

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

REGULAR MEETING

DECEMBER 13, 2016

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, December 13, 2016 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Charlie Nuara 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 Charlie Nuara, Commissioner John Catrombon, Jr., Commissioner Bruce Vatter, Commissioner Pat Buckley, and Commissioner Mike Carone. Also present were Fire Chiefs: Chief Dave Foelsch, Fire Co. #1; Chief Rich Bartolucci, Fire Co. #2, Chief Mike Murphy, Fire Co. #3, Deputy Chief Jason Vanderhoof, Neshanic Fire Co.; and Chief Fire Marshal Chris Weniger. Absent: Chief Kit Crisafulli, Neshanic Fire Co.

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 Vatter, seconded by Commissioner Buckley to approve the Regular Meeting minutes of November 9, 2016. Roll call vote: All approved.

A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve the Work Meeting minutes of December 8, 2016. Roll call vote: All approved.

TREASURER'S REPORT

NOVEMBER 31, 2016

Checking Account Balance:	\$ 19,635.42
Savings Account Balance:	\$ 1,235,752.39
LOSAP	\$ 323,856.98
Total of all Accounts:	\$ <u>949,615.00</u>
Expenditures for November, 2016:	\$ 2,528,859.79
Amount to be transferred to Checking from Savings	\$ 189,510.30

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

CORRESPONDENCE

Commissioner Nuara read the list of incoming correspondence consisting of:

1. Monthly Fire Reports (*On file in the Fire Safety Office*).
2. Fire Safety Out-of-Service Schedule (*Attachment*).
3. Top 10 Responders for 2016 (*Attachment*).
4. Fire Safety Bonus.
 - Depot Fire, losing one employee that went on disability and having a part time come in, multiple other things that were involved out of the ordinary.
 - Giving \$5,000.00, which \$2,000.00 will go to Chief Fire Marshal Weniger and remaining for him to distribute as he sees fit.
 - Chief Fire Marshal Weniger thanked the Board and said that this is the first time in 26 years that they were recognized and this is a big boost for their moral. He stated that he will write a letter to each employee with the amount stating the amount of their bonus. Commissioner Nuara responded that he does an exceptional job. **A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to approve a \$5,000.00 bonus for the Fire Safety Department. Roll call vote: All approved.**

MONTHLY FIRE REPORTS

Commissioner Nuara read the monthly fire reports for November, 2016.

FIRE REPORTS

	ALARMS	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
#1	33	181.1	334	2609.8	1	56.0	29	1,078.5
#2	65	476.1	629	9,724.5	1	49.0	26	1,381.0
#3	30	184.5	237	2,282.1	1	55.0	16	1,005.5
<u>Neshanic</u>	22	76.2	183	2,331.0	2	63.0	20	2,331.0

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

1. The Fire District server will require a network management improvement/upgrade. Need to update the anti-virus and install the fire wall. Cost will be \$5,000.00. Would like permission from the board to go forward with this. A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to improve and upgrade the District Server for \$5,000.00. Roll call vote: All approved. Commissioner Buckley suggested we look at the IT Policy for the whole district because we should know this. Chief Fire Marshal responded that the policy does not include the infrastructure, it has computer usage, passwords, etc. Big debate with computer guy as to if the firewall is actually there or not. Commissioner Buckley suggested that maybe we could put a group together that has expertise on this. Chief Fire Marshal Weniger said he would like to get at least one more vendor's proposal, so that we have two proposals before we would sit down with this group to make sure we are comparing apples to apples. Someone in audience suggested we get a third proposal so we have a tie breaker.
2. The Year In Review Class was held on December 12, 2016. Thank you to all that attended.
3. One bid was received for the new Brush truck for Station 37. The bid was for \$80,235.00. Once we generate the purchase order tomorrow, we should have a better idea of the delivery date.
4. Took out one of Station 36's trash pump that was not running due to its age and what was wrong with it. Replacement for that is \$801.00. **A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the purchase of a trash pump in the amount of \$801.00 for Station 36. Roll call vote: All approved.**
5. The 2017 Bureau of Fire Operation Schedule will be sent out.
6. Sent out memo to the Board and the Chiefs regarding Fire Marshal Giordano's leave of absence. (*Attachment*)
7. Station 37's ladder truck is due to be back to their Fire House on Friday, December 17, 2016. Once that is back then we will take Station 37's Mini Pumper out for repairs, then Station 36's Rescue Truck out for exhaust work, then 37-103 will get out for valve issues, then Station 36's ladder truck will be out for an index relief valve. Prioritized this work based on what needed to be done and assessed each situation.
8. Officially denied funds from the Federal Government for the Depot Fire. They are citing the fact that we get \$15,000.00 per year from them as a payment in lieu of taxes that is making us not eligible. I have reached out to Quadro Realty and spoken to them even though we are not always on the same wave link, but they have agreed to submit our bills to their insurance company. Hopefully we will get something, bills were approximately \$41,000.00.
9. Discussed monies in the budget for new computer system.

