

**TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS**

FIRE DISTRICT NO. 1

REGULAR MEETING

January 22nd, 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 January 22nd, 2025 was included in a list of meetings notice sent to The Daily Record and advertised in said newspaper on December 4th, 2024, 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 12th, 2024, 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 December meeting were distributed via email by Commissioner Hazel for all commissioners to review. Minutes from the regular December meeting were approved via a motion by Commissioner Jamieson, seconded by Commissioner Rieben, and carried by unanimous vote.

7. COMMUNICATIONS RECEIVED

No communication has been received since the last meeting.

8. RESOLUTIONS:

RESOLUTION NO. 2025-1

RESOLUTION ADDOPTONG A TRMPORARY BUDGET FOR THE 2025 FISCAL
YEAR FOR THE PERIOD PRIOR TO THE 2025 BUDGET VOTE FOR THE
BOARD OF FIRE COMMISSIONERS FIRE DISTRICT 1

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

Aye: Berry, Hazel, Jamieson, Masker

Nay:

Absent: Rieben

Abstain:

RESOLUTION NO. 2025-2

RESOLUTION ACCEPTING THE FINANCIAL COUNCIL OF PHOENIX ADVISORS FOR THE 2025 FISCAL YEAR FOR THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT 1

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

Aye: Berry, Hazel, Jamieson, Masker

Nay:

Absent: Rieben

Abstain:

RESOLUTION NO. 2025-3

RESOLUTION ACCEPTING THE LEGAL COUNCIL OF KING, MOENCH & COLLINS LLP FOR THE 2025 FISCAL YEAR FOR THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT 1

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

Aye: Berry, Hazel, Jamieson, Masker

Nay:

Absent: Rieben

Abstain:

RESOLUTION NO. 2025-4

RESOLUTION ACCEPTING THE AUDIT AND ADVISORY SERVICES OF NISIVOCCIA & CO. FOR THE 2025 FISCAL YEAR FOR THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT 1

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

Aye: Berry, Hazel, Jamieson, Masker

Nay:

Absent: Rieben

Abstain:

RESOLUTION NO. 2025-5

RESOLUTION ACCEPTING THE INSURANCE SERVICES OF VFIS FOR THE 2025 FISCAL YEAR FOR THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT 1

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

Aye: Berry, Hazel, Jamieson, Masker

Nay:

Absent: Rieben

Abstain:

9. REPORTS

i. Treasurer's Report

The Treasurer's monthly report for January 2025 declaring operating expenses of \$80,776.87 was distributed for all Commissioners to review.

Significant expenses included \$11,758.04 to ESI for extrication tools; \$8,155.00 to Ryan Masker for quarterly incentive; and \$7,987.50 to REDLINE for PPE cleaning.

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

ii. Truck Report

See Chief's Report

iii. Buildings Report

Powder Mill

See Chief's report.

Tarn

See Chief's report.

iv. Radio Report

Parsippany failed to transmit important information to the County which would have upgraded the response to an incident.

v. Insurance Report

7 people removed from insurance list related to inactivity. Consideration is being made to increase the insurance deductible to account for increased replacement costs of Powder Mill in the event of a loss at that property.

vi. Fire Prevention

No report.

vii. Joint Board Meeting Report

Will take place on February 5th.

viii. Chief's Report

See chief's report.

Rescue 14's committee continues to meet to consider for the 2026 budget given a 4 year lead time for rescue vehicles.

Rock salt is being used on the sidewalk ample supplies of calcium chloride.

A long term planning meeting will be scheduled for after the 2025 Commissioner elections.

10. INVITATION FOR PUBLIC COMMENT

No report

11. APPROVAL OF BILLS PAYABLE

No Report

12. EXECUTIVE SESSION

No report.

13. OLD BUSINESS

No old business was addressed at this meeting.

14. NEW BUSINESS

Commissioner Masker makes a motion to increase the insurance coverage for Powder Mill to \$3,000,000. Commissioner Hazel seconds this motion. The motion passes unanimously.

Commissioner Jamieson makes a motion to spend up to \$8,000 for camera replacement and upgrades at the Powder Mill firehouse which will tie into the existing system at the Tarn Drive Firehouse. Commissioner Hazel seconds this motion. The motion passes unanimously.

Commissioner Hazel makes a motion to procure a new clean gear box for Car 18 contingent on budget approval. Commissioner Jamieson seconds this motion. The motion passes unanimously.

Commissioner Jamieson makes a motion to have a mounting box fabricated for extrication tools on Rescue 14 for \$13,000 contingent on budget approval. Commissioner Rieben seconds this motion. The motion passes unanimously.

Commissioner Masker makes a motion that the commissioners authorize the Chief's office to authorize enrollment and application process of the auxiliary members.

