

**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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

**CLOSED SESSION MEETING**

MAY 9, 2017

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, May 9, 2017 at 8:38 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Catrombon, Jr. 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 John Catrombon, Jr., Commissioner John Lazorchak, Commissioner Pat Buckley, and Commissioner Mike Carone. Also present were Fire Chiefs: Chief Dave Foelsch, Fire Co. #1, Deputy Chief Everett Heider, Fire Co. #1, Deputy Chief Bill Shaffer, Fire Co. #2, Assistant Chief Mike Patton, Fire Co. #2, Chief Mike Murphy, Fire Co. #3, Chief Kit Crisafulli, Neshanic Fire Co., John Sheridan, OEM, and Chief Fire Marshal Chris Weniger. Absent: Commissioner Charlie Nuara and Chief Rich Bartolucci.

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**

1. Discussed the possible changes coming:
  - Replacement of the Squad with EMS.
  - Chief Fire Marshal Weniger discussed sections of the Dispatch Guide (*Attachment*).
  - Chief Fire Marshal Weniger will send out a draft to the above attendees. Please look over and comment yes or no.
  - Will need Board approval.
  - Commissioner Buckley asked for a list of Members that will be doing Extrication.

**ADJOURNMENT**

There being no further comment, **a motion was made by Commissioner Buckley, and seconded by Commissioner Catrombon, Jr. to adjourn the meeting at 8:47 p.m. Roll call vote: All approved.**

Respectfully submitted,

John Lazorchak, Secretary  
Hillsborough Township  
Board of Fire Commissioners

JL/jhb  
Attachment

**Chris Weniger**

---

**To:** pbuckley@foleyinc.com; Fire Chiefs-Hillsborough; jsheridan.hillsboroughoem.org  
(jsheridan@hillsboroughoem.org)  
**Subject:** Dispatch guide

Everyone,

Here are the sections of the dispatch guide discussed. Proposed changes are *italicized* or ~~strike through~~.

## Section 2.5

### Extrications and Entrapments

- 1) If there is a report of entrapment at an accident scene *the primary and secondary* fire departments shall be dispatched to respond to the accident scene.

## Section 2.9

### Missing Person Search

- 1) Initial calls for missing persons shall be directed to the Hillsborough Police Department. If PD ~~and EMS~~ determine additional resources are needed, fire companies will be dispatched.

## Section 2.10

### Water Rescue ~~or Dive~~ Calls

- 1) ~~Dispatch the Hillsborough Rescue Squad for water rescues.~~ Immediately dispatch *the Hillsborough Fire District using the district tone* to assist the rescue squad.

