

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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

**CLOSED SESSION MEETING**

OCTOBER 14, 2014

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Closed Session Meeting on Thursday, October 14, 2014 at 8:50 pm. In the Conference Room at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman Greg Kane called the meeting to order.

A call of the roll indicated that Board members present were: Commissioner Greg Kane, Commissioner Nick Patullo, Commissioner Bruce Vatter, Commissioner Charlie Nuara, and Commissioner John Catrombon, Jr. and Chief Fire Marshal Weniger.

**CORRESPONDENCE**

Chief Fire Marshal Weniger discussed the following:

**Part Time Administrative Position:**

1. This will be an Entry Level/Fire Clerk Position for 8+ hours per week at \$12.00 per hour.
2. Received 4 resumes and interviewed 3. One was cancelled as the person never called back.
  - The first applicant that was interviewed was a retired Nurse/Office. The applicant was very pleasant, professional and friendly and would have no problem doing the job; however, I feel is over qualified.
  - The second applicant that was interviewed is expecting a baby in December, so would be available to start but not stay for long, and then we would be without a person again for awhile. How do I handle this, as I do not want to discriminate due to pregnancy, but we need to have someone that is available?
  - The third applicant that was interviewed is a student going to school for Fire Science. This applicant has done similar work for Raritan Township and has fire knowledge and would be very capable to do the job. I do not know if this would lead into a full time position after Dianne retires, as I don't know what the applicants plans are since she is studying Fire Science.
3. The Board said that Chief Fire Marshal needs to choose the applicant he feels is best suited for the job.
4. I feel that the third applicant (the student studying Fire Science) is best suited for the job. I will make a call and find out if she will accept the job and when she can start.

5. I would like to know how the Board would like to handle paying this position.
  - Through the Payroll System with the Township?
  - Board suggested that we have her fill out a voucher for the remainder of 2014 and add to payroll if she wants to continue in 2015.
  - Ability to have Worker's Compensation? The Board said yes, unless she is contracted.
  - Commissioner Vatter suggested that a call be made to the Insurance Company to inquire about a casual part-time employee.
  - Commissioner Patullo and Commissioner Catrombon, Jr. suggested going thru the Township for payment and taxes and workman's compensation would be handled that way.

### **Fire Safety Budget:**

1. Budget will consist of projects going forward.
2. \$2,000.00 for new equipment.
3. The remainder of the Budget would be the same as last year.
4. The 30+ year old hose. An inventory was done for District plans.
5. Training Packs are at the end of life cycle. Fire Marshal Giordano converted. . Should new bottles be purchased and take old ones out of service? It is cheaper to convert old ones.
6. Changeover of the 5 or 6 year old meters?
7. Commissioner Vatter asked about the Fire Investigation Unit – still no feedback.
8. Will need to purchase a lot of 3" hose. The old hose is still passing tests. There is 11,000 foot of spare or we could repair and still have 6,000 feet left. Can we allow for new hose in the budget?
9. Pump – went from \$25,000.00 to \$45,000.00. Need to get 3 more vendors to give prices. The Fire Marshal found the quotes included the pump with the Diesel motor in the pricing. Fire Marshal Giordano did his homework on this and can get the pump housing for \$8,000.00.
10. Tires :
  - Replaced tires on the oldest apparatus in the district this year.
  - 3 pieces of apparatus still need tires. Provide a list of rigs that need tires.
11. Truck Improvements:
  - One LED light costs \$1,000.00. They never burn out.
  - Ladder for 37-145 – Consider a 3 section 24 ft
  - Cost with mounting bracket built – \$1,500.00 - \$1,600.00.

Further discussions will be held at the scheduled Fire Safety Budget Meeting on Thursday, October 30, 2014, at 7:00 p.m. at the Municipal Building.

#6 truck committee meeting October 30, 2014 at 8:00 p.m. at the Municipal Building.

### **ADJOURNMENT**

There being no further comment, **a motion was made by Commissioner Catrombon, Jr., and seconded by Commissioner Patullo to adjourn the meeting at 9:15 p.m. Roll call vote: All approved.**

Respectfully submitted,

Bruce Vatter, Secretary  
Hillsborough Township  
Board of Fire Commissioners

BV/jhb