

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**379 South Branch Road
HILLSBOROUGH, NJ 08844
hillsborough.firesafety@comcast.net**

REGULAR MEETING

March 11, 2014

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, March 11, 2014 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commission 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 Nick Patullo, 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.

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 Catrombon, Jr., seconded by Commissioner Nuara to approve the Work Meeting minutes of February 11, 2014. Roll call vote: All approved.

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Nuara to approve the Regular Meeting minutes of February 11, 2014. Roll call vote: All approved.

A motion was made by Commissioner Patullo, seconded by Commissioner Vatter to approve the Work Meeting minutes of March 5, 2014. Roll call vote: All approved.

2014 ELECTION RESULTS

Commissioner Kane reviewed the results of the 2014 Fire District Election. Commissioner elect Vatter received 175 votes. Peter Michael Carone received 118 votes.

Commissioner Kane reviewed the results of the budget question.

Question 1: Yes 251 No 47

OATH OF OFFICE TO THE NEWLY ELECTED FIRE COMMISSIONER

The oath of office was administered to Commissioner Bruce Vatter by Assemblyman Jack Ciattarelli.

ELECTION OF OFFICERS: CHAIRMAN, VICE CHAIRMAN, SECRETARY AND TREASURER

A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to elect Commissioner Kane as Chairman. Roll call vote: All approved.

A motion was made by Commissioner Kane, seconded by Commissioner Nuara to elect Commissioner Nick Patullo as Vice Chairman. Roll call vote: All approved.

A motion was made by Commissioner Kane, seconded by Commissioner Nuara to elect Commissioner Vatter as Secretary. Roll call vote: All approved.

A motion was made by Commissioner Kane, seconded by Commissioner Patullo to elect Commissioner Charlie Nuara as Treasurer. Roll call vote: All approved.

A motion was made by Commissioner Kane, seconded by Commissioner Nuara to elect Commissioner John Catrombon, Jr. as Safety Officer. Roll call vote: All approved.

LIST OF COMMISSIONERS AND THEIR DUTIES – 2014

Greg Kane Chairman	Nick Patullo Vice Chairman	John Catrombon, Jr. Safety Officer	Charlie Nuara Treasurer	Bruce Vatter Secretary
Contracts	OSHA Requirements	OEM Representative	Audit	Meeting Minutes
Budget	GOG's	Accidents/Injuries	LOSAP	Work Meeting Minutes
Specifications/Bids Acquisitions	Fit Tests	Gear Cleaning Repairs/Purchasing	Bills with Vouchers	Closed Session Meeting Minutes
	Grants	Radios/Pagers	Budget	Physicals
	Apparatus/Equipment Maintenance		Inventory	Insurance
	Air Bottler & Air Pack Testing		Bureau of Fire Operations Representative	

TREASURER'S REPORT

February 28, 2014

Checking Account Balance:	\$	23,819.24
Savings Account Balance:	\$	452,741.58
LOSAP Account Balance:	\$	66,699.70
Capital Expense Account Balance:	\$	<u>757,655.19</u>
Total of all Accounts:	\$	1,300,915.71
Expenditures for March 2014:	\$	151,799.92
Amount to be transferred to Checking from Regular Savings	\$	148,000.00

A motion was made by Commissioner Patullo, 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 Safety Reports.
2. Fire Safety Out-of-Service Schedule.

**HILLSBOROUGH TOWNSHIP
COUNTY OF SOMERSET, NJ
Authorizing Appointment of Attorney for the
2014-2015 Year**

RESOLUTION 2014-01

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 2014-2015; 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 11, 2014.

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

A motion made by Commissioner Vatter, seconded by Commissioner Catrombon, Jr. to authorize the Appointment of Attorney for the 2014-2015 Year. Roll call vote: All approved.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
HILLSBOROUGH TOWNSHIP
COUNTY OF SOMERSET, NEW JERSEY
Authorizing Appointment of Auditor for the 2014-2015 Year**

RESOLUTION 2014-02

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 2014-2015 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 2014 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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough,
County of Somerset

A motion made by Commissioner Patullo, seconded by Commissioner Catrombon, Jr. to authorize the Appointment of Auditor for the 2014-2015 Year. Roll call vote: All approved.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
HILLSBOROUGH TOWNSHIP
COUNTY OF SOMERSET, NJ
Adoption of Cash Management Plan**

RESOLUTION 2014-03

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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough
County of Somerset

A motion made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to authorize the Adoption of Cash Management Plan for the 2014-2015 Year. Roll call vote: All approved.

