

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

**PO BOX 6147  
HILLSBOROUGH, NJ 08844  
Hillsborough.firesafety@comcast.net**

**REGULAR MEETING**

August 9, 2011

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, August 9, 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 Ken Wetzel, Commissioner Bob Uniszkievicz, Commissioner Greg Kane and Commissioner Matt DeCicco. Also present were Fire Chiefs or their representatives: Assistant Chief Eric DeCicco, Fire Co. #1; Assistant Chief Bruce Vatter, Fire Co. #2; Firefighter Mike Murphy, Fire Co. #3, Firefighter 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**

The approval of minute was pushed back to the September's meeting.

**TREASURER'S REPORT**

Commissioner Uniszkievicz gave the Treasurer's Report as of July 31, 2011:

Checking Account.....	\$7,058.39
Savings Account.....	\$1,415,481.27
Total of All Accounts .....	\$1,422,539.66
LOSAP .....	\$46,597.76

A motion was made by Commissioner Kane and seconded by Commissioner Wetzel 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. Copy of letter sent to Adam Armstrong- for his help from Chief Fire Marshal Chris Weniger
4. Copy of letter sent to Nick Patullo- for his help from Chief Fire Marshal Chris Weniger
5. Letter from Neshanic Volunteer Fire Company- Thank you for help with the new tanker
6. State of N.J. Department of Treasury- tax exempt purchases
7. Specs for a command vehicle
8. Letter to Hillsborough Township Committee- audit report

## MONTHLY FIRE REPORTS

Commissioner Berju read the monthly fire reports for July:

### 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>	28	156.5	235	1589.3	0	0	6	301.5
<b>#2</b>	60	208.6	355	1450.8	1	55.0	7	346.0
<b>#3</b>	30	182.4	202	1545.2	0	0	12	686.4
<b>Neshanic</b>	23	55.2	116	455.4	1	32.0	10	281.0

### CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. District wide AED inventory was conducted. There are batteries and pads that need to be replaced right now and some in a few months. Totals will be provided to the Board. There are 2 batteries in the District, one in the FIU and one in #2's, that need to be replaced because they are completely dead. There are 2 sets of pediatric pads that need to be purchased and that is all for right now but there will be more needed by the end of the year and more to budget for next year. The two pair of pediatric pads that need to be replaced were from Fire Safety and the FIU. It would approximately cost \$600.00 to replace what is needed right now. The adult pads are \$1300 and the pediatric pads are \$1800.

There was a motion made by Commissioner Uniszkiwicz and seconded by Commissioner Kane to purchase what is needed and to break it down to where it is going money wise. Roll call vote. All approved.

2. An updated Knox box list has been sent out.

3. The physical agility, written exams and initial interviews have been completed for the new Fire Marshal position. Commissioner interviews will be held on August 22<sup>nd</sup> and 23<sup>rd</sup>.

4. 661-B walkie talkie was repaired. Commissioner Kane had it sent out. Something was wrong with the volume.

5. Close to having I.D. machine up and running. Fire Marshal Foelsch is working with the rescue squad. Right now we are waiting for the layouts from the company. Some time in the future we should look into buying an external hard drive. Fire Marshal Foelsch is working on the prices.

6. Updating laptops in chief's trucks and other trucks as well and the settings keep getting changed. I am going to ask JTEC about locking the computer. There are things deleted and/or moved. Please ask the firefighters to not delete and/or move things in the computer. Unfortunately, this happens to frequently to be an accident. Please speak with your company's firefighters at your next meeting and Commissioner DeCicco suggested speaking with JTEC to lock base or key software applications.

7. The Governor has released a plan to dismantle the division of Fire Safety. We will have to go into other areas and there will be no support from any law enforcement. I will be sending letters to the Commissioners asking them to help keep the division of Fire Safety.

### FIRE DISTRICT RADIO COMMUNICATIONS AND COMMITTEE

Commissioner Kane reported the following:

Got one base station radio back and sent out another 2 station radio's bases. When they come back the remaining 2 will be sent out for the update. Motorola has modified the software to hopefully eliminate the base failures.

Ron Campbell suggested putting dispatch back at the Police Department until county gets things figured out. Firefighter Mike Murphy stated that Chief Nuara's pager has not tripped 2 or 3 times along with other members in the company. He was home and missed calls and asked that I mention it tonight in the meeting for him. Chief Fire Marshal Chris Weniger said he would contact Bill Stahl at dispatch and see what he says about the issue. The rescue squad stated that they are having similar issue. Assistant Chief Eric DeCicco stated that the UHF is going off not the VHF. We have 3 pagers in for repair to a new vendor and there are about 6 spares.

