

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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

**REGULAR MEETING**

**FEBRUARY 10, 2015**

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, February 10, 2015 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Greg Kane 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 Greg Kane, Commissioner Bruce Vatter, Commissioner Charlie Nuara and Commissioner John Catrombon, Jr. Also present were Fire Chiefs: Chief Dave Foelsch, Fire Co. #1; Chief Jim Paterno, Fire Co. #2, Chief Christian Fulmino, Fire Co. #3, Chief CJ Davis, Neshanic Fire Co.; and Chief Fire Marshal Chris Weniger. Absent: Commissioner Nick Patullo

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 Nuara, seconded by Commissioner Catrombon, Jr. to approve the Regular Meeting minutes of January 13, 2015. Roll call vote: All approved.**

**A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the Work Meeting minutes of February 5, 2015. Roll call vote: All approved.**

**TREASURER'S REPORT**

**JANUARY 31, 2015**

Checking Account Balance:	\$ 20,603.83
Savings Account Balance:	\$ 559,430.49
LOSAP Account Balance:	\$ 173,789.62
Capital Expense Account Balance:	<u>\$ 822,946.80</u>
Total of all Accounts:	\$ 1,576,770.74
Expenditures for February 2015:	\$ 215,134.31
Amount to be transferred to Checking from Regular Savings:	\$ 84,550.00
LOSAP – Neshanic	\$ 18,750.00
LOSAP – Hillsborough	\$ 111,700.00
Amount to be transferred to Checking from LOSAP Account	\$ 130,450.00

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

## CORRESPONDENCE

Commissioner Kane read the list of incoming correspondence consisting of:

1. Monthly Fire Reports (Attachment).
2. Fire Safety Out-of-Service Schedule (Attachment).
3. FCCA License Renewal.
4. Contract for Neshanic Fire Company (Attachment).

## MONTHLY FIRE REPORTS

Commissioner Kane read the monthly fire reports for January.

### FIRE REPORTS

	<b>ALARMS</b>	<b>MAN HRS.</b>	<b>YTD ALARMS</b>	<b>YTD MAN HRS.</b>	<b>DRILLS</b>	<b>MAN HRS.</b>	<b>YTD DRILLS</b>	<b>YTD MAN HRS.</b>
<b>#1</b>	27	262.1	28	262.1	1	77.5	1	77.5
<b>#2</b>	48	620.7	57	620.7	0	0	0	0
<b>#3</b>	18	252.6	18	252.6	1	94.0	1	94.0
<b>Neshanic</b>	11	47.3	14	47.3	2	85.0	2	85.0

## CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. Annual Apparatus Maintenance and Repair Report was completed and distributed to the Board. Please feel free to contact me with any questions. I also did a 3-year breakdown.
2. E-Dispatch streaming is live. Have not had any complaints.
3. Replacement radios for Station 37 have been put in service. Waiting to hear from County on the District wide re-programming. I check with them once a week.
4. The District server is now 90% on-line working through an excel issue and a hardware issue at Station 38. Will test tomorrow.
5. All District meters are now the newer BW 4 gas and 4 Gas Single Gas HCN meters. Fire Safety will calibrate them every 6 month. We have 1 or 2 of the old ones, but they are not ones we have to buy cartridges for.
6. This is Commissioner Kane's last meeting as Commissioner. On my behalf and my staff's, I want to thank you. We appreciate all you have done during your years as Commissioner.
7. Can a bid request be put out to vendors to perform maintenance on vehicles and apparatus? A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to vote to put out bids to vendors to perform maintenance on vehicles and apparatus. Roll call: All approved.

**APPARATUS – EQUIPMENT REPORT**

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

CAR 36: Mileage – 29, 365  
No issues reported.

ENGINE 36: Q-Siren was installed.  
Reverse lights and alarm were repaired.  
Rear window was repaired.

LADDER 36: Out-of-Service for repairs. Repairs are under warranty. Spoke to Seagraves about the lack of following through with the entire District.

TENDER 36: Tank leak is being addressed by Seagraves.  
Tank level monitor was repaired.

BRUSH 36: No issues reported.  
BRUSH 36-2: No issues reported.  
RESCUE 36: No issues reported.  
MARINE 36: No issues reported.

Small Equipment: 2 extinguishers were recharged.  
1 saw is out for repair.  
Gas meters were calibrated.

**Chief Jim Paterno of Fire Company #2 reported the following:**

CAR 37: Mileage – 10,150  
New portable chargers were installed.  
Front scene light was repaired.

ENGINE 37: Oil pressure gauge was installed.  
Fuel gauge is on order.  
New siren controller was installed.  
Arrow stick bulb was replaced.  
Front intake drain handle was replaced.

