

**TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
April 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 7:35 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 April 24, 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, Jamieson, Masker

Department representation: Deputy Chief Crawford

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting.

6. MINUTES FOR APPROVAL

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

7. COMMUNICATIONS RECEIVED

No communications have been received since the last meeting.

8. RESOLUTIONS:

RESOLUTION NO. 2024-5:

RESOLUTION CERTIFYING THAT EACH COMMISSIONER HAS REVIEWED THE ANNUAL
AUDIT, SPECIFICALLY THE "GENERAL COMMENTS" AND "RECOMMENDATIONS"
SECTIONS

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

Aye: Berry, Hazel, Jamieson, Masker, Rieben

Nay: --

9. REPORTS

i. Treasurer's Report

The Treasurer's monthly report for April 2024 declaring operating expenses of \$48,657.19 was read and distributed for all Commissioners to review.

Significant expenses included \$6,470.50 to Ryan Masker for chief's budget reimbursements and response incentive payment; \$4,395.95 to Devine Roofing for roof and drain repairs, \$3,220.00 to Bryan Crawford response incentive payment.

Deposits included \$585,933 from the Township of Parsippany-Troy for 1st quarter tax revenue.

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

T11 - New tower coming late September 2024.

R14 - Light tower temporarily fixed, waiting on part, bumper will be finished this week, brake repair is complete.

E15 - Potential NJ buyer lined up. New truck eta September 2024

U16 - Waiting on Ultimate Alphabet for graphics.

C18 - New battery installed.

C19 - Oil change and alignment recently performed.

The approved work from earlier in the year for E12 and R14 is in the fabricator's queue.

iii. Buildings Report

Powder Mill

The paving is tentatively scheduled for the first week of May, weather dependent. Will schedule the countertop replacement in coming weeks. Will discuss with the landscaper about removing overgrown bush under the building sign and cleaning it up a bit to make it more presentable.

Tarn

Leaking EMS bay finally fixed. Heat not working for main hall and hallways – temperature doesn't go high enough on the panel. Stained ceiling tiles.

iv. Radio Report

Thank you letters have been sent to both communications centers.

v. Insurance Report

The Board of Fire Commissioners is the 1st name on the insurance. The Mount Tabor Volunteer Fire Department (The Department) and Auxiliary are secondary. The Department contributed between \$2,000 and \$3,000 annually to insurance expenses when it owned the Tarn Drive property according to past treasurer's reports. The risk associated with the Department's activities and occupancy at Tarn Drive must be properly quantified through working with VFIS.

There is a current understanding that outside rentals must present a copy of their homeowner's insurance to be covered.

There is a current understanding that insurance requires a spotter when backing up vehicles. There were concerns about manpower constraints restricting responses altogether based on a backing-up policy. A risk communique from VFIS indicates a relevant SOP "recommend spotters always be involved when drivers are backing emergency vehicles."

We will seek clarity on these items when our VFIS representative attends the next commissioner's meeting.

vi. Fire Prevention

There have been multiple alarms at 4 Gatehall Drive. The building owner has been behind on maintenance expenses. The Fire Prevention Bureau had the building owner fix the faulty head.

vii. Joint Board Meeting Report

Next meeting is in May.

viii. Chief's Report

113 Calls to date.

Manpower has been mostly sufficient: 4/9 No members responded other than the crew at PHHS for the event. This was all exterior members and 1 officer. 4/15 RAFA in tabor and only got 2 people plus a chief. 4/19 EMS assist, no officer. 4/22 CAFA at 4 Gatehall: 1 chief, 1 captain, 1 driver, 1 firefighter.

From the 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 and chief officers."

New Construction: 1500 Littleton Road: 250 Senior Apartments + Assisted Living is in progress. 740 Mountain Way (2 story apartment complex expected to be completed this year) is in progress. Arlene Ct. is finally complete and mostly occupied.

Tomac Inn closed permanently on 3/31/24

Training/Events: Due to interest in Rope Tech Class, we scheduled the prerequisite class, Rope Ops and will be hosting it in May for 5 days. 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

4/25 will be wide area search

5/2 will be head first bailout

5/16 will be an academy drill (tentatively with Denville FD)

We have 2 parades coming up that we will likely not have matching and or full uniforms for.

Total Chief/Deputy Chief admin hours in the last 30 days: n/a

Calls not staffed properly since last meeting: 4

10. INVITATION FOR PUBLIC COMMENT

No public comment was made at this meeting.

11. APPROVAL OF BILLS PAYABLE

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

12. EXECUTIVE SESSION

No executive session took place at this meeting.

13. OLD BUSINESS

One quote for the installation of fans in the bays at Tarn for \$3,500 was received. We are waiting on more quote requests to be returned.

We have experienced many problems with our current reporting software provider, ESO which is also not yet NERIS compliant. We are strongly interested in pursuing First Due software which has the capabilities of combining features we currently get through several software vendors into one package. Current agreements with existing software providers are expiring in 2024. Neighboring departments are moving to First Due and much of the work already done across our several platforms can be integrated into First Due.

A motion to pursue First Due software for \$12,000 in the first year with a presumptive \$9,000 in annual expenses in subsequent years was made by Commissioner Jamieson, seconded by Commissioner Hazel, and carries by unanimous vote.

Billing for the recovery of expenses related to Hazmat incidents and Motor Vehicle accidents must be clarified and confirmed to fit within current ordinances. Any other incident billing would need to fit within other ordinances as well. The commissioners will discuss across other fire district boards on their approach.

14. NEW BUSINESS

The fundraising letter sent by the Mount Tabor Volunteer Fire Department should clarify its narrative so that it is clear that the Department's fund raising does not pay for training, equipment, and maintenance.

The FDIC trip went well.

Our current Hydraulic tool complement is not obsolete. The 100 ft cord reels on Rescue 14 are a performance limitation which can be overcome by a 3 stage pump. It is suggested that funds would be best spent on battery operated extrication tools. Approximately \$12,000 from capital may fund the replacement of part of our current complement with battery

operated tools as these tools last more than 5 years and we would benefit from trade-ins. We are planning a vehicle tech class in the fall and the vendor could supply tools for demonstration. Weight distribution on any new apparatus may be a concern which would need to be addressed with the manufacturer.

There is a potential buyer for Engine 15. There are many market dynamics at play and we have not yet determined a price. We are not looking at selling the current engine before the new engine arrives. We are expecting a late September inspection for the new engine with delivery shortly thereafter.

A motion to adjourn at 8:59 PM was made by Commissioner Hazel, seconded by Commissioner Masker and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel
Commissioner