A motion to adjourn at 9:14 PM was made by Commissioner Hazel, seconded by Commissioner Jamieson and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel
Commissioner

**Chiefs Report
Board of Fire Commissioner Meeting
12/18/20**

24 • Trucks

- **T11** - 6 of us going to final inspection next Mon-Wed (1/27-29)
- **S12** - New Pentheon Holmatro tools are on the truck and mounts were made, awaiting install. Mirror cover on passenger side cracked, awaiting repair. Front Driver blinker has excessive moisture in it . Driver side below rear driver compartment, LED marker light on/off
- **E13** - Rust under officer front window above tire needs to be warranted before the warranty is up. The door below the front seat has been broken for a year plus, absolute was aware but has not fixed. 13 has a very minor piece of plastic on the seat that holds the pack strap that needs to be replaced. We should send a letter to absolute from BOFC.
- **R14** - Roof ladder is OOS and is need of repair. **Awaiting update on timing.** S12's hydraulic tools were moved to 14 and are awaiting a mounting decision. The entire rear driver and rear rear cabinet need to be re laid out with new tools. Proposal to be presented under new business.
- **E15** - Needs tires per Phoenix Fire's Report. Kearny is offering 40k for old 15. ○
- **U16** - Keeps dying when not plugged in.
- **C18** - Fine
- **C19** - Getting oil change Monday. Multiple lights not working- likely salt related. Radios/Lights randomly shut off and turn back on. Will keep an eye on it ○

NEW R14 Committee- Meeting on 2/1 to get ball rolling to add to 2026 budget.

- **Buildings**

- **Powdermill-** Salt being used by town on apron and on sidewalks, heat being reported as intermittently working by carseat staff. EMS is on their last strike
- **Tarn-** A/C programming needs to be adjusted as the meeting room sits too warm Salt also being used on sidewalks, not sure who is providing it.
- **Simpson-** Portable generator never had a cord to plug in. One has been made.

Official approval has been given to the CMA via the Chief to proceed with work. Flooring is being discounted at \$1400, and the material budget given to them is \$2000.00

- **32 Calls to date**
 - **How many calls since last meeting 47**
 - **Since the runcard changes with MVCI and Greystone AFA we have had 1 additional call**
 - **Stopped tracking understaffed/insufficient manpower because there is no plan to fix it.**
- o “Double Credit” generally seems to have an impact on RIC responses when 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 and occupied in 2025.
 - 500 West Hanover Ave County Compound Construction Started, plans have expanded, broke ground.

- 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** ○ Mandatory Classes are taking place now.
 - Training on the new Holmatro tools will be free and scheduled for the appropriate weather.
- **Fire Prevention** - ○ Progress
- **Recruitment/Incentive** ○ 10 New people joined in 2024. The website seems to be the source of the success. ○ We will likely run out of money in Q3 for incentive because it was not increased.
- **Radios/Dispatching** -
 - Awaiting delivery of pagers ordered and the Modem for R14
 - PPD took 2 calls for reported fire and never told the county. The switch to PPD is now off the table for 6 months.

Open Old Business -

- 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.
- After adding MVCI and Greystone AFAs to run cards, we have had 1 additional call since then.
- First Due Preplan module will be the large 2025 project
 - 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. Note the box itself will not fit so we should explore buying a new rear console all together for a Tahoe so we can use it now and transfer it to a new truck for the 2027/28 build.
 - Looking to order the UTV project in 2025 Q1 once budget is approved. Estimated Cost of about \$50k. Will be ordering with D5 to lower cost.
 - BoFC and chief should schedule a 1 year, 5 year and 10 year look ahead meeting specifically to make sure BoFC and Line Office plans are aligned.
- What is the plan to fix the interior manpower shortage?

New Business -

- R14 Mounting of new tools
- FDIC names have been selected and accommodations are being made.
 - Looking for reorganization of departments to include forming an “Auxiliary Fire Department to be managed by the chief, but will have its own leadership. Currently the auxiliary is not managed by anyone from the FD, and

does not meet or provide support on the firematic side of the house. There is no official application process, documentation of members or official list of who is on the insurance. This would open the possibility for other avenues of getting civilian help for different aspects of the fire department. This would allow a formal list of who is on the insurance and would have little to no restrictions on who can join and what would need to be maintained. This avenue would allow for a simple PD background check as we could have a larger group handling money and being around civic associations and such.

- If there is no plan for the old commissioners office at Pmill, can we take steps to turn the space into 2 bunk rooms with 4 bunk beds for the future implementation of shift style staffing?
- Looking to explore possibility of Live-In style staffing as well. Details to follow.
- OSHA Email- Budget for physicals and Skilled Support Workers
- Personnel issues need to be addressed under closed portion.
- Bodies at calls
 - DC Roca reporting that First Due Assets Module is trash and will not be using it moving forward. He advises we need to pay the bill to PS Trax and remain with them for the entirety of 2025.
 - After the change of officers, a new Captain has been put in charge of EMS supplies and advises we NEED to get 2 more AEDs because T11 and U16 are currently without. This should be considered a capital expenditure. To add to that, the audit/review of medical supplies on hand is a “mess” as the lack of effort from the previous officers is showing its face this year. Over 50% of the medical supplies are expired, and a large disparity between bags has become an issue and will be fixed. Is this large expense coming from the chiefs budget?

Respectfully Submitted,



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