) the rear windows need a new motor installed to improve the opening and closing of them. Work should be completed by June 1.
- j. Engine 4 has an exhaust leak, waiting for Blaze to schedule repair.
- k. No update on Fire Survival House due to Coronavirus Pandemic.
- l. Request to dispose of one Minitor III pager. End of life.
- m. Request to purchase one 5" 25-foot hose for front bumper on Engine 5, not to exceed \$675.00.
- n. South Brunswick Fire Safety Quarterly Report (January 1 to March 31, 2020)
- o. Waiting for power to be put to new Traffic Light.
- p. Chief recommends Blaze for preventive maintenance.

10. OLD BUSINESS

- a. Hiring two new prospective employees they will need to get background checks and physicals.
- b. Chief recommends Blaze for maintenance. Motion was made to approve Blaze for maintenance, provided Blaze is the lowest bidder, need to get updated quote from Campbell, if Campbell is higher then will use Blaze. Motion passed.
- c. AED not in yet.
- d. Three new computers, will install the third this week.
- e. Audit Response-will send information, District has process for ordering, anything over \$1800.00 need to get three bids or state pricing
- f. Salesman from KME will follow up on batteries.
- g. Letter to Mr. Bailey accepting his verbal resignation. Motion was made to accept his resignation without good standing. Motion passed.
- h. Motion was made to accept the Legal contract from Mr. Braslow. Motion passed.

11. NEW BUSINESS

- a. Motion was made to accept the Agreement with Kingston Fire Co. includes video review. Motion passed.
- b. No Agreement with Kingston First Aid Squad.
- c. Motion was made to approve the purchase of one 5" 25 foot hose at a cost not to exceed \$675.00. Motion passed.
- d. Motion was made to approve the resolution to dispose of one Minitor pager. Motion passed..
- e. Need to get pager from Ziad.

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Motion was made to meet in Executive Session.

12. COMMITTEE REPORT

- a. Station wear should be in for June.
- b. Full time role narrowed to 3, contacted references, made decision to extend offer, waiting for offer letter. Hope to start for June 1, if he accepts position and passes background check and physical.

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

16. Motion to adjourn at 20:25.

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 16, 2020

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. The meeting is also held through the use of streaming services in accordance of NJSA 10:4-8 and NJ DCA pamphlet.
3. ROLL CALL
 - a. Chairman-Agostino Racanati-present
 - b. Vice Chairman – James Stendardo-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 5/19/20 were reviewed. Motion was made by Commissioner Stendardo and seconded by Commissioner J Racanati to approve the minutes. Motion passed. Request meeting minutes to include use of streaming services and to note who made motions and who seconded.
6. Chairman opened meeting to the public, having no comment from the public, public portion closed.
7. CORRESPONDENCE
 - a. Contract from Mr. Braslow
 - b. Contract from auditor
 - c. American Alternative Insurance no longer carrying insurance after 9/20
 - d. Donation request from Ladies Auxiliary
 - e. N.J. State Association Minutes
 - f. Positive Promotions booklet for emergency preparedness guide to hand out to public
 - g. Final settlement from Workmen's Compensation for \$4544.00
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
 - b. CD maturing at end of month.
9. CHIEF'S REPORT
 - a. Report given for May 2020. Copy attached.
 - b. Chief's vehicle lettering has been completed.
 - c. COVID-19 Update: Apparatus may now respond with 4 firefighters plus one probationary member. All firefighters in the apparatus must still wear face masks. South Brunswick Public Works disinfected all vehicles again. Still providing reports to State, Middlesex County and Somerset County. Beginning to conduct work details and drills in person. With face masks and

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social distancing.

