

**BOARD OF FIRE COMMISSIONERS
TOWNSHIP OF HILLSBOROUGH**

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

WORK MEETING

MAY 04, 2023

The Board of Fire Commissioners of Hillsborough Township, County of Somerset, New Jersey convened in a Work Session on Thursday, May 04, 2023 at 7:35 pm. In the Conference Room at the Hillsborough Township Municipal Building on South Branch Road. Commissioner Vice-Chairman Jeffrey Mitchell 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 Jeffrey Mitchel
Commissioner Marian Fenwick-Shaffer

Commissioner Nick Patullo
Commissioner Bill Woodruff

Absent: Commissioner John Lazorchak

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 John Lazorchak:
 - Absent. No report.

- Commissioner Jeffrey Mitchell:
 - Went through vouchers for May 2023 and obtained Commissioners signatures.
 - Provided the Commissioners with paperwork from PNC Bank to obtain new signatures due to recent changes on the Board.

- Commissioner Marian Fenwick-Shaffer:
 - Memorial Weekend at the National Fallen Firefighter Memorial in Emmitsburg, Maryland is held on May 6 & 7, 2023.
 - On Sunday, May 7, 2023, flags should be flown at half-staff in honor of 144 firefighters who lost their lives in the line of duty.

- Commissioner Nick Patullo:
 - No report.

- Commissioner Bill Woodruff:
 - Was asked by members of Station 36 about an Appreciation Dinner or Picnic.
 - The cost would be approximately \$15,000.00. These events had been held several years ago but were not well attended.

- There was a recent incident at Sourland Preserve where the OEM Ranger was stalling.
 - Chief Fire Marshal Weniger spoke with John Sheridan from OEM about the problem with the Ranger.
 - Repairs have been made.

- Other:
 - Chief Fire Marshal Chris Weniger:
 - Recently renewed two Insurance Policies:
 - 2023 Property & Liability Policy.
 - 2023 Accidental Death Policy which includes a Member Family Assistance Plan.

 - 2024 Emergency Services Funds:
 - At the recommendation of Ron Yoder (Station 38), a letter was sent to State Assemblyman Roy Freiman expressing interest in funds that may be available to Emergency Services through the State budget.

 - Stipend For Fire Safety Staff:
 - Hillsborough Township is requesting a stipend towards processing payroll for Fire Safety staff. The amount being requested is \$2500.00.

 - Radios:
 - The radios that were ordered in 2022/2023 have come in but without chargers. It is unknown at this time when the chargers will be available.

 - Station 38 Boat Plan:
 - The steering has been repaired on one of the boats at Station 38 which was not a major expense.
 - The cost estimates for 2 boats and 1 motor are approximately \$2,500.00.

- Need to determine the value of the two boats currently at Station 38.
- Need boats that are more suitable and useful for the types of rescues that are done by firefighters.
- Assistant Chief Vehicles:
 - The Board has discussed & made the decision not to insure or maintain Assistant Chief vehicles.
 - If a Fire Company decides to have an Assistant Chief vehicle, it is the responsibility of the Fire Company to insure and maintain the vehicle.
- Resolutions:
 - There will be a Resolution at the Regular Meeting on Tuesday, May 11, 2023, to sell Station 37's old Rescue Truck.
- Fire Safety Building:
 - Received four bids for building renovations.
 - Commissioner Lazorchak, Chief Weniger, and the Architect for the project met with the two contractors who provided the lowest bids. Both contractors provided good resumes.
 - Reviewed the details of the bids, discussed available options on costs, and requested detailed explanations on how pricing was determined by the contractors.
 - Eliminated decorative alternates, no other cost saving options at this time.
 - Recommend accepting a bid from G. Meyer in the amount of \$888,650.00.
 - Bids are available for review in the Fire Safety Office.
 - DPW will provide milling of the parking lot.
 - Commissioner Lazorchak will donate labor/equipment for removal of outside concrete pads.
 - On May 9, 2023, on-site well will be closed and New Jersey American Water will connect water line.
 - Somerset County has offered to replace the building generator as they would like to establish a small Dispatch Center on the second floor of the building.

- Station 36 Apparatus:
 - Engine 36:
 - Broken driver side mirror due to a minor accident with Township street sweeper.
 - Police report was completed.
 - Engine is out of service until mirror is repaired.
 - Hydraulic pump on Engine 36 is leaking.
 - Working on specifications for the new ladder truck.
 - New high-water vehicle will likely be at Station 36 by mid-June.
 - Old Deuce:
 - May discuss with the Board about keeping this vehicle as a parade vehicle.
 - Other Business:
 - As per Attorney Braslow, former Commissioner Carone can receive his stipend pro-rated.

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 8:36 p.m. Roll call vote: All approved.**

Respectfully submitted,

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

MFS/jhb