

TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
July 24th, 2024, 7:30 p.m.

1. CALL TO ORDER

The regular meeting of the Township of Parsippany-Troy Hills Board of Fire Commissioners, Fire District No.1 was called to order at 7:33 PM by Commissioner Berry at the Tarn Drive Firehouse at 909 Tabor Road, Morris Plains, New Jersey.

2. PLEDGE OF ALLEGIANCE

Commissioner Berry led the Pledge of Allegiance.

3. STATEMENT IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of July 24th, 2024 was included in a list of meetings notice sent to The Daily Record and advertised in said newspaper on November 20, 2023, posted on the bulletin board in the Parsippany-Troy Hills Municipal Building, 1001 Parsippany Boulevard, Parsippany, New Jersey, and the Mount Tabor Firehouse, 909 Tarn Road on December 8th, 2023, and has remained continuously posted as the required notices under the statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Township Clerk and at the Mount Tabor Fire House.

4. ROLL CALL

Commissioners present: Berry, Hazel, Rieben, Masker

Department representation: Chief Masker, Firefighter Zeh

Commissioners absent: Jamieson

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting.

6. MINUTES FOR APPROVAL

Minutes from the regular June meeting were distributed via email by Commissioner Hazel for all commissioners to review. Minutes from the regular June meeting were approved via a motion by Commissioner Masker, seconded by Commissioner Rieben, and carried by unanimous vote.

7. COMMUNICATIONS RECEIVED

No communications have been received since the last meeting.

8. RESOLUTIONS:

RESOLUTION NO. 2024-6:

RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION N.J.S.A. 40A:14-78.5

The resolution was adopted by the following roll-call vote:

Aye: Rieben, Hazel, Masker, Berry

Nay: --

Absent: Jamieson

9. REPORTS

i. Treasurer's Report

The Treasurer's monthly report for July 2024 declaring operating expenses of \$60,759.09 was distributed for all Commissioners to review.

Significant expenses included \$7,154.60 to Ryan Masker for supplies and quarterly incentive; \$5,492.00 to Spectrum Communications for Laptop mounts for 11 and 15; and \$3,647.71 to Phoenix Fire for Engine 13 repairs.

Revenue received in June includes \$16,666.67 from EMS bay rent, \$319,266.00 from tax revenue, \$610 for AC repair reimbursement.

Resolution needed to permit for grant resolution just passed. Subsequent steps will be taken to ensure the appropriate disbursement of funds.

A motion to approve the Treasurer's report was made by Commissioner Hazel, seconded by Commissioner Rieben, and carried by unanimous vote.

ii. Truck Report

See Chief's report.

New Apparatus are delayed; Expected in January.

iii. Buildings Report

Powder Mill

See Chief's report.

Tarn

See Chief's report.

iv. Radio Report

See Chief's report.

v. Insurance Report

No report.

vi. Fire Prevention

No events being held this year.

vii. Joint Board Meeting Report

Next meeting will be in August at District 2.

viii. Chief's Report

See Chief's report.

In addition, there was insufficient staffing for 3 calls today.

Lexipole policy 207.4 was discussed.

In general, repairs at the firehouses should go through Commissioner Masker.

10. INVITATION FOR PUBLIC COMMENT

A district resident referenced the June Commissioner's meeting and the discussions surrounding the consideration of closing Simpson and the potential sale of Engine 15; There is significant history attached to the Simpson Avenue Firehouse, members with high response percentage respond from there, and personnel are excited about training to drive Engine 15.

The commissioners clarified their responsibility to address concerns on budgetary matters and the more effective use of the District's resources. Discussion behind the closure of Simpson Avenue is in the interest of focusing personnel and other resources at the Tarn Drive Firehouse for more consistent responses due to close the proximity of the two firehouses and inconsistent personnel responses between the two.

11. APPROVAL OF BILLS PAYABLE

Individual invoices were reviewed by commissioners Rieben and Berry.

12. EXECUTIVE SESSION

No executive session took place at this meeting.

13. OLD BUSINESS

Commissioner Masker makes a motion to spend \$200 for uniform sneakers and/or boots with certain models to be specified. Commissioner Hazel seconds this motion. This motion is carried by unanimous vote.

Questions with respect to the class B uniform specification and whether all full members are, indeed, outfitted with the correct uniform have been lingering for approximately seven months. It was suggested that vendors are not certain on the existence of a uniform specification. Commissioner Hazel will engage the Mount Tabor Volunteer Fire Department to acquire the specification, confirm vendor alignment, and determine actions needed to ensure all relevant members have the appropriate class B uniform.