- d. Acting Head Coordinator Pisano is continuing his work on through compartment on Special Services 6.
- e. Coordinator Magliaro reports Two-Tone system has been bought out by IAMRESPONDING, which locked us out of system.
- f. Nothing new to report on Fire Survival House.
- g. Waiting for completion of warranty work for rear window motor on Engine 3. All other warranty work is completed. Need to keep an eye on the Auto Climate Control. Recall Notice for the Battery Studs waiting for repair.
- h. Auto-Charge had to be reset on Engine 5. Issue with right discharge not closing completely. Waiting on technician.
- i. Exhaust system leak has been repaired on Engine 4. Waiting for Oil Gauge to be replaced on the pump panel.
- j. Request to dispose of 1 helmet, 1 set of bunker pants, 1 turnout coat, and 1 Minitor IV .
- k. Knox Box installed in Deputy Chief's vehicle.
- l. New Traffic Light at Rt.27/Heathcote Brook Rd./Laurel Ave. is now operational. Sate will advise when we can install the Opticom system.
- m. Problem with audio on Somerset County calls. It was determined radio was turned off in dispatch room. All staff and members have been instructed again to leave that radio on. A notice is posted by the radio.
- n. Issue with water on floor during drain cycle of washer, working with Miele and the plumber to solve the problem. Miele is also working on an advertising campaign. Chief would like to involve a Commissioner in the interview.
- o. After reviewing three different companies for annual service and repairs we recommend Blaze.
- p. Still obtaining prices for annual pump testing and ladder testing.
- q. Hose testing is scheduled for July 15.
- r. Request to purchase 4 sets of turnout gear at a cost of \$13,000.00
- s. Andre Boralis is resigning 6/16/20

Second Alarm fire Kingsland Circle 6/15/20.

10. OLD BUSINESS

- a. Chairman Racanati swore in Charles Pisano for full time position.
- b. Three bids for maintenance work, will use Blaze for maintenance and Campbell for the Light Tower, Blaze does not offer Light Tower
- c. AED in service.
- d. No response from Auditor Commissioner Racanati will contact him.
- e. Agin donated striping for washer and dryer.
- f. Additional costs for Opticom system, charge for installation and police protection to install.

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11. NEW BUSINESS

- a. Motion was made by Commissioner Stendardo and seconded by Commissioner Luck to approve the purchase of 4 sets of Turnout Gear, with State contract pricing. Motion passed.
- b. Motion was made by Commissioner Eisenmann and seconded by Commissioner Luck to approve the resolution to dispose of equipment. Motion passed.
- c. Motion was made by Commissioner Stendardo and seconded by Commissioner J. Racanati to approve the purchase of ball caps at a cost not to exceed \$400.00. Motion passed.

12. COMMITTEE REPORT

- a. Station Wear received, most distributed. Uniform Policy starts Monday.
- b. Resolution regarding full time role read by Chairman Racanati. Motion was made by Commissioner Luck and seconded by Commissioner Racanati to accept the resolution regarding the full time role. Motion passed by Roll Call Vote. All votes yes.

13. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made by Commissioner Stendardo and seconded by Commissioner Eisenmann 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 – present
- c. Treasurer – Jodi Racanati -present
- d. Clerk – Jane Eisenmann -present
- e. Asst. Treasurer/Asst. Clerk-Norman Luck -present

16. Motion to adjourn by Commissioner J. Racanati and seconded by Commissioner Stendardo at 19:40.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk

Board of Fire Commissioners

South Brunswick Fire District #3

Meeting Minutes of the Regular Meeting

Held on July 21, 2020

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. The meeting is also held through the use of streaming services in accordance of NJSA 10:4-8 and NJ DCA pamphlet.
3. ROLL CALL
 - a. Chairman-Agostino Racanati-present
 - b. Vice Chairman – James Stendardo-present remotely
 - 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 6/16/20 were reviewed. Motion was made by Commissioner Luck and seconded by Commissioner Eisenmann to approve the minutes. Motion passed.
6. Chairman opened meeting to the public, there was no public present. Having no comment from the public, public portion closed.
7. CORRESPONDENCE
 - a. None
8. TREASURER'S REPORT
 - a. Report given. Copy attached.
 - b. Regular meeting closed for Executive Session.
Regular meeting reopened.
 - c. Complete payment for Swieney and try to get credit. In the future there will be a one time payment for the academy.
9. CHIEF'S REPORT
 - a. Report given for June. Copy attached.
 - b. COVID-19 Update: No change from last month. Continue social distancing and wear masks when possible, or on the apparatus.
 - c. Fire Supervisor Pisano is still working on the through compartment on Special Services 6.
 - d. Fire Coordinator Magliaro is finishing up the two tone system, should be functional soon.
 - e. Engine 3 Safety Recall Notice 19V577 still needs to be completed. Still waiting on the Opticom System and the Camera system to be reprogrammed. These three items will be done at the same time as soon as the kit for the Recall Notice is received by Blaze. All other work is completed.
 - f. Engine 5 right side discharge has been repaired. Need to monitor the Air

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Conditioning unit.