APPARATUS – EQUIPMENT REPORT

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

CAR 36: Mileage – 39,500
Blinker for running board lights were fixed.
Main solenoid switch was repaired.
Needs oil changed, is scheduled for December 13, 2016.

CAR 36-2: No issues reported.

ENGINE 36: Deck gun leak was repaired.

LADDER 36: Master intake was cleaned, but needs to be replaced by First Priority.

TENDER 36: 2 pump leaks were repaired.
Deck gun valve is on order.

BRUSH 36: No issues reported.

BRUSH 36-2: Pump carburetor was ordered.
Batteries were replaced.
Charger was repaired.

RESCUE 36: No issues reported.

MARINE 36: No issues reported.

Small Equipment: 2 gas meters were repaired.
1 saw was repaired.
1 extinguisher was filled.

Chief Rich Bartolucci of Fire Company #2 reported the following:

CAR 37: Mileage – 7,025
No issues reported.

CAR 37-2: No issues reported.

ENGINE 37: No issues reported.

ENGINE 37-2: Air horns were repaired.
2 bulbs in the light tower were replaced.
ABS light issue was checked.

TOWER
LADDER 37: Out-of-service.

BRUSH 37: Out-of-service for fuel leaks and harmonic balancer issue.
Radios were removed.

BRUSH 37-2: No issues reported.

MINI PUMPER 37: Pump is slow to start when cold weather.
Going out-of-service for repair when ladder truck returns.

SUPPORT 37: Light tower is not turning. First Priority was advised.
Was filled with air.

Small Equipment: 2 SCBA's were repaired.
6 extinguishers were filled.
2 gas meters were repaired.

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

CAR 38: Mileage – 24,750
Bug shield is on order.

CAR 38-2: No issues reported.

ENGINE 38: Pump panel gauges were repaired.
Federal Q siren was stuck on. Cut power to siren.

LADDER 38: Outrigger switch was repaired.
Quartz light at tip of ladder was repaired.

TENDER 38: No issues were reported.

BRUSH 38: Fuel filter was replaced.

RESCUE 38: Muffler exhaust pipe is on order.
Fill station was repaired.

MARINE 38: No issues reported.

Small Equipment: 2 SCBA's were repaired.
2 Flashlights were replaced.

Deputy Chief Jason Vanderhoof of Neshanic Volunteer Fire Company reported the following:

CAR 48: Mileage – N/A
No issues reported.

ENGINE 48-4: Has a water leak.

ENGINE 48-5: No issues reported.

TENDER 48: No issues reported.

BRUSH 48: No issues reported.

MINI PUMPER 48: No issues reported.

Small Equipment: 5 Way manifolds were received and installed.

R&R COMMITTEE UPDATE

FAP:

- Commissioner Nuara reported that he spoke with Planet Fitness and they will be offering all Firefighters \$99.00/year membership which will save \$21.00/member and no joining fee of \$29.00. Was hoping they submitted their paperwork before the meeting so that it could be handed out, but it has not been received yet.

Signal 100 Team:

- Several team members helped with ordering food, set up and clean up at the Year In Review Class on December 12, 2016. Thank you to all that helped out.

