

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

**379 SOUTH BRANCH ROAD
HILLSBOROUGH, NJ 08844
Firesafety@hillsboroughfiredistrict.com**

REGULAR MEETING

FEBRUARY 12, 2019

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in Regular Session on Tuesday, February 12, 2019 at 8:00 pm. at the Hillsborough Township Municipal Building on South Branch Road. Commissioner 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 Pat Buckley

Commissioner John Catrombon, Jr.
Commissioner Mike Carone

Fire Chiefs present were:

Chief Everett Heider - Station 36
Chief Dan Kazar - Station 38

Chief Bill Shaffer - Station 37
Chief Fire Marshal Chris Weniger - Fire Safety

Absent: Commissioner John Lazorchak and Chief Kit Crisafulli, Station 48 (Neshanic Fire Co)

District Officers/Members present were:

Jeffrey Mitchell, Member - Station 36

Mike Patton, Deputy Chief – Station 37
Tommy Shaffer, 3rd Lieutenant – Station 37
Kevin Danbury, Member – Station 37
John Sheridan, Member – Station & OEM

Ken Johnson, Captain – Station 38

Richard Bullock, Member – Station 48

Public Attendees were:

Daria Catrombon

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 Buckley, seconded by Commissioner Carone to approve the Regular Meeting minutes of January 8, 2019. Roll call vote: All approved.

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve the Work Meeting minutes of February 7, 2019. Roll call vote: All approved.

TREASURER'S REPORT

FEBRUARY 28, 2019

Checking Account Balance:	\$ 62,249.12
Savings Account Balance:	\$ 638,424.63
LOSAP	\$ 316,613.27
Capital Expense Account Balance:	\$ <u>1,006,782.83</u>
Total of all Accounts:	\$ 2,024,069.85
Expenditures for January 2019:	\$ 198,773.30
Amount to be transferred to Checking from Savings:	\$ 70,000 .00
Amount to be transferred to Checking from LOSAP:	\$ 1,36,600.00

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

CORRESPONDENCE

Commissioner Nuara presented a plaque and thanked Commissioner John Catrombon, Jr. for his years of service on the Board of Fire Commissioners. Commissioner Catrombon, Jr. will be done with his term on the Board as of March 2019. Refreshments were served.

Commissioner Nuara read the list of incoming correspondence consisting of:

- Monthly Fire Reports (*On file in the Fire Safety Office*).
- Fire Safety Out-of-Service Schedule (*Attachment*).

MONTHLY FIRE REPORTS

Commissioner Nuara read the monthly fire reports for January 2019.

FIRE REPORTS

	ALARMS	MAN HRS.	YTD ALARMS	YTD MAN HRS.	DRILLS	MAN HRS.	YTD DRILLS	YTD MAN HRS.
#1	34	90.0	37	105.2	1	45.0	1	45.0
#2	47	268.7	65	392.8	4	147.0	5	177.0
#3	17	104.5	30	146.6	2	97.5	2	97.5
<u>Neshanic</u>	20	38.7	23	52.7	1	28.5	1	28.5

CHIEF FIRE MARSHAL'S REPORT

Chief Fire Marshal Chris Weniger reported the following:

- District Server Replacement:
 - o The server is overdue for replacement. This went through a qualified person on the QPA review for quotes. Quote is \$9,700.00 for server and \$5,500 for set up and installation.

A motion was made by Commissioner Naura, seconded by Commissioner Carone to approve District Server replacement costing \$9,700.00 for server and \$5,500 for set up and installation. Roll call: All approved.

- District IT Contract:
 - o Annual IT contract includes the server, Fire Safety computers, NIFS computers and lap tops.
 - o Got a quote which is for a 3-year contract costing \$1,450.00/month.

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the 3-year contract for the District IT Contract costing \$1,450.00/month. Roll call: All approved.

