

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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**REGULAR MEETING  
October 11, 2011**

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, October 11, 2011 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commission 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 Bob Uniszkiwicz, Commissioner Greg Kane and Commissioner Matt DeCicco. Absent for this meeting was Commissioner Wetzel. Also present were Fire Chiefs or their representatives: Chief Mike Wesolowski, Fire Co. #1; Chief Pat Buckley, Fire Co. #2; Chief Charles Nuara, Fire Co. #3, Assistant Chief Chris 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 Uniszkiwicz and seconded by Commissioner Kane to approve the Work Meeting minutes of September 13, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the Regular Meeting minutes of September 13, 2011. Roll call vote. All approved.

A motion was made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to approve the Work Meeting minutes of September 20, 2011. Roll call vote. All approved.

**TREASURER'S REPORT**

Commissioner Uniszkiwicz gave the Treasurer's Report as of September 30, 2011:

Checking Account.....	\$16,488.60
Savings Account.....	\$1,659,144.85
Total of All Accounts .....	\$1,675,633.45
LOSAP .....	\$46,613.34

A motion was made by Commissioner DeCicco and seconded by Commissioner Kane to approve the treasurer's report. Roll Call. All approved.

**CORRESPONDENCE**

Commissioner Berju read the list of incoming correspondence consisting of:

1. Bureau of Fire Safety- Out of Service Schedule
2. Bureau of Fire Safety- Monthly Report
3. Letter of Thank you from Mayor McCauley to the Fire Companies for their effort during Hurricane Irene
4. Letter from Hillsborough MUA about confined space team
5. Copy of letter from Chief Fire Marshal to Police Chief about Fire Department dispatching

6. Copy of letter from Fire Marshal Andreychak about closed session
7. Minutes from N.J. State Assoc... Fire Districts June 11, 2011

### **MONTHLY FIRE REPORTS**

Commissioner Berju read the monthly fire reports for September

### **FIRE REPORTS**

	<b>ALARMS</b>	<b>MAN HOURS</b>	<b>YTD ALARMS</b>	<b>YTD MAN HOURS</b>	<b>DRILLS</b>	<b>MAN HOURS</b>	<b>YTD DRILLS</b>	<b>YTD MAN HOURS</b>
<b>#1</b>	41	194.2	442	5087.0	1	38.0	7	339.5
<b>#2</b>	57	232.5	575	3370.8	0	0	8	386.0
<b>#3</b>	27	202.6	371	10978.4	0	0	14	800.4
<b><u>Neshanic</u></b>	23	102.8	195	2334.8	1	45.0	14	406.0

### **CHIEF FIRE MARSHAL'S REPORT**

Chief Fire Marshal Chris Weniger reported the following:

1. New computer was purchased for the ID machine. Set up is complete and data conversion is in progress. We need names and photos of anyone who needs an ID or accountability card. The picture must be in JPEG format.
2. The new Fire Marshal, Ryan Giordano, started on 10/03/11. He is acclimating well and helped with fire prevention week. He will also be helping with weighing the brush trucks for fire co.'s #1, #2 and #3.
3. Street index has been printed and distributed. Fire companies can pick up their copies and discs after the meeting.
4. Training and set up of inventory program is in progress. Inventory will begin after fire prevention activities. Fire houses need to make rooms and closets accessible. I will be contacting the chiefs with the dates.
5. I need a copy of all receipts or invoices for any storm related expenses. FEMA reimbursement is broken down by hour. Should be meeting with representatives from FEMA in the next couple of weeks.
6. Fire Prevention week has begun. The new format is working well. We're reaching additional students. FPW will run through 10/24. Schedules have been sent to the chiefs.
7. County Dispatch issues are being worked on. HTPD dispatch was tested successfully. Letters were sent out to SCC and HTPD. Spoke with Bill Stahl and going forward he asks that any particular instance that happens we record time, date and place. They will go back and check it. Replacing Miller tower but that is going to take time. HTPD dispatching can't do district wide but can break down to 2 Fire companies at a time.
8. 2 AED batteries came in and one AED machine from fire co. #2 is bad and it came from 37-103.
9. The thermal imaging battery went. We contacted Scott and they no longer make parts for it. We have one battery but it's of the same age.

Ron Campbell suggested we do a test once a month on the HTPD backup dispatch. This was discussed and agreed upon.