**LEGAL NOTICE
THE COMMISSIONERS OF FIRE DISTRICT NO.1
HILLSBOROUGH TOWNSHIP
COUNTY OF SOMERSET, NJ
Authorizing Regular Meeting Schedule for the
2014-2015 Year**

RESOLUTION 2014-04

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:

2014-2015 SCHEDULE OF MEETINGS

HILLSBOROUGH TOWNSHIP BOARD OF FIRE COMMISSIONERS

MARCH 11, 2014	REORGANIZATION MEETING	8:00 P.M.
APRIL 08, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
MAY 13, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
JUNE 10, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
JULY 08, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
AUGUST 12, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
SEPTEMBER 09, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
OCTOBER 14, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
NOVEMBER 11, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
DECEMBER 09, 2014	REGULAR MONTHLY MEETING	8:00 P.M.
JANUARY 13, 2015	REGULAR MONTHLY MEETING	8:00 P.M.
FEBRUARY 10, 2015	REGULAR MONTHLY MEETING	8:00 P.M.
FEBRUARY 21, 2015	ANNUAL ELECTION	2:00 TO 9:00 P.M.
MARCH 10, 2015	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 7:30 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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough,
County of Somerset

A motion made by Commissioner Nuara, seconded by Commissioner Vatter to authorize the Regular Meeting Schedule for the 2014-2015 Year. Roll call vote: All approved.

**THE COMMISSIONERS OF FIRE DISTRICT NO.1
HILLSBOROUGH TOWNSHIP
County of Somerset, NJ
Designation of Official Newspaper for Publication
for the 2014-2015 Year**

RESOLUTION 2014-05

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 2014-2015 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 2014-2015 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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough,
County of Somerset

A motion made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to authorize the Designation of Official Newspaper for Publication for the 2014-2015 Year. Roll call vote: All approved.

**THE COMMISSIONERS OF FIRE DISTRICT NO.1
HILLSBOROUGH TOWNSHIP
County of Somerset, NJ
DESIGNATING SURETY BONDING FOR ALL COMMISSIONERS
for the 2014-2015 Year**

RESOLUTION 2014-06

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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough
County of Somerset

A motion made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to authorize the Designating Surety Bonding for all Commissioners and Fire Safety. Roll call vote: All approved.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1
HILLSBOROUGH TOWNSHIP
COUNTY OF SOMERSET
Authorizing Approval and Payment of Claims for 2014-2015**

RESOLUTION 2014-07

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 11, 2014.

Bruce Vatter, Secretary
Township of Hillsborough
County of Somerset

A motion made by Commissioner Nuara, seconded by Commissioner Vatter to authorize the Approval and Payment of Claims for 2014-2015. Roll call vote: All approved.

DESIGNATION OF FIRE CHIEF

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.

A motion made by Commissioner Catrombon, Jr. , seconded by Commissioner Nuara to authorize the Approval and Payment of Claims for 2014-2015. Roll call vote: All approved.

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Greg Kane	X			
Charles Nuara	X			
Nick Patullo	X			
Bruce Vatter	X			
John Catrombon Jr.	X			

MONTHLY FIRE REPORTS

Commissioner Kane read the monthly fire reports for February, 2014.

