

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

**379 SOUTH BRANCH ROAD  
HILLSBOROUGH, NJ 08844  
Hillsborough.firesafety@comcast.net**

**REGULAR MEETING**

MARCH 8, 2016

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, March 8, 2016 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Secretary Bruce Vatter called the meeting to order.

Following the Pledge of Allegiance to the Flag, a call of the roll indicated that Board members present were: Commissioner Bruce Vatter, Commissioner Pat Buckley, and Commissioner Mike Carone. Also present were Fire Chiefs: Chief Dave Foelsch, Fire Co. #1; Deputy Chief Bill Shaffer, Fire Co. #2, Chief Mike Murphy, Fire Co. #3, Chief Kit Crisafulli, Neshanic Fire Co.; and Chief Fire Marshal Chris Weniger.

In accordance with the state of NJ "Sunshine Law" adequate notice of this meeting was provided by mailing notification to the Hillsborough Beacon and Courier News. Notice was also delivered to the Township Clerk and posted on the Municipal Building Bulletin Board.

**APPROVAL OF MINUTES**

**A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve the Regular Meeting minutes of February 9, 2016. Roll call vote: All approved.**

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve the Work Meeting minutes of March 3, 2016. Roll call vote: All approved.**

**2016 Election Results:      *(Attachment)***

Commissioner Vatter read the 2016 Election Results.

**Candidates: Elect two Fire Commissioners For a 3 Year Term:**

**VOTE FOR TWO**

**THREE YEAR TERM**

**John Catrombon, Jr.**

**Votes = 285**

**Charlie Nuara**

**Votes = 290**

Write in:      Ken Wetzel      1  
                    Ed Bertin        1  
                    CJ Davis         1  
                    Billy Shaffer    1  
                    Mike Carone     1

**Question #1:** Shall the Board of Fire Commissioners of the Township of Hillsborough, County of Somerset, be authorized to fix, determine and certify to the tax assessor of the Township of Hillsborough, the amount of \$22,352,672.00 as and for the current expense to be raised for the ensuing year, including Apparatus & Equipment, Housing, Insurance, Uniform Fire Code, Neshanic Contract, Administrative Expenses, Contingencies and Appropriations for Fire Company #1, #2 and #3?

**YES: 305      NO: 48**

**Question #2:** Shall the Hillsborough Board of Fire Commissioners be authorized to spend not in excess of \$135,000.00 for the purchase of two air compressors for Station 36 & 37 and a fill station for Station 38's compressor in 2017?

**YES: 310      NO: 43**

**Question #3:** Shall the Hillsborough Board of Fire Commissioners be authorized to spend not in excess of \$60,000.00 for the purchase of new turnout gear in 2017?

**YES: 309      NO: 44**

**Oath of Office to the newly elected Fire Commissioners:**

Charlie Nuara and John Catrombon, Jr. read the Oath of Office and were sworn in as Commissioners.

**Election of Officers:**

**Chairman – Commissioner Charlie Nuara**

(Duties: Contracts, Budget, Specifications & Bids Acquisitions)

**Vice Chairman – Commissioner John Catrombon, Jr.**

(Duties: Radios & Pagers, Apparatus & Equipment Maintenance, Air Bottle & Air Pack Testing, Grants)

**Secretary – Commissioner Bruce Vatter**

(Duties: Regular Meeting Minutes, Work Meeting Minutes, Closed Session Minutes, Physicals, Insurance, Fit tests)

**Treasurer – Commissioner Michael Carone**

(Duties: Audit, LOSAP, Bills with Vouchers, Budget, Inventory, Insurance)

**Safety Officer – Commissioner Buckley**

(Duties: OEM & Bureau of Fire Operations Representative, Accident/Injuries, Gear Cleaning, Repair & Purchase, GOG's, OSHA Requirements)

## CORRESPONDENCE

Commissioner Nuara read the list of incoming correspondence consisting of:

1. Resolutions: (*On the Fire Safety Website*)

- 2016-01A Designation of Attorney Richard M. Braslow, Esq. for the 2016-2017 Year.  
**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-01. Roll call vote: All approved.**
- 2016-01B Designation of Attorney Richard M. Braslow, Esq. for the 2016-2017 Year.  
**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-01. Roll call vote: All approved.**
- 2016-02 Designation of Appointment of Auditor Supley, Clooey and Company for the 2016-2017 Year. **A motion was made by Commissioner Vatter, seconded by Commissioner Buckley to approve Resolution 2016-02. Roll call vote: All approved.**
- 2016-03 Designation of PNC Bank for General Operating Funds/ of Cash Management.  
**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-03. Roll call vote: All approved.**
- 2016-04 Designate the Second (2<sup>nd</sup>) Tuesday of the Month as the Regular Meeting Schedule with the meeting to be held in the Hillsborough Township Municipal Building Multi-Purpose Room for 2016-2017 Year. **A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-04. Roll call vote: All approved.**
- 2016-05 Designation of Official Newspaper (Hillsborough Beacon, Courier News and Star Ledger) for Publication for the 2016-2017 Year. **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to approve Resolution 2016-05. Roll call vote: All approved.**
- 2016-06 Designation Surety Bonding for all Commissioners for the 2016-2017 Year.  
**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve Resolution 2016-06. Roll call vote: All approved.**
- 2016-07 Authorizing Approval and Payment of Claims for Approval 2016-201. **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to approve Resolution 2016-07. Roll call vote: All approved.**
- 2016-08 Authorizing Advertisement for Various Fire Equipment and Supplies.  
**A motion was made by Commissioner Carone, seconded by Commissioner Buckley to approve Resolution 2016-08. Roll call vote: All approved.**

Designation of the Fire Chief or in his absence an Assistant Chief designated by the Chief, as Official Fire Company Representative to the Commissioner's Monthly Meetings.

