

The Board of Fire Commissioners

Fire District No. 1

Special Meeting

September 27, 2011

A special meeting of the Board of Fire Commissioners, Fire District No. 1 in the Township of South Brunswick, was called to order at 6:30 p.m. by Chairman William Orchard, in compliance with the New Jersey Open Public Meetings Act.

**Roll Call:**

Members present: Commissioners Olson, Tarnowski, Rosenberg & Orchard

Members absent: Commissioner Behrend

**Flag Salute:** completed

The first part of the meeting was a budget information session with the Accountant/Auditor. The Commissioners were provided info on the upcoming 2012 budgetary process.

The second part of the meeting was to hire a Fire Coordinator. Mr. Orchard opened the discussion by stating it was necessary to fill the position as soon as possible. He noted that Fire Prevention Week is coming up and also, a OSHA inspection. Mr. Orchard stated he would like an experienced person in the position, so that training it not necessary. He stated he would like to hire Chris Perez for the position. Mr. Olson stated that based on Mr. Perez's resume and his past work experience, he felt he is more than qualified. Mr. Tarnowski questioned whether Mr. Perez could handle the administrative duties and Mr. Rosenberg stated that is where Mr. Perez will excel, which will include purchasing. Mr. Rosenberg agreed to vote to hire Mr. Perez, however, a clause will need to be added to the employment contract to contain the options the Board has, should a problem arise with Mr. Perez's two responsibilities: Fire Chief and Fire Coordinator. Both Mr. Tarnowski and Mr. Olson agreed.

Mr. Tarnowski raised the questions of salary and insurance (with Mr. Corris had not taken). Mr. Orchard stated that when he was investigating costs for Mr. Corris, the cost was about \$6K. As for salary, the Commissioners discussed a range between \$47K and \$50K. Vacation and allowable days off, also need to be addressed.

The Commissioners agreed to make Chris Perez an offer for the Fire Coordinator position this evening but wanted him to answer a few questions. Mr. Perez joined the meeting and responded to the following questions:

1. Mr. Rosenberg: "How will he handle coordination of getting the District computers up and running so that he, as Treasurer, can cut checks and pay the bills?"

Mr. Perez stated that the Fire Company personnel working on them were informed, by him, that the job must be done in a timely manner, otherwise the Data Doctors will be brought in. He will check on the status.

2. Mr. Rosenberg: "Are you willing to run errands, such as delivery of material to DCA and also make calls that may be necessary, at the direction of the Treasurer?"

Mr. Perez stated he would have no problem and fully understands that in a one-man operation, there are a lot of things that would need to get done by him.

3. Mr. Rosenberg: "What makes you better than anyone else?"

Mr. Perez stated that he has been training for this position is entire life with 25 years experience in the fire service and his business experience. He stated that fire service is his passion and to be able to work as Fire Coordinator is a dream job.

4. Mr. Tarnowski: "Do you think this job will be challenging enough?"

Mr. Perez stated that it will be a challenge because it is a position that is in its infancy, still being honed and will continue to develop. Therefore, it will be exciting to take it forward.

All Commissioners were in agreement to offer Chris Perez the Fire Coordinator position. Mr. Olson stated that the District would like to make Mr. Perez an offer but all the details were not finalized, such as vacation and days off, salary and family benefits. In addition, Mr. Rosenberg stated that a clause would be added to the contract about asking Mr. Perez to step down as Chief, should it become a problem with the dual responsibilities. Mr. Perez had not problem with that.

As to salary, Mr. Orchard asked how flexible Mr. Perez was. Mr. Rosenberg stated that based on what Mr. Corris received and what Mr. Perez had requested (\$50K), an agreeable amount probably could be achieved. As to benefits, Mr. Perez stated he wanted them and was agreeable to going through the Township program.

Mr. Orchard stated that there are a lot of things coming up: Fire Prevention Week and associated school visits and an OSHA inspection; therefore, the Board would like to get everything in place as soon as possible. Mr. Rosenberg noted that a resolution would be needed. Mr. Perez informed the Commissioners that he would be out of town from 10/13-10/16, but would like to start on 10/10. Based on info gathered from Mr. Braslow and insurance coverage, the Commissioners will be in contact to finalize the agreement, hopefully by tomorrow evening. Mr. Perez thanked the Board for this opportunity.

After a short break, Mr. Perez returned and stated that he had talked to Doug Wolf about his compensation package's cost. The complete package: pension and family benefits was about \$15K. Mr. Perez indicated that he was agreeable to that compensation. Mr. Orchard welcomed him aboard.

Mr. Olson moved the discussion of getting sweatshirts for everyone. He obtained a price list from Active Imprints for T-shirts, sweatshirts and hoodies. Prices were for the existing emblem (embroidered and silk-screened) and the price for the new emblem (embroidered and silk-screened). The new emblem is more costly due to the number of colors. The Board reviewed the price list and discussed the various options and colors available, as well as the wording. Mr. Olson will get samples and e-mail them to the Commissioners for their review.

As there was no further business to discuss, Mr. Olson made a motion to adjourn the meeting and Mr. Tarnowski seconded it. The meeting was adjourned at 8:37 p.m.

Respectfully Submitted,

Bonnie R.L. Knigge

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