FIRE REPORTS

	ALARMS	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
#1	35	908.0	76	1458.3	1	48.0	2	100.0
#2	51	403.8	146	1140.8	2	60.2	4	169.2
#3	19	208.3	53	495.0	0	0	3	147.5
<u>Neshanic</u>	18	91.6	50	303.0	2	23.0	2	23.0

CHIEF FIRE MARSHAL’S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. Reminder to all Chiefs to let the Fire Safety Office know when BW Meters need calibration (every 6 months).
2. Update on Paging Issues: VHF antennas on Zion Mountain are to be replaced. Optimization of entire system is taking place in the next two weeks. Minitor 3 and 4 pagers are not narrow band capable. Will be conducting tests with a sampling of these pagers to see if this is part of the issue. Commissioner Catrombon, Jr. gave three pagers to County to run tests on them.
3. We are low on Class A Foam and need to purchase 20 pails of Class A Foam for Station 37 and stock. Total Cost would be \$2,580.00; this is the FXP Brand from Firefighters Equipment. **A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to purchase 20 pails of Class A Foam. Roll call vote: All approved.**
4. The documentation of inventory for destruction continues, hopefully will be done by the end of this month.
5. We need to purchase glove and hoods have 3 pairs of small in inventory and the Fire Companies have about 3 pairs each. The cost of ½ dozen gloves is approximately \$40.00-\$60.00/pair. The cost of hoods is approximately \$40.00-\$60.00. Commissioner Nuara recommends ordering 30 sets of gloves. **A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to order 30 sets of gloves: 5 Medium, 10 Large, 10 XL and 5 XXL and 25 hoods. Roll call vote: All approved.** Chief Fire Marshall will place the order.

APPARATUS – EQUIPMENT REPORT

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

- CAR 36: Mileage – 22,983
Radios were repaired by First Priority.
- ENGINE 36: Steering shaft was replaced by First Priority.
PM was completed by First Priority.
Cab tilt cylinders were replaced by First Priority.
Generator exhaust was replaced by First Priority.
2 leaking valves were replaced by First Priority.
Power steering leak was repaired by First Priority.
- LADDER 36: No issues reported.
- TENDER 36: Leaking valves were replaced by First Priority.
- BRUSH 36: Rear and front warning lights were replaced by First Priority.
- BRUSH 36-2: No issues reported.
- RESCUE 36: No issues reported.
- MARINE 36: No issues reported.
- RANGER 36: Went to Yamaha today for repairs and hope to have back by end of week.

Small Equipment:

- 2 fire extinguishers were recharged.
- 2 Stream light flashlights were repaired by 665.

Commissioner Kane reported that bids went out last month for 36's brush truck. We only received one bid back and that was from First Attack in Indiana with a quote of \$95,025.00. **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Patullo to award the bid to purchase Station 36's Brush Truck to First Attack in the amount of \$95,025.00. Roll call vote: All approved.**

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

- CAR 37: Mileage – 4,625
Radio repair performed by Alan Radio.
- ENGINE 37: No issues reported.
- ENGINE 37-2: No issues reported.
- TOWER
LADDER 37: Battery Charger was replaced by First Priority.
VHF radio is out for repair by Alan Radio.
Bucket self leveling is not working and was checked by First Priority. No issues were found.
- BRUSH 37: No issues reported.
- BRUSH 37-2: No issues reported.
- MINI PUMPER 37: Pressure relief valve indicator is nor working and will be looked at by First Priority.
- SUPPORT 37: Oil pressure sensor is on order.

Small Equipment:

- 3 extinguishers were refilled.
- 2 Stream lights were repaired by 665.
- 2, 2216 bottles were repaired by Firefighters Equipment Co.
- Gas powered ppv fan is permanently out of service due to multiple issues and no parts are available. Would like to replace with an electric fan which would cost \$2,050.00. **A motion was made by Commissioner Vatter, seconded by Commissioner Nuara to replace the fan with an electric fan. Roll call vote: All approved.**
- K12 saw is out for repairs at Lake Small Engine.
- Gen-light was repaired by Lake Small Engine.
- Gas powered trash pump was repaired by Chief 37.

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

- CAR 38: Mileage – 5,280
TIC charger was installed by Alan Radio.
- ENGINE 38: Foam tank level sensor was replaced by First Priority.

Foam leak was repaired by First Priority.

LADDER 38: Brake spitter valve was replaced.

TENDER 38: No issues reported.

BRUSH 38: No issues reported.

RESCUE 38: No issues reported.

MARINE 38: No issues reported.