2. Treasurer's Report
3. Monthly Fire Reports (*On file in the Fire Safety Office*).

4. Fire Safety Out-of-Service Schedule (**Attachment**).
5. Thank you Letter from Chief Foelsch to Joann Bullock, Team Leader of Signal 100. (**Attachment**)
6. Chief Fire Marshal's Report
  - Flyer on "After the Fire – The Movie & College Tour" (**Attachment**)
  - Discussion on Veterans Memorial Park Fire
7. Apparatus – Equipment Report
8. R&R Committee Update (FAP, Signal 100 Team)
9. Approval of Claims List 2016-03
10. Approval to pay Claims List 2016-03
11. Approval to Transfer Funds
12. Commissioners Reports
  - Officer Qualifications
13. Chiefs Reports
14. Thank You Dinner – Derek Baista, Charity Events Group

**HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NJ  
RESOLUTION 2016-01A  
AUTHORIZING APPOINTMENT OF ATTORNEY FOR THE  
2016 YEAR**

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WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No.1, Hillsborough Township, County of Somerset, NJ concerning various responsibilities undertaken by the Commissioners; and

WHEREAS, the Commissioners are desirous of making appointment to this position as referenced above for the year of 2016-2017; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 19:44A-20.5 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and

WHEREAS, the Local Public contract Law, N.J.S.A. 19:44A-20.5 (1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, be it RESOLVED by The Commissioner of Fire District No.1, Hillsborough Township, County of Somerset, NJ

(1)Richard M. Braslow, Esq. is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

(2)This resolution and the notice of award of contract shall be available for public inspection.

**CERTIFICATION**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No.1, Hillsborough Township, County of Somerset, NJ, hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-01A as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
March 8, 2016  
(Date)

**HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NJ  
RESOLUTION 2015-01B  
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT FOR LEGAL SERVICES  
2016-2017 YEAR**

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WHEREAS, the Fire District has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the year 2016 - 2017; and

WHEREAS, the Law Office of Richard M. Braslow has submitted a proposal indicating it will provide the legal services pursuant to the proposal; and

WEHEREAS, the Law Office of Richard M. Braslow has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of Richard M. Braslow has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the Law Office of Richard M. Braslow from making any reportable contributions through the term of the contract; and

WHEREAS, the Fire District has determined that funds are available concerning the projected expenditure.

NOW THEREFORE, BE IT RESOLVED THAT the Commissioners of Fire District No. 1 in the Hillsborough Township, County of Somerset, authorized the Fire District to enter into a contract with the Law Office of Richard M. Braslow as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2015-01 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NEW JERSEY  
RESOLUTION 2016-02  
AUTHORIZING APPOINTMENT OF AUDITOR FOR THE 2016-2017 YEAR**

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WHEREAS, there exists a continuing need for certain auditing services to be provided to The Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2016-2017 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 19:44A-20.5 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of the award of said contract shall be available for public inspection; and

WHEREAS, the Local Public Contract Law, N.J.S.A. 19:44A-20.5, provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ

(1) Supley, Clooey and Company, is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2016 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Vatter, seconded by Commissioner Buckley to approve Resolution 2016-02 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
March 8, 2016  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NJ  
RESOLUTION 2016-03  
ADOPTION OF CASH MANAGEMENT PLAN**

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WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the Fire District is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management fund or a public depository or depositories.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund and /or PNC Bank.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-03 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)



**LEGAL NOTICE**  
**THE COMMISSIONERS OF FIRE DISTRICT NO.1**  
**HILLSBOROUGH TOWNSHIP**  
**COUNTY OF SOMERSET, NJ**  
**RESOLUTION 2016-04**  
**AUTHORIZING REGULAR MEETING SCHEDULE FOR THE**  
**2016-2017 YEAR**

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WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted and to distribute to designated newspapers and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting to the extent that it is known, and the time and date of each meeting; and

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW, THEREFORE, be it RESOLVED by The Commissioners of Fire District No. 1 Hillsborough Township, County of Somerset, NJ as follows:

(1) All regular meetings of the Commissioners shall take place at the Hillsborough Township Municipal Building, 379 So. Branch Rd, Hillsborough, NJ 08844 and begin at 8:00 p.m. on the following dates:

**2016-2017 SCHEDULE OF MEETINGS**  
**HILLSBOROUGH TOWNSHIP BOARD OF FIRE COMMISSIONERS**

MARCH 8, 2016	REORGANIZATION MEETING	8:00 P.M.
APRIL 12, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
MAY 10, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
JUNE 14, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
JULY 12, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
AUGUST 09, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
SEPTEMBER 13, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
OCTOBER 11, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
NOVEMBER 08, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
DECEMBER 13, 2016	REGULAR MONTHLY MEETING	8:00 P.M.
JANUARY 10, 2017	REGULAR MONTHLY MEETING	8:00 P.M.
FEBRUARY 14, 2017	REGULAR MONTHLY MEETING	8:00 P.M.
FEBRUARY 18, 2017	ANNUAL ELECTION	2:00 TO 9:00 P.M.
MARCH 14, 2017	REORGANIZATION MEETING	8:00 P.M.

