

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

**REGULAR MEETING
July 10, 2012**

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, July 10, 2012 at 8:00 P.M. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Ron Berju 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 Ron Berju, Commissioner Greg Kane, Commissioner Kenneth Wetzel, Commissioner Nick Patullo and Commissioner Matt DeCicco. Also present were Fire Chiefs: Chief Eric DeCicco, Fire Co. #1; Chief Bruce Vatter, Fire Co. #2; Chief Charles Nuara, Fire Co. #3, Chief John Lazorchak, 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 DeCicco, seconded by Commissioner Kane to approve the Work Meeting minutes of June 12, 2012. Roll call vote: All approved.

A motion was made by Commissioner DeCicco, seconded by Commissioner Kane to approve the Regular Meeting minutes of June 12, 2012. Roll call vote: All approved.

A motion was made by Commissioner DeCicco, seconded by Commissioner Kane to approve the Closed Session Meeting minutes of June 12, 2012. Roll call vote: All approved.

TREASURER'S REPORT

Commissioner Patullo gave the Treasurer's Report as of June 30, 2012:

| | |
|-----------------------------|----------------|
| Checking Account..... | \$ 11,438.13 |
| Savings Account | \$1,376,637.87 |
| LOSAP | \$ 74,000.55 |
| Total of all Accounts | \$1,462,076.55 |

CORRESPONDENCE

Commissioner Berju read the list of incoming correspondence consisting of:

1. Bureau of Fire Safety – Monthly Report - June 2012
2. Bureau of Fire Safety – Out of Service Schedule – July and August 2012
3. Copy of letter to Firefighters Equipment Co. re: Scott Pack Flow Tests and Inspections

MONTHLY FIRE REPORTS

Commissioner Berju read the monthly fire reports for June 2012:

| | ALARMS | MAN HOURS | YTD ALARMS | YTD MAN HOURS | DRILLS | MAN HOURS | YTD DRILLS | YTD MAN HOURS |
|-----------------|--------|-----------|------------|---------------|--------|-----------|------------|---------------|
| #1 | 13 | 66.6 | 197 | 1,037 | 1 | 60 | 6 | 272 |
| #2 | 39 | 188.1 | 306 | 1,670 | 1 | 99 | 5 | 291 |
| #3 | 20 | 151.7 | 134 | 1,185.9 | 2 | 116.5 | 11 | 730 |
| <u>Neshanic</u> | 13 | 53.9 | 75 | 499.2 | 1 | 46 | 17 | 480 |

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. Thanked the fire companies for their assistance at the Hillsborough Twp. Fireworks.
2. Applied for a grant to purchase equipment for a fire safety booth from FM Insurance Company.
3. Pump testing scheduled for the week of July 12. The district hose and ladder testing scheduled for July 16-18.
4. District inventory is almost complete.
5. SCBA officer's air pack monthly check sheets were distributed.
6. All AED pads and batteries are up to date.
7. Headset installed in Office of Emergency Management bus.

FIRE DISTRICT RADIO COMMUNICATIONS

Commissioner Kane reported the following:

1. Pager repairs are up to date.
2. In the future the county must get out of the UHF frequency trunking and paging system because the federal government is selling these frequencies to private enterprise.
3. Somerset County Communications is upgrading the VHF fire and EMS paging systems which will allow simulcasting. Presently Zion Tower is now simulcasting and the county will be adding the Miller Tower and the South County Tower for added improvement.

FIRE DISTRICT MEDICAL UPDATE

Commissioner Berju reported that he added two (2) firefighters to the medical list. Anyone not on the approved medical list will not receive LOSAP or district reimbursement.

APPARATUS – EQUIPMENT REPORT

Fire Company #1:

Repairs by Ryan Giordano are as follows:

- 36-101: Check engine light repaired by Atlantic Detroit Diesel
- Radio not working repaired by Alan Radio

- 36-106: Radios uninstalled, reinstalled in 663 by Alan Radio

- 36-115: Service, Brakes, Air Conditioning, Leaking valves repaired by First Priority
- Car 36: New Thermal Imager Charger installed by Alan Radio
- Marine 36: Waterproof document holder installed on boat trailer by 665. Outboard engine is running rough. Will schedule PM at D&R Boat Co. Commissioner Kane indicated that they should add a gas additive to the fuel to help stabilize it.