APPROVAL TO PAY CLAIMS LIST 2016- 12

Date	Num	Name	Memo	Amount
12/10/2016	21478	ADAM CAPWELL	16-659	\$ 599.00
12/10/2016	21479	Bartok, Zachary	16-659	\$ 539.00
12/10/2016	21480	Berju, Ronald	16-659	\$ 395.00
12/10/2016	21481	BILL SHAFFER	16-659	\$ 599.00
12/10/2016	21482	CARL L. RAWLES	16-659	\$ 581.00
12/10/2016	21483	Clougher, Robert	16-659	\$ 599.00
12/10/2016	21484	Escamilla, Abel	16-659	\$ 413.00
12/10/2016	21485	Fратиanni, Nicholas	16-659	\$ 434.00
12/10/2016	21486	Gildea, Robert	16-659	\$ 437.50
12/10/2016	21487	Hiller, James	16-659	\$ 329.00
12/10/2016	21488	Ismaili, Sean	16-659	\$ 325.50
12/10/2016	21489	JAMES PATERNO	16-659	\$ 599.00
12/10/2016	21490	Jess, Thomas	16-659	\$ 469.00
12/10/2016	21491	Johnson, Chris	16-659	\$ 255.50
12/10/2016	21492	Johnson, Zachary	16-659	\$ 273.00
12/10/2016	21493	Kopec, E.	16-659	\$ 599.00
12/10/2016	21494	Kulcsar, Matt	16-659	\$ 441.00
12/10/2016	21495	MIKE PATTON	16-659	\$ 599.00
12/10/2016	21496	Nelson, Michael	16-659	\$ 599.00
12/10/2016	21497	NICHOLAS E SPECIALE	16-659	\$ 599.00
12/10/2016	21498	Pagano, Mark	16-659	\$ 392.00
12/10/2016	21499	Paterno, Shannon	16-659	\$ 231.00
12/10/2016	21500	RICH CRATER	16-659	\$ 507.50

12/10/2016	21501	RICHARD BARTOLUCCI	16-659	\$	599.00
12/10/2016	21502	ROBERT MCDONNELL	16-659	\$	434.00
12/10/2016	21503	ROBERT WIECENSKI	16-659	\$	476.00
12/10/2016	21504	ROLLIN RATHBUN	16-659	\$	599.00
12/10/2016	21505	Sauer, Brian	16-659	\$	245.00
12/10/2016	21506	Shaffer, Thomas	16-659	\$	599.00
12/10/2016	21507	TED Mc COLLUM	16-659	\$	339.50
12/10/2016	21508	TONY BISIGNANO	16-659	\$	234.50
12/10/2016	21509	Villalonga, S.	16-659	\$	476.00
12/10/2016	21510	White, Oryan	16-659	\$	388.50
12/13/2016	21450	ADAM ARMSTRONG	16-658	\$	126.00
12/13/2016	21451	DAVID FOELSCH	16-658	\$	402.50
12/13/2016	21452	ERIC REGIEC	16-658	\$	283.50
12/13/2016	21453	GREG R. KANE	16-658	\$	469.00
12/13/2016	21454	Guzy, Michael	16-658	\$	245.00
12/13/2016	21455	Heider, Everett	16-658	\$	343.00
12/13/2016	21456	Jandoli, Nick	16-658	\$	248.50
12/13/2016	21457	JAY SPAGNUOLO	16-658	\$	599.00
12/13/2016	21458	JEFF SINGER	16-658	\$	381.50
12/13/2016	21459	JOHN NOVAK	16-658	\$	343.00
12/13/2016	21460	JOSEPH GIARUSSO	16-658	\$	252.00
12/13/2016	21461	MARSHALL FARLEY	16-658	\$	122.50
12/13/2016	21462	MATT DE CICCO	16-658	\$	504.00
12/13/2016	21463	MICHELLE GOLDER	16-658	\$	336.00
12/13/2016	21464	NICHOLAS PATULLO	16-658	\$	553.00
12/13/2016	21465	NICHOLAS PERFETTE	16-658	\$	238.00
12/13/2016	21466	PETER CARONE	16-658	\$	227.50
12/13/2016	21467	Petner, Jim	16-658	\$	434.00
12/13/2016	21468	Riordan, William	16-658	\$	182.00
12/13/2016	21469	Rolle, Dorwin	16-658	\$	479.50
12/13/2016	21470	RYAN BUCKLEY	16-658	\$	189.00
12/13/2016	21471	Slinsky, Thomas	16-658	\$	150.50
12/13/2016	21472	STEPHEN ECKERT	16-658	\$	304.50
12/13/2016	21473	THOMAS LACHOWSKI	16-658	\$	455.00
12/13/2016	21474	TIM MURPHY	16-658	\$	210.00
12/13/2016	21475	TYLER RIORDAN	16-658	\$	357.00
12/13/2016	21476	Weiss, Scott	16-658	\$	441.00
12/13/2016	21477	WILLIAM WOODRUFF	16-658	\$	599.00
12/13/2016	21511	ADAM SANTOS	16-670	\$	91.00
12/13/2016	21512	Anagnostis, Steve	16-670	\$	112.00
12/13/2016	21513	ANDREW FINGERHUT	16-670	\$	101.50
12/13/2016	21514	Boland, Sean	16-670	\$	255.50
12/13/2016	21515	BRIAN NAGY	16-670	\$	213.50
12/13/2016	21516	CARMINE NUZZOLO	16-670	\$	196.00
12/13/2016	21517	CHARLIE NUARA	16-670	\$	385.00
12/13/2016	21518	CHRISTIAN FULMINO	16-670	\$	311.50
12/13/2016	21519	Constantino, Shawn	16-670	\$	168.00

