

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

WORK MEETING

MARCH 8, 2018

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, March 8, 2018 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., Pat Buckley, and Commissioner Mike Carone. Absent: Commissioner John Lazorchak.

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:

- Commissioner Nuara:
 - o Pumper Tanker 37 / Pumper 38:
 - Will be putting in the budget for next year to purchase by the end of 2019 or beginning of 2020.
 - Decided to put a not to exceed \$750,000 for each, this is before we get Co-Op pricing and trade in.
 - Will contact Mike Barlow from Pierce to have him come to the April Work Meeting to discuss specifications for both trucks.
 - Commissioner Catrombon, Jr. asked when we are going to standardize all the apparatus for the three fire companies. Would like to start meeting to discuss this soon.

- Boat Purchases:
 - Since the budget passed, we need to start looking into purchasing the boats for Station 36 and Station 38. Need to start gathering information.
 - Also need to look into getting the Rescue truck painted.

- Right to Breath Campaign:
 - Mentioned this at the February Work Meeting. Still need to gather more information, then would like to get Joe Morrison to speak to the District. He will do this free of charge.
 - Will forward Joe Morrison's email to all the Commissioners.

- Election Results:
 - Congratulated Commissioner Buckley and Commissioner Carone for being voted back in to their positions on the Board.

- Positions & Job Descriptions of the Commissioners:
 - Reviewed each position duties.
 - It was decided that everyone will keep their same position this year.

- GOG Committee:
 - Committee had requested that they would like to work on their own without a Commissioner at the Meetings.
 - Commissioner Buckley will go to the next scheduled meeting on March 29, 2018 to discuss what needs to be done and then will step back and let them handle it.

- Meeting with Prosecutor:
 - Had discussion about the meeting that was held with myself and Chief Fire Marshal Weniger and the Prosecutor.

- Commissioner Catrombon, Jr.:
 - o Donation of Minitor 4 Pagers:
 - As mentioned at the February Work Meeting, the East Millstone Squad asked if we had any old Minitor 4 pagers that were not be utilized. We have 15 pagers.
 - Will bring this up at the Regular Meeting on Tuesday, March 13, 2018.

- Commissioner Lazorchak:
 - o Absent. No report.

- Commissioner Buckley:
 - o Refurbish 37's Engine:
 - Will speak to Bound Brook Fire Department, as they are having Pierce do a refurbish on one of their apparatus, then will discuss with the Members of Station 37.
 - o Damaged / Old Turnout Gear:
 - Would like to get a \$ amount on what to spend to repair damaged gear. It was decided to not spend more than 1/3 of the replacement cost before getting new gear.
 - Gear that is over 10 years old and needs repair, a waiver would need to be signed (under \$500.00)
 - o Compliance Training:
 - Currently the Academy charges \$250.00 per Firehouse for training.
 - I know a co-worker who is certified to do Blood Bourne and Right to Know Training and he is willing to do the training for less cost.
 - Was decided that I will look further into this.
 - o Apparatus Operator:
 - We currently do not have a District GOG and feel we should consider putting a District GOG together on this.

- Required to have CEVO every 3 years.
 - It was decided that I will ask each company to submit a copy of their individual company GOG to use to put together a District GOG.

- Signal 100 GOG:
 - At the February Work Meeting, Commissioner Catrombon, Jr. mentioned that we need to have the Commissioners review the changes that he and Joann Bullock made to the Signal 100 GOG. Commissioner Nuara asked Joann Bullock to email the revised GOG to the Commissioners to review.
 - I requested a few minor changes be made to the GOG. Commissioner Catrombon, Jr. and Joann Bullock will get together to discuss and make those changes.

- OSHA Procedure:
 - Will discuss the OSHA procedure at the next GOG Meeting scheduled for March 29, 2018.

- Man vs Machine Training:
 - Have mentioned this at several of the Regular Meeting for the Chiefs to let me know if there is any interest. Have not had any feedback.
 - Will bring this up again at the Regular Meeting on March 13, 2018.

- Survivor Class:
 - Several members have requested that they would like to have another Survivor Class.
 - Commissioner Nuara said to check into the cost.

- Commissioner Carone:
 - Went through vouchers for February 2018, and obtained Commissioners signatures.

- Other:
 - Chief Heider attended the beginning of the meeting to discuss the following:
 - Step Up & Lead Course:
 - Commissioners said they would like him to first get a date for the class and then get a headcount and a deposit check from the members to ensure that they show up to the class.
 - Chief Heider said he will set up a District Officer Meeting.
 - Crash Software for Tablet:
 - Would like to get the Crash software for Engine 36 which costs approximately \$200.00+ per software license.
 - Commissioner Nuara said that Station 38 also needs another software license.
 - Was decided that 2 software licenses can be purchased
 - Chief Heider needs to check with Chief Fire Marshal Weniger for exact cost.
 - Duty Crew:
 - Brought this up at the February Work Meeting. Was a decision made whether they can put in \$30.00/night toward food?
 - Duty Crew will be at the Station from 7:00 pm until 11:00 pm and will be on call that night until 5:00 am. They will have a list of work they will do while they are there.
 - It was decided they could do this on a 6-month trial basis and see how it goes.
 - One voucher in the amount of \$120.00/month with receipts will need to be submitted to the Commissioners by each month's Work Meeting.
 - Painting for Rescue 36:
 - Got a couple estimates.
 - Commissioner Nuara said to submit the estimates to Chief Fire Marshal Weniger.

ADJOURNMENT

There being no further public comment, **a motion was made by Commissioner Nuara, and seconded by Commissioner Catrombon, Jr. to adjourn the meeting at 8:33 p.m. Roll call vote: All approved.**

Respectfully submitted,

Charlie Nuara, Chairman
Hillsborough Township
Board of Fire Commissioners

CN/jhb