Small Equipment:

- 2 extinguishers were recharged.
- 2 saws were repaired by Lake Small Engine.
- 1 Gen-light was sent out for repair and found to have bad valves. Lake Small Engine recommended replacing with a new unit costing \$1,000.00. **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to purchase a new Gen-light Unit for \$1,000.00. Roll call vote: All approved.**

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

CAR 48: Mileage – Not reported.
Quotes are coming in for updating our lights, we will be reviewing them.

ENGINE 48-4: No issues reported.

ENGINE 48-5: Needs new driveshaft for Generator PTO.

TENDER 48: No issues reported.

BRUSH 48: No issues reported.

MINI PUMPER 48: No issues reported. CAFS System parts are being shipped from Hale.

Small Equipment:

- Hose racks have arrived.
- New flashlights and chargers for lockers are being ordered.
- LDH discharge valves were ordered.

Our Ladies Auxiliary is purchasing a new saw for the Mini Pumper.

UPDATE ON DISTRICT MEDICAL EXAMS

Commissioner Vatter reported:

1. 54 Firefighters went for their physicals so far. A list was sent to all Chiefs. The next two physical clinics are this Saturday, March 15, 2014, I spoke to Terry today and she said there is still a couple openings and March 29, 2014. I will get together with Terry and reassess whether or not they are going to having any more clinics. Everyone needs to have their physical by the end of May with the exception of Students who are out of state. They will schedule appointments during the week as well.

- There have been some members that had scheduling problems, they have been making calls and not getting answers. When I spoke to Terry, she said there was one individual, so if you have a problem and do not get an answer, please contact me and provide name, date and time that you called the Clinic, and I will call them. At the Work Meeting, we were talking about changing Doctors for 2015 and we are going to look further into that.

DISTRICT RADIO COMMUNICATION UPDATE

Commissioner Catrombon, Jr. reported:

- We are trying to get a handle on pagers. All Chief's, please review your list of your top responders. Firefighters who do not respond much, you need to pull their pagers. This would be based upon the 2012-2013 LOSAP.
- Looking into purchasing new Minitor 6 pagers, looking at a Grant and pricing on them. The cost would be \$458.00/pager (this is based on a minimum of 20 pagers) which includes a charger and a 5 year bumper to bumper warranty. The more we buy the price will come down. The total cost would be \$9,500.00. Would also need to get our own UHF Channel through Simulcast.
- Commissioner Nuara is checking to see if we could go outside of the Capital Budget for 2015, so will need a quantity for the budget in November, 2014.

R&R COMMITTEE UPDATE

No report.

APPROVAL TO PAY CLAIMS LIST 2014- 3

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
03/11/2014	18772	ALAN RADIO	14-059 - Invoice 10612	\$ 170.00
03/11/2014	18773	CHRISTOPHER WENIGER	14-073	\$ 44.00
03/11/2014	18774	CONTINENTAL FIRE & SAFETY INC.	14-070 - Invoice D1612	\$ 823.45
03/11/2014	18775	ELECTRONIC MEASUREMENT LABS INC.	14-079 - Invoice 42734	\$ 119.00
03/11/2014	18776	EMERGENCY EQUIPMENT SALES, LLC	13-1017 - Invoice 13-0159	\$ 412.00
03/11/2014	18777	FIREFIGHTERS EQPT.CO.	14-090 - Invoice 20140616	\$ 1,475.00
03/11/2014	18778	First Priority Emergency Vehicles	14-085 - Invoice 50340	\$ 336.00
03/11/2014	18779	HILLSBOROUGH FIRE CO.#1	14-057	\$ 256.82
03/11/2014	18780	HILLSBOROUGH FIRE CO.#2	14-157	\$ 250.05
03/11/2014	18781	JAMES PATERNO	14-154	\$ 8.39
03/11/2014	18782	Johnson, Ken	14-137	\$ 58.55
03/11/2014	18783	MERCER COUNTY FIRE ACADEMY	14-056 - Invoice FA2836	\$ 80.00
03/11/2014	18784	MIDDLESEX COUNTY FIRE ACADEMY	14-153 - Invoice 01-1201	\$ 262.00
03/11/2014	18785	MIKE MURPHY	14-055	\$ 150.00
03/11/2014	18786	RICH CRATER	14-152	\$ 45.35
03/11/2014	18787	SKYLANDS FIRE EQUIP. SOMERSET COUNTY EMER. SERV.	14-114 - Invoice 5720	\$ 853.95
03/11/2014	18788	TRAINING{2}	13-1018 - Invoice 9742	\$ 1,700.00