12/13/2016	21520	DANIEL KAZAR	16-670	\$	364.00
12/13/2016	21521	DANIEL PANNUCCI	16-670	\$	94.50
12/13/2016	21522	DOUGLAS MILLER	16-670	\$	87.50
12/13/2016	21523	EDWARD KOVACH	16-670	\$	476.00
12/13/2016	21524	Glass-Hardenbergh, Alexander	16-670	\$	136.50
12/13/2016	21525	Hand, Matt	16-670	\$	112.00
12/13/2016	21526	Hodossy, Andrew	16-670	\$	115.50
12/13/2016	21527	JOHN CATROMBON	16-670	\$	266.00
12/13/2016	21528	JOHN CAUDA III	16-670	\$	126.00
12/13/2016	21529	Johnson, Ken	16-670	\$	553.00
12/13/2016	21530	Johnson, Walter	16-670	\$	150.50
12/13/2016	21531	KENNETH R WETZEL	16-670	\$	518.00
12/13/2016	21532	Klena, John	16-670	\$	157.50
12/13/2016	21533	MANFRED NOWACKI	16-670	\$	599.00
12/13/2016	21534	MARK BROWNLIE	16-670	\$	157.50
12/13/2016	21535	MICHAEL GUIRE	16-670	\$	182.00
12/13/2016	21536	MICHAEL LEMONIE	16-670	\$	227.50
12/13/2016	21537	MIKE MURPHY	16-670	\$	381.50
12/13/2016	21538	NICK GLASS-HARDENBERGH	16-670	\$	112.00
12/13/2016	21539	Nuara, Shane	16-670	\$	101.50
12/13/2016	21540	RICHARD CAMPBELL	16-670	\$	182.00
12/13/2016	21541	RICK ARTZ	16-670	\$	599.00
12/13/2016	21542	ROBERT FRANCOLINI	16-670	\$	378.00
12/13/2016	21543	RONALD YODER	16-670	\$	129.50
12/13/2016	21544	ROY HOROWITZ	16-670	\$	392.00
12/13/2016	21545	SAM ROZYCKI	16-670	\$	234.50
12/13/2016	21546	Santos, Andrew	16-670	\$	136.50
12/13/2016	21547	SCOTT MULLER	16-670	\$	252.00
12/13/2016	21548	SETH FREUND	16-670	\$	185.50
12/13/2016	21549	Sherer, Edward	16-670	\$	129.50
12/13/2016	21550	STEPHEN NAGY	16-670	\$	213.50
12/13/2016	21551	TIM COYLE	16-670	\$	574.00
12/13/2016	21552	Tom Marvits	16-670	\$	238.00
12/13/2016	21553	TYLER SKOLNIK	16-670	\$	21.00
12/13/2016	21554	Wells, Matthew	16-670	\$	140.00
12/13/2016	21555	AMWELL AUTO & TIRE CENTER	16-719 - Invoice 142560	\$	41.76
12/13/2016	21556	Cafe Piazza	16-655	\$	515.00
12/13/2016	21557	CONTINENTAL FIRE & SAFETY INC.	16-709 - Invoice F4732	\$	491.90
12/13/2016	21558	First Priority Emergency Vehicles	16-699	\$	10,658.96
12/13/2016	21559	MIKE MURPHY	16-602	\$	515.00
12/13/2016	21560	NEW JERSEY FIRE EQUIPMENT COMPANY	16-684 - Invoice 52682	\$	1,288.00
12/13/2016	21561	Packet Media, LLC	16-680 - Invoice 300300637	\$	27.90
12/13/2016	21562	SKYLANDS FIRE EQUIP.	16-660 - Invoice 8451	\$	2,647.60
12/13/2016	21563	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-662 - Invoice 11558	\$	500.00
12/13/2016	21564	THE PRINCETON PACKET INC.	16-707 - Account 3954037	\$	50.93
12/13/2016	21565	CONTINENTAL FIRE & SAFETY INC.	16-711 - Invoice F5078	\$	1,678.00
12/13/2016	21566	MIKE MURPHY	16-686	\$	37.94