### **FIRE DISTRICT RADIO COMMUNICATIONS**

Commissioner Kane reported the following:

3 pagers are back and a few more should be coming back soon. Commissioner DeCicco asked about replacement watchdog cases and Ron Campbell stated that he had 2 more on hand and would order more.

### **FIRE DISTRICT APPRECIATION DINNER- NOVEMBER 19, 2011- SIGN UP**

Commissioner Berju announced that the sign up sheets for the appreciation dinner have been posted/handed out. Please sign up if you are planning on attending.

## **APPARATUS - EQUIPMENT REPAIR REPORT**

### **Chief Mike Wesolowski of Fire Company #1 reported the following:**

1. 36-101: trying to fix Wilbert light
2. Commissioner DeCicco stated that the chrome cover is back on and the scratch is gone. He will be talking with them about the leak issues with the tanker.
3. Car 36 - tires are really bad. Definitely do not feel comfortable driving it in bad weather.
4. Seagrave is willing to pay half the cost of the hydraulic tank. We are in contact with Seagrave headquarters.

### **Chief Pat Buckley of Fire Company #2 reported the following:**

1. 37-102: United Plastics can have a technician out here in a short time frame. Waiting on Foley to contact C-1 with a date as to when they can have the hose and hosebed removed from the apparatus and the technician can come to the Foley plant. Going in 10/12/11. I/S gas meter out for service, battery-operated one from 116 is temporarily on the apparatus. Update- it has been returned. RSI Fire to be addressing the issue with the headset wire being too tight under the cab- need to get a date. Deliberator batteries replaced. Leaking in pack fixed.
2. 37-103: Some of the compartments were cleaned and reorganized- take a look when you have a second. RSI Fire to be addressing issues with the headset wiring- need to get a date.
3. 37-116: Issue with gas pedal sticking on a call the other day. It was lubricated and seems to be fine now. RSI Fire to be addressing issues with headset wiring and wireless transmitter locations- need to get a date.
5. 37-141: No report.
6. 37-145: Knox box key now has a large ring on it to help if it gets lost again.
7. 37-151: No report.
8. 37-155: Post-flood maintenance completed. Deep Water kit installed.
9. Car 37: No Report

### **Chief Charles Nuara of Fire Company #3 reported the following:**

1. 38-104: Seat brackets have been replaced. Control modular has been replaced for overhead lights. Charger for CO has been replaced.
2. 38-151: Seat brackets have been replaced. White overhead lights have been fixed.
3. 38-145: Front axle inner seals replaced. Fan fixed on engine. No charge.
4. 38-132: ok to pump light is fixed.
5. 38-118: Nozzle protection bracket has been replaced.
6. Car 38 has been fixed- hopefully it will continue to start. Needs service- oil change.

### **Chief John Lazorchak of Neshanic Fire Company reported the following:**

1. 48-141: idle screw
2. 48-104: idle screw and primer pump repaired.
3. 48-103: OOS going out. Alarms on compartments getting adjusted. The tank is leaking into rear compartment and there are deviations in the paint job as well.

## **DISTRICT ANNUAL EQUIPMENT INVENTORY**

The district annual equipment inventory was discussed earlier during Chief Fire Marshal Chris Weniger's report. Commissioner Uniszkiwicz asked Chief Fire Marshal Chris Weniger to have Fire Marshal Ryan Giordano call him and he will email the categories to inventory.

## **COMMAND VEHICLE COMMITTEE**

Commissioner Kane apologized for his lack of attention and he will be sending out the bid soon. Hopefully we will hear something back by November. Commissioner Uniszkiwicz stated there is about \$61,000 set aside for a new command vehicle for Fire Co. #1. He also stated that the last time a lot of money was saved by going out for competitive bid.

A motion was made by Commissioner Kane and seconded by Commissioner DeCicco to purchased four new tires for Fire Co. #1's command vehicle. Roll call vote. All approved.

A motion was made by Commissioner Berju and seconded by Commissioner DeCicco to go out for bid for a Suburban 2500 Commercial chasey 2012 4W drive truck. Roll call vote. All approved.

**APPROVAL OF CLAIMS LIST 2011-10**

A motion was made by Commissioner Unisckiewicz and seconded by Commissioner DeCicco to approve Claims List 2011-10. Roll call vote. All approved.