### **APPARATUS - EQUIPMENT REPAIR REPORT**

Assistant Chief Eric DeCicco of Fire Company #1 reported the following:

1. 36-131: still out for warranty work
2. 36-115: hydraulic leak from a weld on the tank for the hydraulic tank. Working on getting the estimate. It is only a small leak right now.
3. Thank you to Commissioner Kane for figuring out the brakes on the reserve engine. New batteries are in the Reserve engine.

Assistant Chief Bruce Vatter of Fire Company #2 reported the following:

1. 37-102: Annual PM work being done. Truck will be out-of service for 1-2 days when pump maintenance is being done. All valves on truck must be exercised on a weekly basis otherwise they are getting jammed.
2. 37-103: Annual PM work has been completed. New pump shift cable installed.
3. 37-116: New air pack brackets being installed. UL cert items being addressed by Foley. Mitch is making a list of things he can repair and of the big ticket items. We will then see if it is in the budget or if it needs to be pushed back. Commissioner DeCicco is on top of the matter. The estimate from Foley should be in the range of \$4000 to \$8000.
4. 37-141: Annual PM work has been completed.
5. 37-145: Rear taillight replaced. Rear bumper damaged while backing into bay. Repair estimated obtained and work to be completed soon. Working on when we can release it for work.
6. 37-151: All SCBA one hour air bottles are out of service to get hydro-tested. The bottles came back today.
7. 37-155: No Report
8. Car 37: No Report

Firefighter Mike Murphy of Fire Company #3 reported the following:

1. 38-118: P.M. service completed.
2. Car 38: It keeps losing battery charge. The batteries are not charging. It was used on Friday and was not used Saturday or Sunday. Chief Nuara went to use it on Monday night and it wouldn't start. It was suggested that they call EES again because it seems to still be on a three day cycle. It was also suggested that they call Dizzy again.
3. All other vehicles are working fine.

Firefighter Chris Davis of Neshanic Fire Company reported the following:

1. 48-105: Has been out since August 1<sup>st</sup> to replace the generator at EES and they found electrical issues. It should be back this Thursday.
2. 48-104: Repair on inverter.
3. In the middle of all P.M.'s
4. 48-131: the new tanker has been received.

### **AUDIT REPORT 2010**

A copy was sent to Hillsborough Township and the auditor sent a copy to NJDCA. The audit report will be sent out for legal publication. All Fire Commissioners signed the Audit report certificate.

### **FIRE COMPANY YEAR 2012 BUDGETS DUE SEPTEMBER 13, 2011**

Commissioner Berju asked that the Fire Company's include their reasons for wanting what they want and also asked that they bring their calendars to the next meeting for budget review dates.

**APPROVAL OF CLAIMS LIST 2011-08**

A motion was made by Commissioner DeCicco and seconded by Commissioner Kane to approve Claims List 2011-08. Roll call vote. All approved.

**APPROVAL TO PAY CLAIMS LIST 2011-08**

A motion was made by Commissioner DeCicco and seconded by Commissioner Kane to pay Claims List 2011-08 with Commissioner Uniszkiwicz abstaining on 11-331. Roll call vote. All approved

**CLAIMS LIST 2011 - Aug 2011:08**

**8/1/2011 through 8/31/2011**

<b>Date</b>	<b>Num</b>	<b>Description</b>	<b>Memo</b>	<b>Amount</b>
8/9/2011	16403	S AT&T	11-325	\$ (54.15)
8/9/2011	16404	S VERIZON	11-326	\$ (31.11)
8/9/2011	16405	S VERIZON WIRELESS	11-327	\$ (255.19)
8/9/2011	16406	S MOTOROLA SOLUTIONS	11-328	\$ (3,274.60)
8/9/2011	16407	S COMCAST	11-329	\$ (2.02)
8/9/2011	16408	S THE PRINCETON PACKET INC.	11-330	\$ (60.38)
8/9/2011	16409	S ROBERT UNISZKIEWICZ	11-331	\$ (23.47)
8/9/2011	16410	S MAZEY, REED & BREY	11-332	\$ (367.29)
8/9/2011	16411	S FIRST PRIORITY	11-333	\$ (840.45)
8/9/2011	16412	S FIRST PRIORITY	11-334	\$ (281.72)
8/9/2011	16413	S SOMERSET COUNTY EMER. SERV. TRAINING	11-335	\$ (4,875.00)
8/9/2011	16414	S EMERGENCY EQUIPMENT SALES, LLC	11-336	\$ (825.00)
8/9/2011	16415	S APPROVED FIRE PROTECTION	11-337	\$ (422.40)
8/9/2011	16416	S ABSOLUTE FIRE PROTECTION	11-338	\$ (7,009.88)
8/9/2011	16417	S HAPI AUTO PARTS	11-339	\$ (166.76)
8/9/2011	16418	S STAR PRINTING	11-340	\$ (300.00)
8/9/2011	16419	S MIKE MURPHY	11-341	\$ (66.23)
8/9/2011	16420	S THE FIRST SIGNS OF FIRE	11-342	\$ (114.00)
8/9/2011	16421	S J TEC SYSTEMS INC.	11-343	\$ (861.00)
8/9/2011	16422	S SHARP ELECTRONICS CORP	11-344	\$ (108.85)
8/9/2011	16423	S ELECTRONIC MEASUREMENT LABS	11-345	\$ (230.00)
8/9/2011	16424	S PL CUSTOM EMERGENCY VEHICLES	11-346	\$ (86.20)
8/9/2011	16425	S SOMERSET COUNTY VEHICLE	11-347	\$ (2,736.53)
8/9/2011	16426	S ALLEGRO ENTERPRISES INC	11-348	\$ (6.00)
8/9/2011	16427	S HILLSBOROUGH RESCUE SQUAD	11-349	\$ (765.00)
8/9/2011	16428	S ALL HANDS FIRE EQUIPMENT	11-350	\$ (337.99)
8/9/2011	16429	S STAPLES CREDIT PLAN	11-351	\$ (158.98)
8/9/2011	16430	S CHRISTOPHER WENIGER	11-352	\$ (62.07)