12/13/2016	21567	MINERVA CLEANERS	16-688 - Invoice 474-65	\$ 364.50
12/13/2016	21568	SKYLANDS FIRE EQUIP.	16-663 - Invoice 8434	\$ 5,375.00
12/13/2016	21569	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-667 - Invoice 11616	\$ 30.00
12/13/2016	21570	CONTINENTAL FIRE & SAFETY INC.	16-712 - Invoice F5278	\$ 125.00
12/13/2016	21571	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-668 - Invoice 11629,11619, 11607, 11596, 11602	\$ 1,025.00
12/13/2016	21572	CONTINENTAL FIRE & SAFETY INC.	16-714 - Invoice F5172	\$ 340.00
12/13/2016	21573	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-669 - Invoice 11761	\$ 150.00
12/13/2016	21574	CONTINENTAL FIRE & SAFETY INC.	16-713 - Invoice F4330	\$ 30,254.90
12/13/2016	21575	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-671 - Invoice 11560, 11559	\$ 1,000.00
12/13/2016	21576	CONTINENTAL FIRE & SAFETY INC.	16-716 - Invoice F5145	\$ 165.05
12/13/2016	21577	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-672 - Invoice 11662	\$ 750.00
12/13/2016	21578	CONTINENTAL FIRE & SAFETY INC.	16-717 - Invoice F5209	\$ 244.60
12/13/2016	21579	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-673 - Invoice 11647, 11695	\$ 800.00
12/13/2016	21580	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-674 - Invoice 11730, 11752, 11742, 11737	\$ 2,200.00
12/13/2016	21581	ACCESS HEALTH SYSTEMS	16-728 - Invoice 11/1, 11/7, 11/21/2016	\$ 2,700.00
12/13/2016	21582	ALLEGRO ENTERPRISES INC	16-734 - Account 003104	\$ 15.25
12/13/2016	21583	AMWELL AUTO & TIRE CENTER	16-720 - Invoice 142587	\$ 124.25
12/13/2016	21584	APPROVED FIRE PROTECTION	16-721 - Invoice I11613840	\$ 72.80
12/13/2016	21585	Auto Plus	16-718 - Invoice 04506697	\$ 202.24
12/13/2016	21586	Cafe Piazza	16-729	\$ 3,000.00
12/13/2016	21587	CHARLIE NUARA	16-373	\$ 150.00
12/13/2016	21588	CHRISTOPHER WENIGER	16-710	\$ 29.99
12/13/2016	21589	COMCAST	16-715 - Account 8499 05 280 0046635	\$ 180.00
12/13/2016	21590	COMMUNICATION SPECIALIST, INC	16-708 - Invoice 36329	\$ 225.00
12/13/2016	21591	CONTINENTAL FIRE & SAFETY INC.	16-740 - Invoice F4969	\$ 334.00
12/13/2016	21592	DANIEL KAZAR	16-706	\$ 100.77
12/13/2016	21593	DAVID FOELSCH	16-705	\$ 633.00
12/13/2016	21594	DIANNE RICCARDO	16-704	\$ 175.00
12/13/2016	21595	EDWARD KOVACH	16-703	\$ 500.00
12/13/2016	21596	ELECTRONIC MEASUREMENT LABS INC.	16-702 - Invoice 48315	\$ 971.00
12/13/2016	21597	First Priority Emergency Vehicles	16-701	\$ 372.70
12/13/2016	21598	FLEMINGTON DEPT STORE	16-739 - Invoice 50330	\$ 54.00
12/13/2016	21599	Giordano, Ryan	16-678	\$ 1,000.00
12/13/2016	21600	Global Imports, Inc	16-594 - Invoice 386581	\$ 236.34
12/13/2016	21601	GREEN BROOK ELECTRONICS.	16-698 - Invoice 98977	\$ 358.00
12/13/2016	21602	HILLSBOROUGH FIRE CO.#1	16-694	\$ 15,632.00
12/13/2016	21603	HILLSBOROUGH FIRE CO.#2	16-696	\$ 15,575.00
12/13/2016	21604	HILLSBOROUGH FIRE CO.#3	16-695	\$ 15,575.00
12/13/2016	21605	HILLSBOROUGH RESCUE SQUAD	16-697 - Invoice 9046	\$ 140.00
12/13/2016	21606	JOANN BULLOCK	16-736	\$ 270.00
12/13/2016	21607	JOHN CAUDA III	16-693	\$ 113.39
12/13/2016	21608	LAKE SMALL ENGINE REPAIR	16-691 - Invoice 5545155450, 55449, 55453	\$ 1,974.36
12/13/2016	21609	MIDDLESEX COUNTY FIRE ACADEMY	16-687 - Invoice 16-1015	\$ 683.00
12/13/2016	21610	MIKE MURPHY	16-690	\$ 34.64