- g. Engine4 oil gauge has been repaired. The left front tire oil hub was snapped off and has been repaired.
- h. Request to dispose of the attached equipment list. Officers recommend selling the Hurst Equipment.
- i. Request to spend \$20,000.00 for new Holmatro Battery pump and Combi-tool.
- j. Opticom system installed and is now functional.
- k. The issue with the washer leaking on the rinse cycle has been identified. A fluff box has been added. The plumber is waiting for a few more connections from Miele and then will complete the work.
- l. Would like to schedule pump and ladder testing as soon as possible.
- m. Hose testing has been rescheduled for August 11.
- n. Flow testing for the Air Packs is scheduled for August 19.
- o. Both the Chief's vehicle and the Deputy Chief's vehicle have had their annual service.
- p. Fire Coordinator Magliaro programmed the new pagers that were received from M&W Communications.
- q. South Brunswick Fire Marshall John Funcheon's Quarterly Report was forwarded to all Commissioners.
- r. Looking into Ward Filter Systems to remove Diesel Exhaust from the station.

10. OLD BUSINESS

- a.. 2019 Audit Review, incorrect terms and mentions Piscataway
- b. Turnout Gear ordered \$13087.92
- c. Ball caps in and distributed
- d. Start date for Coordinator Pisano, waiting for physical and background

check.

He asked about command if the Chief is not available.

Commissioner Stendardo will set up meeting to discuss. Coordinator Pisano will report at meetings on outstanding issues.

11. NEW BUSINESS

- a. Need committee to update Employee Handbook. Commissioner Stendardo will lead the committee, Commissioner Luck and coordinator Pisano will help.
- b. Lack of rack space, will get quotes for racks, need 3 bids look into Gear Grid, Ready Rack and state contract price
- c. Motion was made by Commissioner Luck and seconded by Commissioner J. Racanati to dispose of the combi-tool and Hurst Equipment. Will sell them on e-bay. Motion passed.
- d. Motion was made by Commissioner Stendardo and seconded by Commissioner Luck to dispose of 5 minor pagers and an old fire helmet.

Board of Fire Commissioners

South Brunswick Fire District #3

Motion passed,

- e. Motion was made by Commissioner Luck and seconded by Commissioner J. Racanati to terminate Ryan O'Shea's employment due to lack of response and scheduling. Motion passed. Need to write letter and get equipment returned.
- f. Motion was made by Commissioner Luck and seconded by Commissioner J. Racanati to give Coordinator Rustico a month and a half to schedule work days, and review in September. Motion passed.
- g. Motion was made by Commissioner Stendardo and seconded by Commissioner Luck to expend \$100.00 more for Turnout Gear. Motion passed.
- h. Motion was made by Commissioner Stendardo and seconded by Commissioner Luck to approve the purchase of a Holmatro Battery Pump and Combi-tool at a cost not to exceed \$20,000.00, State Contract price. Motion passed.

12. COMMITTEE REPORT

- a. None

13. APPROVAL OF VOUCHERS AND PAYMENTS

- a. Motion was made by Commissioner Eisenmann and seconded by Commissioner Stendardo 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 – present
- c. Treasurer – Jodi Racanati -present
- d. Clerk – Jane Eisenmann -present
- e. Asst. Treasurer/Asst. Clerk-Norman Luck -present

- 16. Motion to adjourn by Commissioner Luck and seconded by Commissioner Eisenmann at 20:45.

Agostino Racanati, Chairman

Jane L. Eisenmann, Clerk