Fire Company #2:

Chief Bruce Vatter reported the following:

- Car 37: Thermal Imaging Camera installed
- 37-102: Air Conditioning not working and has a foam leak. Right hand rear turn signal has some LED lights out. Scheduled for PM and repairs on 7/19/2012. Folding steps to be installed at that time.
- 37-103: Primer Pump was checked and no issues found.
- 37-116: Headset repaired. Low rear tire pressure – unable to fill locally as a large compressor is not to be found. First Priority will repair the tire.
- 37-141: Pump still leaking. Current vendor not responding to when repairs can be made. First Priority is presently quoting the repair work.
- 37-145: P.A. repaired by Alan Radio.
- 37-151: SCBA storage bottles refilled with air on 6/27.
- 37-155: Skid load has come in and will be installed.
- Work party scheduled for July 12th to change batteries in the SCBA air packs.
- New pagers with narrowband are not activating for All calls. Commissioner Kane indicated that the County is working on the problem with the additional third tower.

Fire Company #3:

Chief Charles Nuara reported the following:

- 38 Marine needs navigation lights. Cost will be taken out of supplies.
- Three (3) wireless headset batteries will be replaced.

Repairs by Ryan Giordano are as follows:

- 38-104: Computer charger repaired by Alan Radio.
- 38-118: Know box rewired by Alan Radio.
- 38-151: New multi-gear meter charger installed by Alan Radio. 665 restocked pads and speedy dry after River Road motor vehicle accident.
- Car 38: New T-Cam charger installed by Alan Radio.
- Miscellaneous Equipment: Monthly SCBA air pack inspection completed. Fire Company #3 replaced the batteries in the air packs.

Neshanic Fire Company:

- 48-131: Reviewing minor warranty items with First Priority.
- 48-105: Still having intermittent wireless headset problems.
- 48-145: Repaired pump engage lever.
- 48-104: Scheduling to have rear brakes replaced
- Purchased two (2) hoses lengths for 48-141 hose reel and 48-145 trash line.

DISTRICT APPRECIATION DINNER

Commissioner Berju advised the District Appreciation Dinner is scheduled for November 3, 2012 and will start at 6:00 P.M. and will be held at the Falcon Road Club.

APPROVAL OF CLAIMS LIST 2012-07

| Date | Num | Name | Voucher | A m o u n t | Amount |
|---------------|-------|-----------------------------------|---|----------------------------|-----------|
| Jul 12 | | | | | |
| 07/10/2012 | 17164 | ADAM GONZALES | 12-404 | \$ | 500.00 |
| 07/10/2012 | 17165 | AED SUPERSTORE | | \$ | 813.60 |
| 07/10/2012 | 17166 | ALAN RADIO | 12-438 - Invoice 10187 | \$ | 2,148.00 |
| 07/10/2012 | 17167 | ALFONSO'S PIZZERIA | 12-402 | \$ | 165.40 |
| 07/10/2012 | 17168 | ALL OUT FIRE PROTECTION | 12-440 - Invoice 30593 | \$ | 96.50 |
| 07/10/2012 | 17169 | ALLEGRO ENTERPRISES INC | 12-426 | \$ | 28.50 |
| 07/10/2012 | 17170 | ANGELOS PIZZA | | \$ | 248.00 |
| 07/10/2012 | 17171 | APPROVED FIRE PROTECTION | 12-429 - Invoice 111220877 | \$ | 430.56 |
| 07/10/2012 | 17172 | ATLANTIC DETROIT DIESEL | 12-448 - Invoice 2194137 | \$ | 893.50 |
| 07/10/2012 | 17173 | BILL SHAFFER | 12-421 | \$ | 50.44 |
| 07/10/2012 | 17174 | BRUCE VATTER | 12-453 | \$ | 97.20 |
| 07/10/2012 | 17175 | CAROL R WETZEL | 12-447 | \$ | 100.00 |
| 07/10/2012 | 17176 | CHICKEN HOLIDAY | 12-449 | \$ | 102.40 |
| 07/10/2012 | 17177 | CHRISTIAN FULMINO | 12-443 | \$ | 157.58 |
| 07/10/2012 | 17178 | CHRISTOPHER WENIGER | | \$ | 366.28 |
| 07/10/2012 | 17179 | COMCAST | 12-390 Account 01729 126760- 01-2 | \$ | 180.87 |
| 07/10/2012 | 17180 | CONTINENTAL FIRE & SAFETY INC. | | \$ | 10,545.20 |
| 07/10/2012 | 17181 | EMERGENCY EQUIPMENT SALES, LLC | | \$ | 499.82 |
| 07/10/2012 | 17182 | ERIC DE CICCO | 12-415 | \$ | 1,920.00 |
| 07/10/2012 | 17183 | ERT CONSULTANTS | 12-445 - Invoice 163 | \$ | 4,150.00 |
| 07/10/2012 | 17184 | FireCompanies.com | 12-413 - Invoice 0012303 | \$ | 239.97 |
| 07/10/2012 | 17185 | FIREFIGHTERS EQPT.CO. | | \$ | 6.00 |
| 07/10/2012 | 17186 | First Priority Emergency Vehicles | | \$ | 13,475.55 |
| 07/10/2012 | 17187 | FLEMINGTON DEPT STORE | | \$ | 436.00 |
| 07/10/2012 | 17188 | GALLS INC. | 12-433 - Invoice 512184714 | \$ | 81.13 |
| 07/10/2012 | 17189 | HAPI AUTO PARTS | | \$ | 137.01 |
| -4- | | | | | |
| 07/10/2012 | 17190 | HILLSBOROUGH FIRE CO.#2 | | \$ | 235.39 |
| 07/10/2012 | 17191 | HILLSBOROUGH RADIOLOGY | 12-454 - Invoice 735360 | \$ | 154.00 |
| 07/10/2012 | 17192 | KEITH LAUFHUTTE | 12-406 | \$ | 75.00 |
| 07/10/2012 | 17193 | MEDICOR CARDIOLOGY | 12-450 - Account 119425 | \$ | 600.00 |
| 07/10/2012 | 17194 | Michael Nelson | 12-419 | \$ | 178.86 |

