

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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

**WORK MEETING**

JULY 6, 2017

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, July 6, 2017 at 7:00 pm. In the Conference Room 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 John Lazorchak, and Commissioner Mike Carone. Also in attendance were: Nick Patullo, Mike Guzy, and Ryan Buckley from Station 36, and Chief Rich Bartolucci and Deputy Chief Bill Shaffer from Station 37. Absent: Commissioner Pat Buckley

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.

**CORRESPONDENCE**

Commissioners discussed the following:

1. Commissioner Nuara:

- Officer Qualifications:

- o Need to be complete by the end of this December in order to be an Officer.
- o Bring up at the Regular Meeting on July 11, 2017.

- Budget:

- o Chief Fire Marshal Weniger sent the Board the breakdown numbers for his budget.
- o Need to get the Budget together early this year.

▪ Budget to include:

- Ladder truck, equipment, apparatus, etc.
- Training money is always set aside every year.

- Discussed changing the Election Dates. Had Attorney Braslow look into this and he sent a letter to the Board.

- Extrication:

- Anyone who has certificates needs to get a copy for the file in the Fire Safety Office. Chiefs need to follow up on this and make sure the copies are sent to Fire Safety. This needs to be brought up at the Regular Meeting on July 11, 2017.
- Letter is being drawn up with Attorney Braslow regarding the agreement with the Township as to whether we will own the Rescue truck or leasing it. Once this is done, I will set up a meeting with Mayor Ferrara.
- Need to find out who is running the Extrication, Fire District or OEM?

- Boat – Station 38:

- Boat is in bad shape and needs to be replaced. Has had many repairs done and does not feel that they should keep putting money into more repairs.
- Looking at purchasing a new boat. Have been looking into this. Recommends an 8 or 9 person boat with a low bar, which would include hooks for the life preservers. Cost would be around \$30,000.00 which includes a motor.
- Would like to put into Budget in 2018.

- Badges:

- The Board made the decision to utilize the cloth badges.
- If each Fire Company wants metal badges, they will need to purchase from their budgets.
- ID Badge for Fire Police can be done by Fire Safety.

2. Commissioner Catrombon, Jr.:

- Nothing to report.

### 3. Commissioner Lazorchak:

- Physicals:
  - All physicals are complete with the exception of 4 members (*Attachment*). Have 3 members that did not schedule until the latter half of June and are not scheduled to have their physical until late July. These members will not be eligible for LOSAP. Commissioner Nuara said that those not eligible need to be notified by Commissioner Lazorchak, and Commissioner Carone needs to follow up with the budget portion of the physicals.
  - Commissioner Nuara mentioned that anyone who has not had a physical in over 18 months, their gear must be pulled from them until they get a physical. Will need Commissioner Lazorchak to look at the lists and follow up with the Chiefs on this.
  - Commissioner Carone recommended looking into the possibility of using Access for physicals in the future. Commissioner Lazorchak said he contacted them and will follow up with additional information.
  
- Fit Tests:
  - Will look into getting them scheduled for some time in November.

### 4. Commissioner Buckley:

- Absent (Submitted report).
  
- Facial Hair:
  - It has been noticed that several members have facial hair (particularly at Drills).
    - Why are they growing facial hair when they know the OSHA standards?
    - Commissioner Catrombon, Jr. said that facial hair is allowed as long as OSHA guidelines are being followed.
    - Why aren't the Company Officers correcting the infractions?
      - This needs to be mentioned to all Officers.
  
- Industrial Extrication Class:
  - Reached out to PL Vulcan and the Hunterdon County Training Academy. Would recommend Hunterdon County.

- PL Vulcan quoted \$3,750.00 for a 1 day classroom and practical limited to 25 students.
    - They required us to get an extensive amount of props for the hands on session which would cost us roughly \$1,500.00.
  - Hunterdon County Training Academy quoted us \$2,600.00 for up to 24 students.
    - We would not be responsible for the props.
    - Board made the decision not to do this class at this time.
  - Industrial Entrapments & Impalement Emergencies:
    - Prerequisite and Class Description (*Attachment*).
- Remaining Equipment from the Rescue Squad:
- Where do we stand with the remaining equipment as noted in the old minutes found by Dave Raymond?
    - The remaining of the equipment is being scheduled to be turned over and then we will inspect.
  - We should have the opportunity to personally inspect all of the equipment and make an evaluation as to its viability for use in the District.

5. Commissioner Carone:

- Went through vouchers for June, 2017 and obtained Commissioners signatures.

6. Other:

- Proposal for Work Group:
  - Mike Guzy, Nick Patullo and Ryan Buckley attended the meeting to discuss the proposal that Mike Guzy sent to the Board (*Attachment*).
  - Mike Guzy presented the proposal and recommended that this could be a District Rescue Program for Vehicle and Water (Ice) Rescue.
    - Group would make recommendations to the Board.
    - Working on a minimum equipment list and truck list. (Compatible equipment).

- Nick Patullo discussed training classes:
  - Spoke with Gary at the Academy.
    - Classes suggested:
      - Man versus Machine
      - Advanced Concrete Breaching (rope work, pulleys)
      - Lifting and Moving
    - DWP would provide Operations and we and try to get donations.
  - Commissioner Nuara said that they need to work with Commissioner Buckley on this as he is in charge of all training.
    - Limit on money for training.
    - Focus mostly on extrication then on boats.
    - The Group should move slowly with planning as this is new territory for the District.
  - Board discussed this later in the meeting and decided that this would be a good to form this group, however, the group is for recommendations only, not authority.
  - Commissioner Nuara suggests there be 2 people from each company and Commissioner Buckley for the Board.
- Grinder Purchase:
- Chief Rich Bartolucci and Deputy Chief Bill Shaffer attended the meeting to request the purchase of a Grinder.
  - Price quotes (Attachment).
  - Would like to purchase the M28 Lithium-Ion 28-Volt Cordless 6-7/8 inch Metal Cutting Circular Saw Kit at \$484.99 each. Total cost of approximately \$1,200.00. Will vote on this at the Regular Meeting on July 11, 2017.
- Gear Purchase:
- Station 37 needs to purchase 3 sets of gear.
  - Board will vote on this at the Regular Meeting on July 11, 2017.
  - Can go ahead and place the order with Doug Kowalski.
- Signal 100 Team:
- Discussed that Commissioner Buckley has a lot of other responsibilities now, re: extrication and training, etc.

- The Board decided to have Commissioner Catrombon, Jr. be the Commissioner that will oversee and communicate with Team Leader, Joann Bullock.

### **ADJOURNMENT**

There being no further public comment, **a motion was made by Commissioner Naura, and seconded by Commissioner Catrombon, Jr. to adjourn the meeting at 8:55 p.m. Roll call vote: All approved.**

Respectfully submitted,

John Lazorchak, Secretary  
Hillsborough Township  
Board of Fire Commissioners

JL/jhb  
Attachments