



# *Winslow Township Fire District #1*



August 4, 2009  
Winslow Township Fire District #1  
9 Cedar Brook Road  
Sicklerville, New Jersey 08081

## SPECIAL MEETING

### WINSLOW TOWNSHIP, FIRE DISTRICT #1

LOCATION OF MEETING: Winslow Township Fire District Office

### OPENING OF MEETING:

Chairman Sirolli called the meeting to order at 7:07 p.m.

### SALUTE TO FLAG:

All present pledged their Allegiance to the Flag of the United States of America.

### ROLL CALL:

Commissioner Gallo, present  
Secretary Mammucari, present  
Treasurer Pantalone, present  
Commissioner Passarella, present  
Chairman Sirolli, present

### DIRECTOR PANEL:

Deputy Chief Michael Scardino  
Deputy Chief Haines  
Lieutenant Scullan, Platoon C  
Lieutenant Mangaro, Station 6  
Captain Midure, Station 8  
Firefighter Farinelli, Platoon B  
President Tomassetti, Station 9

### OPEN PUBLIC MEETING ANNOUNCEMENT:

This meeting was being conducted in full compliance with the "Open Public Meeting Law," and that Notice was sent to the Courier-Post and Record Breeze. In addition, due Notice was posted on the Official Bulletin Board of Winslow Township and no smoking was permitted in the room during the meeting. Chairman Sirolli announced where the emergency exits were.

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#### **Administrative Office**

9 Cedar Brook Road • Sicklerville, New Jersey 08081  
609-561-4225 • FAX 609-561-5823 • E-mail [firedistrict@winslowtwfpd.org](mailto:firedistrict@winslowtwfpd.org)

## Schedule of Interviews

ESCi Schedule – The panel reviewed the itinerary provided by ESCi. The consultants and one (1) candidate will be arriving at 12:00 p.m. for a tour of the township. A representative from the fire department will accommodate the tour request.

Saturday, August 8<sup>th</sup> 1<sup>st</sup> exercise were said to begin at 8 a.m. Transportation will be provided by the Department. Chairman Sirolli requested the pickup times be between 7:30 a.m. and 7:45 a.m. He then noted that three or four department vehicles will be needed to transport the candidates as the consultants, ESCi stressed that the candidates were to be kept separated. In the event that there is a shortage of vehicles, the representative will make three separate trips. After a small discussion, four members; **Captain Midure, Chief Haines, Lieutenant Mangaro, and Chief Rigberg, will be available Saturday, 7:00 a.m. were recruited to transport them to Elm Fire Company.** Chairman Sirolli advised that a Chief Iannaco volunteer working that day will also need to bring them to Station 8 for dinner that evening. Captain Midure requested that the time be changed to 6:30 p.m. Chairman Sirolli confirmed that dinner for the candidates will be at 6:30 p.m.

A discussion ensued on the assessment process. Chairman Sirolli explained that there were three (3) assessors from ESCi. Additionally, Kent Greene and Phil Kouwe will provide the assessment for the three (3) candidates. Upon finalization of the assessments, the assessor's will grade and notify the candidates, if any, of the interview schedule on Sunday.

Commissioner Gallo questioned if the Board will be able to review the assessment questions prior to the interviews. It was unclear if the Board would be given an opportunity to review the information prior to the interview process. During discussions, the Board agreed to not to make any decisions on Sunday.

Talks were then held on the panel discussing the interviews between each time scheduled appointment. The panel will have 15 minutes between interviews to address and hold discussions. Chairman Sirolli asked the panel to take plenty of notes during the interviews. Captain Midure questioned if the panel was to meet as a group with the board meeting as a group thereafter. Chairman Sirolli felt that the Board did not need to meet after the panel due to the fact that a decision will not be made that day and that a second interview process may need to take place. Round table talks were held on who will make the final decision. Commissioner Passarella reminded the panel that the Board would make the final decision on the candidate. Chairman Sirolli ultimately felt that the goal would be to have a candidate that the entire panel agrees on.

A question was then asked by Commissioner Gallo of who would present the questions to candidates? One representative from the panel will be elected to present the questions to the candidates.

Schedule, Saturday – August 8<sup>th</sup> (Elm Fire Company)

**Chief Haines confirmed that they were to meet at Elm Fire House, 7:00 a.m. He advised that Captain Midure will pickup Chief Passarella's vehicle and Mangaro get the pickup located at Station 3.**

**Chairman Sirolli stated that Battalion Chief Donio will provide breakfast & lunch on Saturday.**

**Lieutenant Sickler will deliver breakfast and lunch.** The assessments were said to be held until 4:30 p.m. **Waterford Fire Company will provide dinner at Station 8, at 6:30 p.m.** Discussions were held on whether the candidates could be transported in the same vehicles. **Member Paul Parzanese will be recruited to help transport the applicants if needed.**

**Sunday, August 9<sup>th</sup> Elm Fire Company relocated to Waterford Fire Company)**

Lieutenant Scullan reminded the panel that Captain Bartuccio of Winslow Police Department holds a Bernstein class on Sundays at Station 9. Talks were held on moving the interviews to the second floor. After discussing the size of the room, the panel decided to move the location of the interviews, to Station 8. A notice will be affixed to Station 9's door to advise the public of the change.

The atmosphere of the interview room was then addressed. **Chairman Sirolli advised that Battalion Chief Rigberg will make inquiry of the atmosphere to Kent Greene of ESCi. Once Chief Rigberg confirms arrangements, Station 8's duty crew members will setup the room on Saturday evening.** In the area of applicant transportation, vehicles will be allotted to take them to and from the hotel with a possible tour of the town; by Captain Iannaco and Battalion Chief Donio. Chief Rigberg was also said to be available. Chairman Sirolli advised that Kent Greene will be consulted on whether or not they could be transported together since the assessment process will be completed on Saturday during the day.

Board members are to wear suits with other department members wearing uniforms.

**Provisions**

*Friday*

*Dinner*

Commissioners Sirolli, Passarella, candidates and consultants  
(Restaurant)

*Saturday (Station 9)*

*Breakfast – Rosie's deli donuts and bagels*

*Lunch – Rosie's deli order from menu*

(Lt. Sickler to pickup breakfast & lunches)

(Lt. Sickler will turn coffee pot on at Station 9)

*Sunday – (Station 8)*

*Breakfast Rosie's Deli - donuts*

(Lt. Sickler to pickup breakfast)

Chairman Sirolli noted that the Commissioners and panel are to arrive at 8:00 a.m. Sunday for questions from consultant Phil Kouwe. Interviews will begin at 9:00 a.m.

**Interview Questions**

Panel members reviewed the questions presented by Commissioners Gallo and Mammucari. Revisions were made to the questions with a final draft completed and attached.

ADJOURNMENT:

Treasurer Pantalone motioned to adjourn the meeting at 8:40 p.m. Commissioner Gallo seconded the motion with all in favor.

Prepared by: pj

Reviewed by: VJM

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