

MT. HOLLY FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISISONERS
Minutes of November 29, 2012
Work Session

Call to Order:

Chairman Jones called the meeting to order at 7:00 pm on October 25, 2012

Pledge of Allegiance:

Moment of Silence:

Statement of Adequate Notice:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and the right to attend all meetings of public bodies at which any business affecting the public's interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 1 has caused notice of this meeting to be given by having the date, time, place and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times (Official Newspaper, Dec. 29, 2011)
Mailed to the Courier Post (Information Purposes, Dec. 27, 2011).
Forwarded to the Municipal Clerk for posting
Posted in the Fire District Administration Office
Posted at the Relief Fire Company

The Notice set forth that formal action may be taken.

Roll:	<u>Present</u>	<u>Absent</u>	<u>Arrival</u>
J. Carty		X	
S. Haines	X		
J. Brown	X		
F. Smith, Jr.	X		
J. Jones	X		

Announcement of Emergency Exits:

Exit out the rear office door.

Exit through the forward facing door and out the side door at the front of the building.

Matters Presented by the Public:

None

Committee Reports:

None

Old Business:

None

New Business:

Resolution 2012-24 - Resolution authorizing roofing contract with Patriot Roofing of Jobstown, NJ for the reroof of good Intent Fire house at 100 Garden St. The contract amount is \$41,000.00 and is awarded following a competitive bidding process. Mr. Donnelly stated this was on the agenda for the meeting on November 7, but the meeting was cancelled. The contract includes the tear off and reroof, and painting. Solicitor Sendzik had previously authorized the contract in order to move things along. Mr. Donnelly anticipates some additional decking to be replaced, which may put the price over \$41,000. Commissioner Brown moved to approve the contract as presented. Commissioner Haines seconded the motion. There was no discussion, roll call was announced, the motion carried unanimously. Mr. Donnelly stated a bond was received, the insurance certificate was received, and he discussed the historical aspect of the repairs.

Resolution 2012-25 – Resolution authorizing snow removal contract with Expert Pest Control, Snow Division, of Burlington, NJ. The Board is taking formal action on this tonight, as the contract was signed at the beginning of the

month, with the same terms as last year. Commissioner Brown moved to approve the contract. Commissioner Haines seconded the motion. There was no discussion, roll call was announced, the motion carried unanimously.

Matters to be Presented by the Director:

Budget review – copies of the 2013 budget were handed out for review, there is a \$4500 increase in the overall budget. Mr. Donnelly stated that the Capital Appropriations included two thermal imaging cameras, to replace the current ones that have older technology. He stated they may be able to purchase an additional one at a discounted price by the end of the year. He discussed other inclusions in that category, and discussed a slight increase in the Fire Prevention budget. He then summarized each line item in the budget. He stated the increase comes from the addition of the cameras in the capital appropriations.

Solicitor Sendzik stated the capital projects must be approved in order to include them in the budget, and will hold a special meeting, which will be for a public vote on the projects, and to introduce the budget. The meeting will be on December 13, 2012, at 5:45pm at the District office for the public vote, and at 6:00pm for the budget introduction. Solicitor Sendzik suggested approving the amount for the capital projects for an amount not to exceed \$75,000. There was a consensus of the Board.

First Night Burlington County – Mr. Donnelly stated that Main Street Mt. Holly wants to use the bay at Good Intent for a reptile exhibit, and will provide insurance. There was a consensus of the Board. They would like to have their next meeting at the office to discuss them. The meeting would be on Dec. 12, the Board agreed to let them hold the meeting, as there will be a commissioner present. Commissioner Brown stated the committee had requested that extra lighting be installed to light the parking lot and the alley, since they noticed some activity going on there. The Board agreed to install lighting. Commissioner Brown then stated they also requested security cameras be installed in the area. Mr. Donnelly had looked into that, and stated there is enough in the budget to do that. He stated they are about \$200-\$800 each. He then discussed some options. Chairman Jones agreed, but would like to have more information. Mr. Donnelly stated he could have that by the next meeting.

Mr. Donnelly stated the contractor registration has been received for the contractor doing the access control job.

Matters to be Presented by the Solicitor:

Solicitor Sendzik stated that since Mr. Donnelly's contract is up at the end of the year, it will need to be renegotiated in a committee. Chairman Jones assigned that to the Personnel committee.

Matters to be Presented by the Board:

Commissioner Smith asked about the truck situation. Mr. Donnelly stated they met with an apparatus company that seemed interested in the truck. He suggested some plans for the truck. Commissioner Smith also asked about the new officer selection.

Chairman Jones stated he was approached by the environmental committee about some extra trees they had left; they would like to plant them around the parking lot. He stated this matter will be discussed at the next meeting. Chairman Jones thanked the Board for their donation to the foundation for his mother that recently passed, and also the memorial flowers they sent. He then stated he will be turning in his resignation next meeting, which will be effective December 31, 2012. He is resigning so he can serve on the town council.

The meeting was adjourned at 8:05 pm.

Respectfully submitted
Stefanie Haines
Secretary

As prepared by:
Sharon Szalma
Recording Secretary