- Cell Service:

- Looked into a new cell service plan with AT&T called First Net.
- This service gives priority to Emergency Services.
- They are putting up more towers and will have more coverage.
- No more money than the current plan with Verizon.
- Includes hotspots.
- Will need to get new phone (can trade in old phones).
- Month to month (no contract).
- The Township and OEM switched over to AT&T.
- John Sheridan, OEM gave positive feedback.

A motion was made by Commissioner Nuara, seconded by Commissioner Buckley to approve to switch cell service to AT&T. Roll call: All approved.

- Bureau of Fire Operations Changes:

- Ordinance was written prior to having a Fire District.
- It was agreed to by the Chiefs to change to Quarterly meetings instead of bi-monthly meetings, as most topics are covered at the Monthly Commissioners Work meetings and Regular Meetings.

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the change from Bi-Monthly meetings to Quarterly meetings for the Bureau of Fire Operations. Roll call: All approved.

- Forest Fire Grant Application:

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Buckley to approve the 3-year contract for the District IT Contract costing \$1,450.00/month. Roll call: All approved.

- Humit Valves:
 - o Discussed the need of additional Humit valves.

- Turnout Gear Inspections:
 - o Fire Marshal turnout gear inspections are completed.

- Meal, Travel and Lodging Reimbursement Policy:
 - o Discussed the changes that were made to the policy (*Attachment*).

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the changes made to the Meal, Travel & Lodging Reimbursement Policy. Roll call: All approved.

- Fire Station NFIRS Replacements:
 - o As discussed at the Work Meeting on February 7, 2019, there are problems with the NFIRS computers. Looked into and it would cost approximately \$500.00 each to replace them.
 - o Will get a written quote.

A motion was made by Commissioner Nuara, seconded by Commissioner Buckley to approve the purchase of 3 NFIRS computers not to exceed \$500.00 each. Roll call: All approved.

- PEOSHA 300 Forms:
 - o Handed out the forms to the Chiefs for each house (*On file in the Fire Safety Office*).

- “After the Fire” Presentation:
 - o The “After the Fire” Presentation is scheduled for April 1, 2019 for all graduating Seniors at Hillsborough High School. All Commissioners and Chiefs are invited to attend. The presentation lasts about 2 to 2 ½ hours. Once I have the time, I will inform everyone.

- Every 15 Minutes:
 - o The “Every 15 Minutes” program is scheduled for April 4, 2019 for all graduating Seniors at the Hillsborough High School.
 - Chief Shaffer will send out information to the Chiefs and will do a voucher for \$500.00 to be sent to the High School for the program.

- ID Card Machine:
 - o The ID Card Machine is back in operation.
 - All members should have their new ID Cards within the next 2 weeks. Chiefs, please let me know if you want a symbol or patch put on the ID cards.

- Other:
 - o I understand that Deputy Chief CJ Davis, Station 48 was at the Work Meeting on February 7, 2019 and brought up some issues, questions, concerns and complaints:
 - Response Policy.
 - Issue of Number of Fire Marshals and White Hats on scenes.
 - New Mini Pumper.
 - I am asking if anyone has any issues, questions, concerns or complaints to please give myself and the Fire Safety Office the courtesy of coming to me to discuss.
 - Commissioner Nuara said it is important that we all work together. He said that Fire Safety does a lot for our District. Feel free to come to the Commissioners when needed, as well.

APPARATUS – EQUIPMENT REPORT

Chief Everett Heider of Fire Company #1 reported the following:

CAR 36:	Mileage – 57,057 No issues reported.
CAR 36-2:	No issues reported.
ENGINE 36:	Pump primer was replaced. Light inside cab was repaired.

LADDER 36: Q Siren was repaired.
Rear discharge/aerial waterway valve was replaced.

TENDER 36: No issues reported.

BRUSH 36: No issues reported.

BRUSH 36-2: No issues reported.

RANGER 36: No issues reported.

MARINE 36: No issues reported.

Small Equipment: 1 SCBA was repaired.
2 Extinguishers were recharged.