**APPROVAL TO PAY CLAIMS LIST 2011-10**

**CLAIMS LIST 2011:10**

**10/1/2011 through 10/11/2011**

<b>Date</b>	<b>Num</b>	<b>Description</b>	<b>Memo</b>	<b>Amount</b>
10/11/2011	16509	S VERIZON	11-431	\$ (74.56)
10/11/2011	16510	S COMCAST	11-432	\$ (180.95)
10/11/2011	16511	S VERIZON WIRELESS	11-433	\$ (124.52)
10/11/2011	16512	S AUTO ZONE - DEPT 30 3301806125	11-434	\$ (63.61)
10/11/2011	16513	S HILLSBOROUGH FIRE CO.#3	11-435	\$ (35.59)
10/11/2011	16514	S ALLEGRO ENTERPRISES INC	11-436	\$ (29.25)
10/11/2011	16515	S SOMERSET COUNTY EMER. SERV. TRAINING	11-437	\$ (2,625.00)
10/11/2011	16516	S ALL HANDS FIRE EQUIPMENT	11-438	\$ (674.85)
10/11/2011	16517	S DAVID RAYMOND	11-439	\$ (208.63)
10/11/2011	16518	S HAPI AUTO PARTS	11-440	\$ (502.57)
10/11/2011	16519	S FIRE FIGHTERS EQUIPMENT COMPANY INC.	11-441	\$ (6,013.20)
10/11/2011	16520	S OPTIMUN ENERGY PRODUCTS LTD.	11-442	\$ (104.95)
10/11/2011	16521	S TEK TRON	11-443	\$ (37.00)
10/11/2011	16522	S ABSOLUTE FIRE PROTECTION	11-444	\$ (7,013.73)
10/11/2011	16523	S HILLSBOROUGH VOL.FIRE CO.#2	11-445	\$ (659.01)
10/11/2011	16524	S SAFE-T	11-446	\$ (855.92)
10/11/2011	16525	S THE PRINCETON PACKET INC.	11-447	\$ (24.30)
10/11/2011	16526	S SOMERSET COUNTY DEPT. PUBLIC HEALTH & SAFETY	11-448	\$ (60.00)
10/11/2011	16527	S ZYGMUNT ORLOWSKI / WSM	11-449	\$ (2,386.66)
10/11/2011	16528	S CHICKEN HOLIDAY	11-450	\$ (246.15)
10/11/2011	16529	S MIKE MURPHY	11-452	\$ (12.60)
10/11/2011	16530	S ELMERS CATERING	11-453	\$ (300.00)
10/11/2011	16531	S RICHARD M. BRASLOW, ESQ.	11-454	\$ (60.00)
10/11/2011	16532	S STAPLES CREDIT PLAN	11-455	\$ (153.96)
10/11/2011	16533	S AED SUPERSTORE	11-456	\$ (492.00)
10/11/2011	16534	S SOMERSET VALLEY YMCA	11-457	\$ (750.00)
10/11/2011	16535	S HILLSBOROUGH FIRE CO.#1	11-458	\$ (525.93)
10/11/2011	16536	S ADAM CAPWELL	11-459	\$ (265.00)
10/11/2011	16537	S CARTRIDGE WORLD OF FLEMINGTON	11-460	\$ (71.39)
10/11/2011	16538	S ABLE LOCKSMITH	11-461	\$ (25.00)
10/11/2011	16539	S TOWNSHIP OF HILLSBOROUGH	11-462	\$ (92,007.72)
10/11/2011	16540	S STAPLES CREDIT PLAN	11-463	\$ (499.90)
10/11/2011	16541	S SINCERE LEGENDS	11-464	\$ (737.93)
10/11/2011	16542	S LAKE SMALL ENGINE REPAIR	11-465	\$ (290.99)