03/11/2014	18789	STAR PRINTING COMPANY	14-119 - Invoice 14561	\$ 287.00
03/11/2014	18790	THE PRINCETON PACKET INC.	14-122 - Account 1026112	\$ 50.22
03/11/2014	18791	The Roman Gourmet	14-150	\$ 65.43
03/11/2014	18792	Witmer Public Safety Group, Inc.	14-128 - Invoice 1528278	\$ 119.00
03/11/2014	18793	CONTINENTAL FIRE & SAFETY INC.	14-071 - Invoice C4764	\$ 3,993.00
03/11/2014	18794	First Priority Emergency Vehicles	14-087 - Invoice 49663, 50469, 50224	\$ 4,340.24
03/11/2014	18795	HILLSBOROUGH FIRE CO.#2	14-052	\$ 15,325.50
03/11/2014	18796	MIKE MURPHY	14-140	\$ 41.91
03/11/2014	18797	SKYLANDS FIRE EQUIP. SOMERSET COUNTY EMER. SERV. TRAINING{2}	14-116 - Invoice 5856	\$ 60.00
03/11/2014	18798		14-112 - Invoice 9934	\$ 225.00
03/11/2014	18799	The Roman Gourmet	14-151	\$ 54.53
03/11/2014	18800	Witmer Public Safety Group, Inc.	14-129 - Invoice 1529783	\$ 70.00
03/11/2014	18801	First Priority Emergency Vehicles	14-088 - Invoice 49912, 50416, 50475	\$ 6,650.03
03/11/2014	18802	Witmer Public Safety Group, Inc.	14-130 - Invoice 1524952	\$ 34.00
03/11/2014	18803	ALAN RADIO	14-061 - Invoice 10593	\$ 329.00
03/11/2014	18804	ALLEGRO ENTERPRISES INC	14-062 - Account 003104	\$ 15.25
03/11/2014	18805	AMWELL AUTO & TIRE CENTER	14-060 - Invoice 125162	\$ 82.31
03/11/2014	18806	APPROVED FIRE PROTECTION	14-064 - Invoice I114472	\$ 192.52
03/11/2014	18807	Atlas OUTFITTERS	14-138 - Invoice 11463	\$ 426.34
03/11/2014	18808	Audio Pros	14-067 - Invoice 130	\$ 325.00
03/11/2014	18809	AUTO ZONE	14-058 - Customer ID 609568	\$ 62.00
03/11/2014	18810	Bayait, Claudia	14-074	\$ 50.94
03/11/2014	18811	Bertin, Nancy	14-108	\$ 105.00
03/11/2014	18812	BLUE RIBBON AWARDS INC.	14-068 - Invoice 14427	\$ 510.00
03/11/2014	18813	Bocchino, Anthony	14-066	\$ 43.36
03/11/2014	18814	Buck, Kenneth	14-156	\$ 59.31
03/11/2014	18815	CHARLIE NUARA	14-135	\$ 46.00
03/11/2014	18816	CHICKEN HOLIDAY	14-165	\$ 94.60
03/11/2014	18817	CHRISTIAN FULMINO	14-142	\$ 367.23
03/11/2014	18818	CHRISTOPHER WENIGER	14-075	\$ 76.25
03/11/2014	18819	COMCAST	14-069 - Account 01729 126760-01-2	\$ 187.37
03/11/2014	18820	CONTINENTAL FIRE & SAFETY INC.	14-147 - Invoice D1206	\$ 34.00
03/11/2014	18821	DAVE'S HEAVY TOWING, INC.	14-078	\$ 350.00
03/11/2014	18822	DOLORES FAMILIETTA	14-077	\$ 105.00
03/11/2014	18823	DOUGLAS FAMILIETTA	14-076	\$ 105.00
03/11/2014	18824	EDWARD BERTIN	14-082	\$ 105.00
03/11/2014	18825	EDWARD KOVACH	14-144	\$ 26.28
03/11/2014	18826	ELECTRONIC MEASUREMENT LABS INC.	14-080 - Invoice 42500, 42814	\$ 2,560.00
03/11/2014	18827	EMERGENCY EQUIPMENT SALES, LLC	14-083 - Invoice 14-0148	\$ 726.00
03/11/2014	18828	Ever Dixie USA EMS Supply Co.	14-081 - Invoice F044798	\$ 900.48
03/11/2014	18829	FireCompanies.com	14-084 - Invoice 0013627-19	\$ 931.81
03/11/2014	18830	FIREFIGHTERS EQPT.CO.	14-091 - Invoice 20140343	\$ 370.00
03/11/2014	18831	First Priority Emergency Vehicles	14-089 - Invoice 50511	\$ 2,228.00
03/11/2014	18832	FIRST RESPONDER NEWSPAPER	14-063 - Account 527656	\$ 116.00
03/11/2014	18833	FLEMINGTON DEPT STORE	14-086 - Invoice 30833	\$ 69.00
03/11/2014	18834	GOLDSHIELD TEAM LLC	14-092 - Invoice 14-0004	\$ 300.00