Chief Bill Shaffer of Fire Company #2 reported the following:

CAR 37: Mileage – 29,474
PM service completed.

CAR 37-2: No issues reported.

ENGINE 37: Pump primer was replaced.

ENGINE 37-2: Fuel pedal wires were replaced.

TOWER
LADDER 37: Will go to Fire and Safety in 2 weeks.

BRUSH 37: New winch arrived and needs to be wired.

BRUSH 37-2: No issues reported.

REHAB 37: No issues reported.

Small Equipment: 1 Extinguisher was recharged.
2 Regulators were repaired.
1 Trash pump was repaired.

Chief Dan Kazar of Fire Company #3 reported the following:

CAR 38: Mileage – 38,720
Camera charger was replaced.

CAR 38-2: Working with Fire Safety to have the TIC charger repaired.

ENGINE 38: Reverse alarm is intermittent shutting off. Priority is aware of this. Going out for door repair on February 20, 2019.

LADDER 38: Ladder control box was replaced.
Tip controls were repaired.

TENDER 38: Back up camera is turning off intermittently while in operation. A new reverse camera has been ordered.

BRUSH 38: The left, outer rear tire was found to be low. Added air and will monitor. Fire Safety is aware of this.

RESCUE 38: Electronic siren is not working. Fire Safety is aware of this.
The door ajar alarm is not working. First Priority is aware of this.

DEUCE 38: Waiting on DPW to remove the pump.

MARINE 38-1: Boat has been delivered. Working on some adjustments. Will not be in service until proper training has been completed.
New battery was delivered.

MARINE 38-2: No issues reported.

Small Equipment: TIC batteries have been ordered for the Engine.
A few sets of gear need repairs.
5" hose awaiting repair.
New struts not in service yet, waiting on proper training.
2 saws were repaired.
Pack off the Rescue has been repaired.
Need to order (2) 20 lb. Dry Chems – Chief Fire Marshal Weniger will check what is in stock.
1 SCBA was repaired.
2 Extinguishers were recharged.

Chief Kit Crisafulli of Neshanic Volunteer Fire Company reported the following:

Absent. No Report.

R&R COMMITTEE UPDATE

FAP:

- No report.

Signal 100 Team:

- Provided help with food, set up and clean up for the Critique on January 10, 2019 at Flagtown Firehouse.

