

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, OCTOBER 29, 2015**

The regular meeting of the Board of Fire Commissioners was held on October 29, 2015 at the Hopewell Township Municipal Services Building Titusville New Jersey at 7:00 PM.

**CALL MEETING TO ORDER / STATEMENT OF NOTICE**

Chairman Chipowsky called the meeting to order and stated that the notice of the meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News, Times of Trenton, and had been placed on the Hopewell Township Fire District Web-Site in accordance with the requirements of the Open Public Meeting Act.

**PLEDGE OF ALLEGIANCE & SALUTE TO THE FLAG**

The Pledge of Allegiance was led by Chairman Chipowsky.

**ROLL CALL BY CHAIRMAN**

**Present:**

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

**Absent:**

None

**Also Present:**

Lieutenant JD Moore, Purchasing Agent Sarah Ocicki, Chief of Emergency Services Matthew Martin, First Assistant Captain John Muccioli, Clerk Heather Varrasse, Chief James Deforte, Deputy Chief Nick Gaudiaoso, Battalion Chief Kurt Pedersen, Trustee Mike Sullivan, Chairman Mark Blackwell, Attorney Kevin Hart

**MINUTES SUBMITTED FOR APPROVAL**

Treasurer Cseremsak motioned to accept the May 14, 2015 Regular Session Minutes, and was seconded by Secretary Lynch.

Treasurer Cseremsak motioned to accept the May 28, 2015 Regular Session Minutes, and was seconded by Vice-Chairman Lenarski.

Treasurer Cseremsak motioned to accept the June 11, 2015 Regular and Executive Session Minutes, and was seconded by Vice-Chairman Lenarski.

**PUBLIC COMMENT (AGENDA)**

None

**NEW BUSINESS**

**RESOLUTION 2015-39**

**A RESOLUTION AUTHORIZING THE PURCHASE OF A 2016 CHEVROLET TAHOE UNDER  
NEW JERSEY STATE CONTRACT PURSUANT TO N.J.S.A. 40A:11-12a**

**WHEREAS**, the Board of Fire Commissioners of Hopewell Township Fire District No. 1, Mercer County, pursuant to N.J.S.A. 40A:11-12a, may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Board has the need to purchase a 2016 Chevrolet Tahoe for use by Hopewell Valley Emergency Services Unit utilizing State Contract Number A89938 for Police Vehicles awarded to Day Chevrolet, 3996 William Penn Hwy, Monroeville, PA 15146 and State Contract Number 81332 for Police and Homeland Security Equipment and Supplies awarded to Municipal Equipment Enterprises, 2703 Fire Rd, Egg Harbor Twp, NJ 08234; and

**WHEREAS**, the Treasurer has determined that sufficient funds are available as evidenced by the attached certification.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners of Hopewell Township Fire District No. 1, Mercer County authorizes the purchase of a 2016 Chevrolet Tahoe as follows:

Base Price	\$ 35,094.00
State Contract Published Options	
Contract # 89938	\$ 988.49
Contract # 81332	\$ 6895.00
Non-Contract	<u>\$ 3543.40</u>
Total	<u>\$ 46,520.89</u>

The resolution was moved by Commissioner Kintzel and seconded by Treasurer Cseremsak. The motion to pass the resolution carried. Chief Martin was questioned on the options for the vehicle by the Board.

**TREASURER’S REPORT**

Treasurer Cseremsak read the summary of the Bills and Claims dated October 29, 2015 and was seconded by Commissioner Kintzel. Chief of Emergency Services Martin provided a report on the disbursements for consideration by the Board. A roll call vote was held and the following amounts were authorized:

Bill List:		\$82,230.09
Payroll Ending:	October 17, 2015	\$38,983.64
Total Disbursements:		\$121,213.73

**UNFINISHED BUSINESS**

A. EMS BILLING:  
No report.

B. WATER STUDY:

Chief Martin reported on the obstacles the Township Administrator/Engineer is facing with attempting to repair and install standpipes. Chief Martin reported that the Township Administrator/Engineer has advised that the dredging of the pond located off of Mercer County Route 654 is still a part of the budget. Chief Martin reported that his staff had successfully met agreement with a proposed retail building project to include a suppression system and a cistern for fire fighting water.

**C. FIRE DISTRICT BUILDING PROJECT:**

No report.

**D. COMMUNICATIONS:**

The Board discussed communications with Clerk Varrasse, First Assistant Captain Muccioli, Chief Deforte, and Deputy Chief Gaudiaoso.