Commissioner Masker is looking for board support to approach Districts 1, 2, 3, and 6 to apply for a grant for a consolidation study. Commissioner Masker will handle this at the next meeting.

14. NEW BUSINESS

No new business was discussed at this meeting.

A motion to adjourn at 8:49 PM was made by Commissioner Hazel, seconded by Commissioner Hazel and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel
Commissioner



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Chiefs Report
Board of Fire Commissioner Meeting
7/24/2024

● Trucks

- T11 - New tower coming December 2024 ATT.
- E12 - Will be getting new fab work done soon.

- **E13** - Absolute looked at foam issue, still broken, needs to go to their shop. Awaiting date.
- **R14** - Nothing to report
- **E15** - Needs tires per Phoenix Fire's Report.
What do we want to get for 15 as it sits now? I have a potential NJ buyer lined up, will meet with them based on BoFC number. New truck eta January 2025 ATT
- **U16** - Nothing to report.
- **C18** - Nothing to report.
- **C19** - Nothing to report.
- **NEW R14** Committee- Met on 6/25, good discussion was had, ultimately want to pursue looking at a new rescue, similar in size to current, possibly a walk through configuration, purpose built for RIC and MVC call types. Plenty of discussion still to be had.

The approved work from earlier in the year for 12 and 14 is sitting in the fabricators cue, and will be done when we are up next.



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- **Buildings**

- **Powdermill**

Overflowing gutter should be looked at near the parking lot as it washes mulch away. Looking to schedule countertop replacement in coming weeks

Both door handles into bays broken

- **Tarn**

A/C programming needs to be adjusted as the meeting room sits too warm Door Handle from back stairs into bays broken

- **202 Calls to date**

- o 6/24 CFA 2 officers, 2 exterior
- o 6/25 CFA 3 officers, 3 exterior
- o 6/28 Wire down 1 chief, 1 ff, 2 exterior
- o 7/5 CO alarm 1 chief, 2 FF, 1 exterior
- o 7/7 MA to D3, 1 officer and 2 FF
- o 7/19 gas lk 2 officer 2 exterior
- o 7/20 utility issue, 2 officers, 2 exterior

January Meeting- “For 2024, We are officially deeming “sufficient manpower” as 1 driver, 1 officer, and 2 interior FF on 1 engine, anything less than that will be documented as an insufficient crew. This excludes mutual aid help and chief officers.”

See the attached spreadsheet for manpower stats.



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- **New Construction**

- o 1500 Littleton Road project (250 Senior Apartments + Assisted Living) under way. Latest plans submitted yielded a 5 page list of FD recommendations including no EV chargers under the building. Project is approved so will now be undetermined if this will be corrected. This project will now include 650 units total.
- o 740 Mountain Way is under way for a 2 story apartment complex and will likely be completed this year
- o 500 West Hanover Ave County will be expanding the parking lot to add a massive garage and offices on grounds. Tabor plan review submitted 6/25/24

- **Training/Events**

We are looking for dates to host Rope Tech, and Vehicle Extrication Tech in the fall. We are looking at dates to train on the Greystone property with Greystone FD

We have 2 parades and multiple events coming up that we will likely not have matching and or full uniforms for, and this should be addressed sooner than later. See below.

● **How many total Chief/Deputy Chief admin hours in the last 30 days:** 45 ● **How many calls this month** 36

● **How many calls not staffed properly since last meeting** 7

● **Fire Prevention -**

- No Open House this Year
- No ocTaborfest this year

● **Recruitment/Incentive**

- We have probationary members all under 25 y/o
- We will be attending plenty of PR events to try and

recruit new members ● **Radios/Dispatching -**

- We are in good shape with radios
- We could use a few more pagers by the end of the year but nothing urgent. We can wait till Q4 on this.



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● **Old Business -**

- Chiefs have been actively working on updating SOP's with Lexipol. Very good feedback so far. The company is easy to work with and will meet weekly to review policies to roll out.
- Waiting on Par Troy Chief about drafting a shared service agreement to have medical direction , Par Troy Chief will draft a shared services agreement to handle compliance on our behalf for approximately \$500. This is pending town budget approval.

