

**CBOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF HILLSBOROUGH**

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

**WORK MEETING  
JANUARY 7, 2021**

**PLEASE NOTE:** DUE TO THE COVID-19 PANDEMIC AND EXECUTIVE ORDER 107, THIS MEETING IS BEING CONDUCTED IN A VIRTUAL FORMAT WITH ACCORDANCE WITH N.J.S.A. 10:4-8 (b). REMOTE ACCESS TO THIS MEETING IS AVAILABLE AT [www.hillsboroughfiresafety.com](http://www.hillsboroughfiresafety.com) AND WAS POSTED IN ACCORDANCE WITH N.J.S.A. 10:4-9.1.

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday January 7, 2021 at 7:00 pm. in a Virtual Format. 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 Jeff Mitchell

Commissioner Charlie Nuara  
Commissioner Mike Carone

Fire Chiefs present were:

Chief Tommy Lachowski - Station 36  
Chief Dan Kazar - Station 38

Chief Mike Patton - Station 37  
Chief Fire Marshal Chris Weniger - Fire Safety

District Officers/Members present were:

Deputy Chief Tyler Riordan – Station 36  
Assistant Chief Mike Guzy – Station 36  
Ex-Chief Bill Shaffer – Station 37  
Deputy Chief Rich Crater – Station 37

Captain Ken Johnson – Station 38  
Lieutenant Matt Hand – Station 38  
Member Robert Hodossy – Station 38

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 Command Vehicles GOG:
    - The Command Vehicle GOG was presented to the Chiefs for review and comments.
    - Would like to adopt the GOG at the Regular Meeting on Tuesday, January 12, 2021.
      - o Chief Kazar said "speaking for the 3 Hillsborough Chief's) that they have concern about the reduction from 36 to 10 miles.
      - o
        - They feel that they do a lot in their position and one of the benefits is for traveling to work, being able to leave for calls, stop to assist someone, etc.
          - Commissioner Buckley asked the Chiefs if they all use their vehicles to go to work and if they can leave work for calls? Chief Lachowski and Chief Patton said they do use their vehicles for work and can leave for calls. Chief Kazar said he uses it sometimes, not always, but can leave for calls.
      - Chiefs would like if it could be 25 miles.
      - Insurance Coverage was also discussed, such as passengers/family members in vehicle, as well as Deputy Chief Vehicles.
        - Chief Fire Marshal Weniger will figure out working and will include in the GOG.
          - o Will discuss further at the Regular Meeting on January 12, 2021.

- Commissioner Nuara:
  - 2021 Budget:
    - Waiting for the final signature from the State on the 2021 Budget.
  - 2022 Budget:
    - Will be finished with the 2022 Budget by July 2021.
  - LOSAP:
    - We have had members miss out on LOSAP (example missed 1 work detail).
    - My suggestion to the Chiefs is to look at the LOSAP numbers in September and let members know where they stand.
      - Could offer an extra drill or work detail to make up missed ones.
      - Chief Lachowski – Station 36 inquired if points are given for academy classes.
  - Station 37 - Rescue Truck :
    - The vouchers are done and checks are ready for the Regular Meeting on Tuesday, January 12, 2021 for wrapping Rescue Truck-37.
      - Need to know if the vendor is licensed and insured.
      - Assistant Ex-Chief Bill Shaffer will speak with the Vendor.
        - Spoke with Vendor during the meeting and the Vendor is not licensed and insured. They just put the stickers on the truck.
          - Asked Ex-Chief Bill Shaffer to find out if the Vendor has a Tax ID #.
  - 5-Year Plan:
    - Had discussions on the 5-Year Plan:
    - Have budgeted for:
      - Rescue-36 - \$350,000.00.
      - Car 38 - \$80,000.00.
      - Fire Marshal 10C Vehicle - \$60,000.00.

- Scott Air Packs and Bottles - \$1M.
  - Chief Fire Marshal Weniger suggested replacing ½ of the radio's and put money away for the other projects.
    - Consider replacing Tanker 36 due to many problems and cost of repairs.
    - Engine 37 will need to be replaced.
    - New Deuce.
    - Quint for Station 36 and 38.
  - Chief Fire Marshal Weniger said he and Commissioner Lazorchak would like to get together with several Vendors to develop accurate pricing for budgeting.
    - The individual departments will be given some flexibility to customize, but costs need to be continually monitored. .
    - Chief Lachowski – Station 36 suggested each Company form a Vehicle Committee.
    - Discussed grants for some items.
      - Commissioner Nuara suggested that the Chiefs give their input.
        - Will schedule a meeting with the Commissioners and Chiefs.
- Commissioner Buckley:
- No Report.
- Commissioner Carone:
- Physicals:
    - Physicals started tonight at Station 36.
    - Station 37 is scheduled for next week.
      - Chief Kazar will get Station 38's paperwork to Commissioner Carone this weekend.

- Masks for Eyeglasses:
  - There are mask inserts for eyeglasses. Last time that I spoke with Dr. Tarbell they had 2 sets left.
  - Scott used to have glasses kits (frame with no lenses) and could be given to Dr. Tarbell to fabricate the lenses.
    - Chief Fire Marshal Weniger stated that Dr. Tarbell retired.
      - Will look into a local Optometrist that would be willing to work with the District.
  
- Commissioner Mitchell:
  - Went through vouchers for January 2021 and obtained Commissioners signatures.
    - Vouchers need to be turned in in a timely manner.
      - Anything that is dropped off last minute is hard to get done.
      - Drop off by Wednesdays.
  