**E. UFCRS SPRINKLER SYSTEM:**

Chief Martin reported that the ultrasound testing had occurred on the exposed areas of the exterior of the tank. The test report had not been received but it is not the impression of the professionals present at the testing that the tank can be re-lined. Chief Martin answered questions and discussion was held on the tank and the overall problems with the sprinkler tank at the Union Fire Company & Rescue Squad. Chief Martin was authorized to continue to work with the professionals to determine the most acceptable way to address the situation.

**F. VOLUNTEER RECRUITMENT:**

Chief Martin reported on social media postings and that there would be recruitment materials available at the Union Fire Company & Rescue Squad Halloween Party. It was also reported that at a meeting of officers from Hopewell Valley organizations there was positive feedback towards the recruitment program.

**G. REPLACEMENT AMBULANCE:**

Chief Martin reported that a quote had been received for the ambulance and has been provided to Secretary Lynch. Chief Martin reported the quote was within the budgeted amount but the options for the ambulance are going to be reviewed to determine the best possible price.

**H. PENNINGTON FIRE COMPANY REPLACEMENT LADDER TRUCK:**

Chief Deforte reported that the truck had been ordered.

**HOPEWELL VALLEY EMERGENCY SERVICES UNIT REPORT**

Chief of Emergency Services Martin reported that his staff is working on establishing mutual aid agreements with organizations located in Pennsylvania that the Union Fire Company & Rescue Squad respond with. Chief Martin reported on a successful training event that occurred at the Union Fire Company & Rescue Squad that was taught by a retired FDNY Deputy Chief. Chief Martin also reported on special duty services provided by staff members, the Knights of Columbus Shield Award, railway emergency training, repairs to the damaged compartment door on Engine 52, the completion of fire prevention education visits by staff members to local targeted at risk groups, a grant application submitted to a local pharmaceutical company, and the attendance of Lieutenant Moore at the New Jersey Career Chiefs Association Leadership Conference. Chief Martin also advised the Board that he would be out on leave for a short period of time.

**UNION FIRE COMPANY AND RESCUE SQUAD REPORT**

Battalion Chief Pedersen reported on the most recent calls for service statistics for the Union Fire Company & Rescue Squad.

**PENNINGTON FIRST AID SQUAD**

First Assistant Captain Muccioli reported on the most recent calls for service statistics for the Pennington First Aid Squad.

**HOPEWELL FIRE DEPARTMENT AND EMU REPORT**

No report.

**PENNINGTON FIRE COMPANY REPORT**

Chief Deforte reported on a large barn fire.

**BUDGET WORK SESSION:**

Chairman Chipowsky opened the budget work session for the Pennington First Aid Squad. First Assistant Captain Muccioli presented the Board with the 2016 budget request. The Board discussed the request with First Assistant Captain Muccioli including an increase in funding for the squad. Discussion also occurred on costs associated with lawn care and snow removal. The Board thanked First Assistant Captain Muccioli for his presentation.

Chairman Chipowsky opened the budget work session for the Pennington Borough Fire District. Chairman Mark Blackwell presented the Board with the 2016 budget request. The Board, Chairman Blackwell, Chief Deforte, and Deputy Chief Gaudioso answered questions related to certain items contained in the budget but not limited to fleet maintenance, a vehicle exhaust system, information technology hardware, portable radios, Knox boxes, AED's, ID machines, and accountability systems. The Board and Officers present also discussed surplus funds held by the Pennington Borough Fire District and un-vested members in LOSAP.

Chief Martin presented the 2016 budget request for the Hopewell Valley Emergency Services Unit. Chief Martin went through the budget request in detail with the assistance of Lieutenant Moore and Purchasing Agent Ocicki. Chief Martin answered questions from the Board on the 2016 budget request. The Board and Chief Martin also discussed the sale of a surplus fire engine and discussed reserve engine 52.

**PUBLIC COMMENT (NON AGENDA)**

None.

**EXECUTIVE SESSION RESOLUTION**

The resolution was moved by Treasurer Cseremsak and seconded by Secretary Lynch to enter Executive Session to discuss contractual matters. The motion to pass the resolution carried.

Chairman Chipowsky opened the public portion of the meeting and advised those in attendance that the Board will be cancelling it's November 5, 2015 meeting.

**ADJOURNMENT:**

Treasurer Cseremsak motioned to adjourn the meeting and was seconded by Secretary Lynch at 8:45 PM. The motion carried.

Respectfully submitted,



Matthew G. Martin  
Chief of Emergency Services

