

**TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
November 15th, 2023, 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 7:38 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 15, 2023 was included in a list of meetings notice sent to The Daily Record and advertised in said newspaper on December 9, 2022, 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 9, 2022, 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, Ferdinandi, Masker

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting.

6. MINUTES FOR APPROVAL

Minutes from the regular October meeting were distributed by Commissioner Hazel to all Commissioners to review prior to this meeting. Minutes from the regular October meeting were approved via a motion by Commissioner Ferdinandi, seconded by Commissioner Jamieson, and carried by unanimous vote.

7. COMMUNICATIONS RECEIVED

A letter from the Mount Tabor Volunteer Fire Department was received requesting additional clothing donation bins be allowed.

8. RESOLUTIONS:

RESOLUTION 2023-05

RESOLUTION BY THE BOARD OF COMMISSIONERS OF FIRE DISTRICT #1 OF THE TOWNSHIP OF PARSIPPANY TROY-HILLS IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY AUTHORIZING A PROPERTY TAX CAP LEVY REFERENDUM

While the absolute dollar values remained unchanged, the final percentage rates had been identified since the last meeting. The revisions to this resolution were adopted by the following roll call vote:

Aye: Commissioner Berry, Commissioner Hazel, Commissioner Jamieson

Nay: Commissioner Ferdinandi

9. REPORTS

i. Treasurer's Report

The Treasurer's monthly report for November 2023 declaring operating expenses of \$24,981.56 was read and distributed for all Commissioners to review.

Significant expenses included \$6,901 to VFIS for accident and sickness insurance premium payment; \$3,990.00 to Total Rescue Products for elevator rescue training; and \$2,738.00 to E&S Painting for interior painting at the Power Mill Firehouse.

Commissioner Masker recommends moving the following monies to balance the sub-accounts within the remaining 2023 operating budget:

\$10,000 from Physicals to Utilities

\$10,000 from Insurance to Chief Budget

\$15,000 from Insurance to Equipment and Repair

A motion to approve the Treasurer's Report and allow Commissioner Masker to balance the 2023 budget as recommended was made by Commissioner Hazel, seconded by Commissioner Jamieson, and carried by a majority of Commissioners with no recorded dissent.

ii. Truck Report

Tower 11 - New Tower coming June/July 2024.

Rescue 14 - Phoenix expects to have made the final repair for the air leak.

Utility 16 - Would still like to pursue \$1,800 lettering upgrade if and when funds are available.

Car 18 - Needs a new tablet battery.

iii. Radio Report

PPD Dispatch Supervisor has not been announced.

iv. Insurance Report

No Report

v. Purchasing Report

No report.

vi. Fire Prevention

Letter written from Joint Chiefs to the town asking about status and purchase of new fire prevention trailer.

vii. Joint Board Meeting Report

The next meeting will be at District 4 in December.

viii. Chief's Report

368 Calls to date of which 92 have been Mutual Aid Given (25%).

1500 Littleton Road project (250 senior apartments and assisted living units) is in progress.

Training/Events:

11/16 - Class A Burn (Morris Academy) @19:00

11/27 - Garage Prop (Morris Academy) @19:00 invited by D2

11/30 - JCP&L Lecture @ 18:30

12/7 - RIC @19:30

Other Business: Three members are currently in Fire Inspector class. Chiefs have been actively working on updating SOPs. Incident reporting transition to ESO is progressing.

First draft of the grant is completed. A letter has been sent to the Mayor for his signature in support of our grant application.

Drills are being scheduled with Mutual Aid Agencies. Four members attended a PSE&G lecture class at Morris Plains on 11/13 and Morris Plains will be joining us for a Class A burn on 11/16.

Manpower statistics:

Member average of calls is 29% (not including still alarms).

Member average overall is 37%.

Averaging 8 members per call (not all interior).

Averaging 5.7 members on apparatus per call.

Current Shift Schedule Requirements:

Monday – Friday, 06:00 - 22:00 (end at 18:00 on Thursday) in 4-hour blocks.

Members must be at the Tar Drive Firehouse.

1 Driver, 1 Officer (acting), 1 FF minimum. Can have 2nd FF and/or exterior in addition to the minimum.

Pay 1 credit per every 2 hours.

Chores/Tasks, Maintenance, training to be assigned each shift.

No additional points are given for responses during a shift.

Since November 1, when members have been required to be in the building, we are not getting the same level of commitment as we were in October when members were not required to be in the building. Many members will sign up the day of, or a day before the shift.

10. INVITATION FOR PUBLIC COMMENT

No comments presented.

11. APPROVAL OF BILLS PAYABLE

A motion to pay pending bills was made by Commissioner Hazel, seconded by Commissioner Jamieson, and carried by unanimous vote.

12. EXECUTIVE SESSION

No executive session took place at this meeting.

13. OLD BUSINESS

Manpower responding to incidents continues to be a concern.

14. NEW BUSINESS

A motion to allow additional clothing donation bins on district property as requested by the Mount Tabor Volunteer Fire Department was made by Commissioner Hazel, seconded by Commissioner Jamieson, and carried by unanimous vote.

We have obtained a quote for janitorial supply services for \$450 per month including entry mat and towel replacement. It was noted that these companies do not have C fold towels. President Berry recommended that the commissioners highlight the comparable expenses over the next several months so that we may determine to best course of action at a later meeting.

Powder Mill Parking lot needs repair soon. There may be funds available for Capital improvements. We must obtain 3-4 quotes. It may be advisable to discuss paving operations with the Township to reduce expenses if equipment will be in the area.

Motion to introduce the budget for 2024 as drafted by Commissioner Masker, which includes funds for paid per diem firefighting staff and a paid full time management position, was made by Commissioner Masker, Seconded by Commissioner Jamieson and carried by Commissioners Berry, Hazel, Jamieson and Masker. Commissioner Ferdinandi was not in favor of this motion.

15. ADJOURNMENT

Being no further business, a motion to close was made by Commissioner Jamieson, seconded by Commissioner Jamieson, and carried by unanimous vote at 9:21 PM.

Respectfully Submitted,

Gerard Hazel

Commissioner