| | | | | | |
|---------------|-------|---|---|-----------|----------------------|
| 07/10/2012 | 17195 | MINERVA CLEANERS | 12-430 - Invoice 474-16 | \$ | 208.00 |
| 07/10/2012 | 17196 | Motorola Solutions, Inc. | 12-451 - Invoice 90998160 | \$ | 243.00 |
| 07/10/2012 | 17197 | NICHOLAS ALEO | 12-398 | \$ | 89.49 |
| 07/10/2012 | 17198 | NICHOLAS PATULLO | 12-397 | \$ | 30.00 |
| 07/10/2012 | 17199 | PERFUMERY SOLUTIONS, LLC | 12-455 | \$ | 304.17 |
| 07/10/2012 | 17200 | Phoenix Insurance Group | 12-432 - Policy VFISTR206301 8-04 | \$ | 49,590.54 |
| 07/10/2012 | 17201 | RICHARD M BRASLOW ESQ. | 12-396 - Invoice 14934 | \$ | 46.50 |
| 07/10/2012 | 17202 | RONALD J CAMPBELL | 12-452 | \$ | 66.85 |
| 07/10/2012 | 17203 | SOMERSET COUNTY EMER. SERV. TRAINING{2} | | \$ | 1,010.00 |
| 07/10/2012 | 17204 | SOMERSET MEDICAL CARE PARTNERS, PC | 12-435 | \$ | 3,365.00 |
| 07/10/2012 | 17205 | STAPLES CREDIT PLAN | 12-423 | \$ | 69.57 |
| 07/10/2012 | 17206 | TASC FIRE APPARATUS, INC | 12-405 - Invoice 9137 | \$ | 15,720.00 |
| 07/10/2012 | 17207 | UNITED COMMUNICATIONS CORP. | | \$ | 410.85 |
| 07/10/2012 | 17208 | VERIZON | 12-407 Account 908 369 0609 114 37Y | \$ | 16.41 |
| 07/10/2012 | 17209 | VERIZON WIRELESS | 12-434 - Account 285898072- 00001 | \$ | 723.11 |
| 07/10/2012 | 17210 | W.S.DARLEY & CO | 12-389 - Invoice 17023494 + 17023732 | \$ | 36,563.00 |
| 07/10/2012 | 17211 | ZIO PIZZERIA | 12-422 | \$ | 200.00 |
| Jul 12 | | | | — | |
| | | | | == | \$ 147,769.25 |

A motion was made by Commissioner Wetzel, seconded by Commissioner DeCicco to approve the claims list for 2012-07. Roll call vote: all approved.

