

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
HOPEWELL TOWNSHIP MUNICIPAL SERVICES BUILDING**

**THURSDAY, OCTOBER 23, 2014**

**CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE** - Chairman Chipowsky called the meeting to order at 7:00 PM stating that the notice of the meeting had been posted on the municipal bulletin board and forwarded to the Hopewell Valley News and The Trenton Times, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

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**PLEDGE OF ALLEGIANCE AND SALUTE TO THE FLAG** - Chairman Chipowsky led those in attendance in the Pledge of Allegiance to the flag.

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**ROLL CALL BY CHAIRMAN** - Those answering the roll call of Chairman Chipowsky:

**MEMBERS PRESENT:**

Chairman Chipowsky, Vice-Chairman Lenarski, Secretary Kintzel, Commissioner Lynch

**MEMBERS ABSENT:**

Treasurer Cseremsak

**CHIEF OFFICERS PRESENT:**

Captain Ferrara (Pennington First Aid Squad), First Assistant Captain Muccioli (Pennington First Aid Squad), Chief Varrasse (Hopewell Fire Department and Emergency Medical Unit), Chief Martin (Hopewell Valley Emergency Services Unit)

**PROFESSIONALS:**

None

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**MINUTES SUBMITTED FOR APPROVAL:**

None

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**PUBLIC COMMENT (AGENDA)**

None

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**NEW BUSINESS**

None

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**TREASURER'S REPORT**

**BILLS & CLAIMS**

Summary read by Commissioner Lynch:

**BILLS & CLAIMS**

*Authorized cash disbursements requiring approval for payment of bills in the following amounts:*

<b>Bill List:</b>		\$12,164.24
<b>Payroll Ending:</b>	October 18, 2014	\$32,499.39
<b>Total Disbursements:</b>		\$44,663.63

*Motioned by Commissioner Lynch, seconded by Vice-Chairman Lenarski to adopt the bills and claims as read.*

**DISCUSSION:**

Chief Martin reported on the following notable items contained within the bill list: repairs to portable generators assigned to the Union Fire Company and Rescue Squad, a software support contract for the Edmunds Financial Software Program, various fleet repairs, replacement fire extinguishers for the Union Fire Company and Rescue Squad, markers for fire hydrants, and various training classes. Chief Martin answered questions from Board Members on gas meter testing equipment, fleet maintenance, and charges associated with the transfer of title for the ambulance transferred to the Pennington First Aid Squad.

**MOTION CARRIED**

**UNFINISHED BUSINESS**

**\*\*Chief Martin was questioned from the Board on the status of the recruitment project.**

**EMS Billing:**  
No report.

**Water Study:**  
Chief Martin reported on efforts to install/repair stand-pipes, stand-pipe maintenance, hydrant maintenance, and a request to add a cistern/sprinklers to a possible building project.

**Union Fire Company and Rescue Squad Generator:**  
Chief Martin reported on the progress with the generator project and answered questions on the project.

**Fire District Building Project:**  
Chairman Chipowsky reported on the status of the building project.

**Communications:**  
Chief Martin, Captain Ferrara, and Chief Varrasse reported on communications matters and answered questions related to communications.

**UFCRS Sprinkler System:**

Chief Martin reported on the sprinkler system project including the status of the bid for the relining of the water supply tank.

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## **OFFICERS REPORTS**

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: concerns over preparation for Ebola. A discussion occurred over concerns over shipments of fuel oil by train. Chief Martin reported on the need for the Board to retain a Bond Attorney for the replacement ambulance for the Union Fire Company and Rescue Squad. Chief Martin reported on replacement AED's. Chief Martin reported on electronic patient reporting for emergency medical services. Chief Martin reported on fire prevention education. Board Members questioned Chief Martin on his report.

Union Fire Company and Rescue Squad:

No report.

Pennington First Aid Squad:

No report.

Hopewell Fire Department and Emergency Medical Unit:

Chief Varrasse reported on a significant incident to which the squad responded. Chief Varrasse reported on the upcoming Shield Awards.

Pennington Fire Company:

No report.

\*\* Vice-Chairman Lenarski reported on his involvement with the replacement ladder truck for the Pennington Fire Company.

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## **BUDGET WORK SESSION - PENNINGTON FIRST AID SQUAD**

Captain Ferrara from the Pennington First Aid Squad presented a line item budget to the Board Members with a 0.00% increase. Captain Ferrara answered questions from the Board Members related to the budget and the funding sources for the Pennington First Aid Squad. Captain Ferrara and the Board Members discussed the replacement ambulance.

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## **PUBLIC COMMENT (NON AGENDA)**

None

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## **EXECUTIVE SESSION RESOLUTION**

Motion by Commissioner Lynch and seconded by Vice-Chairman Lenarski to enter Executive Session at 7:45 PM.

## **ADJOURNMENT**

Motion by Commissioner Lynch and seconded by Secretary Kintzel to adjourn the meeting at 7:51 PM.

**MOTION CARRIED**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'MM', is positioned above the typed name.

Matthew Martin  
Chief of Emergency Services

**BOARD OF FIRE COMMISSIONERS  
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

**RESOLUTION**

**EXECUTIVE SESSION**

**WHEREAS**, it is necessary for the board to discuss real estate, sensitive public safety, legal, contract negotiations and/or personnel matters; and

**WHEREAS**, N.J.S.A. 10:4-12 permits the board to conduct a meeting from which the public is excluded in order to discuss such matters; and

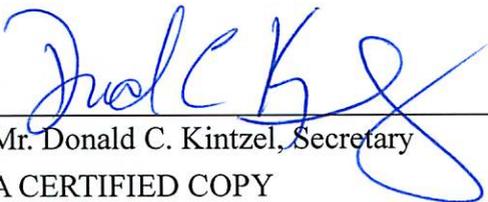
**WHEREAS**, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer that the board shall forthwith conduct an executive session to discuss the above.

**BE IT FURTHER RESOLVED**, that the scope of the aforesaid executive session will be limited to the above matters as stated.

**RECORD OF BOARD VOTE ON PASSAGE**

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Kintzel			<input checked="" type="checkbox"/>			
Lenarski		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Lynch	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Chipowsky			<input checked="" type="checkbox"/>			

  
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Mr. Donald C. Kintzel, Secretary  
A CERTIFIED COPY

October 23, 2014