8/9/2011	16431	S	ERIC DE CICCO	11-353	\$ (1,765.33)
8/9/2011	16432	S	HILLSBOROUGH VOL.FIRE CO.#2	11-354	\$ (214.99)
8/9/2011	16433	S	RONALD J CAMPBELL	11-355	\$ (419.90)
8/9/2011	16434	S	RYAN MURPHY	11-356	\$ (52.50)
8/9/2011	16435	S	CHRISTIAN FULMINO	11-357	\$ (2,211.44)
8/9/2011	16436	S	RICHARD M. BRASLOW, ESQ.	11-358	\$ (60.00)
8/9/2011	16437	S	BRIAN TALORICO	11-359	\$ (315.81)
8/9/2011	16438	S	THE MOTOR WORKS	11-360	\$ (383.46)
8/9/2011	16439	S	AMWELL AUTO & TIRE CENTER	11-361	\$ (89.93)
8/9/2011	16440	S	SAFE-T	11-362	\$ (5,746.46)
8/9/2011	16441	S	EMERGENCY SERVICES MARKETING CORP. INC.	11-363	\$ (725.00)
8/9/2011	16442	S	ERT CONSULTANTS	11-364	\$ (6,000.00)
8/9/2011	16443	S	TEK TRON	11-365	\$ (37.00)
8/9/2011	16444	S	FIRE FIGHTERS EQUIPMENT COMPANY INC.	11-366	\$ (4,968.91)
8/9/2011	16445	S	RICHARD VON DEN STEINEN	11-367	\$ (284.21)
8/9/2011	16446	S	TIM COYLE	11-368	\$ (549.44)
8/9/2011	16447	S	SUPLEE, CLOONEY & COMPANY	11-369	\$ (5,300.00)
8/9/2011	16448	S	PATRICK BUCKLEY	11-370	\$ (5,758.19)
8/9/2011	16449	S	HILLSBOROUGH FIRE CO.#3	11-371	\$ (92.00)
8/9/2011	16450	S	SETH FREUND	11-372	\$ (17.18)
8/22/2011	16451	S	MICHAEL WESOLOWSKI	11-373	\$ (1,057.11)
<b>TOTAL AUGUST CLAIMS LIST</b>					<b>\$ (60,371.13)</b>

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

A motion was made by Commissioner DeCicco and seconded by Commissioner Kane to transfer the amount of \$59,314.02 from savings to checking. Roll call vote. All approved.

### **COMMAND VEHICLE COMMITTEE**

Commissioner Kane still has questions for Commissioner Uniszkiwicz. At next month's meeting we will decide to go out for bids so we have the numbers to work with. Assistant Chief Bruce Vatter stated that their car has no rust and has been well maintained and he is willing to defer so someone else who really needs a car can get one; however, he wants it stated that if something goes wrong with the car that it is guaranteed to get fixed without any excuses of it not being in the budget. Firefighter Mike Murphy stated that their car will not start. Commissioner Berju stated that there have been suggestions that if a car's motor or needs transmission repairs then it can be fixed. The question is should we really spend \$65,000 on new command vehicle? The Committee needs to decide on a schedule as to which command vehicle needs replacement more so then another. Commissioner Kane will check into a body repair shop as well as a maintenance repair shop to look at the command vehicles and give an impartial opinion as to which vehicle is worse off and needs immediate replacement.

### **COMMISSIONERS REPORTS**

#### **COMMISSIONER Kane:**

If anyone takes an apparatus to County Fire school please advise the board by email. The reason is that the repair bills are vast and we want to see if County is asking for one of our apparatus's to train other firefighters is causing the need for more repairs than average use would.