ENGINE 37-2: Light tower lights were sent out for repair.  
Officer side scene light bulb was replaced.

TOWER  
LADDER 37: Hydraulic control knob in bucket was repaired.  
Rear brake light bulb was replaced.  
Stinger light was replaced.  
Bucket spotlight bulb was replaced.  
Outrigger marker light was repaired.

BRUSH 37: No issues reported.  
BRUSH 37-2: No issues reported.

MINI PUMPER 37: Pump impeller was replaced.  
Pump panel lights were repaired.  
Pressure relief valve was rebuilt.  
Rear end leak was repaired.

Valve cover gasket was replaced.  
New ladder was installed.

SUPPORT 37: No issues reported.

Small Equipment: 3 extinguishers were repaired.  
Engine 37 quick vent saw was repaired.  
1 SCBA was repaired.  
Gas meters were calibrated.

**Chief Christian Fulmino of Fire Company #3 reported the following:**

CAR 38: Mileage – 12,876  
No issues reported.

ENGINE 38: Waiting on frame repair.

LADDER 38: New light bars installed by First Priority.

TENDER 38: No issues reported.  
BRUSH 38: No issues reported.

RESCUE 38: Working with Continental to determine if the air fill system is certified to 6000psi or 4500psi. We have always only filled to 4500psi, however, when tanks came back from hydro testing they were filled to 6000psi. We are getting conflicting answers from them, and Fire Marshal Giordano is working on this.

DEUCE 38: Pump from 36's old brush truck will be installed in house.

MARINE 38-1: One fill valve is leaking and needs to be sent back as all valves were Replaced just last year. This issue is 3 months old now, can we address this soon so it is back for Spring?

Small Equipment: 3 flashlights were repaired.  
1 extinguisher was recharged.  
Gas meters were calibrated.  
New computer for the office is on order.

MARINE 38-2: No issues reported.

**Chief CJ Davis of Neshanic Volunteer Fire Company reported the following:**

CAR 48: Mileage –No report.  
No issues reported.

ENGINE 48-4: No issues reported.  
ENGINE 48-5: No issues reported.

TENDER 48: No issues reported.  
BRUSH 48: No issues reported.  
MINI PUMPER 48: No issues reported.  
Small Equipment: No report.

## UPDATE ON DISTRICT MEDICAL EXAMS

Commissioner Vatter reported:

1. Physicals are going well. Remember to have members bring the form for Interior Firefighter if they want to be interior qualified.
2. Drivers must pass the PFT test to be cleared to drive.
3. Titer tests are available after discussing it with the doctor. Be sure you tell the nurse to authorize it on your blood test request.
4. There are 13 openings at the Clinic for February 21, 2015 and none booked for March 21, 2015.
5. The list will be updated, as I receive the forms from Primary Care.

## DISTRICT RADIO COMMUNICATION UPDATE

Commissioner Catrombon, Jr. reported:

1. Minitor 3's, 4's and watchdog pagers are back from being repaired.
2. There are extra batteries for Minitor 3's, 4's and watchdog pagers.

## R&R COMMITTEE UPDATE

### FAP:

Joann Bullock sent out an updated list for 2015 to all Commissioners, Chiefs and Fire Safety Office Personnel. Commissioner Nuara mentioned that Grand Sanitation Service has not been giving the discount as stated on the list. They need to be removed from the list.

### **SIGNAL 100**

#### TEAM:

- Responded to a call on January 16, 2015.
- Had a meeting on January 28, 2015.

## APPROVAL TO PAY CLAIMS LIST 2015-02

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
02/10/2015	19750	AMWELL AUTO & TIRE CENTER	14-942 - Invoice 130485	\$ 167.92
02/10/2015	19751	CHARLIE NUARA	14-013	\$ 98.00
02/10/2015	19752	CHRISTIAN FULMINO	15-063	\$ 30.00
02/10/2015	19753	CHRISTOPHER WENIGER	15-050	\$ 36.03
02/10/2015	19754	DIANNE RICCARDO	15-046	\$ 83.75
02/10/2015	19755	EMERGENCY EQUIPMENT SALES, LLC	14-936 - Invoice 15-0038	\$ 2,422.00
02/10/2015	19756	First Priority Emergency Vehicles	14-934	\$ 5,894.57