(2) All work meetings of the Commissioners shall take place in the meeting room of the commissioners at the aforesaid location at 7:00 p.m. prior to the Regular Meetings which are scheduled above.

(3) A summary of this Resolution shall be mailed/e-mailed to one of the following: Hillsborough

Beacon, Courier News, Messenger Gazette.

(4) A certified copy of this resolution shall be posted and shall be maintained on the official bulletin board of Hillsborough Township and shall also be kept on file by the Municipal clerk for the purpose of public inspection.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

BFCmeetingdates2016

**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve Resolution 2016-04 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO.1  
HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NJ  
RESOLUTION 2016-05  
DESIGNATION OF OFFICIAL NEWSPAPER FOR PUBLICATION  
FOR THE 2016-2017 YEAR**

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WHEREAS, the Commissioners of Fire District No.1, Hillsborough Township, County of Somerset, NJ, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2016-2017 year.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No.1, Hillsborough Township, County of Somerset, NJ as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2016-2017 year pursuant to New Jersey statues shall be The Hillsborough Beacon, The Courier News, Star Ledger unless New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Vatter, seconded by Commissioner Catrombon, Jr. to approve Resolution 2016-05 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO.1  
HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET, NJ  
RESOLUTION 2016-06  
DESIGNATING SURETY BONDING FOR ALL COMMISSIONERS  
FOR THE 2016-2017 YEAR**

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WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the Fire District is a municipal entity as defined in the rules and regulations as promulgated by the local finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the Fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No.1 in the Township of Hillsborough, county of Somerset, deem it necessary to provide bonding for all Commissioners of the fire District as all Commissioners are responsible for the handling of funds for the Fire District.

NOW, THEREFORE, be it RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Hillsborough, County of Somerset, as follows:

- (1) The Commissioner's shall be bonded in the amount of approximately \$1,000,000.00.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve Resolution 2016-06 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
HILLSBOROUGH TOWNSHIP  
COUNTY OF SOMERSET  
RESOLUTION 2016-07**

**AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS FOR APPROVAL FOR 2016-2017 YEAR**

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WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the Fire District is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board, and

WHEREAS, Subchapter 4, Section 5:31-4.1 (e) provides that payment of claims by the Fire District shall be by check drawn on the Fire District and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution, and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners , at their reorganization meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:41-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 of Hillsborough Township, County of Somerset, NJ as follows:

(1) The vouchers for payment and checks as issued by the Commissioners for payment of claims by signed by the Chairman, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board as set forth herein.

(2) All signatures shall be original signatures as used on all checks issued.

**CERTIFICATION:**

I, Bruce Vatter, Secretary of the Commissioners of Fire District No. 1, Hillsborough Township, County of Somerset, NJ hereby certify that the foregoing resolution was duly adopted by the Commissioners at a Regular Monthly Meeting held on March 8, 2016.

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners  
County of Somerset

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to approve Resolution 2016-07 as read. Roll call vote: All approved.**

\_\_\_\_\_  
(Secretary's Signature)

March 8, 2016  
\_\_\_\_\_  
(Date)

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
HILLSBOROUGH TOWNSHIP, COUNTY OF SOMERSET  
RESOLUTION 2016-08  
RESOLUTION AUTHORIZING ADVERTISEMENT FOR VARIOUS FIRE EQUIPMENT  
AND SUPPLIES**

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WHEREAS, the Hillsborough Township Board of Fire Commissioners in the Township of Hillsborough, County of Somerset have approved the specifications for and have determined that they will advertise for sealed bids for various equipment and supplies.

NOW, THEREFORE, be it RESOLVED, by the Hillsborough Township Board of Fire Commissioners in the Township of Hillsborough, County of Somerset, as follows:

[1] Specifications are hereby approved and incorporated herein by reference.

[2] Bids to be submitted shall fully comply with the said specifications.

[3] The Commissioners shall advertise for the receipt of sealed bids for the above named purpose or project.

[4] Each bid shall be submitted as a written proposal in the manner designated in the specifications and shall be signed by the bidder. The bid shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on the said envelope the name of the job for which said bid is submitted and addressed to Charlie Nuara, Commissioners, Hillsborough Township Board of Fire Commissioners, 379 South Branch Road, Hillsborough, New Jersey 08844.

[5] Specifications and form of bid may be inspected or obtained upon prior notice by prospective bidders during normal business hours at the office of the Bureau of Fire Safety, 379 South Branch Road, Hillsborough, NJ 08844 (908-369-4313 x 7178).

[6] Sealed bids shall be called for and shall be received, open and read in public at the Hillsborough Municipal Building, 379 South Branch Road, Hillsborough, NJ, at 7.45 p.m., prevailing time.

[7] Each bid shall be hand delivered either to said Commissioner Charlie Nuara, Commissioner of the Hillsborough Township Board of Fire Commissioners or to such other designated representative of the Commissioners who will be present at the opening of said bids at the time and place stated for the receipt of sealed bid: it being understood that the bidder who submits his bid through the mail accepts full responsibility for said bid being received in compliance with the date and time requirements as set forth herein. **NO BID SHALL BE DELIVERED OR ACCEPTED AFTER THE DATE OR HOUR AS DESIGNATED IN PUBLIC NOTICE.**

[8] The bid quote shall be net to the Hillsborough Township Board of Fire Commissioners and shall be excluded from any state and federal taxes.