APPROVAL TO PAY CLAIMS LIST 2019- 02

Date	Num	Name	Memo	Amount
02/12/2019	23836	Auto Plus	18-965 Inv#45512147 Inv#45514276	29.94
02/12/2019	23837	ACCESS HEALTH SYSTEMS	18-966 INV#12/27/18	570.00
02/12/2019	23838	Advanced Eyecare	18-967	348.80
02/12/2019	23839	CONTINENTAL FIRE & SAFETY INC.	18-968 Invoice H#5096	1,175.72
02/12/2019	23840	Doug's Hose Dummies	18-969 Invoice#119	160.00
02/12/2019	23841	Doug's Hose Dummies	18-970 Invoice#120	85.00
02/12/2019	23842	Doug's Hose Dummies	18-971 Invoice #121	615.00
02/12/2019	23843	ELECTRONIC MEASUREMENT LABS	18-972 Inv#52317	191.00
02/12/2019	23844	FLEMINGTON DEPT STORE	18-973 Invoice#65858	132.95
02/12/2019	23845	HILLSBOROUGH FIRE CO.#1	18-975	343.03
02/12/2019	23846	JON SENCHISEN	18-976	150.00
02/12/2019	23847	Konica Minolta Premier Finance	18-977 Inv#62296354	233.84
02/12/2019	23848	NEW JERSEY FIRE EQUIPMENT COMPANY	18-979 Inv#59347	4,248.00
02/12/2019	23849	NIC Group, Inc.	18-980	1,450.00
02/12/2019	23850	Santos, Andrew	18-982	105.56
02/12/2019	23851	Ron Berju	18-984	150.00
02/12/2019	23852	SKYLANDS FIRE EQUIP.	18-985 Inv#10315	3,394.89
02/12/2019	23853	SCREEN STYLES	18-986 Inv#88954	230.00
02/12/2019	23854	TSC Tractor Supply Credit Plan	18-987 Acct#6035301205015538	119.93
02/12/2019	23855	THOMAS JESS	18-988	150.00
02/12/2019	23856	Water Supply Innovations LLC	18-989 Inv#18-1154..Station 36 Inv#18-1152.. Station 36+38 Inv#18-1153..Station 34+37	21,937.00
02/12/2019	23857	Wex Online	18-990 Inv#57190660	2,746.10
02/12/2019	23858	PAT KELLY	18-991 Gym Membership for 2019	150.00
02/12/2019	23859	Wex Online	19-001 Inv# 57585062	2,169.91
02/12/2019	23860	W.B. MASON COMPANY, INC.	19-002 Inv#162423400	127.88
02/12/2019	23861	First Priority Emergency Vehicles	18-974 Invoice#19406	2,259.98
02/12/2019	23862	Konica Minolta Premier Finance	18-978 Invoice 256175835	47.05
02/12/2019	23863	MIKE MURPHY	18-980	20.00
02/12/2019	23864	RICHARD M. BRASLOW ESQ.	18-983 Invoice 20203	414.00
02/12/2019	23844	Witmer Public Safety Group, Inc.	19-003 INV#1803981	178.98
02/12/2019	23845	Witmer Public Safety Group, Inc.	19-004 Inv#E1812612	407.96

02/12/2019	23846	W.B. MASON COMPANY, INC.	19-005 Inv#142545184, Inv#42423562, Inv#42715926	56.14
02/12/2019	23847	William Shaffer	19-006	58.82
02/12/2019	23848	W.B. MASON COMPANY, INC.	19-007 Inv#162853043	25.55
02/12/2019	23849	TREASURER STATE OF NEW JERSEY	19-009	546.00
02/12/2019	23850	Somerset County Fire Marshals	19-010	100.00
02/12/2019	23851	SHARP BUSINESS SYSTEMS	19-011 Inv#9001442957	129.93
02/12/2019	23852	SKYLANDS FIRE EQUIP.	19-012 Inv#10440	375.00
02/12/2019	23853	Rashmi Agarwal	19-013	50.00
02/12/2019	23854	HVFC#3	19-014	55.45
02/12/2019	23855	1ST RESPONDER NEWSPAPER	19-015	85.00
02/12/2019	23856	FIRE ENGINEERING	19-016	24.00
02/12/2019	23857	ROBERT FRANCOLINI	19-017	10.00
02/12/2019	23858	Packet Media LLC	19-019 Cust#00032124	163.37
02/12/2019	23859	Packet Media LLC	19-020 Inv#300461851	224.13
02/12/2019	23860	Public Agency Training Council	19-021 Inv#236856	1,475.00
02/12/2019	23861	NJ - IAAI	19-022	525.00
02/12/2019	23862	NEW JERSEY FIRE EQUIPMENT COMPANY	19-023 INV#59515, INV#59491	74.60
02/12/2019	23863	NIC Group, Inc.	19-024 Inv#11304	729.99
02/12/2019	23864	NEW JERSEY FIRE EQUIPMENT COMPANY	19-025 Inv#59648	28.00
02/12/2019	23865	LINCOLN FINANCIAL ADVISORS	19-027	128,800.00
02/12/2019	23866	Konika Minolta Premier Finance	19-028 Inv#62076405	246.32
02/12/2019	23867	JOHN YANKO	19-028	270.67
02/12/2019	23868	IAAI	19-030	435.00
02/12/2019	23869	HILLSBOROUGH FIRE CO.#2	19-031	289.95
02/12/2019	23870	First Priority Emergency Vehicles	19-032 Inv#19537, Inv#19563	816.36
02/12/2019	23871	First Priority Emergency Vehicles	19-033 INV#19465	83.00
02/12/2019	23872	EMERGENCY SERVICES MARKETING CORP. INC.	19-034	810.00
02/12/2019	23873	Rolle, Dorwin	19-035	125.00
02/12/2019	23874	CONTINENTAL FIRE & SAFETY INC.	19-037 Invoice#H5202	1,041.50
02/12/2019	23875	COMCAST	19-038	118.02
02/12/2019	23876	Clean Air Company, Inc.	19-039 Inv#19-0029	124.00
02/12/2019	23877	COMMUNICATION SPECIALIST, INC	19-040 Inv#39370	69.00
02/12/2019	23878	COMCAST	19-041 Inv#8499052800046635	178.07
02/12/2019	23879	B&L Printing	19-042 Inv#25053	108.13
02/12/2019	23880	BLUE RIBBON AWARDS INC.	19-043	252.50
02/12/2019	23881	Amazon.com	19-044	155.78
02/12/2019	23882	AMWELL AUTO & TIRE CENTER	19-045 Inv#155252	144.20
02/12/2019	23883	Amazon.com	19-046	97.50
02/12/2019	23884	Amazon.com	19-047	702.35
02/12/2019	23885	ALLEGRO ENTERPRISES INC	19-048 Inv#15417, Inv#15512	16.03
02/12/2019	23886	APPROVED FIRE PROTECTION	19-049 Inv#IN00027108	81.35

