

**MEETING MINUTES**  
**BOARD OF FIRE COMMISSIONERS**  
**HOPEWELL BOROUGH DISTRICT NO.1**

**December 9, 2015**

**PRESENT:** Cmsr. Morehouse  
Cmsr. Bovenizer  
Cmsr. Anderson  
Cmsr. Evans  
Cmsr. Myers

**ABSENT:**

**Minutes:** October 14 2015 On a motion by Commissioner Bovenizer and a second by Commissioner Myers the October 14, 2015 meeting minutes were approved.

November 4 2015 On a motion by Commissioner Bovenizer and a second by Commissioner Anderson, the November 4, 2015 open session meeting minutes were approved with Commissioner Myers abstaining from the vote.

On a motion by Commissioner Anderson and seconded by Commissioner Bovenizer the November 4 2015 closed session meeting minutes were approved with Commissioner Myers abstaining from the vote.

**Public Hearing:** The public hearing regarding the 2016 budget was opened and closed as there was no public at the meeting.

**Resolution 15-29** On a motion by Commissioner Bovenizer and seconded by Commissioner Anderson the resolution for the approval of the 2016 budget was passed.

**Public Comment:** There was no public comment.

**Treasurer's Report:**

A copy of the treasurer's report was made available to each commissioner with a list and description of the bills to be paid. The Chief Financial Officer previously certified that there were sufficient unencumbered funds in the 2015 budget to pay the bills and designated the account to which each would be charged.

1. Bills were submitted to be paid from the 2015 budget in the amount of \$88,850.44 for a total of \$88,850.44. Motioned by Commissioner Myers and seconded by Commissioner Bovinizer to pay the bills as submitted with a roll call vote.

There is an issue of an outstanding balance of \$1155 for Hopewell Auto Parts. Previously submitted documentation cannot be located. The vendor will re-invoice and the bill will be presented for payment.

#### **Hopewell Fire Department Administration:**

Kristine Toth has stepped down as President of the Fire Department and Christine Toth will be the new President. Also Aly Myers will be a Vice President. It was mentioned the administration should be encouraged to attend meetings of the Fire Commissioners as to update them about events.

#### **Ladies Auxiliary-**

The Ladies Auxiliary had their annual Christmas party and election for new officers. President will be Jeanine Vaccarino, Vice President Eileen Toth, Treasurer Jo Ann Vaccarino, and Secretary Colleen Muentener. At the gift collection for Project Santa, the Ladies sold 10 blankets and they plan to support Hopewell Borough for the 125<sup>th</sup> anniversary.

**EMU Chief Report:**--There were 23 calls in November with 15 in Hopewell Township, 7 in Hopewell Borough and 1 in East Amwell. The new AEDs were received and training sessions are planned for the near future. Once everyone gets trained they will go in service on the trucks and the old AED's will be returned to the company for a \$200.00 credit. The two donated models of the AED's will go in Command 52 and Quint 52. Maintenance is being done on both trucks. Four students are in EMT school and 2 are taking the test the night of this meeting. Somerset Training Center is still accepting the NJ Training Fund form and will only charge for the book for the class. There are many young members who are interested in taking the class. There was a MVA at 579 and 518 which four ambulances were needed. It was suggested in the future the fire department may be sent on ALS MVA's to assist.

**Fire Chief Report:**—There were 19 calls in November with nothing really mentionable. They are moving along with the Rescue purchase. It is looking like they will be going with Rosenbauer who participates in the Houston-Galveston Cooperative Purchasing program. It was suggested that a lease to purchase agreement would be the best way to purchase the truck. The lease could extend 7-10 years and once voters have approved the expenditure at the election, Commissioner Evans would go before the Local Finance Board for approval for the loan. Several months ago a discussion was had regarding Firehouse Software going onto the Cloud. It was investigated and determined that there would be no combination with all the Valley departments and the only way to see all three departments' input would be to consolidate. Currently the Firehouse Software costs \$720 per year and to move to the Cloud it would cost \$1850. The \$720 already paid would go towards the \$1830 for the conversion. There were no objections to this idea. The maintenance contract was received from Four Lanes, however before proceeding with the contract, 3 competitive quotes will be obtained.

## **Insurance**

A new workers compensation insurance company has been approved to do business in New Jersey and Nottingham Insurance put in an application on behalf of the Board. This may result in a reduction in rates and they want to talk about the safety programs the fire department has in place. There was no objection for the application.

**Long Range Plan:** Commissioner Bovenizer reported all agencies were on board with the Google spreadsheet and will be moving forward with the plan.

**Fire Official Report:** On file and a copy was provided to the Commissioners.

**Committee Reports:** None

## **Resolution 2015-31**

On a motion by Commissioner Bovenizer and a second by Commissioner Evans, the Board passed the resolution unanimously. This resolution regarded transfers within the budget as allowed by NJ Statute.

## **Closed session:**

### **Resolution 2015-32**

On a motion by Commissioner Bovenizer and seconded by Commissioner Evans, the Board passed this resolution to go into closed session.

Open session resumed.

## **Commissioner Resignation and Appointment:**

Commissioner Anderson wishes to resign from the Board of Fire Commissioners effective this meeting. Commissioner Anderson was thanked for his years of service. Greg Davies of 32 Hart Avenue, Hopewell was appointed to serve in the vacant spot until the February 20, 2016 election.

**Adjournment:** There being no further business to come before the board, on a motion by Cmsr. Bovenizer and seconded by Cmsr. Evans unanimously approved the meeting adjourned at 9:25. The next regularly scheduled meeting of the board will be held on January 13, 2016.