

**Board of Fire Commissioners
Bridgewater, New Jersey
Fire District #2**

Regular Meeting on October 18, 2017

This meeting was advertised and called to order in accordance with the "Open Act Sunshine Law."

Call to Order: 7:30 p.m. by Chairman Debra Brown.

Salute to the flag.

Roll Call of Board: Debbie (P), Chris (P), Gloria (A), Joe (P), John (P).

Also Present: Rob Hanlon, Jamie Brown, Jack Mead

Approval of Minutes: Minutes from the previous meeting were emailed to all board members. Minutes accepted with the following correction: Under fire chief's report, please correct to state Chief will be asking Assistant Chief to assist with inputting information into NFIRS. Motion to accept as corrected John Marsigliano and seconded by Chris Ireland

Treasurer's Report:

Previous Balance -	\$ 115,143.20
We received	3 rd quarter appropriation has been received.
New Balance	\$ 205,545.61

A motion to accept the treasurer's report was made by Chris Ireland and seconded by John Marsiglianno.

Correspondence:

- The software management company that handles our NFIRS software is waiving our maintenance fees from October 2017-October 2018 due to lack of system working throughout the past year / their failure to make the system operational for our LOSAP points.
- Received a check from VFIS for \$250 from our deductible for the Chief's vehicle's rear bumper.

Bills: Were read and reviewed by board members to be paid by treasurer Joe.

A motion to the pay the bills was made by John Marsigliano and 2nd by Chris Ireland. All were in favor.

Meeting Open to the Public: 1937 hours. Jack Mead brought up concern that regular voting location is different from district voting locations and wanted to make sure that this doesn't impact the monies collected through taxes (all money collected in this area goes to this fire department). The board explained that all tax money comes to BGVFC and the matter was closed.

Meeting Closed to the Public: 1945 hours.

Fire Chief's Report:

- Chief absent, no report.

Chief Engineer's Report: Yes

- Asked Joe to apply for an account at Central Jersey Nurseries for purchasing tool fuel.
- Nothing else to note in his report.
- Needs assistance in coordinating times to meet Chief and check command vehicle. Expressed concern he is not able to do this in a monthly

Rescue Squad Chief's Report: Yes

- Disregard the mileage on the report, will get it updated.
- Requested \$8,000 from maintenance to be applied to purchasing a new stretcher for the district 2 ambulance since our stretchers are no longer able to be serviced.
- Handed in several PO's for stretcher, 2 computers to comply with new state regulations (ambulances must have Toughbooks for patient care reporting), and to replace 2 SCBA bottles which is \$124 what we originally had on the budget.
- There will be a total of 4 computers the squad needs for rigs and Rob is planning on purchasing 2 throughout each fire district.
- District 2 ambulance will go to PL to have a patient compartment safety net installed, new stretcher mounted, and a rear reverse light replaced that had a housing damaged which has remained unreported by squad membership.

Old Business:

- A lease agreement has been reached between the board and fire department's executive board for bay rental for the next 5 years. Thank you to the fire house for helping us get to the agreement.
- Debbie followed up with physicals at the doctor's office – physicals take 20 minutes per member, scheduling will be January 2018 at the earliest, and they gave us the checklist used by North Branch Fire. Debbie will send example form to SCESTA to make sure
- Member totals for reimbursement are set through July, we need call totals for August and September from the Chief so we can get completely up to date.
- Still ongoing issues with LOSAP – we requested last month that the Chief get the Assistant Chief to help inputting LOSAP totals to get that list up to date. As of 10/17/17, the Assistant Chief has reported that the Chief still has not contacted him. BOFC will ask the Chief hand his laptop off to Assistant Chief Chris Delorenzo and he will handle it (we will ask this handoff to take place at the fire house drill on 10/24/17 unless Phil manages to complete by then). Debbie, Chris, and John were in favor with Joe Langon abstaining..

New Business

- Budgets due from chiefs. The rescue squad chief has submitted their budget and all present agreed with the request for a 2% increase. Nothing has been received from the fire chief.
- Given the fire chief did not submit a budget on time, the board voted to withhold any increase for 2018. A hand vote was taken and Debbie, Chris, and John were in favor of a freeze for the following year. Joe was not in favor of a freeze. John will contact Phil and let him know.
- Estimate was read from North Branch Electric for the following projects to potentially be spread out over the next 2-3 years: LED flood lights mounted to the front of the building, a switch on all bay doors to deactivate the thermostat when the doors raise, and to convert the bay ceiling light fixtures to LED with motion sensors so lights turn on and off as members walk in and out.

Closed Session: The BOFC entered closed session to discuss the purchase of a new command vehicle for the rescue squad as requested in their budget. The board unanimously voted no. The board did agree to form a committee to look at various vehicle options throughout 2018 to find a more economical solutions to purchase both a fire and rescue command vehicle in the near future.

Adjournment: Being there is no other business to bring before the board, a motion to adjourn the meeting was made by John Marsigliano and 2nd by Chris Ireland, All were in favor.

Meeting was adjourned at

Respectfully submitted,
Chris Ireland, Commissioner
Secretary Gloria Langon absent.