02/12/2019	23887	Allegra	19-050	235.00
02/12/2019	23888	CHARLIE NUARA	19-051	85.60
02/12/2019	23889	JOHN NOVAK	19-052	150.00
02/12/2019	23890	JOANN BULLOCK	19-053	313.50
02/12/2019	23891	JOANN BULLOCK	19-054	13.98
02/12/2019	23892	ACCESS HEALTH SYSTEMS	19-055	38.00
02/12/2019	23893	LINCOLN FINANICAL ADVISORS	19-056	1,500.00
02/12/2019	23894	Clean Air Company, Inc.	19-057 INV#19-0051	337.60
02/12/2019	23895	SOMERSET COUNTY VEHICLE MAINTENANCE	19-058 INV#254	96.65
02/12/2019	23896	First Priority Emergency Vehicles	19-059 INV#19611	1,242.48
02/12/2019	23897	FLEMINGTON DEPT STORE	19-060 INV#66479	328.74
02/12/2019	23898	HILLSBOROUGH FIRE CO.#2	19-061	295.81
02/12/2019	23899	Konika Minolta Business Solutions	19-062 INV#256749112	41.52
02/12/2019	23900	The Lincoln National Life Insurance Co.	19-063	6,300.00
02/12/2019	23901	NIC Group, Inc.	19-064 INV#MSP11320	1,450.00
02/12/2019	23902	TYLER RIORDAN	19-065	160.00
02/12/2019	23903	THOMAS LACHOWSKI	19-066	160.00
02/12/2019	23904	UPS	19-068	69.20
02/12/2019	23905	W.B. MASON COMPANY, INC.	19-069 INV#I63070702	134.67
02/12/2019	23906	Petner, Lynn	19-026	100.00
02/11/2019	23907	VERIZON WIRELESS	19-008 Inv#9822286544	851.47
02/11/2019	23908	CHRISTIAN FULMINO	19-018	150.00
02/11/2019	23909	CHRISTOPHER WENIGER	19-036	198.64
02/11/2019	23910	TSC Tractor Supply Credit Plan	19-067 Invoice 200215269	91.96
02/12/2019	23911	Chexalance LLC	19-070	300.00
02/12/2019	23912	Chexalance LLC	19-071	85.25
				198,773.30

A motion was made by Commissioner Carone, seconded by Commissioner Catrombon, Jr. to approve the Claims List 2019-02 with the exception of 19-051. Roll call vote: All approved.