12/13/2016	21611	MINERVA CLEANERS	16-689 - Invoice 474-66	\$ 373.00
12/13/2016	21612	NESHANIC VOL.FIRE CO.	16-683	\$ 17,650.00
12/13/2016	21613	NEW JERSEY FIRE EQUIPMENT COMPANY	16-685 - Invoice 52614	\$ 169.90
12/13/2016	21614	Packet Media, LLC	16-681 - Invoice 300298376	\$ 24.18
12/13/2016	21615	Penguin Management, Inc.	16-682 - Invoice 42331	\$ 1,398.00
12/13/2016	21616	Pennsylvania Turnpike Commission	16-730	\$ 69.50
12/13/2016	21617	PERFUMERY SOLUTIONS, LLC	16-738	\$ 128.33
12/13/2016	21618	Petner, Lynn	16-692	\$ 94.00
12/13/2016	21619	RICHARD M. BRASLOW ESQ.	16-679 - Invoice 18439	\$ 187.00
12/13/2016	21620	ROLLIN RATHBUN	16-676	\$ 500.00
12/13/2016	21621	RWJ Physician Enterprise, PA	16-675 - Invoice 10590	\$ 255.00
12/13/2016	21622	SKYLANDS FIRE EQUIP.	16-733 - Invoice 8434	\$ 5,375.00
12/13/2016	21623	SOMERSET COUNTY EMER. SERV. TRAINING{2}	16-731 - Invoice 11762, 11635	\$ 600.00
12/13/2016	21624	SOMERSET COUNTY VEHICLE MAINTENANCE	16-666 - Invoice 192	\$ 2,127.67
12/13/2016	21625	STAPLES CREDIT PLAN	16-664 - Account 6011 1000 4126 124	\$ 842.41
12/13/2016	21626	STEPHEN ECKERT	16-665	\$ 500.00
12/13/2016	21627	THE PRINCETON PACKET INC.	16-732 - Account 3954037	\$ 50.93
12/13/2016	21628	Tractor Supply	16-657 - Account 6035 3012 0501 5538	\$ 47.97
12/13/2016	21629	UPS	16-656 - Invoice 000074Y02Y486	\$ 22.26
12/13/2016	21630	VERIZON	16-735 - Account 908 369-0609	\$ 50.00
			114 37Y	
12/13/2016	21631	VERIZON WIRELESS	16-654 - Invoice 9775372534	\$ 77.38
12/13/2016	21632	Witmer Public Safety Group, Inc.	16-653 - Invoice 1732566	\$ 58.00
				\$ 189,510.30

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Buckley to approve the Claims List 2016-11, with the exception of checks 21466, 21527, and 21587. Roll call vote: All approved.

A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve to pay the Claims List 2016-11. Roll call vote: All approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2016-12

A motion was made by Commissioner Buckley, seconded by Commissioner Carone to approve the transfer of funds in the amount of \$189,510.30 from savings account to checking account. Roll call vote: All approved.

COMMISSIONERS' REPORTS

Commissioner Nuara:

Contracts:

- No report.