10/11/2011	16543	S	CHRISTOPHER WENIGER	11-466	\$ (238.18)
10/11/2011	16544	S	ELECTRONIC MEASUREMENT LABS	11-467	\$ (440.81)
10/11/2011	16545	S	JOSHUA MARCUS GROUP	11-468	\$ (987.50)
10/11/2011	16546	S	KIMBERLY RICCARDO	11-469	\$ (300.00)
10/11/2011	16547	S	SOMERSET COUNTY VEHICLE	11-470	\$ (2,932.48)
10/11/2011	16548	S	RON BERJU	11-471	\$ (178.75)
10/11/2011	16549	S	ALERT-ALL CORPORATION	11-472	\$ (5,530.20)
10/11/2011	16550	S	INNOVATIVE COMMUNICATION SYSTEMS	11-473	\$ (290.00)
10/11/2011	16551	S	COURIER NEWS	11-474	\$ (11.00)
10/11/2011	16552	S	SOMERSET MEDICAL CARE PARTNERS, PC	11-475	\$ (125.00)
10/11/2011	16553	S	STEPHEN NAGY	11-476	\$ (38.70)
10/11/2011	16554	S	ELMERS CATERING	11-477	\$ (300.00)
10/11/2011	16555	S	RONALD J CAMPBELL	11-478	\$ (18.00)
10/11/2011	16556	S	MOTOROLA SOLUTIONS	11-479	\$ (704.60)
10/11/2011	16557	S	ED KOVACH	11-480	\$ (50.00)
10/11/2011	16558	S	THOMAS LA PLACA	11-481	\$ (1,371.61)
10/11/2011	16559	S	BRUCE VATTER	11-482	\$ (628.95)
10/11/2011	16560	S	DOD FIRE & RESCUE CONSULTING	11-483	\$ (4,900.00)
10/11/2011	16561	S	ROBERT UNISZKIEWICZ	11-484	\$ (69.78)
<b>Total Claims For October</b>					<b>\$ 137,228.43</b>

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to pay Claims List 2011-10 with Commissioner Uniszkievicz abstaining on 11-484 and Commissioner Berju abstaining on 11-471. Roll call vote. All approved.

### **APPROVAL TO TRANSFER DISTRICT FUNDS**

A motion was made by Commissioner Uniszkievicz and seconded by Commissioner Kane to transfer the amount of \$137,000.00 from savings to checking. Roll call vote. All approved.

### **COMMISSIONERS REPORTS**

#### **COMMISSIONER Kane:**

A gas sensor was found in my bike. Ordered gas for Fire CO. #3; however, they picked some up at EML. Someone will be able to use it so that is ok. Fire Co. #1- the things that were listed that were damaged from Hurricane Irene have been ordered.

#### **Commissioner Uniszkievicz:**

List of Top 10 is due next month. Approached about purchasing zipper jackets. Please let me know if anyone objects. Pay per call is due December 1<sup>st</sup>- must have medical and 10% of calls. Also need LOSAP- need blood borne and right to know.

#### **COMMISSIONER DeCicco:**

Hose testing dates: the hose testing times should be about 8 or 9  
 -Fire Co. #1 on October 24<sup>th</sup>  
 -Fire Co. #2 on October 18<sup>th</sup>  
 -Fire Co. #3 on October 25<sup>th</sup>  
 -Neshanic Fire Co. on October 17<sup>th</sup>

One set of gear for Fire Co. #3 to be repaired and it should be back soon. Having a problem with the 18<sup>th</sup> with FPW- will send contact information to Chief Fire Marshal Chris Weniger. Ladder test results for 2 quints. Waiting for 1 more ladder and then sending it out.

#### **Commissioner Wetzel: Read by Commissioner Berju:**

1. Sent to each Hillsborough Fire Chief the SCBA mask fit test schedule for November. I asked the testing company about Fire Co. #2's request to have the test conducted with a hood and helmet. They told me that they use PEOSHA standards which is set for the mask fit test and they do not do the test with a hood and helmet. A schedule should also be in each Chiefs packets and I request they advise their members and post the schedules.
2. Ask Fire Co. #2 for a corrected 2012 Budget which we changed at the September 20 Budget meeting (if they have not already handed one in).
3. Ask Commissioner DeCicco if he conducted the weight distribution tests on the 3 vehicles requested by VFIS, our vehicle insurance company. Also did he send in to them the ladder test results on the two quints and Fire Co. #2's ladder that was requested?
4. Ask Commissioner DeCicco if he sent in one set of bunker pants from Fire Co. #3 for repair. (refer to my e-mail to him). The pants were left at the Fire Officials office last week.
5. O.E.M. critiques- In the future I would recommend that the Fire District and the Fire Chiefs be notified with sufficient notice when a meeting like that is held so they could attend or a representative from their fire company can attend. The fire companies were a big part of the response to Hurricane Irene yet they were not present. Its good to have the O.E.M. hear from the Chiefs the work their volunteers did for the township. Also they see who the chiefs are. Discuss this with the chiefs and ask for their opinion. If they approve we can write a letter to the township and make our request be part of the O.E.M. GOG's. One item would be to get a better time so they could attend.