02/10/2015	19757	FLEMINGTON DEPT STORE	14-933 - Invoice 36110	\$	56.00
02/10/2015	19758	NICHOLAS PATULLO	14-929	\$	30.00
02/10/2015	19759	UNITED COMMUNICATIONS CORP.	15-060 - Invoice 804306	\$	468.50
02/10/2015	19760	AMWELL AUTO & TIRE CENTER	14-943 - Invoice 130201	\$	67.33
02/10/2015	19761	CHRISTOPHER WENIGER	15-051	\$	38.51
02/10/2015	19762	FIREFIGHTERS EQPT.CO.	14-937 - Invoice 20150244	\$	326.30
02/10/2015	19763	First Priority Emergency Vehicles	14-935	\$	2,340.55
02/10/2015	19764	FLEMINGTON DEPT STORE	15-042 - Invoice 37313	\$	54.00
02/10/2015	19765	LAKE SMALL ENGINE REPAIR	14-931 - Invoice 50067, 50066	\$	378.82
02/10/2015	19766	MINERVA CLEANERS	14-930474-33	\$	258.50
02/10/2015	19767	UNITED COMMUNICATIONS CORP.	15-061 - Invoice 804320	\$	457.35
02/10/2015	19768	AMWELL AUTO & TIRE CENTER	14-944 - Invoice 130470	\$	195.00
02/10/2015	19769	CHRISTOPHER WENIGER	15-052	\$	125.00
02/10/2015	19770	FLEMINGTON DEPT STORE	15-045 - Invoice 37596	\$	99.95
02/10/2015	19771	AMWELL AUTO & TIRE CENTER	14-945 - Invoice 129947	\$	982.07
02/10/2015	19772	AMWELL AUTO & TIRE CENTER	14-946 - Invoice 129946	\$	175.68
02/10/2015	19773	AMWELL AUTO & TIRE CENTER	14-947 - Invoice 130588	\$	99.30
02/10/2015	19774	ACCESS HEALTH SYSTEMS	14-948 - Invoice 12/27/2014	\$	450.00
02/10/2015	19775	ALLEGRO ENTERPRISES INC	15-058 - Account 003104	\$	14.00
02/10/2015	19776	AMWELL AUTO & TIRE CENTER	15-057 - Invoice 130960	\$	265.21
02/10/2015	19777	APPROVED FIRE PROTECTION	14-949 - Invoice I11414608	\$	157.14
02/10/2015	19778	Bartok, Zachary	5-015	\$	145.90
02/10/2015	19779	Berju, Ronald	15-027	\$	150.00
02/10/2015	19780	Bocchino, Anthony	15-059	\$	100.38
02/10/2015	19781	Bonnell, Patty	15-031	\$	149.73
02/10/2015	19782	Burlington County EmerServices Training	15-064 - Invoice 987	\$	193.00
02/10/2015	19783	CAMMPS HARDWARE & LAWN PRODUCTS	14-941 - Invoice 525560	\$	27.70
02/10/2015	19784	CHARLES BONNELL	15-055	\$	149.73
02/10/2015	19785	CHARLIE NUARA	15-014	\$	32.63
02/10/2015	19786	CHRISTIAN FULMINO	15-071	\$	54.60
02/10/2015	19787	CHRISTOPHER WENIGER	15-054	\$	31.62
02/10/2015	19788	COMCAST	15-056 - Account 8499 05 280 0203657	\$	70.00
02/10/2015	19789	CONTINENTAL FIRE & SAFETY INC.	15-053DAWN BUCKLEYE1262	\$	263.00
02/10/2015	19790	DAWN BUCKLEY	15-049	\$	36.36
02/10/2015	19791	DIANNE RICCARDO	15-047	\$	499.99
02/10/2015	19792	Dunkin Donuts	15-048	\$	109.08
02/10/2015	19793	ELECTRONIC MEASURMENT LABS INC.	14-938 - Invoice 43992, 43995, 44466, 44502, 44643, 44671	\$	6,191.00
02/10/2015	19794	EMERGENCY EQUIPMENT SALES, LLC	14-939 - Invoice 14-1744, 14-1742	\$	216.00
02/10/2015	19795	FIREFIGHTERS EQPT.CO.	15-043 - Invoice 20150179, 20144800	\$	1,052.57
02/10/2015	19796	First Priority Emergency Vehicles	15-044	\$	13,516.91
02/10/2015	19797	FLEMINGTON DEPT STORE	15-065 - Invoice 37313	\$	54.00
02/10/2015	19798	GALLS INC.	15-040 - Invoice 002987603	\$	18.54
02/10/2015	19799	Giordano, Ryan	15-028	\$	65.00
02/10/2015	19800	Global Imports, Inc	15-041 - Invoice 342441	\$	190.96
02/10/2015	19801	HAPI AUTO PARTS	14-932 - Account 1120	\$	71.38
02/10/2015	19802	HILLSBOROUGH FIRE CO.#2	15-039	\$	172.30
02/10/2015	19803	HILLSBOROUGH RESCUE SQUAD	15-038	\$	932.00

