

**TOWNSHIP OF PARSIPPANY-TROY HILLS  
BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO. 1  
REGULAR MEETING  
November 20<sup>th</sup>, 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 7:36 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 November 20<sup>th</sup>, 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 8<sup>th</sup>, 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, Jamieson, Rieben, Masker

Department representation: Chief Masker, Firefighter Zeh

Commissioners absent:

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting

6. MINUTES FOR APPROVAL

Minutes from the regular October meeting were distributed via email by Commissioner Hazel for all commissioners to review. Minutes from the regular October meeting were approved via a motion by Commissioner Jamieson, 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. 2024-7:

PLACEHOLDER RESOLUTION

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

Aye:  
Nay: --  
Absent:

## 9. REPORTS

### i. Treasurer's Report

The Treasurer's monthly report for November 2024 declaring operating expenses of \$40,797.89 was distributed for all Commissioners to review.

Significant expenses included \$6,687 to VFIS for accident and sickness insurance; \$6,549.89 to Machine LLC for fabricating and installing drawers for Rescue 14; and \$6,356 to Big Bear Apparel for clothing.

\$3,000 was moved from Equipment and Repair to Communications and Alarms.

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

### ii. Truck Report

See Chief's Report

Engine 12 is now Squad 12. Phoenix will come out in mid-December for a foam issue and 14's door sensor.

E-One suggesting we could get 65,000 for the current Engine 15 if sold.

### iii. Buildings Report

Powder Mill

See Chief's report.

Tarn

See Chief's report.

### iv. Radio Report

The additional funding being moved into Radios and Communications supports the increased software expenses seen this year as well as Country radio subscriptions and 5 new pagers. Commissioner Hazel questioned the cost/benefit for purchasing G5 pagers versus Motorola pagers given the poor turnout regularly highlighted and the rarity of those pagers typically seen on responding members at the Tarn Drive Firehouse as an example. It was stated that the cost difference was not significant.

### v. Insurance Report

Checks were sent due to a death.

### vi. Fire Prevention

Fire prevention month was successful.

vii. Joint Board Meeting Report

December's meeting will be at District 4.

viii. Chief's Report

See chief's report.

Lack of interior personnel remains a problem at daytime alarms.

MACs wanted to thank departments who sent personnel to the brush fires. We had very Positive responses from our members during these weekend requests

We have 8 new rope rescue technicians after successful completion of the High Angle Class in October.

Vehicle Extrication Technician will be this weekend – it has been a challenge to procure cars due to similar courses being held during this time. ESI will be bringing tools for demonstration.

The 2024 member survey results were reviewed.

The presumptive Deputy Chief is likely to request a clean gear box for Car 18.

Duty nights will be discussed among the 2025 new officers.

A proposal for a UTV with a high-pressure foam unit was reviewed including several quotes with others still pending.

Holmatro Tool Quote from ESI was received to replace everything we have on Rescue 14 with batter operated tools for \$110,462.64

10. INVITATION FOR PUBLIC COMMENT

The hose cart was moved from Tabor to Tarn. Representation from the Mount Tabor Volunteer Fire Department is suggesting to use of the old Commissioner office at Power Mill as a museum of sorts to display the hose cart as well as well as other items of historic significance.

11. APPROVAL OF BILLS PAYABLE

Individual invoices were reviewed by commissioners Jamieson and Hazel.

12. EXECUTIVE SESSION

No report.

13. OLD BUSINESS

First Due has had issues but the project manager is working well with us.

Commissioner Jamieson will alternate the bill submission between commissioner and department submissions to balance the ambiguity of which supplies are being used by which organization.

14. NEW BUSINESS

Commissioner Berry recommends we renew our GenServe contract providing 4 visits to Powder Mill and Tarn Drive for approximately \$1,500 per year per buildings.

The 2025 budget was introduced by Commissioner Masker and amended with a motion by Commissioner Rieben to change the \$110,000 line item for full-time salary and benefits for an administrator position to a \$45,000 line item for a part-time position. Commissioner Jamieson seconds this motion. The motion passes with Commissioners Berry, Jamieson and Rieben for the motion and Commissioners Hazel and Masker against.

A motion to adjourn at 9:50 PM was made by Commissioner Jamieson, seconded by Commissioner Rieben and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel  
Commissioner

**Chiefs Report  
Board of Fire Commissioner Meeting  
11/20/2024**

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- **Trucks**
  - **T11** - New tower coming February 2025 ATT.
  - **S12** - Officially changed from E12 to SQ12 after equipment added to sufficiently handle most passenger car MVCs. Dave reports air and water pressures not matching so foam is not correct, phoenix has been contacted, no need to be OOS.
  - **E13** - Intake leaking because of a buildup of dirt. Discovered leaking pipe. They ordered a new one, Awaiting date to bring it back. Water level issue unknown.
  - **R14** - Low fluid sensor in transmission, repaired, caused by corrosion. Door sensor issues reported.
  - **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 April 2025 ATT**
  - **U16** - New rear view camera supplied and installed by Phoenix doesn't work. They are getting a new one under warranty and will repair soon.

- **C18** - Working as designed
- **C19** - Radios/Lights randomly shut off and turn back on. Will keep an eye on it
- **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.