APPROVAL TO PAY CLAIMS LIST 2012-07

A motion was made by Commissioner DeCicco, seconded by Commissioner Wetzel to approve to pay the claims list for 2012-07 with Commissioner Patullo abstaining on Item #12-397. Roll call vote: all approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2012-07

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

COMMISSIONERS' REPORTS

Commissioner Kane:

1. Commissioner Kane reported that most of the new equipment is in.
2. He received a list from Fire Company #3 for requests for supplies that were in their 2012 budget. He will order this equipment.

3. When scheduling work on the trucks the fire companies should be coordinating with Fire Inspector Ryan Giordano to avoid multiple trips by the same vendor.
4. Regarding the sale of the reserve engine through a third party, Chief Fire Marshal Weniger reported that they would charge 7% of the sales price but would list the vehicle until it sold. Commissioner Kane indicated that this might be a way to sell the reserve engine.

A motion was made by Commissioner DeCicco, second by Commissioner Patullo, to use a third party. An asking price will have to be developed. Roll call vote: All approved.

Commissioner Wetzel:

1. Advised he received a quote from Firefighters Equipment Company to conduct flow tests on the districts SCBA air packs and service checks. Also, the RIT packs will be flow tested and checked. All the districts SCBA cylinders will be inspected for service ability and all SCBA masks will also be inspected.
2. The inspection date will be started on July 23 at Fire Company #2, followed by Fire Company #1 and Fire Company #3. It is requested that all SCBA air packs in the command vehicles and carried by line officers will be at their respective fire companies for inspection including their SCBA masks.
3. Fire Inspector Ryan Giordano will be working with Firefighters Equipment Company on these inspections.

Commissioner DeCicco:

1. No report.

Commissioner Patullo:

1. There is an improvement in the submission of vouchers for the district. Requested that all district vendors have the new vouchers.
2. Work is being completed by Joann Bullock on the districts firefighters discount card.

Commissioner Berju:

1. Reported a meeting will be held with Fire Company #3 on Thursday, July 12 to review the new tanker specifications. The meeting will start at 7:00 P.M. at Fire Company #3.

CHIEFS' REPORTS

Fire Company #1:

- Command Vehicle Mileage – 3,550

Fire Company #2:

- Command Vehicle Mileage – 102,376
- A CEVO class will be held Saturday, Station 37, starting at 8:00 A.M. Need a headcount if members from other companies wish to attend. Seating is limited.

- Our monthly drill is at Aeropress Tuesday, July 17th at 7:00 P.M. Staging for the drill will be at Auten Road School. Send the chiefs the format for the drill.
- Spoke with Commissioner Wetzel to order turnout gear for one of our members.
- Station 37 office computer quit working and had Dave Raymond look at it. Not worth repairing. Have three (3) quotes for a replacement. Staples came in at the lower price of \$639.98 which would include a Windows Upgrade.

A motion was made by Commissioner DeCicco, seconded by Commissioner Patullo to purchase the computer for \$639.98. Roll call vote: All approved.

- Had Darley in to look at skid pump due to the need to move some of the components. They are going to give me a price on those items that would not affect the warranty if we did the work.

Fire Company #3:

- Command Vehicle Mileage – 89,265
- One firefighter is scheduled to get glasses for his SCBA mask.
- Reminder that Command Vehicle 38 is going to the Baltimore Exhibition.
- LOSAP – will the district be looking at increasing the yearly allowance. Commissioner Berju indicated that it would be discussed at budget time.
- Extrication Technical Level I drill is scheduled for July 30, August 6 and August 13.

Neshanic Fire Company:

- Enrolled six (6) cadets in Firefighter 1 for the Fall Semester.
- July 17 – attending multiple fire company MASS DECON drill at RVCC regarding High Hazard/Target locations – Time: 7:00 P.M.

Rescue Squad:

Not present.

PUBLIC

- Firefighter Michael Murphy asked if the district is working on a grant to replace the air cleaners in the Fire Companies. Commissioner Berju indicated we presently have air cleaners in the fire companies and there is no need to replace them. It was noted that Fire Inspector Ryan Giordano is working on the maintenance schedule for these air cleaners.

ADJOURNMENT

There being no further public comments, a motion was made by Commissioner Patullo, seconded by Commissioner DeCicco to adjourn the meeting at 8:49 P.M. Roll call vote: all approved.

Respectfully submitted,

Kenneth R. Wetzel, Secretary
 Hillsborough Township
 Board of Fire Commissioners