

**MOUNT LAUREL FIRE DISTRICT #1  
BOARD OF FIRE COMMISSIONERS  
SPECIAL MEETING / WORK SESSION**

February 7, 2011

Fire Department Headquarters Station

Meeting Minutes #3

**IN ATTENDANCE:**

1. Commissioner Cornue
2. Commissioner Nash
3. Commissioner Roura
4. Administrator Jones
5. Deputy Chief Colucci

**NOT PRESENT:**

1. Commissioner Shestack
2. Commissioner Shapiro

The meeting was called to order by Commissioner Cornue at 8:01 PM.

The Pledge of Allegiance was recited and a moment of silence observed.

The Public Announcements were read by Commissioner Roura.

**ADOPTION OF RESOLUTIONS:**

Resolution #2011-07            "Promotion of Alan T. Pine to the Position of Lieutenant for the year 2011". Commissioner Nash made a motion to approve the resolution, which was seconded by Commissioner Roura. The motion was unanimously approved by the Board.

Resolution #2011-08            "Promotion of Christopher Burnett to the Position of Captain for the Year 2011". Commissioner Nash made a motion to approve the resolution, which was seconded by Commissioner Roura. The motion was unanimously approved by the Board.

**APPROVAL OF MEETING MINUTES:**

- Commissioner Nash noted a minor correction for the 8/3/10 Special Meeting Closed Session. Commissioner Roura made a motion to approve the minutes of the 8/3/10 Special Meeting (as corrected), the 9/7/10 Special Meeting and the 9/20/10 Regular Meeting, which was seconded by Commissioner Nash. The motion was unanimously approved by the Board.

**GENERAL DISCUSSION ITEMS:**

Review of 2011 Election Preparations & Polling Place Assignments: Administrator Jones reported that everything is in place for the election with the exception of the voting machines, which will be delivered the Friday before the election. The polling places will be set up as in previous elections with the same number of machines and poll workers, although he is currently working to fill a poll worker vacancy. He added that the newsletter will hit residents mail boxes the Monday and Tuesday prior to the election and are currently being prepared by the mailing house this week for delivery to the post office this Friday. He still needed to coordinate participation by Board members at the polling places and develop a short list of rules for the volunteers that will be assisting voters at each location.

Commissioner Roura asked Deputy Chief Colucci if he has held any meetings with civic associations, which Deputy Chief Colucci indicated that he has not. He added that the PowerPoint presentation for the Budget Forum next week is about 98% complete. Commissioner Roura asked if there would be an e-mail blast put out about the Budget Forum. Deputy Chief Colucci replied that one would be done early next week plus it is prominently noted on the newsletter front page. He added that the intersection signs would be going up very soon as well.

Commissioner Cornue expressed his hope that we get a good turnout at the Budget Forum next Thursday. He will welcome those that attend and then Battalion Chief Kirvan and Deputy Chief Colucci will present the PowerPoint presentation followed by questions from the audience. Commissioner Nash asked if we should advertise the event as a meeting since there will likely be a quorum. Administrator Jones replied that the event had not been advertised as an official meeting of the Board, but stated that it might not be a bad idea to advertise it just to cover the bases. He added that there is a bill working through the legislature that will update the Open Public Meetings Act and impose some new requirements on local government activities.

Review of 2011 Budget & Election Public Relations Activities: Administrator Jones said the local newspapers are starting to pick up on the election and that he had spoken with a Central Record reporter today. He provided her with a PDF copy of the newsletter so that she has the same information that the public will be getting. Deputy Chief Colucci added that the Mount Laurel Sun published an article about us recently that had incorrect information, which they tried to correct in a 2<sup>nd</sup> article after he called to complain and they still got it wrong.

Commissioner Cornue stated that some time ago the Board had discussed streamlining the regular meeting agenda by moving some items to the work session agenda. He followed up on this with Deputy Chief Colucci and they concluded that the Fire Official's report, Chief's reports, Mechanics' report and the Standing Committee reports could be moved to the work session agenda. If nobody objected, this change would take place starting in March and we would see how it works out. Commissioner Roura clarified that the only report that that won't be moved is the Administrator's report. Administrator Jones confirmed that because his report contained information about the prior months' bills, he could not have it ready in time for the 1<sup>st</sup> Monday of the month.

Commissioner Roura suggested moving the work session meetings back into a Conference Room since it is a less formal setting and we don't often have significant public attendance. Deputy Chief Colucci and Administrator Jones stated that this could be a problem because we sometimes do promotional swear-ins at the work sessions and because we record the meetings using the sound system in the main meeting room. Administrator Jones added that it is also a problem if we have an unexpectedly big turnout and we have to reconfigure everything at the last moment to adjust to it. He was also concerned about the Board being overhead in Closed Session by volunteers in the office/dayroom area next to the conference room. Commissioner Cornue suggested that maybe the 2<sup>nd</sup> floor training room area is better, but Administrator Jones stated that the lounge area just outside this room was also a place that volunteers hang out and could overhear Closed Session discussions. He added that with the recording equipment, shutting it off and moving it to another location for Closed Session discussions is a problem. Commissioner Roura suggested that at the very least, we could set up a common table on the floor that everyone could sit around and allow the discussion to be more casual and less formal.

Commissioner Cornue brought up Fire Marshal Kownatsky's revised proposal for acceptance of credit card payments for smoke detector certifications and eventually for other fees charged by the Bureau of Fire Prevention. He felt that it was a good overview and that we should move forward with it. The Board concurred and Administrator Jones added that it would be implemented starting in March.

Resolution #2011-09 "Closing of Meeting Pursuant to Open Public Meetings Act", Commissioner Nash made a motion to approve the resolution, which was seconded by Commissioner Roura. The motion was unanimously approved by the Board.

**THE OPEN SESSION ADJOURNED AT 9:01 PM.  
A CLOSED SESSION BEGAN AT 9:02 PM.  
THE CLOSED SESSION ADJOURNED AT 11:09 PM.  
THE MEETING ADJOURNED AT 11:10 PM.**