03/11/2014	18835	Grainger	14-094 - Invoice 9331483785	\$ 248.83
03/11/2014	18836	GREEN BROOK ELECTRONICS.	14-093 - Invoice 81005	\$ 136.08
03/11/2014	18837	HAPI AUTO PARTS	14-095 - Account 1120	\$ 67.50
03/11/2014	18838	HILLSBOROUGH FIRE CO.#1	14-096	\$ 5,325.50
03/11/2014	18839	HILLSBOROUGH FIRE CO.#2	14-161	\$ 106.99
03/11/2014	18840	HILLSBOROUGH FIRE CO.#3	14-145	\$ 15,325.50
03/11/2014	18841	HUNTERDON EMERGENCY SV TRAIN.CTR.	14-139 - Invoice 14-04	\$ 25.00
03/11/2014	18842	JAMES PATERNO	14-158	\$ 44.78
03/11/2014	18843	JERRY MIDGETTE	14-098	\$ 132.36
03/11/2014	18844	JLI MARKETING & PRINTING CORP.	14-101 - Job # 140055	\$ 203.66
03/11/2014	18845	JOANN BULLOCK	14-054	\$ 113.00
03/11/2014	18846	JOHN YANKO	14-100	\$ 323.00
03/11/2014	18847	Johnson, Ken	14-143	\$ 45.36
03/11/2014	18848	JTEC SYSTEMS INC.	14-097 - Invoice 108496	\$ 198.00
03/11/2014	18849	JUST SUBS	14-102	\$ 71.45
03/11/2014	18850	LAKE SMALL ENGINE REPAIR	14-104 - Invoice 46696	\$ 34.00
03/11/2014	18851	LIBERTY MUTUAL INSURANCE GROUP	14-134	\$ 36,50.00
03/11/2014	18852	LINCOLN FINANCIAL ADVISORS	VOID: 13-1016	\$ -
03/11/2014	18853	MAUREEN A. COXWELL	14-105	\$ 59.01
03/11/2014	18854	MERCER COUNTY FIRE ACADEMY	14-146 - Invoice FA2882	\$ 80.00
03/11/2014	18855	MIDDLESEX COUNTY FIRE ACADEMY	14-155 - Invoice 01-1101	\$ 262.00
03/11/2014	18856	MIKE MURPHY	14-148	\$ 151.56
03/11/2014	18857	Motorla Solutions, Inc.	14-106	\$ 18.15
03/11/2014	18858	NATIONAL FIRE CODES	14-107 - ID 139119	\$ 1,165.50
03/11/2014	18859	NESHANIC VOL.FIRE CO.	14-149	\$ 17,650.00
03/11/2014	18860	NICHOLAS PATULLO	14-164	\$ 30.00
03/11/2014	18861	PATRICK BUCKLEY	14-053	\$ 2,343.02
03/11/2014	18862	Peach, Jason	14-099	\$ 72.30
03/11/2014	18863	PERFUMERY SOLUTIONS, LLC	14-166	\$ 133.33
03/11/2014	18864	PREFERRED BATTERIES	14-109 - Invoice 1573	\$ 131.25
03/11/2014	18865	RICH CRATER	14-159	\$ 19.22
03/11/2014	18866	RICHARD M. BRASLOW ESQ.	14-141 - Invoice 16309	\$ 48.00
03/11/2014	18867	RICHIES TIRE SERVICE INC.	14-110 - Account 3944	\$ 78.50
03/11/2014	18868	ROGER C HASS MD	14-133	\$ 30.00
03/11/2014	18869	SAM ROZYCKI	14-136	\$ 71.50
03/11/2014	18870	SKYLANDS FIRE EQUIP.	14-118 - Invoice 5816	\$ 614.00
03/11/2014	18871	SOMERSET COUNTY EMER. SERV. TRAINING{2}	14-113 - Invoice 9935	\$ 450.00
03/11/2014	18872	SOMERSET COUNTY VEHICLE MAINTENANCE	14-072 - Invoice 154	\$ 6,345.67
03/11/2014	18873	SOMERSET MEDICAL CARE PARTNERS, PC	14-162	\$ 155.00
03/11/2014	18874	STAPLES CREDIT PLAN	14-111 - Invoice 965225051	\$ 70.46
03/11/2014	18875	STAR PRINTING COMPANY	14-120 - Invoice 14560	\$ 187.00
03/11/2014	18876	SUSAN MACH	14-117	\$ 134.22
03/11/2014	18877	THE PRINCETON PACKET INC.	14-124 - Account 1026112	\$ 192.82
03/11/2014	18878	The Roman Gourmet	14-160	\$ 110.68
03/11/2014	18879	TOM FAGAN	14-123	\$ 118.98
03/11/2014	18880	Turtle Plastics Company	14-121 - Invoice 66825	\$ 84.62

