

## **BOARDS OF FIRE COMMISSIONERS MINUTES – JUNE 2, 2016**

### **OPENING:**

Board Member Robert Donahue called the June meeting of the Joint Boards of Fire Commissioners to order this 2<sup>nd</sup> day of March 2016, at 8:00pm, at the Ramtown Fire House with a salute to the American Flag. Board President Pereira arrived late.

### **MINUTES:**

The minutes of the regular meeting of March 2016 were emailed to all Commissioners and copies were made available at the meeting. The minutes were approved as submitted.

### **ATTENDANCE:**

Roll call showed 18 Commissioners present, 7 absent. Also present was Chief Lewis.

### **COMMUNICATIONS:**

None

### **SPECIAL:**

None

### **COMMITTEE REPORTS:**

1. Report from Executive Board reference joint purchasing

The committee report was delayed until the arrival of Commissioner Wm Donahue.

### **CHIEFS REPORT:**

Chief Lewis briefed the Boards on the following matters.

1. Chief Lewis reported that after interviews, Robert Beattie was hired as our new part-time inspector. He is a career firefighter in North Plainfield. Robert will be working closely with Lt. Prochnow in the public education part of our office as well as doing inspections.

2. Communications update. (repeater and receiver sites) All are operational. The T1 project has been delayed due to the Police Department working on their radio system. Now that their proposal is complete, we will be focusing back on the T1 project. We are anticipating that we should have a complete scope of work completed within a month or two.

### **PUBLIC COMMENT:**

None

## **NEW BUSINESS:**

1. Chief Lewis handed out the updated operating procedures for the Executive Board for the Joint Boards. After a review of the procedures, a motion to adopt the procedure was made by Commissioner Scarlato. The motion was seconded by Commissioner Biddle. All present voted in favor. Motion passed.

## **OLD BUSINESS:**

1. Chief Lewis reported that the investigation truck was still out for repairs.
2. It was asked if new inspectors serve any probation period. Chief Lewis explained that by union contract all new employees must serve a minimum of 6 months of probation which may be extended. A review/evaluation is performed with the employee at 3 months and at the end of 6 months.
3. There was a discussion of recognizing Past Fire Commissioners as their terms end. This previously was done by a plaque that was created by Past Fire Bureau Chief Hotmar. All supplies for the plaques have been used up. Chief Lewis will attempt to locate information on these items and report to the Executive Board to determine how to handle.

## **PURCHASING COMMITTEE REPORT:**

1. A copy of the proposed maintenance agreement contract was handed to each fire district. Each District should review and report any questions or comments at the next Executive Board meeting in order to move this forward. This will still need to go out for bids once language is approved.
2. Brief discussion on turn out gear specifications. Chiefs have completed their specifications but their still seems to be a question of gear color. This needs to be clarified and brought back to the Executive Board to move forward.
3. It was suggested that each district should create an extra "storehouse" of equipment to replace anything that may get damaged at a call. If each district had some items in "stock", all fire companies would be able to "borrow" anything that they may need until their commissioners were able to replace the item. A discussion followed. Commissioner Wm. Donahue will contact all the Chiefs to create a list of items that they would like to see stored and available. This list will be available at the next Executive Board meeting for further discussion.

## **GOOD/WELFARE:**

1. Next Executive Board Meeting, June 23, 2016, 7:30PM, Howell Fire Bureau Conference Room.
2. State Fire Districts meeting, Saturday, June 4, 2016, 9:30 am at Adelphia Fire Company Station 2, Route 33.

**ADJOURNMENT:**

On a motion by Commissioner Davison, seconded by Commissioner Ward, with no further business coming before the Boards, the meeting was adjourned.

**NEXT MEETING, SEPTEMBER 1, 2016, 8:00pm, FIRE DISTRICT # 5  
FREEWOOD ACRES FIRE COMPANY**