[9] Each and every deviation from the specifications shall be clearly listed by the bidder. Failure to comply with the requirements shall be grounds for rejection of the bid.

[10] The contract will be awarded to the lowest, qualified responsible bidder. The Hillsborough

Township Board of Fire Commissioners reserve the right to award individual contract for each specified bid item that is reflected in the proposal or to award one complete contract for all items. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.

[11] A non-collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized.

[12] An owner’s list in accordance with P.L. 1977, Ch. 33 approved March 10, 1977, will also be supplied with the specifications in the usual form. It shall be completed by the person or corporate officer submitting the bid. Said Owner’s list must accompany each bid. **THIS REQUIREMENT WILL NOT BE WAIVED.**

[13] Bidders are required to comply with the requirements of P.L. 1975, Ch. 127 (N.J.S.A. 10:5-31 et seq.)

[14] No bidder may withdraw his proposal for a period of 60 days after the opening of bids: all proposals being binding upon bidders for 60-day period.

Bruce Vatter, Secretary  
 Hillsborough Township  
 Board of Fire Commissioners  
 County of Somerset

\_\_\_\_\_  
 (Secretary’s Signature)

March 8, 2016  
 \_\_\_\_\_  
 (Date)

**A motion was made by Commissioner Carone, seconded by Commissioner Buckley to approve Resolution 2016-08 as read. Roll call vote: All approved.**

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Charles Nuara	X			
John Catrombon, Jr.	X			
Bruce Vatter	X			
Patrick Buckley	X			
Michael Carone	X			

## TREASURER'S REPORT

February 29, 2016

Checking Account Balance:	\$ 21,630.83
Savings Account Balance:	\$ 635,737.77
LOSAP Account Balance:	\$ 162,590.10
Capital Expense Account Balance:	<u>\$ 923,954.84</u>
Total of all Accounts:	\$ 1,743,913.54
Expenditures for March 2016:	\$ 145,003.57
Amount to be transferred to Checking From Regular Savings:	\$ 144,000.00

**A motion was made by Commissioner Vatter, seconded by Commissioner Carone to approve the Treasurer's Report. Roll call vote: All approved.**

## MONTHLY FIRE REPORTS

Commissioner Nuara read the monthly fire reports for February, 2016.

### FIRE REPORTS

	ALARMS	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
<b>#1</b>	28	137.0	62	361.9	2	68.0	5	227.0
<b>#2</b>	60	829.8	151	1597.7	2	104.0	6	373.0
<b>#3</b>	26	553.2	67	881.4	3	226.0	5	329.5
<b>Neshanic</b>	19	1340.4	40	1559.2	2	116.0	3	153.0

## CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:



1. The street index update is complete and copies have been distributed. We used the County Print Shop this time and the pricing was half the cost of other printers.
2. The new apparatus tablet computers mounting will begin soon.
3. We are in contact with Seagraves regarding Station 36's tender. The first repair was unsuccessful.
4. Applying for a grant from NJ American Water. We need to buy a replacement hydrants for 50 markers.
5. Will be hosting a presentation at Hillsborough High School on April 25, 2016 at 7:50 pm about "After The Fire – The Movie & College Tour". Will be sending notices out soon.
6. All hose testing has been done. All house ground suction testing will be done as follows:
  - Station 36 – April 4
  - Station 37 – April 5
  - Station 38 – April 6
  - Station 48 – April 11
7. Ladder 37 is out of service for several weeks. There are various fluid leaks. PM was done and unfortunately what has been found is very expensive to repair and will cost over \$16,000.00. **A motion was made by Commissioner Vatter, seconded by Commissioner Catrombon, Jr. to approve to have the repairs of the items listed below. Roll call vote: All approved.**
8. Fire Marshal John Andreychak was injured and will be out on Workman's Compensation for the next six months. I am requesting to get a fill in temporary person to do inspections only. **A motion was made by Commissioner Vatter, seconded by Commissioner Catrombon, Jr. to approve to get a "Fill In Temporary Employee" for doing inspections. Roll call vote: All approved.**
9. Updated and reported about the February 11, 2016 VA Fire. Would like to thank all the Firefighters, Signal 100 Team, Ladies Auxiliaries, Fire Safety Personnel and the amazing support of the Board of Fire Commissioners. Will be sending a "Thank You" to all the departments involved.

There is 17,000.00 pieces of paper on file currently. Have been working with over 100 insurance investigators on the scene for 7 days straight. Fire Marshal Giordano has documented damage and gather pricing, etc. The list is 85% complete. We are still waiting on pricing for a few items. There was approximately \$80,000.00 of damage/equipment loss. Reports are near complete and the insurance company has been notified. Two million seven hundred thousand gallons of water was carried to the fire just from tankers. Anticipate dozens of law suits, hearings and depositions and I have been in touch with our Attorney Braslow. There was no mercury found in the buildings or on the site. NJDFS will be assisting with the final NFIRS reporting for the fire. All reports will be on file in the Fire Safety Office.