● **Footwear allowance approval is pending BOFC approval:**

7/22 update- We are looking for approval for 47 pairs of redwing boots, (both 6in and 8in will be given as options). These are better quality than the cheap 5.11 boots, they will be sized by the company, and they are giving us a discount because we are shopping local. Because they are redwing brand, they are only

available through a Red Wing vendor therefore can not get 3 prices. That being said, we are looking to purchase boots for all members, interior, exterior, probationary and junior members at a cost of \$244 per pair, for a total of ~\$11,500. This will allow every active member to have a matching uniform and allow them to have the appropriate footwear for non fire calls if needed. These boots would all remain in gear lockers and would go with the stationwear or secondary gear if it should ever get issued. The boots will be collected from members who quit, are removed, or otherwise depart the department, similar to fire gear, and new boots should only be issued as needed over time as there will be no 10 year life span on them. All non active members wishing to attend any event must get matching boots funded by the association.

o NFIRS Program: "First Due" Contract has been signed and we are in the process of redoing all of the same work for a new company, this will be a very admin heavy project and Capt. Roca will be taking the lead, with Lt. Haas, D/C Crawford and Chief Masker helping with the additional modules.

6/26 Update- after meeting with them multiple times, we are full steam ahead getting all of this going again, we are shooting for an NFIRS go live date of 8/1 and a secondary go live date of 9/1 including vehicle maintenance and pre plan modules. **7/22 Update-** still on track to be live in early August.



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o 7/22 update pending BOFC approval for scheduling:

Per NFPA 1851 and 1852 we should consider getting all of the gear professionally inspected, washed, and repaired annually as recommended, if it's not feasible this year, it should be considered for a 2025 line item. The current quote is \$150/per full set, times 46 sets, is about \$7,000. This is from Redline Gear Cleaning, they do it all at the firehouse in one shot as to not take

everyone OOS at one time.

We will not have any money in the chiefs budget or the gear or training budget, so not sure where this would come from, if this is approved, we need to schedule it NOW for Q4. If we have to hold off, let me know and we can get it into the plan for 2025.

- **New Business -**

- Pmill ice maker needs to be regularly cleaned/ descaled- should we find a service? ● We will be ordering 6 generic uniforms with no names for probationary members to use before they get issued their own once completing fire school.

- Now that shorts have been approved, all active firefighters wishing to have shorts will be issued cotton shorts to be worn as a new style uniform deemed a “Class C” uniform, allowing shorts and a polo shirt to be worn. This will be coming out of the incentive budget and will be spent halfway through the 3rd quarter on 1 pair of shorts and 1 cotton polo to all active FF.



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[I am recommending this be discussed in a closed session, as this making it to the public minutes may not be the best for a second year in a row.]

- We need to be thinking about a 2025 and beyond solution to not enough qualified manpower. We have now proven that when a structure fire gets dispatched in our own first due response area that we did not even have a minimum of 2 in 2 out for our own call. As an office we are working on a “band-aid” fix for the mean time to try and rebuild a bit of the culture to try and drive better routine call responses. We are getting less time out of our chiefs, our officers and our members due to work and life commitments. We need to have a MINIMUM of 2 apparatus respond with 5 Interior qualified firefighters on each to every serious incident if we plan on making an difference for life or property in District 1 moving forward. This problem will not solve itself, nor will it get better as time goes on. Our call volume is naturally going up, our manpower is naturally

going down, and we need to ensure that we will have adequate staffing for our tax payers. As a little food for thought, Picatinny runs a minimum of 13 interior members to cover just the base, plus chiefs, and they run less calls than us.

- **Five and ten year lookahead:**

- o The MEPC meeting on 2/28/24 discussed town wide that the current township infrastructure is not going to be able to handle the influx of building, this should be heavily considered in the BOFC's 5 and 10 year planning.
- o More call volume year over year
- o Currently responding to 18 towns as a first or second due RIC, 24 including third alarms
- o Will be responding to most of Morris Plains, Denville and D6's new buildings first or second due for AFAs, smoke, and reported fires
- o Will need tires for E12 in 2025
- o R14 scheduled to be replaced before 2027
- o E12 to be replaced in 2028 based on previous concerns
- o U16 to be replaced with a f350 pickup or actual f450/f550 utility within 5 years
- o C-18 to be replaced with Tahoe in 2028
- o Air Paks to be slowly replaced at ~\$10k/ea



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- o Air Cylinders to be replaced over time with a large (40+) end of life in 2031.
- o Battery Holmatro rescue tools to be purchased to replace 14&12. Estimate \$85k

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Ryan Masker', enclosed within a faint, light-colored oval border.

Ryan Masker
Chief of Department
Mount Tabor Volunteer Fire Department
Parsippany Troy-Hills District #1
rmasker@mounttabord.com