- **Buildings o Powdermill**

Paint repairs happening in December

- **Tarn**  
A/C programming needs to be adjusted as the meeting room sits too warm

- **401 Calls to date (as of 11/14)**

- **How many total Chief/Deputy Chief admin hours in the last 30 days: UNK**

- **How many calls since last meeting 33**

- **How many calls not staffed properly since last meeting 12**

- **Since the runcard changes with MVCI and Greystone AFA we have had 1**

**additional call** ○ “Double Credit” generally seems to have an impact on RIC responses when not Dover. Not enough data to determine if it is 100% causal att.

- 10/24 Downed wire 1 chief 2 drivers ○ 10/24 Reported Brush Fire 1 chief, 3 officers, all at different houses and 2 drivers ○ 10/26 CFA 1 chief, 1 officer, 1 junior ○ 10/31 MVC 1 chief, 1 FF, 2 drivers ○ 11/4 CFA 1 driver 1 chief ○ 11/5 CO call 1 chief, 2 drivers, 1 junior ○ 11/7 Downed wire 1 chief 1 FF ○ 11/10 Tree into house, NO officers, 4 exterior, 2 interior, 1 delayed.
- 11/13 CO call 1 chief, 3 drivers, 1 FF ○ 11/15 D2 AFA 1 driver ○ 11/17 MA MVC 1 chief, 1 FF, 3 drivers ○ 11/20 RFA 1 chief, 1 driver, 1FF, with 1 delayed. ○ Thanked by MACs for stepping up for MA calls because a lot did not

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.”

- **New Construction** ○ 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 4 buildings, possibly 1 more.

- 740 Mountain Way is under way for a 3 story apartment complex and will likely be completed this year
- 500 West Hanover Ave County Compound Construction Started, plans have expanded
- 51 Brooklawn Drive, Littleton School addition has been officially occupied, and plans have been submitted for phases 2 and 3 for 2 more additions. ○ The Tomac will be demolished within 30 days.

- **Training/Events**

Rope Technician class went very well and we now have 8 rope rescue technicians

Vehicle Extrication Technician Scheduled for 11/22, 23, 24 and Holmatro will bring their trailer to demo the Pentheon Tools. **I WOULD LIKE THE BOARD TO COME LOOK AT TOOLS**

We have an Incident Safety Officer Class scheduled for 12/7&8

We have a flashover simulator for 11/21

- **Fire Prevention** ○ All October fire prevention events went well.
- **Recruitment/Incentive** ○ Recruiting is going well with 3 new applications received this week. We currently have 8 probationary members, 2 pending, plus the 3 more in the wings.
  - We should plan to budget to have extra money available for shifts based on the low turnout in 2024 for 2025
- **Radios/Dispatching** ○ Possible recall on certain speaker mics. Awaiting more info
- **Open Old Business** ○ Chiefs have been actively working on updating SOP's with Lexipol. Very good feedback so far. We have released approximately 50 new policies to date and have about 40 more to go by the year's end. ○ Junior Program Advisor Policy Released.
  - 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.
  - NFIRS Program:“First Due” has decent progress with many technical issues still being unresolved. ○ After adding MVCI and Greystone AFAs to run cards, we have had 1 additional call since then.

- **New Business -**

What is the plan to fix the interior manpower shortage? Operationally we cannot rely on mutual aid, as Morris Plains FD is already getting noticeably taxed as they have less and

less at each call. The only department who is consistent is Cedar Knolls FD, and they will be called more often, but we can't rely on the only career department contiguous to us to solve our problems. We have been lucky that we haven't had fires when we can't crew up. For MVCs and AFAs we have exterior manpower that is fine and great for these types of calls, but it doesn't solve the obvious problem. The office needs to start planning for 2025 operationally, and we have over 2 years of documenting the need for BOFC assistance with no plan of action and no long term planning. We should be planning an additional \$50-70k for shifts next year, should we need to enact them.

Review Survey- Attached

Looking to buy "Clean Gear" Box for C18 at the request of the new Deputy Chief. The box will be approximately \$2300 and the labor will be approximately \$1500.

Looking to buy pentheon tools for R14/S12 in Q4 or 2025, see attached. The plan would be to move the 4000 pump and tools from the squad to the rescue for long duration incidents where weight will be a serious ergonomic concern, keep a spreader, cutter, and ram. Then buy a spreader/cutter/ram for S12 and a full compliment for R14. This would all include spare batteries and chargers as needed.

See attached proposal for a UTV.

- **1 Year lookahead:**

Pentheon Holmatro tools for R14 and SQ12

We need to increase training budget 25-30% for 2025 as we have been officially notified all prices will be going up 20-25% in 2025.

We need to budget additional money to cover shifts as needed if we can not maintain a bare minimum at incidents.

- **Five and ten year lookahead:**

- 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.
- More call volume year over year ○ Currently responding to 18 towns as a first or second due RIC, 24 including third alarms
- Will be responding to most of Morris Plains, Denville and D6's new buildings first or second due for AFAs, smoke, and reported fires
- Will need tires for E12 in 2025 ○ R14 scheduled to be replaced before 2027
  - E12 to be replaced in 2028 based on previous concerns
  - U16 to be replaced with a f350 pickup utility within 5 years
  - C-18 to be replaced with Tahoe in 2028
  - Air Paks to be slowly replaced at ~\$10k/ea
  - Air Cylinders to be replaced over time with a large (40+) end of life in 2031.
  - 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', with a long horizontal flourish extending to the right.

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