Would like to suggest sending a \$500.00 donation to the Mercer County Signal 22 Organization and a \$500.00 donation to the Salvation Army for all their help and donations. **A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the donations to the Mercer County Signal 22 Organization and to the Salvation Army. Roll call vote: All approved.**

## APPARATUS – EQUIPMENT REPORT

### Chief Dave Foelsch of Fire Company #1 reported the following:

CAR 36: Mileage – 35,246  
Running board lights were replaced.  
Fender and rear window vinyl decals are fading and chipping. Still waiting from First Priority for a quote.

CAR 36-2: Mileage – No report  
No issues reported.

ENGINE 36: First Priority is addressing the pump drains.  
Tank fill valve was rebuilt.  
Doo striker plate was repaired.

LADDER 36: Thermal relief valve was replaced.  
Pump primer valve was rebuilt.  
Drive shaft and yoke were replaced.  
Melted lenses are replacement parts are on order.  
Outrigger level gauge was replaced.

TENDER 36: Out of service – at EES for another fix.  
Driver's side dump shoot wire was repaired.  
Leaking LDH discharge was repaired.  
Grill warning light was replaced.

BRUSH 36: Rear warning light was ordered and is in. Will be replaced.  
Pump is trying to start itself, damaged wire was replaced.  
1 TIR3 is out of service of rear – replacement has been ordered.

BRUSH 36-2: Exhaust issue – relocation.

RANGER 36: Rear TIR3 warning light was out of service and have been replaced.  
Rim was replaced.  
Trailer tires are needed and budgeted for 2016.

MARINE 36: No issues reported.

Small Equipment: 2 SCBA were repaired.  
2 extinguishers were recharged.  
5 dry suits were repaired.  
4 bottles of hydro were tested.  
Pelican light switch was replaced.

### Chief Rich Bartolucci of Fire Company #2 reported the following:

CAR 37: Mileage - 1,091  
Trailer brake module is on order from Ford (warranty)  
Front end alignment was done (warranty)  
Kussmaul charger was repaired (warranty)  
Problem with VHF radio was fixed. Awaiting unused antenna mount covers and green command light.

CAR 37-2: Siren/light controller died and is being rebuilt. 4-6 week timeframe.  
Air horn is still not working.

ENGINE 37: Leaking intake relief valve was replaced with an adapter and cap.  
Powercall siren was installed.  
Rear LDH and tank to pump is leaking and parts are on order.  
Driver's side rear ground light is on order  
Officer's side brake light is out, the socket is bad.

ENGINE 37-2: Generator is out of service and is going to Onan for replacement once the ladder has returned.  
Back-up camera was repaired.  
Oil pressure issue (after VA Depot fire), the oil level was topped off and no other issues were found.  
Bumper line CAFS nozzle is out of service (after the VA Depot fire).

TOWER LADDER 37: Out of service for repairs of fluid leaks, parking brake and breathing air system (after VA Depot fire)

BRUSH 37: No issues reported.

BRUSH 37-2: Air horn is still not working.

MINI PUMPER 37: Back-up camera was installed.  
Officer's side wheel-well compartment light is out and bulbs are on order.

RESCUE 37: PTO switch was replaced.  
Air fill station leak was repaired.  
Hurst power unit is still out for repair.

Small Equipment: 3 extinguishers were recharged.  
1 SCBA was repaired.  
Jaws pup is out for warranty repair.  
Still missing some equipment from VA Depot Fire including 3 halligan bars, 2 hydrant Wrenches, entire contents of hydrant bag, flathead axe, closet hood and 6' NY hook.

**Chief Mike Murphy of Fire Company #3 reported the following:**

CAR 38: Mileage – 20,850  
Rear bumper was damaged during VA Depot fire. Making arrangements for it to be fixed.

CAR 38-2: No issues reported.

ENGINE 38: Turbo hose leak and the hose was replaced.  
Broken attic ladder bracket and part is on order.

LADDER 38: Nozzle was stuck at the VA Depot fire scene, it thawed and was repaired by First Priority and is now back in service.

TENDER 38: Airline was repaired (from VA Depot fire).  
Air leak was repaired.

BRUSH 38: No issues reported.

RESCUE 38: Light tower was stuck (at VA Depot fire) it had water in it. Was checked by First Priority and no issues were found.

DEUCE 38: No issues reported.

MARINE 38-1: No issues reported.

MARINE 38-2: No issues reported.

Small Equipment: 2 extinguishers were recharged.  
2 SCBA were repaired.  
3 bottles of hydro were tested.  
1 chain saw was broken and was not repairable. A new saw is on order.

**Chief Kit Crisafulli of Neshanic Volunteer Fire Company reported the following:**

CAR 48: Mileage – no report.

ENGINE 48-4: No issues reported.

ENGINE 48-5: No issues reported.

TENDER 48: No issues reported.

BRUSH 48: Out of service. Should be operation by the end of this week.

MINI PUMPER 48: No issues reported.

Small Equipment: All damaged and lost equipment was covered by our insurance and has been Ordered.

**R&R COMMITTEE UPDATE**

Joann Bullock reported:

FAP:

Working on sending out letters to new businesses.

Signal 100 Team:

Thank you to the Team Members who helped at the Veterans Memorial Park Fire, as well as the help from Ladies Auxiliary from 37 & 38.

A meeting will be held on Thursday, March 10, 2016 at 7:30 pm at Station 37.