02/10/2015	19804	HUNTERDON EMERGENCY SV TRAINING CTR	15-037 - Invoice 15-102	\$	80.00
02/10/2015	19805	IAAI	15-034 - Customer ID 1309255	\$	405.00
02/10/2015	19806	International Code Council, Inc.	15-035 - Invoice INV0511466	\$	59.00
02/10/2015	19807	JOANN BULLOCK	15-068	\$	195.00
02/10/2015	19808	JOHN ANDREYCHAK	15-036	\$	65.00
02/10/2015	19809	JOHN CATROMBON	15-070	\$	150.00
02/10/2015	19810	LAKE SMALL ENGINE REPAIR	15-010 - Invoice 50168	\$	54.80
02/10/2015	19811	LIBERTY MUTUAL INSURANCE GROUP	15-012 - Account 3302377-0000	\$	35,108.00
02/10/2015	19812	MINERVA CLEANERS	15-033 - Invoice 474-34	\$	207.75
02/10/2015	19813	NEW JERSEY STATE VOL. FIREMEN'S ASSOC.	15-032 - Member ID 75	\$	25.00
02/10/2015	19814	NICHOLAS PATULLO	15-009	\$	30.00
02/10/2015	19815	PAT KELLY	15-029	\$	150.00
02/10/2015	19816	PATRICK BUCKLEY	15-030	\$	1,260.70
02/10/2015	19817	PERFUMERY SOLUTIONS, LLC	15-072	\$	295.21
02/10/2015	19818	PREFERRED BATTERIES	15-069 - Invoice 1973	\$	86.40
02/10/2015	19819	RICHARD M. BRASLOW ESQ.	15-066 - Invoice 16983	\$	32.00
02/10/2015	19820	RONALD J CAMPBELL	14-950	\$	44.00
02/10/2015	19821	ROY HOROWITZ	15-067	\$	150.00
02/10/2015	19822	SCREEN STYLES	15-026 - Invoice 72506	\$	189.00
02/10/2015	19823	SHARP ELECTRONICS CORP	15-023 - Invoice C776261-711	\$	231.57
02/10/2015	19824	Somerset County Fire Marshals	15-024	\$	100.00
02/10/2015	19825	SOMERSET COUNTY VEHICLE MAINTENANCE	14-940 - Invoice 165	\$	3,222.13
02/10/2015	19826	STAPLES CREDIT PLAN	15-025 - Account 6011 1000 6181 135	\$	755.12
02/10/2015	19827	The Lincoln National Life Insurance Co.	15-022	\$	130,450.00
02/10/2015	19828	THE PRINCETON PACKET INC.	15-021 - Account 1026112	\$	48.36
02/10/2015	19829	THOMAS LAPLACA	15-020	\$	150.00
02/10/2015	19830	UNITED COMMUNICATIONS CORP.	15-062 - Invoice 804307	\$	326.25
02/10/2015	19831	UPS	15-019 - Invoice 000074Y02Y045	\$	27.37
02/10/2015	19832	VERIZON	15-017 - Account 908 369-0609 114 37Y	\$	55.00
02/10/2015	19833	VERIZON WIRELESS	15-018 - Invoice 9738899616	\$	786.00
02/10/2015	19834	W.B.MASON COMPANY, INC.	15-016 - Invoice I22952980	\$	129.79
				<b>\$</b>	<b>215,134.31</b>

**A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the Claims List 2015-02. Roll call vote: All approved.**

**A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve to pay the Claims List 2015-02 Roll call vote: All approved with the exception of Commissioner Nuara 19785 & 19751, Commissioner Catrombon, Jr. 19809**

#### **APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2015-02**

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Nuara to approve the transfer of funds in the amount of \$84,550.00 from savings account to checking account. Roll call vote: All approved.**

**A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to approve the transfer of funds in the amount of \$130,450.00 from LOSAP account to checking account. Roll call vote: All approved.**

## **COMMISSIONERS' REPORTS**

### **Commissioner Kane:**

1. I would like to thank Chief Fire Marshal Weniger and the Fire Safety Staff for everything they have done. I really appreciate it, and I can't say enough.
2. I would also like to thank the Chief's and I appreciate all the time and effort that you put in.

### **Commissioner Patullo:**

Absent. No Report.

