

**Commissioners of Fire District No. 1  
Franklin Township, Somerset County  
New Jersey  
OFFICIAL MEETING MINUTES  
WORK SESSION MEETING OF February 12, 2013**

The meeting was called to order at 7:37 p.m. at the Fire District No. 1 Office by Chairman Brown, followed by the salute to the flag and reading of the Sunshine Law Statement. Chairman Brown announced that adequate notice of this meeting was provided by mailing a notice to the Home News Tribune and The Courier News, both of which contain information concerning the hours and place of this meeting. The meeting is being taped and there will be no smoking at this public meeting and please put your cell phones on vibrate. A moment of silence was noted for line of duty deaths.

Commissioners Bell, Brown and Goldberg were present during roll call. Commissioner Szyborski was absent and Commissioner Wickman arrived late.

Chairman Brown opened the meeting for Public Commentary.

Seeing none, Commissioner Goldberg made a motion to close the public commentary. Second by Commissioner Bell. All in favor.

**Committee Updates / Reports & Discussion Items...**

- **New Apparatus - Tanker 44** – Commissioner Bell reported that the Committee is making progress working with 2 vendors on the State Contract.
- **District Dinner Update** – Review of planning items discussed including: food vendor, DJ, presentation and invitations. Commissioner Wickman will have the invitations sent out by the weekend. The Commissioners present agreed to contribute personal money to purchase alcohol for the event.
- **FEMA applications** – Chairman Brown reported that everything for Sandy has been submitted, we are waiting for information on Sta 28's generator. Jim reported that he has not gotten any feedback back from our caseworker or project managers for Hur. Irene.
- **26-3 Sale** – Bids are due to the District Office by Friday, Feb. 15, 2013.
- **Election Day** – Chairman Brown confirmed with Commissioner Szyborski and everything is ready. The Board, excluding Commissioner Wickman, would be available for start, random location checks and the finish of polling times. Commissioners Bell, Goldberg and Brown will be available to count at Station 56 once polls close.
- **5-Year Plan & Agreement** – Chairman Brown presented the Proposed 5-Year Plan and Agreement for discussion. Discussion ensued. Board to propose the following additions:
  - 5-Year Plan – Page 4 – Add to bottom: “\*The above recommendations are for planning purposes only and subject to change on a case by case basis.”
  - 5-Year Plan – Page 5 – Add to bottom: “\*The above recommendations are for planning purposes only and subject to change on a case by case basis.”
- **Reserve Engine Plan** – Chiefs need to come up with an action plan for apparatus reduction and a reserve engine. Discussion ensued.
- **District Office Lease** – Board discussed options for Office Improvement after 5 year lease is signed in April 2013. Discussion ensued.
- **Commissioner Uniform** – Commissioners discussed concerns over a civilian wearing a firefighter-like uniform as an elected official. Commissioner Goldberg and Chairman Brown to work on down-grading Commissioner uniform.

- **Shared Services Fuel** – Commissioner Bell updated the Board that the agreement sits at the Township level. Nothing needed by the Board at this time.
- **Required Training and District Physicals** – Chairman Brown presented a question regarding need for make-up of previous year's and current year's required training. Discussion ensued on possibilities. The Board to modify the existing Resolution 09-23 (Required Training & District Physicals) to prevent from repeat offenders of State and Fire District required training. Chairman Brown will be emailing the updated resolution to the chiefs for review.
- **District 1 Insurance – Do's and Don'ts** – A date to be decided for the insurance rep to present.

After reading Resolution 13-04, the Board entered into Executive Session to discuss Item 8 – Potential Litigation at 9:28 pm. All members of the public asked to be excused from the room.

The Board ended Executive Session and came back to Regular Session at 9:56 pm. Members of the public were asked to join the Board while the Regular Session resumed.

- **2013 Goals and Objectives** – Chairman Brown presented a list of preliminary 2013 Goals and Objectives for addition to the 5-Year Plan document. Discussion ensued. The Board came to a consensus for the following to be added...
  - Office Improvements (Records Keeping)
  - Insurance Do's & Don'ts
  - Training, Health & Safety Committee Development
  - Maintenance Contract Development
  - Establish Annual Dist. Meeting for Chiefs, Line Officers and Commissioners
  - FEMA Applications (Irene & Sandy)
- **Returning Member Application Process** – Chairman Brown raised a question regarding background checks and returning/new members. Discussion ensued. Board clarified that member can only ride once PD finger-print background is completed and clear, but as a provisionary member. Once DMV background check is completed and clear, the member can then be cleared to drive. Commissioners to pass along to Chiefs when asked.
- **Franklin Ethics Board Correspondence** – Commissioner Goldberg presented correspondence for review and discussion. Commissioner Wickman recused himself of discussion and decision. Discussion ensued. Approval by board to send on District letterhead.
- **J. Paff's Recommended Fire Prevention Items** – Commissioner Bell to take J. Paff's letter and items to the next Fire Prevention Board.
- **Large Scale Emergency Policy** – Chairman Brown raised the need for a formal Resolution to be established, although a precedent has been set. Discussion ensued. A formal resolution to be developed at a later date.
- **RAF's & Current Requirement** – Chairman Brown raised the need to keep as is, but send a reminder to Chiefs that checks will be held for incompleteness.

Commissioner Wickman made a motion to open the meeting to the public, second by Commissioner Goldberg, seeing no members of the public in attendance, motion to close the public session by Commissioner Wickman, Commissioner Bell second. Commissioner Wickman made a motion to close the meeting, second by Commissioner Goldberg – the meeting is closed at 10:56.

Respectfully submitted,



**Todd Brown**  
Chairman  
Board of Fire Commissioners - Fire District No. 1