**APPROVAL TO PAY CLAIMS LIST 2016-03**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
03/08/2016	20785	AMWELL AUTO & TIRE CENTER	16-091 - Invoice 138017	\$ 89.69
03/08/2016	20786	CHRISTOPHER WENIGER	16-096	\$ 19.99
03/08/2016	20787	DAVID FOELSCH	16-104	\$ 45.00
03/08/2016	20788	FIREFIGHTERS EQPT.CO.	16-112 - Invoice 2016244	\$ 277.20
03/08/2016	20789	First Priority Emergency Vehicles	16-119	\$ ,951.35
03/08/2016	20790	FLEMINGTON DEPT STORE	16-137 - Invoice 44443	\$ 68.00
03/08/2016	20791	HILLSBOROUGH FIRE CO.#1	16-067	\$ 21.38
03/08/2016	20792	JOHN CATROMBON	16-065	\$ 152.12
03/08/2016	20793	MIKE MURPHY	16-073	\$ 67.17
03/08/2016	20794	Petner, Lynn	16-087	\$ 169.37
03/08/2016	20795	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-056 - Invoice 11138	\$ 175.00
03/08/2016	20796	Witmer Public Safety Group, Inc.	15-750 - Invoice 1662777	\$ 103.00
03/08/2016	20797	AMWELL AUTO & TIRE CENTER	16-092 - Invoice 137496	\$ 551.14
03/08/2016	20798	CHRISTOPHER WENIGER	16-099	\$ 74.27
03/08/2016	20799	FLEMINGTON DEPT STORE	16-109 - Invoice 44288	\$ 165.00
03/08/2016	20800	MIKE MURPHY	16-074	\$ 129.99
03/08/2016	20801	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-057 - Invoice 11139	\$ 525.00
03/08/2016	20802	FLEMINGTON DEPT STORE	16-111 - Invoice 44120	\$ 56.00
03/08/2016	20803	ACCESS HEALTH SYSTEMS	16-090 - Invoice 6227	\$ 60.00
03/08/2016	20804	AED SUPERSTORE	16-095 - Invoice 215519	2,764.00
03/08/2016	20805	Allegra Princeton	16-094 - Invoice 245768	\$ 235.00
03/08/2016	20806	ALLEGRO ENTERPRISES INC	16-128 - Account 003104	\$ 27.25
03/08/2016	20807	AMWELL AUTO & TIRE CENTER	16-093 - Invoice 138017	\$ 89.69
03/08/2016	20808	ANGELOS PIZZA	16-089	\$ 69.00
03/08/2016	20809	Apple Inc.	15-752 - Customer 1046589	\$ 2,138.00
03/08/2016	20810	BRUCE VATTER	16-084	\$ 3,000.00
03/08/2016	20811	CHARLIE NUARA	16-131	\$ 3,000.00
03/08/2016	20812	CHRISTOPHER WENIGER	16-102	\$ 27.00
03/08/2016	20813	Claudia C. Bayait	16-100	\$ 58.30
03/08/2016	20814	COMCAST	16-098 - Account 8499 05 280 0046635	\$ 93.62
03/08/2016	20815	COMMUNICATION SPECIALIST, INC	16-124	\$ 138.00
03/08/2016	20816	CONTINENTAL FIRE & SAFETY INC.	16-122 - Invoice F1509	\$ 286.00
03/08/2016	20817	CORPORATE GRAPHICS INC.	16-097 - Invoice 31199	\$ 105.00
03/08/2016	20818	DAVID FOELSCH	16-105	\$ 55.37
03/08/2016	20819	DAWN BUCKLEY	16-125	\$ 265.32
03/08/2016	20820	DIANNE RICCARDO	16-103	\$ 137.91
03/08/2016	20821	DOLORES FAMIGLIETTA	16-107	\$ 105.00
03/08/2016	20822	DONALD SCHER	16-108	\$ 150.00
03/08/2016	20823	Dunkin Donuts	16-130	\$ 99.90
03/08/2016	20824	Famiglietta, Doug	16-106	\$ 105.00
03/08/2016	20825	FireCompanies.com	16-110 - Invoice 0013653-73	\$ 979.88

