

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

WORK MEETING

DECEMBER 08, 2022

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, December 8, 2022 at 7:29 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 Charlie Nuara

Commissioner Mike Carone
Commissioner Marian Fenwick-Shaffer

Absent: Commissioner Jeffrey Mitchell

Fire Chiefs present were:

Chief Tommy Lachowski – Station 36
Chief Fire Marshal Chris Weniger - Fire Safety
Deputy Fire Marshal John Yanko – Fire Safety

District Officers/Members present were:

None.

Public present were:

Commissioner Elect Nick Patullo.

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 Commissioner Position Descriptions:
 - Commissioner position descriptions were handed out and discussed for the upcoming year (*Attachment*).

- Commissioner Nuara:
 - o Gift Cards for Top 10 Responders:
 - Alternative vendors were contacted to participate in the gift cards for the Top 10 Responders per company.

 - This year will remain with Old Man Rafferty's and Café Piazza gift cards.
 - No response was received from Quick Check in a month.

 - Commissioner Fenwick-Shaffer suggested to start researching in September next year what businesses could participate and provide discounts to the District.
 - Commissioner Fenwick-Shaffer volunteered to handle researching and obtaining the gift cards in 2023.

 - o Thanked the Board for their hard work and support during his 9 years of service as a Commissioner.

- Commissioner Carone:
 - o Went through vouchers for December 2022 and obtained Commissioners signatures.

- Commissioner Mitchell:
 - o Absent. No report.

- Commissioner Fenwick-Shaffer:
 - Physical Policy:
 - Reviewed the Physical Policy with the Board.
 - I recommended changes in language and updated select sections of the policy.
 - Chief Fire Marshal Weniger will incorporate these recommended changes and will resend the Policy to the Commissioners before the Regular Meeting on December 13, 2022.
 - Linda at Access Medical will confirm all the Physical dates by the Regular Meeting on December 13, 2022.
 - Hepatitis B Vaccines:
 - Spoke with Linda at Access Medical about the 3 shot series of the Hepatitis B Vaccine.
 - If a member does not want the Hepatitis B series, there is a form to decline the vaccine, however, if members want the Hepatitis B series they can do so.
 - Chief Fire Marshal Weniger said that he has that form and will put copies of the form at each firehouse as physicals will be held in January and February 2023.
 - After the Board's discussion, they requested that the vaccine be made available at the time of physicals.
- Other:
 - Chief Fire Marshal Weniger – Fire Safety:
 - New Equipment Requests:
 - Station 37:
 - Rope Equipment – total cost is \$1,740.00.

- Station 38:
 - Box Lights
 - New Helmet Shields
 - Mask Bags
 - Inspection Cameras
 - CO2 Meter(s)
 - Total cost for all items is \$5,500.00.

- Fire Safety:
 - Knox Key Secure for Car 37 – total cost is \$800.00.
 - Lock Removal Tool for Forcible Entry Door – total cost is \$3,300.00.

- GOG's:
 - Recently sent out 3 GOG's to the Chiefs and Commissioners.
 - Did not receive any comments back on any of them.

- Policies:
 - Pay-Per-Call Policy:
 - Sent out the new Pay-Per-Call policy to all the Chiefs.

- Post-Traumatic Stress Disorder:
 - A member that was on the Accident Scene that occurred in October 2022 (where an 18-year-old male was killed) is experiencing Post-Traumatic Stress Disorder.
 - Some of the Career Staff indicated that they would like to get training in PTSD.
 - Request to designate an Official Chaplin for Hillsborough Fire District.

- Will put together a Resolution for the Regular Meeting on December 13, 2022 that will designate Reverend Steve Eckert as the Official Fire District Chaplin.

- Agility Testing:
 - Gave the written and physical Agility Test for candidates for Fire Marshal positions within the Fire District.

- Damage to Brush-37:
 - The catalytic converter is damaged on Brush-37.
 - Replacement cost is \$4,000.00.
 - Unknown as to when the damage occurred.
 - Unknown to when it will be replaced.

- Apparatus:
 - Replacement of Station 37-103:
 - Fire Marshal Ryan Giordano, Commissioner John Lazorchak and I met with Firefighter 1 to discuss the replacement of 37-103.
 - If it is ordered in January 2023, the anticipated delivery date would be May-July 2024.
 - There is no pre-payment option available.
 - Approximate cost is \$700,000.00.
 - Reached out to Pierce and discussed the replacement with them.
 - Should be able to get a good trade in on 37-103.

 - Replacement of Station 36 Ladder Truck:
 - Approximate cost to replace Ladder-36 is \$1,500,000.00.
 - If order is placed in late 2023 it will be approximately a 4 year wait for delivery.
 - Pricing of apparatus is significantly higher.

- Recommendation is to have the Truck Committee work aggressively on the specifications to avoid delays.

- Replacement of Station 36 High Water Rescue Vehicle:
 - Price is just below \$300,000.00.
 - If the contract is signed by January 2023, then the delivery is anticipated for September 2023.

- Request to use Gear:
 - Received a request from a member of Station 37 to use his gear for Firefighter 1 in Pennsylvania.
 - Some Board members had additional questions, and I will follow up with the member.

- Station 38 Deputy Chief Vehicle:
 - There was an incident in September 2022 where Station 38 Deputy Chief's Vehicle struck a member's personal vehicle.
 - There is damage to the member's vehicle.
 - In process of obtaining all of the information related to the incident.

- Year-In-Review:
 - Will be held on Monday, December 12, 2022 at Station 38 beginning at 7:30 p.m.

- Chief Tommy Lachowski – Station 36:
 - Request for Ceramic Coating for Station 36's Special Services Vehicle:
 - Total cost is \$1,400.00.
 - Coating lasts approximately 6-8 years.

ADJOURNMENT

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

Respectfully submitted,

Marian Fenwick-Shaffer, Secretary
Hillsborough Township
Board of Fire Commissioners

MFS/jhb
Attachment