

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

WORK MEETING

JULY 3, 2019

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Wednesday, July 3, 2019 at 7:00 pm. In the Conference Room at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Chairman John Lazorchak 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 Lazorchak
Commissioner Pat Buckley

Commissioner Charlie Nuara
Commissioner Mike Carone

Absent: Commissioner Jeff Mitchell

Fire Chiefs present were:

Chief Everett Heider - Station 36
Fire Marshal Ryan Giordano - Fire Safety

Chief Bill Shaffer - Station 37

District Officers/Members present were:

None

Public present were:

None

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 Lazorchak:
 - o Station 37 & Station 38 New Apparatus Update:
 - Station 37 & Station 38 will have pre-construction meetings at Pierce at the end of July/early August.
 - Two members and one Commissioner are scheduled to attend these meetings.
 - More information to come about these meetings, as well as the dates.
 - o Updates on Station 37 & Station 38's Deuces / Station 38 Boat:
 - Deuces:
 - Station 37 said that they do not want to keep their Deuce.
 - It was decided that Station 38 will keep their Deuce for right now and it will be decided in the future what to do with it going forward.
 - The Deuce from Station 37 will be given to Zygmunt Orłowski's Firehouse. He will absorb the previously billed PM invoices of approximately \$1,900.00. We will also research the Rehab Unit from the Squad and possibly give that to Zygmunt also.
 - Fire Marshal Giordano said that he removed the scene light from Deuce-37 and said that Station 37 mentioned they wanted to put it on Engine 37-103.
 - o Fire Marshal Giordano will get a price quote for this.
 - Station 38 Boat:
 - Fire Marshal Giordano said that Station 38's boat will be going to Neptune to a boat yard.
- Summary of the Meeting Regarding Additional Manpower Needs:
 - o Chief Heider – Station 36 said that he spoke with their membership about this and they had a few comments, but nothing out of the ordinary.
 - o Chief Shaffer – Station 37 said that he spoke with their membership and no one came back with any comments or feedback.

- Fire Marshal Giordano mentioned there is a grant called the “Safer Grant”. He will get more information about this and will report back to the Commissioners.
 - Commissioner Nuara suggested they discuss a 5-year plan at the August Work Meeting.
- Heavy Rescue Transfer to District:
 - Fire Marshal Giordano said that they got the new license plates and it has been retitled.
- Recruitment Letter:
 - Asked the Commissioners if they have any comments about the recruitment letter and if it should be sent to all residents or just certain areas.
 - Commissioner Carone felt that it is not worth the money to mail out brochures.
 - The other Commissioners agreed to not do the mailing.
 - It was discussed about other ways to advertise for volunteers.
 - Suggestion was to possibly set up a booth at the Rotary Fair in August and to talk to the Rotary on how to go about doing this.
- Update on GOG’s and Meeting Status:
 - Commissioner Carone said there is no update at this time.
- Rescue Committee Status:
 - It was mentioned that Mike Guzy stepped down from being the Chairman of the Committee.
 - Fire Marshal Giordanp will set up a meeting for the Rescue Committee.
- Neshanic Contract:
 - It was decided that a 3-year contract will be written for Neshanic.
- Commissioner Nuara:
 - Went through vouchers for June 2019 and obtained Commissioners signatures.

- Workman's Compensation Insurance:
 - A check has been issued for \$16,000.00.
 - We will be holding onto this for now as we are going to be appealing the cost.
 - Another check has been issued for \$59,000.00 which will be mailed out.
 - Chief Shaffer had mentioned at the June meeting that Station 37 had a price increase and they were concerned as to why. He will check further into this and will report back to the Commissioners.

- Budget:
 - Spoke with Melissa from Trenton about adding 2 paid firefighters to the District.
 - Melissa explained what to do.
 - Cost would be \$150,000.00 for 2 paid firefighters with benefits.
 - 2% increase would be added on to the \$150,000.00 each year after.
 - Melissa said that there would need to be a Special Election.
 - Will be meeting with Attorney Braslow for more details on this.

- Commissioner Buckley:
 - District Drills:
 - Low Angle Training Class:
 - RPI will be doing the classes.
 - The class can hold 20 students.
 - Cost is \$3,650.00 for 3 days. A \$100.00 deposit check will be required by the students which they will get back upon attendance of the class.
 - It would be good if there were 5 students from each of the companies, if possible.
 - The class has been set up for the following dates:
 - Friday, September 27, 2019 from 7:00-10:00 pm.
 - Saturday, September 28, 2019 from 8:00 am – 4:00 pm.