03/11/2014	18881	UNITED COMMUNICATIONS CORP.	14-127 - Invoice 797395	\$	429.00
03/11/2014	18882	VERIZON	14-126 - Account 908 369-0609 114 37Y	\$	55.18
03/11/2014	18883	VERIZON WIRELESS	14-125 - Invoice 9720093430	\$	781.47
03/11/2014	18884	Witmer Public Safety Group, Inc.	14-132 - Invoice 1524952.001	\$	41.00
03/11/2014	18885	Witmer Public Safety Group, Inc.	14-163 - Invoice 1528278.001	\$	76.00
				<u>\$</u>	<u>51,799.92</u>

Exemptions: Commissioner Patullo - 1 Exemptions: Commissioner Patullo – 14-134 and Commissioner Nuara – 14-135. A motion was made by Commissioner Nuara, seconded by Commissioner Patullo to approve to pay the claims list for March, 2014. Roll call vote: All approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2014-2

A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the transfer of funds in the amount of \$148,000.00 from savings account to checking account. Roll call vote: All approved.

COMMISSIONERS' REPORTS

Commissioner Kane:

1. Will send out a list of the Commissioner's duties to all the Chiefs.

Commissioner Patullo:

1. As discussed at the last Fire Operations Meeting, all Chief's need to make sure that everyone is structurally geared up and ready to go. Beards have to come off according to the OSHA regulation.
2. All drivers must have full Interior Firefighters gear.
3. Started counting all hours, not just firefighting hours, but drills, truck checks, all meetings, etc. We are trying to account for as many hours possible as it is better/injury for the Insurance Company.

Commissioner Vatter:

1. Commissioner Vatter announced that the Commissioners agreed to start a Hillsborough District Signal 100 Team. They appointed Joann Bullock to Coordinate and head up the Team. She will be putting together a proposed plan and looking for volunteers. I provided a copy of the Somerset County Rehab GOG's and Joann will set up a meeting with Captain Gwin of the Hillsborough Rescue Squad to coordinate with their Rehab.
2. Will be scheduling a Meeting with Chief Dave Gwin of the Hillsborough Rescue Squad regarding Rehab and other issues. A letter will be sent out to Station 79 regarding this and the meeting time will be posted.