### **Commissioner Berju:**

If you are running for officer- please make sure you have all the qualifications. If you do not, ask to speak with the arbitration board before you become elected. Also if you have dry cleaning I recommend the Kingsbridge cleaners because they are giving out a discount and the price is reasonable. Received a letter from MUA about confined space. Fire Marshal Dave Foelsch is in contact with Hunterdon and is waiting for a reply from Somerville. He has not contacted Somerset yet. Basically we have to know if they are willing to come to Hillsborough. Chief Mike Wesolowski stated that if we are really going to get this team together, like we were supposed to before then Mike will find the previous list of what was needed and he will get it to Commissioner Berju. Fire Co. #1 is still interested in doing the confined space team.

## **CHIEF'S REPORTS**

### **Fire Company #1, Chief Mike Wesolowski**

1. Car 36 mileage: 107,100
2. Car 36 needs new tires and as decided on above will now be getting them

### **Fire Company #2, Chief Pat Buckley**

1. Car 37 mileage: 97,040
2. Drill- 2 drills
  - Live Burn- Phase 5 Swede 10/27 19:00 @SCFA
  - CPR 10/29 Station 37 08:00
3. Bail-out refresher training- scheduled for 10/30/11 SCFA 08:00 Need headcount.
4. AED 37-103- battery replaced but it will not work. It was one of the original yellow units. Needs to be replaced if not repairable.
5. Cones for Driver Course- 60 cones about \$150.00. Board granted authorization.
6. 37-155: needs Kussmaul charger. Can ask Foley or other companies.
7. Amkus combo-tool- demo unit available for \$8500.00. Commissioner Berju said there are tools that come and go but we don't know how they really are.
8. 37-116 to the academy for ladders II- Board granted permission. Parts are in for 116 and work is scheduled to begin either late October or early November.

### **Fire Company #3, Chief Charles Nuara**

1. Mileage: 83,973
2. Are we taking anything from next year's budget and pulling it in this year?
3. Need one cartridge for CO meter
4. Small pump- company will pick it up this week. The information needs to get into Chief Fire Marshal Chris Weniger. The tanker cost in to the Board. Approximate cost - vendor already projected but will double check tomorrow and get back to the Board soon.
5. January 9<sup>th</sup>- blood borne and right to know
6. Drills- please reach out to other companies
7. Boarder across from the Academy wants to join and offer a discount to all who board their animals with them.

8. Fire Marshal Dave Foelsch will post drills on I AM RESPONDING

**Neshanic Fire Co. Assistant Chief Chris Davis**

1. Walk thru with Transco on October 18<sup>th</sup> at 7 pm
2. 10/25 fit test
3. 11/19 phase 5 drill
4. 2/17/12 Bloodborne and right to know

**Rescue Squad**

Not present

**Public Comments**

Station 56 does have confined space team (Somerset).

Ron Campbell stated that Chief Fire Marshal Chris Weniger talked previously about inventory and he has detailed information about radios. Chief Fire Marshal Chris Weniger stated he will come and speak with him regarding the information.

**ADJOURNMENT**

There being no further public comment, a motion was made by Commissioner Berju and seconded by Commissioner Uniszkievicz to adjourn the meeting into a closed session at 9:15 p.m.

**RESOLUTION**

The Commissioners of Fire District No. 1  
In the Township of Hillsborough, County of Somerset  
Closing of Meeting Pursuant to Open Public Meeting Act

WHEREAS, pursuant to the Open Public Meetings Act, the Commissioners of Fire District No 1 in the Township of Hillsborough, County of Somerset, are allowed to engage in an executive session during any particular meeting when it becomes necessary to discuss matters which the status allows to be discussed in executive session, and

WHEREAS it was necessary for the Commissioners to discuss various matters of personnel and, accordingly, the Commissioners met in an executive session to discuss same,

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

The Board discussed the topic of a raise for the part time Fire Marshal. The Commissioners decided not to increase the hourly rate of part time Fire Marshal John Andreychak.

The public meeting was reconvened at 9:30 p.m.

There being no further public comments, a motion was made by Commissioner Kane and seconded by Commissioner DeCicco to adjourn the meeting at 9:35 p.m. Roll call vote. All approved.

Respectfully submitted,

Matt DeCicco, Acting Secretary  
Hillsborough Township  
Board of Fire Commissioners