03/08/2016	20826	FIREFIGHTERS EQPT.CO.	16-120 - Invoice 20160530, 20160404	\$ 851.50
03/08/2016	20827	First Priority Emergency Vehicles	16-133 - Invoice 622727/1	\$ 775.77
03/08/2016	20828	Flemington Circle Yamaha	16-051 - Invoice 398672	\$ 124.95
03/08/2016	20829	FLEMINGTON DEPT STORE	16-121 - Invoice 44399	\$ 219.98
03/08/2016	20830	Francisco, Kelly	16-081	\$ 105.00
03/08/2016	20831	Grainger	16-079 - Invoice 9004033255	\$ 5.83
03/08/2016	20832	HAPI AUTO PARTS	16-068 - Account 1120	\$ 343.21
03/08/2016	20833	HILLSBOROUGH FIRE CO.#1	16-132	\$ 15,632.00
03/08/2016	20834	HILLSBOROUGH FIRE CO.#2	16-113	\$ 15,632.00
03/08/2016	20835	HILLSBOROUGH FIRE CO.#3	16-063	\$ 15,632.00
03/08/2016	20836	Horowitz, Helene	16-135	\$ 154.62
03/08/2016	20837	IAAI	15-751 - Customer 1309255	\$ 435.00
03/08/2016	20838	JERRY MIDGETTE	16-071	\$ 143.22
03/08/2016	20839	JOANN BULLOCK	16-139	\$ 351.00
03/08/2016	20840	JOHN ANDREYCHAK	16-070	\$ 66.12
03/08/2016	20841	JOHN CATROMBON	16-085	\$ 3,000.00
03/08/2016	20842	JON SENCHISEN	16-069	\$ 150.00
03/08/2016	20843	Jones Machine Racing Products, Inc.	16-116 - Invoice 89061	\$ 22.43
03/08/2016	20844	KARIN De VOE	16-082	\$ 64.00
03/08/2016	20845	LAKE SMALL ENGINE REPAIR	16-123 - Invoice 53546	\$ 237.85
03/08/2016	20846	LIBERTY MUTUAL INSURANCE GROUP	16-118 - Account 3302377-0000	\$ 35,249.00
03/08/2016	20847	MAUREEN A. COXWELL	16-066	\$ 67.54
03/08/2016	20848	Middlesex Welding Sales	16-077 - Invoice 436611	\$ 988.63
03/08/2016	20849	MIKE MURPHY		\$ 117.76
03/08/2016	20850	MINERVA CLEANERS	16-078 - Invoice 474-48	\$ 1,528.50
03/08/2016	20851	Nagy, Diane	16-134	\$ 16.09
03/08/2016	20852	NESHANIC VOL.FIRE CO.	16-114	\$ 17,665.00
03/08/2016	20853	PATRICK BUCKLEY	16-126	\$ 3,000.00
03/08/2016	20854	Patullo, Lori	16-127	\$ 138.63
03/08/2016	20855	Peach, Jason	16-072	\$ 75.22
03/08/2016	20856	PERFUMERY SOLUTIONS, LLC	16-138	\$ 132.92
03/08/2016	20857	PETER CARONE	16-058	\$ 3,000.00
03/08/2016	20858	Petner, Lynn	16-088	\$ 49.00
03/08/2016	20859	Pizzaia, Judith	16-086	\$ 105.00
03/08/2016	20860	REGINA SCHACHTELE	16-054	\$ 75.58
03/08/2016	20861	ROY HOROWITZ	16-052	\$ 160.00
03/08/2016	20862	RWJ Physician Enterprise, PA	16-053 - Invoice 6930	\$ 672.00
03/08/2016	20863	SAM ROZYCKI	16-055	\$ 72.48
03/08/2016	20864	SCREEN STYLES	15-753 - Invoice 75397	\$ 330.00
03/08/2016	20865	Simon Says, LLC	16-115 - Invoice 563	\$ 1,000.00
03/08/2016	20866	SOMERSET COUNTY BOARD OF ELECTIONS	16-061	\$ 33.75
03/08/2016	20867	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-059 - Invoice 11113	\$ 300.00
03/08/2016	20868	SOMERSET COUNTY VEHICLE MAINTENANCE	16-101 - Invoice 178	\$ 1,661.07
03/08/2016	20869	STAPLES CREDIT PLAN	16-058	\$ 3,760.65
03/08/2016	20870	TIM COYLE	16-080	\$ 72.76
03/08/2016	20871	TOM FAGAN	16-083	\$ 128.74
03/08/2016	20872	VERIZON	16-129 - Account 908 369-0609 114 37Y	\$ 50.00

03/08/2016	20873	VERIZON WIRELESS	16-062 - Invoice 9760520895	\$	798.52
03/08/2016	20874	Wiecenski, Joan	16-136	\$	70.34
03/08/2016	20875	Witmer Public Safety Group, Inc.	16-064 - Invoice 1677015	\$	108.00
				<u>\$</u>	<u>45,003.57</u>

**A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to approve the Claims List 2016-03. Roll call vote: All approved with the following abstentions, Commissioners Catrombon 16-085 , Buckley 16-126, Carone 16-058, Vatter 16-084, and Nuara 16-131.**

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to approve to pay the Claims List 2016-03. Roll call vote: All approved.**

### APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2016-03

**A motion was made by Commissioner Catrombon Jr., seconded by Commissioner Carone to approve the transfer of funds in the amount of \$144,000.00 from savings account to checking account. Roll call vote: All approved.**

### COMMISSIONERS' REPORTS

#### Commissioner Nuara:

##### Contracts:

No report.

##### Budget:

No report.

##### Specifications, Special Bids and Acquisitions:

No report.

##### New Apparatus:

No report.

1. Would like to thank all the firefighters and their families who helped at the VA Depot fire. The community really did a nice job with donating food, etc.
2. Derek Basista, President of the Charity Events Group attended the meeting to discuss the plans for the Go Fund Me "Hillsborough Thank You Dinner". The dinner will be held on Saturday, April 2, 2016 from 6:00-10:00 pm. Derek said he reached out to a lot of people. The VFW in Manville offered the use of their facility for the dinner. There are numerous donations for food and awards. To date, the Go Fund Me raised \$2,410.00. Assemblyman Andrew Zwicker will issue resolutions to

every Fire Station, and will be donating as well. A band has offered their services for the night of the dinner. Certificates will be presented to each house to thank them for their service. Derek has approximately 120 invites ready to be mailed out on March 4, 2016 to Fire, EMS, OEM, Chief of Police officials. The Hillsborough Beacon, Radio Station 101.5, NJ.com, Hillsborough Patch and Courier News will be attending. Donations will also be made to the Fallen Firefighters and Sons of the Flags.