Commissioner Nuara:

1. At our Work Meeting we discussed the fuel for Chief's Vehicles. We are going to put \$500.00 extra into next Quarter payment for Bay rental. Will discuss this further when we have our Budget.
2. Discussed the LOSAP Reports, Report. Will talk to Dave Raymond to have him set up the LOSAP report the similar to Station 37's report. This will include dates of physical, Blood Borne Pathogens and

Right to Know.

3. All Chief's need to sign on the bottom of the LOSAP Report.
4. Will need Pulmonary FIT Testing for all drivers in case they need to put a mask on. This will be updated in the GOG's.
5. The Commissioner's will be scheduling a Meeting with Neshanic Fire Company.
6. The Chief of Police and Somerset County Prosecutors Office asked that everyone be very careful when on a fire or accident scene. No picture taking, talking about the incident, cause of origin, or posting information on Facebook or websites. Especially anything that needs an investigation.
7. If any member goes into the hospital for any reason, they need to let the Chief know. They don't have to tell you why they went, but they have to let you know. You have the right to ask them if they want to tell you what happened, they will need to get a letter from the doctor stating that they can come back to normal duties. This must be the doctor that treated them. I spoke with Brawlow, they cannot respond to calls unless they have a letter.

Commissioner Catrombon, Jr.:

No report.

CHIEF'S REPORTS

Chief Dave Foelsch - Fire Company #36:

Drills: Basement Fire Class on March 28 & 29, 2014 at the Hunterdon County Fire Academy.
Ladder and Engine will be going to the drill with the Commissioner's approval.

Size Up Drill on April 6, 2014 at the Academy. This is open to the District. Will need a headcount 4 days prior.

- Asking permission to take Car 36, Ladder 36 and Brush 36-2 (possibly Marine 36) to the St. Patrick's Parade in Somerville on Sunday, March 16, 2014. Engine will remain in town. All Commissioners approved.
- Would like a status update on District GOG's? We are currently revamping our Company GOG's and many of the outdated ones will be taken care of by District GOG's.

Chief Jim Paterno – Fire Company #37

Drills: Hose Stream/Hose Evolution/Ladders 1900 SCERSTA on March 20, 2014.
ICS 400 this week.

- Would like to take the Ladder truck to the St. Patrick's Parade on Sunday, March 16, 2014. All Commissioners approved.

Chief Christian Fulmino– Fire Company #38

Drills: GOG Review was held on March 3, 2014.
SCBA Confidence Drill will be held on March 10, 2014.

- BOFO it was mentioned that the Commissioners want all drivers to be SCBA qualified. Will you be updating the GOG to reflect this?

Chief CJ Davis– Fire Company #48 - Neshanic

Drills: Building Construction Class will be held on March 18, 2014 at 7:00 pm - Station 48.
Forcible Entry Class will be held on April 22, 2014 (SCESTA) at the Academy.

- The Girl Scout Camp is planning on rebuilding. What can the Fire Company do to help? Suggest widening the access road, underground water storage tank, 6-8 foot dry pipe from road to 1st turn off break 1 to lane to the building and pump from the street to the break.

Hillsborough Rescue Squad:

- No report.

PUBLIC

Chief Paterno of Station 37 submitted the following Proposal for Quartermaster Reimbursement:

Proposal for Quartermaster
Reimbursement

The Hillsborough Township Board of Fire Commissioners has demonstrated that they are currently moving in a positive direction with regards to the efficiency of the Fire District. One way that they have accomplished this is with reimbursement of personnel in regards to the jobs that they perform. This is a positive approach as it insures that the necessary jobs be accomplished with diligence and accuracy. Currently, there is only one group of personnel that are not being compensated for their performance. This group is the Quartermasters. They perform a most necessary function for the Fire District. This job requires the entry of all Fire Activities. These records are paramount to the recordkeeping of personnel. This activity is recorded in hours per month, not minutes.

This proposal is to reimburse each Quartermaster the sum of \$500.00 per annum for their services. This reimbursement would be in addition to their respective pay-per-call. This would be added to this amount and subject to all compensation regulations.

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 9:12 p.m. Roll call vote. All approved.

Respectfully submitted,

Bruce Vatter, Secretary
Hillsborough Township