- Sunday, September 29, 2019 from 8:00 am – 4:00 pm.

- Vehicle Extrication Class:
 - Gold Shield will be doing the classes. There will be two 8-hour classes.
 - Each class can hold 15 students.
 - Cost is \$1,200.00 for each class, \$2,400.00 total.
 - Will need 4 or 5 cars for each class.
 - The classes have been set up for the following dates:
 - Operations Level Class will be held on Saturday, August 3, 2019.
 - Pre-requisition – Awareness Level 1.
 - Advanced Extrication Class will be held on Sunday, August 4, 2019.

- District Building Construction Class:
 - Gold Shield will be doing this class.
 - The class has been set up for the following dates:
 - Tuesday, August 20, 2019 from 7:00 pm – 10:00 pm.
 - Thursday, August 22, 2019 from 7:00 pm – 10:00 pm.
 - Saturday, August 24, 2019 from 8:00 am – 2:00 pm.

- Compliance Training Make-Up Class:
 - This class is for any Affiliate Members, Ladies Auxiliary Members, etc.
 - Make up classes have been set up for the following dates:
 - Tuesday, July 9, 2019.
 - Tuesday, July 18, 2019.

 - All above mentioned members should try to attempt to attend one of the classes. Will try to set up one more class sometime this year.

- Starting January 2020, this training will be mandatory.

- Firefighter 1 Class:

- Station 37 has a member that did not pass the Hazmat Operations part of the Firefighter 1 class. The member took this part 6 times.
- State requires that an individual has to take all Hazmat over again if they do not pass it.
- Was decided that the individual will need to pay for this now.
- Chief Shaffer will need to address this with the member.

- Commissioner Carone:

- Physical List:

- Submitted an updated Physical List as of July 1, 2019 (*Attachment*).

- Commissioner Mitchell:

- Absent. No Report.

- Other:

- Fire Marshal Giordano:

- Fire Safety TV Screen Upgrade:

- Spoke about a new upgrade that would be beneficial.
- Upgrade would do the following:
 - Serve as a message board system.
 - Public relations.
 - All Fire Safety information.
 - Active 911.
 - Radar
 - Weather Alerts.
 - Pre-plans.

- Calendars.
 - Etc.
- Cost would be \$2,000.00 for TV, software and set up.
- Buy initial licenses and then it would be cheaper to get for the other firehouses.
- Commissioners approved purchases and will vote on at the Regular Meeting on Tuesday, July 9, 2019.
- Hose and Pump Testing:
 - Hose and pump testing went well.
 - A Hose Replacement List will be provided at the Regular Meeting on Tuesday, July 9, 2019.
- Chief Shaffer – Station 37:
 - Proposals to purchase the following:
 - 2 Harrington Inc. Storz Straight Adapters - \$155.99 each (*Attachment*).
 - 3 Kochek Threaded Adapter, Double Male, Rocker Lug - \$16.59 each (*Attachment*).
 - 3 Kochek Double Female Adapter, Swivel and Rocker Lug Connectors - \$30.99 each (*Attachment*).
 - Lydrant Valve - \$279.95 (*Attachment*).
 - Commissioners approved purchases.
 - Fire Marshal Giordano will place orders.
 - Combustible Gas Leak Detector – Leakator 10
 - Presented specifications.

ADJOURNMENT

There being no further public comment, **a motion was made by Commissioner Lazorchak, and seconded by Commissioner Nuara to adjourn the meeting at 8:27 p.m. Roll call vote: All approved.**

Respectfully submitted,

John Lazorchak, Chairman
Hillsborough Township
Board of Fire Commissioners

JL/jhb
Attachments

**ATTACHMENTS
FOR THE JULY 3, 2019
WORK MEETING MINUTES**

1. Updated Physical List.
2. Quote - 2 Harrington Inc. Storz Straight Adapters.
3. Quote - 3 Kochek Threaded Adapter, Double Male, Rocker Lug.
4. Quote - 3 Kochek Double Female Adapter, Swivel and Rocker Lug.
5. Quote - Lydrant Valve.