#### **Commissioner Uniszkiwicz:**

Getting towards the end of the year. Fire Chiefs please make a note to tell your firefighters about LOSAP and pay for calls especially if teetering on the edge.

### **COMMISSIONER DeCicco-**

Reviewed UL test results. Working on hose testing this month and I will email all the Fire Chiefs dates. Still working on Tanker 36. Adam Armstrong and Dave Foelsch are working on the I.D. Machine.

### **Commissioner Wetzel:**

SCBA packs, bottles and mask inspections are completed. Emailed the results to the Hillsborough Fire Chiefs. Sending the list to Chief Fire Marshal Chris Weniger to go into a master file. Some mask straps were replaced. The masks are in good condition. 3 SCBA air packs from Fire Co. #2 were picked up today and fit. Mask fit test to be done in November. Next month bring calendars with dates for meeting nights to make mask test dates. Went over the worksheet Chief Fire Marshal Chris Weniger handed out.

### **Commissioner Berju:**

Physical list went out again and I already have another email that one firefighter was missed. Please email your firefighters and make sure everyone is on it. FEMA grant- didn't hear about the one we put in for. We will put another grant application in with only the equipment needed and not the truck that it's going in. Trying to work that into the grant because replacement vehicles are the hardest to get. Assistant Chief Eric DeCicco stated he finished his firefighters training for confined space entry. Commissioner Berju asked that we compile a list of drills for the month of August so that other firefighters have a choice of drills to attend and we should be talking to each other as well. Firefighter Mike Murphy mentioned there would be a live burn drill at Middlesex Saturday from 8-12 in October - will advise of exact date.

## **CHIEF'S REPORTS**

### **Fire Company #1, Assistant Chief Eric DeCicco**

-Asked for a copy of the ladder testing results. Commissioner DeCicco stated that he will provide.  
-Is it possible to get a zyco bracket to demo it in the truck? Commissioner Kane will look into that and advise.  
-Sent out an email for extra SCBA bottles. Does the district have any extra? The firefighters are going to school and taking extra bottles and then they are gone. We are also running out on calls and drills. Asking if District has 10 bottles? The truck as all bottles on truck and none are in the Fire House. The bottles are about \$450-\$500 each. Fire Co. #3 does not have a spare bottle rack in house and no one has spare 4.5's. The Board will look into how to purchase the bottles. Commissioner Uniszkiwicz asked that we look at how many open spots are on the truck. Firefighter Mike Murphy said he'll see if they have a couple bottles they can share.

### **Fire Company #2, Assistant Chief Bruce Vatter**

- 1 Car 37 mileage: 95,911
- 2 Amkus rescue tools. Will they be purchased this year? Put in the budget for next year. The Board advised that there are no guarantees that all three fire companies will get it this year.
- 3 August drill: Car fires SCFA 8/18/11 @ 16:30. The new propane simulator is up and running and this will be its maiden voyage.
- 4 9/11 Ceremony at Station 37. Time 10:00 to 10:30 please arrive early. Pat Kelly asked me to mention that there will be light refreshments at 9 am.
- 5 Training: Bail-Out Training (initial certification) - please get a list of those needing the training to me. Date will be set after the official number is known. Need Firefighter Survival attendees by 8/12/11. Need a list to let the instructors know head count. The bail-out certification will be done at survival training. The training will be the weekend of the 16<sup>th</sup> thru the 18<sup>th</sup>. On the 16<sup>th</sup> it will be at Fire Co. #2 and the 17<sup>th</sup> and 18<sup>th</sup> it will be held at the Fire Academy.
- 6 Monthly Bottle checks to be held Thursday 8/3 @ 1830.

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

1. Mileage: do not know
2. Chief Nuara needs a copy of invoices because he needs the total amount of money spent to date.
3. Need one 5 inch hose roller. The Board stated that if Fire Co. #3 has the money in supplies to go ahead and order it.
4. Still having issues with pagers. It was suggested that Firefighter Mike Murphy get a UHF pager from Ron Campbell.

**Neshanic Fire Co. Chief John Lazorchak**

1. Three drills are scheduled for this month and one is happening tonight (August 9, 2011). The other two are August 16<sup>th</sup> and 18<sup>th</sup>.
2. We advised Chief Buckley that we now have 3 firefighters attending survival training.
3. In the middle of replacing turn out gear and replacing bottles and packs.

**Rescue Squad**

No Comment

**Public Comments**

None

**ADJOURNMENT**

There being no further public comment, a motion was made by Commissioner Uniszkievicz and seconded by Commissioner DeCicco to adjourn the meeting at 9:22 p.m.

Respectfully submitted,

Kenneth Wetzel, Secretary/Vice-Chairman  
Hillsborough Township  
Board of Fire Commissioners