

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

### 10. OLD BUSINESS

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

### 11. NEW BUSINESS

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

### 12. COMMITTEE REPORT

- a.

13. APPROVAL OF VOUCHERS AND Payments Motion passed..

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

### 15. ROLL CALL

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

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

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

## 14. ROLL CALL

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

15. Motion to adjourn at 20:41.

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

Motion to nominate Jane Eisenmann as clerk. Motion passed.

Motion to nominate Jody Racanati as Treasurer. Motion passed.

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

Motion to nominate Agostino Racanati as Chairman. Motion passed.

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

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

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

7. Motion to adjourn at 19:11.

8. Roll Call

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

9. Regular meeting called to order at 19:11

10. Roll Call

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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



# Board of Fire Commissioners

## South Brunswick Fire District #3

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

### 18. APPROVAL OF VOUCHERS AND PAYMENTS

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

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

### 20. ROLL CALL

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

21. Motion to adjourn at 20:47.

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Agostino Racanti, Chairman

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Jane Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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Agostino Racanati, Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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Agostino Racanati,Chairman

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Jane L. Eisenmann, Clerk

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

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

# Board of Fire Commissioners

## South Brunswick Fire District #3

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

### 10. OLD BUSINESS

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

### 11. NEW BUSINESS

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

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

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

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

### 12. APPROVAL OF VOUCHERS AND PAYMENTS

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

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

14. ROLL CALL

# **Board of Fire Commissioners**

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

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

15. Motion to adjourn at 20:33.

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Agostino Racanati, Chairman

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Jane Eisenmann, Clerk