

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

WORK MEETING

MARCH 9, 2023

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, March 9, 2023 at 7:26 p.m. 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 Jeffrey Mitchell
Commissioner Marian Fenwick-Shaffer

Commissioner Mike Carone
Commissioner Nick Patullo

Absent: None.

Fire Safety Staff present were:

Chief Fire Marshal Chris Weniger - Fire Safety
Deputy Fire Marshal John Yanko - Fire Safety

Fire Chiefs/Deputy Chiefs present were:

None.

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 No report.

- Commissioner Mitchell:
 - o Attended the Neshanic Fire Company Installation Dinner on March 4, 2023.

- Commissioner Carone:
 - o Went through vouchers for March 2023 and obtained Commissioners signatures.
 - o Informed the Board that I will be stepping down as Commissioner in approximately one month.

- Commissioner Fenwick-Shaffer:
 - o Attended the Neshanic Fire Company Installation Dinner on March 4, 2023.
 - o In the process of compiling information from recent physicals conducted in the District and will have information to send to the Chiefs soon.
 - o Informed the Board of ongoing issues with obtaining monthly reports from the Chiefs.

- Commissioner Patullo:
 - o No report.

- Other:
 - o Chief Fire Marshal Weniger:
 - Minor Motor Vehicle Accident – Station 38:
 - Discussed with Board a matter involving a minor motor vehicle accident that occurred approximately one year ago at Station 38.
 - o The accident involved member Ed Scherer and former Deputy Chief Tom Marvits.
 - o It was originally reported that there was no damage to either vehicle.
 - o The Police were contacted however, no police report was filed as it was reported there was no damage.
 - o Former Commissioner Charlie Nuara contacted Chief Fire Marshal Weniger approximately six months after incident as Member Ed Scherer had an estimate for damage to his personal vehicle.
 - o At that point, Deputy Chief Tom Marvits stated that the matter would be handled internally at Station 38.
 - Unfortunately, Deputy Chief Marvits passed away. Member Ed Scherer submitted a detailed voucher (pictures and documentation) to the Commissioners requesting reimbursement for repairs to his vehicle.
 - Following discussion of the matter, the Board agreed to reimburse Member Ed Scherer for the repairs to his vehicle.
 - Update on the new Fire Safety Building:
 - Will need a new gas meter installed.
 - The MUA took over the sewer lateral.
 - The well needs to be capped.
 - New Jersey American Water will not charge for the new meter.
 - The carpet on the second floor is being replaced.
 - Driveway/parking lot is in need of regrading.

- Cost of building renovations is approximately \$800,000.00.
- Resolutions for the Regular Meeting on March 14, 2023.
 - There will be two Resolutions for Regular Monthly Meeting on March 14, 2023:
 - Resolution #2023-009 - Authorizing Creation of Fire Department for membership into the New Jersey State Firemen's Association.
 - This is to include Career Staff in the Relief Association.
 - Resolution #2023-010 - Authorizing Participation in the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program.
 - This is to approve the purchase of a Reserve Engine to replace 37-103.
 - Ferrera & Pierce engines were considered as possible options.
 - Pierce is approximately \$8,000.00 less than Ferrera.
 - There is no pre-pay option available with Ferrera.
 - Pierce is offering a trade-in for 37-103.
 - They are recommending expediting due to the upcoming price increases by end of March.
 - Inspection trips are approximately \$1500.00/person and are not included in the cost.
 - They recommend two people to make the trips.
- Training Certifications:
 - Sent an email to the Chiefs regarding training certificates for District Members to verify compliance with minimum State requirements.
- New Policy for Light Duty for Career Staff:
 - We recently had a Career Staff member on light duty for approximately two weeks due to medical reasons.
 - Chief Fire Marshal Weniger and Attorney Braslow are drafting a policy to address the light duty.

- Station 36:
 - Special Services Vehicle:
 - Request to purchase items/equipment for the Special Services vehicle – Cost is \$4,400.00.
 - The Board recommends that this request be tabled until later this year.
 - Deputy Chief Vehicle:
 - Request to purchase a defibrillator for the Deputy Chief's vehicle – Cost is \$1800.00.
 - Tanker 36:
 - Repairs were completed under warranty.
- Station 37:
 - Rescue 37 painting is completed.
 - Additional repairs are needed and will be done prior to the return to Station 37.
- Station 38 :
 - Request to take apparatus to the Somerville St. Patrick's Parade on Sunday, March 12, 2023.
 - Permission was granted.
 - Pay Per Call:
 - Members want to cap earnings at \$599.00 due to tax implications.
- Fire Safety:
 - Chief Fire Marshall's new vehicle will be delivered in approximately one week.
 - The current Chief Fire Marshal vehicle will be on loan to Station 37, as the Deputy Chief's vehicle until the new Chief's vehicle is delivered.

- The Fire Marshall's vehicle could be utilized as a district transport vehicle.
- Somerville Fire Company is requesting to have the old Jaws of Life tools.
- Will be selling the old Rescue truck that is currently at Station 37, and possibly Station 36's Deuce.

ADJOURNMENT

There being no further comments or business, **a motion was made by Commissioner Mitchell, and seconded by Commissioner Patullo to adjourn the meeting at 8:41 p.m. Roll call vote: All approved.**

Respectfully submitted,

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

MFS/jhb