3. Asked the Officers for their qualification information/certificates.
4. Thanked everyone for coming out to vote on the elections and to get the budget passed.
5. Asked Chief Fire Marshal Weniger about getting XL or Microsoft into Station 38's computer.

### **Commissioner Catrombon, Jr.:**

#### Radios & Pagers:

US alerts and watchdogs are available for Junior Members, new members, and anyone that needs one.

#### Grants:

No report.

#### Apparatus/Equipment Maintenance:

No report.

#### Air Packs & Air Bottle Testing:

No report.

### **Commissioner Vatter:**

#### Insurance:

Spoke with Jenny from Mazy regarding Firefighters responding to calls with their own vehicles. Asking that all personnel look at their personal policy and also look at any exclusions. Assistant Chiefs using their own personal vehicles should now do a weekly check when you do apparatus checks to make sure wipers, lights, tires, do a road test and keep a log. It is the responsibility of vehicle owners to self-inspect their vehicles. Remind all members to keep their vehicles in good working condition. Will set up a meeting with Jenny to look at your policies.

Kristen from Hughes & Plumer contacted me to do a review of coverage. I told her we are happy with VFIS. She would like to go over our Workman's Compensation policy since changes are going to be made soon. Will renewal with VFS if it is feasible to add coverage for liability for personal vehicles.



Liberty Mutual is covering Workman's Compensation for Fire Safety, however, due to the fact that the township cuts the paycheck, the Township should be supplying Workman's Compensation for them. Will need to look into this further.

Medical (Physicals)

Sent out a list, but since have received more from Primary Care so I will update the list again and send it out.

March dates are still scheduled. Saturday, March 12 is booked, Saturday, March 19 - 14 scheduled, Saturday, March 30 - 5 scheduled. If there are any openings available in March we are going to have to cancel Saturdays. There are none scheduled for May, so I will be cancelling Saturdays for May.

It costs \$155.00 per firefighter for their physical at Primary Care. \$55.00 of that is doctor evaluation. They keep all information so it can be compared to previous years. If anyone chooses to get their physical from their own physician, we will need all results and they will need to be given to Fire Safety and then will be forwarded to Primary Care. We will reimburse \$100.00 toward a physical minus your copay, if you have one.

Fit Testing:

No report.

**Commissioner Carone:**

Audit:

No report.

LOSAP:

No report.

Bills with Vouchers:

No report.

Budget:

No report.

Inventory:

No report.

**Commissioner Buckley:**

Bureau of Fire Operations:

No report.

OEM:

No report.

GOG's:

Status of the Anti-Harassment Policy dissemination – need signed papers.

Accident/Injury – Workman's Compensation:

No report.

Gear Cleaning & Repair:

No report.

OSHA:

No report.

District Drills:

Solicited Chiefs for a list of drills to be used as District Drills.

Training:

Air Consumption Rate Training. Let me know when you need the class. Goal is to be complete By June 30, 2016.

Pump Training needs.

Get numbers of members who want the new Sterling F4 bailout system. Training will only involve 3 jumps and classroom presentation.

Get numbers for ITCO class at SCFA w/Gary. 2 day class.

## CHIEF'S REPORTS

### Chief Dave Foelsch - Fire Company #36:

Drills: Live Burn Training was held on February 25, 2016  
Ground Ladders Training was held on February 25, 2016  
In house Saw Drill by Central Jersey Nursery will be held on March 17, 2016 at 7:00 pm  
In house RIT Drill will be held on March 24, 2016 at 7:00 pm  
Swift water Rescue – need additional training, more information coming.  
Strategy and Tactics Drill – waiting on instructor confirmation.

1. Replacement radio holders for Officer's portables.
2. KME states that they need another two weeks for the final drawing and specification.

### Chief Rich Bartolucci – Fire Company #37

Drills: R.O.A.M. Drill was held on February 2, 2016  
R.O.A.M. Drill was held on February 23, 2016  
Mini Drill on Reading Smoke was held on March 1, 2016 at 7:00 pm  
Phase 5 Drill at SCESTA will be held on March 15, 2016 at 7:00 pm  
VA Depot Fire Critique will be held on March 23, 2016 at 7:00 pm at Station 37

1. Asking for permission to take Engine 37 and Car 37 to attend the Somerville St. Patrick's Day Parade on March 13, 2016. Commissioners granted permission. Ok for all stations to go but not to have all the ladders out.

### Chief Mike Murphy – Fire Company #3

Drills: CPR Drill was held on February 1, 2016  
GOG Drill was held on February 22, 2016  
Electrical Safety Drill was held on February 29, 2016  
CEVO Drill was held on March 7, 2016  
Extrication Drill will be held on March 28, 2016 at 7:30 pm at the Academy

### Chief Kit Crisafulli – Fire Company #48 - Neshanic

Drills: Hazmat/Right to Know Drill was held on February 2, 2016  
Blood Borne Pathogens Drill was held on February 2, 2016  
Smoke Reading Drill will be held on March 15, 2016

1. Resolution approved and title will be transferred to us this week for our old mini. To be determined what it will be utilized for.

**Hillsborough Rescue Squad:**

No report.

**PUBLIC**

No report.

**ADJOURNMENT**

There being no further public comment, **a motion was made by Commissioner Nuara, and seconded by Commissioner Buckley to adjourn the meeting at 9:20 p.m. Roll call vote: All approved.**

Respectfully submitted,

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners

BV/jhb

Attachments