### **Commissioner Vatter:**

1. A meeting was held with Jenny Wolter from Mazy Insurance Company on February 5, 2015. The topics discussed were the cost of Workman's Compensation and Liability insurance costs.
2. The District policies are due for renewal later this Spring.
3. Liberty Mutual is our carrier because no other carrier wants to insure Emergency Services. New Jersey mandates the rates and rules. There is a carrier now that may consider insuring Emergency Services, which could save \$25,000.00 a year. The current carrier is \$140,000.00 a year. Jenny will be submitting an application to them.
4. The experience module, for rates, is a 3 year rolling cycle, dropping off a year and adding a year. 2014 is under next year.
5. Liberty Mutual did a risk assessment a year or two ago and made recommendations. There were no claims in 2014. Jenny advised us that frequent small claims hurts us more than 1 big claim does.
6. Jenny gave us information (Attachment, Section 1, page 17, part 4) explaining active members versus inactive members. Commissioner Vatter said that we consider active members as those who have had a physical. There are 155 members on OSHA, which 50 each are from 2 of our companies, and 55 from 1 of our companies.
7. It is \$1,300/active volunteer fireman per year for Workman's Compensation. 145 members had physicals in 2014. This may fluctuate a little each year. Jenny said the Insurance Company will ask for a list of the active members.
8. Jenny will obtain comparisons from other insurers. She said that VFIS covers 50% of the Emergency Services in the Northeast. She gave us a handout of a copy of the Property and Casualty Summary. She explained that the value of a year 2000 tanker would not get a 2015 replacement value.

### **Commissioner Nuara:**

1. There are 26 people on the list for LOSAP that are not vested or are no longer in the fire companies. A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to remove the 26 people from the list for LOSAP. Roll call vote: All approved.
2. Asked Chief Fire Marshal Weniger if he could put together a meeting with the Chiefs to review their response areas. Chief Fire Marshal Weniger said he will do that and he will also put maps together.
3. The Elections are very important. Please tell neighbors, family, and friends to please come out and



vote. The vote will determine the apparatus purchases for next year and if we don't get approved, we will spend too much money on repairs. I submitted an article to the Hillsborough Beacon so residents understand what they are voting on in advance. I also mentioned that 3 people (Charlie Davis, Pat Buckley and Peter Michael Carone are running for the 2 open positions on the Board of Commissioners.

**Commissioner Catrombon, Jr.:**

1. Please come out and vote.
2. We have been experiencing a lot of nasty weather. I want to express the important of safety. Please be careful getting off of trucks in the snow and ice and protect yourselves.

**CHIEF'S REPORTS**

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

Drills: Electrical Safety Class to be held on Thursday, February 7, 2015 at 7:30 pm.  
Possible Ice Rescue "hands on" Class at the end of February, depending on the weather.

- Are the dispatch issues worked out for the Signal 100 Team? Chief Fire Marshal Weniger got in touch with County and the issue was resolved. They did a practice run and all worked well. Any questions for the Fire Chiefs regarding response to scenes? Addition of members? Joann Bullock, Coordinator of the Signal 100 Team responded that they would like the Chiefs to meet after the meeting to discuss this.
- I would like to thank Commissioner Kane and Commissioner Patullo for your support and hearing me out. We are finally moving on forward progression.

**Chief Jim Paterno – Fire Company #37**

Drills: CPR Drill on Tuesday, February 17, 2015 @ Station 79.

- Looking into getting badges for Fire Police.

**Chief Christian Fulmino– Fire Company #38**

Drills: Building Construction for the Fire Service on January 26, 2015 at 7:00 pm @ Station 38.  
CPR Healthcare Provider Refresher Class on February 2, 2015 at 7:00 pm @ Station 79.

- Clarification on turnout gear for exterior Firefighters, still need gear less than 10 year old, correct?
- Had a GOG Committee Meeting on Monday, February 9, 2015. Reviewed minor changes.

**Chief CJ Davis– Fire Company #48 - Neshanic**

Drills: Strategy and Tactics Classed for February 21 was cancelled due to instructor availability.  
Situational Awareness Drill on February 17, 2015 at 7:00 pm @ Station 48.

- Does anybody have any 50" length hose that failed that we can have?
- Thank you to Commissioner Kane and Commissioner Patullo for your time as Commissioner.

**Hillsborough Rescue Squad:**

No report.

**PUBLIC**

Commissioner Nuara announced there will be cake and coffee for Commissioner Kane, as a thank you for all his years serving as a Commissioner. Everyone attending the meeting is invited to stay.

**ADJOURNMENT**

There being no further public comment, **a motion was made by Commissioner Vatter, and seconded by Commissioner Catrombon, Jr. to adjourn the meeting at 8:40 p.m. Roll call vote: All approved.**

Respectfully submitted,

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners

BV/jhb