Budget:

- Discussed the payment of \$11,000.00 to county for fuel costs. Should we pay them now, even though we don't know if we will get the reimbursement? It was decided to hold off for now and wait to see if we get a reimbursement. Will revisit this in the future.
- Commissioner Nuara discussed the \$11,817.00 for the grant from the state (which is put in each year) and stated he has not seen anything about it, also have not seen check from Promenade or the 4th quarter taxes yet. Chief Fire Marshal Weniger said he will look into this.
- Once budget is adopted in January, 2017, I am planning on doing things a little different for the year. I will be reviewing budget with Commissioner Carone and then getting together with Bob Butvilla from Suptley and Clooney so he know what stuff is coming out of this year, and will discuss reserved funds. January and February will be from last year's budget.
- Money was put in budget for air compressors, gear for \$60,000.00 (which will go up to \$75,000.00 in 2018) for when we do the election.
- December 14, 2016 the Fire District Budget will be submitted to the State, which they will review, and if approved, will be adopted at the January Regular Meeting. Budget Resolution was read. A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the Budget Resolution for 2017. Roll call vote: All approved.

Specifications, Special Bids and Acquisitions:

- No report.

New Apparatus:

- No report.

Other:

- Commissioner's Duties for 2017:
 - o At the December 8, 2016 Work Meeting we discussed the Commissioner's duties for 2017. All positions will remain the same with the exception of Commissioner Vatter whose term is up and he will not be running again, therefore, there will be a seat open for Commissioner Secretary position. The position will handle the meeting minutes with Joann Bullock, Recording Secretary, Work Meetings, Regular Meetings, Closed Session Meetings, physicals, insurance and scheduling fit testing. If anyone is interested, please have application in to the Fire Safety Office by January 17, 2016.

- Whole Harmless and Identification Agreement:
 - o Chief Fire Marshal Weniger put one together for us, so when we give away the old hose and pagers that we donate to someone else, has witnessed, notarized and signed by both parties. **A motion was made by Commissioner Nuara, seconded by Commissioner Carone that we accept the Whole Harmless and Identification Agreement. Roll call vote: All approved.**

- Station 37 Item Requests:
 - o Requested items with money left in their training and equipment budget **A motion was made by Commissioner Nara, seconded by Commissioner Carone to approve to spend \$1,700.00 for a smoke machine with cleaning kit, hose training dummy, and a few small equipment items. Roll call vote: All approved.**

- Training:
 - o For training purposes for each of the three Hillsborough Fire Companies, would like to purchase 3 laptops in the amount of \$1,500.00. **A motion was made by Commissioner Nuara, seconded by Commissioner Vatter to approve the purchase of 3 laptops for each of the three Hillsborough Fire Companies in the amount of \$1,500.00. Roll call vote: All approved.**

- Want to thank Chief Fire Marshal Weniger for the great job he did at the Year In Review Class.

Commissioner Catrombon, Jr.:

Radios & Pagers:

- Was approached by East Millstone First Aid Squad. They found out we upgraded our pagers and they requested if we could donate 12 old Minitor 4 pagers. They would take care of upgrading themselves. **A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Vatter to donate 12 old Minitor 4 pagers to the East Millstone First Aid Squad. Roll call vote: All approved.**

Grants:

- No report.

Apparatus/Equipment Maintenance:

- No report.

Air Packs & Air Bottle Testing:

- No report.

Commissioner Vatter:

Insurance:

- No report.

Medical (Physicals):

- No report.

Fit Testing:

- We have one last date of December 28, 2016 at Station 37. Linda Joy will be there from 12:00 – 2:00 pm.

Other:

- Meeting Minutes:
 - o In the past we have been sending the meeting minutes out for the previous meeting prior to approval. That process will be stopping and will go out after the minutes are approved at the Monthly Meetings. If you would like an electronic copy, it can be sent to you, otherwise you have a hard copy.
- Representative Mike Barlow from Pierce attended our Work Meeting on December 8, 2016 to discuss the 37 Tower Ladder. We got the proposal option list and the Commissioners reviewed and we had no issues with the set up. He had a tentative contract for of \$1,306,000.00 for 6123. Assuming the budget passes, we will give them a \$600,000.00 deposit, so that would bring the budget down to \$1,069,271.00. Commissioner Nuara said by doing a down payment it will save about \$60,000.00 on the cost. A copy of the specifications will be left at the Fire Safety Office should anyone want to look at them.

Commissioner Buckley:

Bureau of Fire Operations:

- No report.

OEM:

- No report.

GOG's:

- No report.

Accident/Injury – Workman's Compensation:

- No report.

Gear Cleaning & Repair:

- No report.

OSHA:

- No report.