A motion was made by Commissioner Catrombon, Jr., seconded by Commissioner Carone to approve to pay the Claims List 2019-02. Roll call vote: All approved.

APPROVAL TO TRANSFER FUNDS TO PAY CLAIMS LIST 2019-02

A motion was made by Commissioner Carone, seconded by Commissioner Catrombon, Jr. to approve the transfer of funds in the amount of \$70,000.00 from savings account to checking account, and \$136,600.00 from LOSAP account to checking account. Roll call vote: All approved.

COMMISSIONERS' REPORTS

Commissioner Lazorchak:

Absent. No Report.

Commissioner Catrombon, Jr.:

- Radios & Pagers:
 - o No report.

- Grants:
 - o No report.

- Apparatus/Equipment Maintenance:
 - o No report.

- Air Packs & Air Bottle Testing:
 - o No report.

- Other:
 - o Would like to thank everyone for letting me have the opportunity to serve on the Board.
 -

Commissioner Carone:

- Insurance:
 - o No report.

- Medical (Physicals):
 - o Read the list of dates available to schedule physicals (*Attachment*).

- Fit Testing:
 - o No report.

- GOG's:
 - o Still waiting to hear from the Chief for dates to set up a meeting. I am looking at having the meeting the first week of March.

- Other:
 - o Status of Striping Deputy Chief 38's Car.
 - Chief Heider replied that he has not gotten pricing yet.

Commissioner Buckley:

- Bureau of Fire Operations:
 - o No report.

- OEM:
 - o No report.

- GOG's:
 - o No report.

- Accident/Injury – Workman's Compensation:
 - o No report.

- Gear Cleaning & Repair:
 - o Gear inspections are due by the March Meeting. Please pay particular attention to accurately recording the Serial #'s of the coats and bunker pants.

- OSHA:
 - o No report.

- District Drills:
 - o Chiefs, please start thinking about District Drill topics for 2019.

- Training:
 - o Chiefs, please schedule DEVO for the rest of the District through the Fire Academy.
 - o Copies of the Module 1 packets for Firefighter 1 are to be forwarded to the Fire Safety Office.

- Other:
 - o Junior Firefighters:
 - I have heard that the NJ State Senate is working to pass legislation to allow junior/junior firefighters (ages 14-15) no academy involvement, junior firefighters (ages 16-17) to attend fire academies for Firefighter 1 class. The legislation is scheduled to be adopted later this year. When adopted, Somerset County Fire Academy will allow juniors to attend Firefighter 1 class starting in Spring of 2020. Once 18 years old certificate will convert to a regular certificate. More details to follow.
 - Commissioner Nuara suggested that we speak to our insurance company about this.

 - o New Fire Officer Requirements:
 - The State will offer State certificates for 27 certifications. Is it going to be mandated?
 - The District will keep their current Officer 1 requirements.

- Officer Qualifications:
 - Discussed who and what is still needed.
 - The Board decided that any Officers of the Neshanic Fire Company that have not handed in their required paperwork to Fire Safety by March 1, 2019, will no longer be able to respond to or sign in for any Hillsborough Fire District calls, therefore, they cannot get credit for those calls and it could affect their LOSAP numbers. **A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr., as agreed upon by the Board, any Officers of the Neshanic Fire Company that have not handed in their required paperwork to Fire Safety by March 1, 2019, will no longer be able to respond to or sign in for any Hillsborough Fire District calls. Roll call vote: All approved.**

- Heavy Rescue transfer to Hillsborough Fire District:
 - John Sheridan, OEM said that the transfer is done.

- District Safety Officers:
 - This was brought up at the January 9, 2019 Regular Meeting.
 - Reminded the Chiefs to see if they have any interested members.

Commissioner Nuara:

- Audit:
 - No report.

- LOSAP:
 - Asked if there were any other requests about LOSAP. No one responded.
 - LOSAP checks are to be in the accounts by March 2019.