- Other:
  - Chief Fire Marshal Weniger:
    - Ladder 36:
      - There is a substantial hydraulic oil leak on Ladder 36. It is the main turntable seals.
        - Waiting on final estimates from vendors.
        - Cost is in the ballpark of \$15,000.00 - \$25,000.00.
        - Should have a more exact number by the Regular Meeting on January 12, 2021.
    - Boots and Pants for Sourland Mountains:
      - There is a real need for proper footwear and pants for use at calls at the Sourland Mountains.

- This is the #2 hiking place on the eastern seaboard and is a very busy place.
- Would like to purchase 15 pairs of PBU boots and pants to distribute to the 3 Hillsborough Companies.
- - Total cost is \$8,000.00.
  - Duffle bags are included with the purchase.
  - Chiefs can decide who they want to distribute them to.
    - Will need names and sizes of the members they will distribute them to.
    - Would suggest talking to the Rescue Committee to see if the purchase could be made with Rescue Committee money.
    - Also looked into the cost of a good coat – cost is \$300.00 each.
- 5-year Plan:
  - Will need to start to work on the 5-year plan.
    - Radios are back in the plan due to the new Federal Law.
      - Radios required will be 700 megahertz.
      - Cost will be around \$1 Million.
      - No time frame yet as to when this will happen.
        - Fire Marshal Dave Foelsch will contact County to find out more information.
- CO2 Class:
  - Would like to set up a CO2 Class in the near future.
    - This will be a 1-hour class.
    - Fire Marshal John Bassi will be the trainer.
    - Need Chiefs to come up with a date that works for as many members as possible to attend and let me know.

- Updated ID Cards:
      - Fire Marshal Dave Foelsch is currently working on updated ID cards and is  $\frac{3}{4}$  done.
      - Will need the updated cards for getting the Covid Vaccine.
    - Covid Update:
      - Have some members that are sick/positive/exposed to Covid.
        - Asking to do contract tracing.
        - Reminding everyone to be diligent.
    - Portable Batteries:
      - Ordered portable batteries in early December. They have not come in yet but expect them anytime.
  - Chief Tommy Lachowski – Station 36:
    - Helmets for UTV:
      - Asked if it is a requirement to wear helmets on the UTV?
        - Chief Fire Marshal Weniger stated “yes”.
        - Commissioner Nuara said that the State Guidelines is to wear a helmet.
      - Inquired if patients, EMS, Police need to wear them.
        - Do not have enough helmets.
        - Spoke about disinfecting helmets that we have, if needed.
          - Chief Fire Marshal Weniger said he will reach out to John Sheridan – OEM to speak with RWJ about them having helmets on hand in their apparatus.
    - Special Services Vehicle – Station 36:
      - The big items have come in.

- Need to approve at the Regular Meeting on Tuesday, January 12, 2021.
- 13-17-week build time for chassis.
- Commissioner Buckley suggested to set up a meeting to finalize everything.
- Cost needs to stay at \$350,000.00 or below.
- Would like to have everything finalized within the next few months.
  
- 36-Command Vehicle (Truck):
  - Have been in touch with Jaime the Representative from PL Customs.
    - Vehicle is \$10,000.00 over budget.
      - We cut a bunch of items worth \$11,000.00, but still over budget.
        - Waiting to hear back from Jaime about numbers.
        - Commissioner Nuara said to provide him with the contact information and he will get in touch with them.
          - Suggested if after hearing back and I don't like the numbers, then have Commissioner Nuara call.
  
- Search and Rescue GOG:
  - Currently 95% done with the GOG.
  - Should have it finalized by the end of the month and will send to Chief Fire Marshal Weniger.
    - Chief Fire Marshal Weniger said he will format the GOG and send it to the GOG Committee.
  
- Rescue Committee:
  - Assistant Chief Mike Guzy - Station 36 spoke about special gear and asked how to go about getting it.
    - Commissioner Nuara said that they should put something together and present to him by June or July.
    - Chief Lachowski said that he has 2 members that need gear.



- Chief Mike Patton – Station 37:
  - o Gear:
    - Have 2 members that just passed Firefighter 1 and need new gear.
      - Commissioner Nuara said to contact Doug Kowalski to order it.
      - Chief Lachowski stated he also needs 2 new sets of gear.
  - o Deputy Chief Rich Crater:
    - Rescue Committee:
      - Still need a few small items to purchase.
        - o Commissioner Nuara said to provide him a list before the Regular Meeting on Tuesday, January 12, 2021.
      - Asked Commissioner Nuara when they can start ordering for 2021.
        - o Commissioner Nuara said he will discuss this at the Regular Meeting on Tuesday, January 12, 2021.
  - o Chief Dan Kazar – Station 38:
    - New Command Vehicle:
      - Will be having a meeting after the Work Meeting to go over the specifications.
    - Washing Machine:
      - The new washing machine for Station 38 will be delivered on Monday, January 11, 2021.
        - o Inquired what they should do with the old machine (sell or dispose of)?
          - Commissioner Weniger said he will prepare the document for the Regular Meeting on Tuesday, January 2021 for whichever way the Commissioner decide what to do with it.
    - Rescue Committee Update:
      - There was a Rescue Committee Meeting last evening (January 6, 2021).
        - o The topics that were discussed were:

- Water Rescue GOG. Will be updating this.
- RFP for Rescue Training is in Draft form and will send to Chief Fire Marshal Weniger.
- Set up an Ice Rescue Class.
- Replacement extrication tools within District.
  - Discussed going to all battery powered tools.
  - Sawzall's.
    - Replacement and standardization.

### **ADJOURNMENT**

There being no further public comment, **a motion was made by Commissioner Buckley, and seconded by Commissioner Nuara to adjourn the meeting at 9:12 p.m. Roll call vote: All approved.**

Respectfully submitted,

Mike Carone, Secretary  
Hillsborough Township  
Board of Fire Commissioners

MC/jhb