District Drills:

- Do we have a headcount of how many people want to attend the Combat Drill? 11 people signed up. It was decided that it is not enough people for the cost of the Drill. Discussion was held about going out of district, waiting for another week to see if more members sign up, or postpone until February or March.

Training:

- Air Consumption Rate Training:
 - o 36 is scheduled for December 15, 2016.
 - o 37 is 95% complete.
 - o 38 is mostly complete.
 - o 48 is scheduled for December 19, 2016 at Station 37.
- Sterling F4 Bailout Systems:
 - o Replacement systems have arrived. Recertification Training with the new system will be scheduled in the near future depending on tower availability at the Academy.
 - o Will do an Initial Training class. Need headcount.
- Fire Officer 1:
 - o Scheduled at SCFA in January.

Commissioner Carone:

Audit:

- No report.

LOSAP:

- No report.

Bills with Vouchers:

- No report.

Budget:

- The 2017 Budget is complete and Commissioner Nuara will be reading it. It will be submitted.

Inventory:

- No report.

CHIEF'S REPORTS

Chief Dave Foelsch - Fire Company #36:

Drills: Year End Review was held on December 12, 2016 at Station 38.
Air Consumption Drill will be held on December 15, 2016 at 7:30 pm.
Pipeline Emergency Response Class will be held on January 26, 2016 at 7:00 pm

- New Engine Status:
 - o A Final Approval Meeting is scheduled for December 21, 2016 at 7:00 am at KME. We are still making daily changes and clarifications. So far, the visit 2 weeks ago showed a very strong and well built truck.

Chief Rich Bartolucci – Fire Company #37

Drills: Year End Review was held on December 12, 2016 at Station 38.
Hose Line Drill will be held on December 20, 2016 at Station 37.

- Need to retrofit Plymovent System for new Brush Truck 37, moving Mini pumper 37 to the rear bay and will need to lengthen the hose, moving Brush 37 to the rear middle bay as we need to outfit the exhaust, moving the Deuce 37-152 to the rear bay behind Engine 37, need to move the Plymovent hose onto the same track as Engine 37 and retrofit with special end for that style track.
- Seeking approval for purchase of items outlined to the Commissioners via email and presented at the Work Meeting.

Chief Mike Murphy – Fire Company #38

Drills: Year End Review was held on December 12, 2016 at Station 38.

- The District hoodies are in and were given to the Chiefs for dispersal at their LOSAP qualified members.
- Thanks to the Signal 100 Team Members that helped at the Year In Review.

Deputy Chief Jason Vanderhoof – Fire Company #48 - Neshanic

Drills: Year End Review was held on December 12, 2016 at Station 38.
Air Consumption Drill will be held on December 20, 2016 at Station 37 at 7:00 pm.

Hillsborough Rescue Squad:

- No report.

PUBLIC

- No report.

There being no further public comment, the Board will go into a Closed Session Meeting.

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

CLOSED SESSION MEETING

DECEMBER 13, 2016

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, December 13, 2016 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Charlie Nuara 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 Charlie Nuara, Commissioner John Catrombon, Jr., Commissioner Bruce Vatter, Commissioner Pat Buckley, and Commissioner Mike Carone.

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.

Went into closed session 8:50 pm.

The purpose of the Closed Session Meeting is to discuss:

1. Met with Chief Fire Marshal Weniger to discuss personal issues
2. Deer path development has a leaking underground water storage tank used for drafting operations. The Township is looking into replacement.
3. A member of Station 38 had a serious injury recently and now wants to return to driving. He uses a cane to walk and claims his doctor has cleared him to drive. The Chief has refused to allow him back on the drivers list.
4. The Board is recommending a policy that all district firefighters must go to Primary Care for their annual physical and be cleared by them after illness or injury. This will be discussed further at the next work meeting.

ADJOURNMENT

A motion was made by Commissioner Nuara, and seconded by Commissioner Vatter to adjourn the meeting at 9:45 p.m. Roll call vote: All approved.

Respectfully submitted,

Bruce Vatter, Secretary
Hillsborough Township
Board of Fire Commissioners

BV/jhb
Attachments

ATTACHMENTS
FOR THE DECEMBER 13, 2016
REGULAR MEETING MINUTES

1. FIRE SAFETY OUT OF SERVICE REPORT.
2. RYAN GIORDANO - LEAVE OF ABSENCE.
3. TOP 10 RESPONDERS – 2016.