- Bills with Vouchers:
 - Reminder – Need to check the boxes on top of the Voucher form who they are for and list what the voucher is for.

- Budget:
 - o Gave update on budget.

- Inventory:
 - o No report.

- Other:
 - o Election:
 - Would like to remind everyone to come out to vote on Saturday, February 16, 2019 from 2:00 pm – 8:00 pm at the Municipal Building. It is important to vote yes for all items listed and for the 2019 budget.
 - Chief Fire Marshal Weniger said that 2,000 ballots were mailed out.

 - o 37 Request for Rope/Hardware for Rescue Truck:

A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approved to purchase the Rope/Hardware for 37 Rescue Truck with the order to tie this into a Low Angle Class. Roll call vote: All Approved.

 - o 37 Request for Fireline Ground Pounder Coats:
 - Discussed and decision was made to hold off on this purchase until March 2019.

 - o 36 Request for Thermal Cameras:
 - Discussed and a decision was made to wait on this purchase until more research has been done.

 - o Microsoft Office Suite 2019:
 - Chief Fire Marshal Weniger said he check pricing for the Microsoft upgrade for the training computers. Cost is \$70.00 per computer and each would have a license. Recommend buying the upgrade for each computer. A motion was made by Commissioner Buckley, seconded by Commissioner Catrombon, Jr. to approve the purchase of Microsoft Office Suite 2019 for \$70.00 each for the

training computers for the Stations that need this upgrade. Roll call vote: All approved.

- Board Member Duties:
 - Will discuss at the March Work Meeting.

- Borough of Millstone:
 - Had discussion regarding the Borough of Millstone's request for a Meeting.

CHIEF'S REPORTS

Chief Everett Heider- Fire Company #36:

Drills: Blood Bourne and Right to Know Class Make up Session is scheduled for February 28, 2019 at Station 36.

- TIC for Assistant Chiefs FLIR 1385,00 roughly.
- Forcible entry door should be here this week. Chief Fire Marshal Weniger said that it is scheduled for delivery on February 13, 2019.
- Thank you to everyone who came out to the Ice Rescue Drill on February 9, 2019.

Chief Bill Shaffer – Fire Company #37

Drills: Search Drill is scheduled for February 19, 2019 at 7:00 pm at Station 37

- Requesting permission to take Tower 37 to the St. Patrick's Day Parade in Somerville on March 10, 2019. Permission granted.
- Inquired if any of the other companies are interested in a Fire Police course.
- Inquired if anyone is interested in a Fire Officer 1 class.
- Inquired if any of the other companies have members interested in ICS 300 & ICS 400 class. Let me know if there is any interest. Chief Fire Marshal Weniger said that they will take 7-8 students in a class.

- Status of new equipment requests:
 - o Laser Jet Printer – Chief Fire Marshal Weniger will stop by the station and take a look at the current printer.
 - o Industrial Duty Vacuum – Chief Fire Marshal Weniger will look into this.

Chief Dan Kazar – Fire Company #38

Drills: CPR and CEVO Classroom – Will distribute the dates when confirmed. Most likely will be the last Monday of February (will let everyone know the time).

- There is a student on the Hillsborough High School Hockey Team, should he make it to the state finals they will go to the Prudential Center. Requesting if this happens, could 38 Chief Car and 38 Rescue go to the Prudential Center to the event. **A motion was made by Commissioner Nuara, seconded by Commissioner Catrombon, Jr. to approve the request to take 38 Chief Car and 38 Rescue to the Prudential Center should this event take place. Roll call vote: All approved.**

Chief Kit Crisafulli – Fire Company #48 - Neshanic

Absent. No Report.

OEM:

- John Sheridan, OEM mentioned that they are looking into setting up an “Emergency” Meeting.

PUBLIC

- No Report.

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 9:25 p.m. Roll call vote: All approved.**

Respectfully submitted,

Mike Carone, Secretary
Hillsborough Township
Board of Fire Commissioners

MC/jhb
Attachments