

BOARD OF FIRE COMMISSIONERS
Pennington Borough Fire District No. 1
P.O. Box 387
Pennington, NJ 08534

MINUTES August 20, 2019

CALL TO ORDER

The regularly scheduled meeting was called to order by Vice-Chairman Meytrott at 7:34 p.m. at the Pennington Firehouse, following adequate notice under the Open Public Meetings Law (annual notice published in the Times of Trenton and the Hopewell Valley News, filed with the municipal clerk, posted at the Pennington Borough Municipal Building and Board offices, posted on the fire district's web site and provided to any person requesting same in advance of the meeting).

ROLL CALL

Present by roll call were Commissioners Bill Meytrott, Bob DiFalco, Brian Hofacker, Wayne Blauth. Absent: Commissioner Mark Blackwell. Also present were Chief Gaudio, Joe Carducci and Attorney Griswold.

PUBLIC COMMENT – None.

CHIEF'S REPORT

There were 55 calls in July, 2019: 13 of them in Pennington Borough, 31 in the Township, 1 in Hopewell Borough and 10 other. Calls included 2 residential, 1 brush fire, 4 gas leaks, 2 wires/transformer incidents and 1 CO call. There were 28 accidental alarm calls. 2 scheduled drills were held.

There was a shortage of trained drivers available during July, particularly for daytime calls; the Chief and Chief Martin are discussing ways to get more drivers trained on the trucks, including perhaps some from the township.

The Chief attended the I-Chief's convention last week and partook in some good training classes.

The September 11th ceremony will be held on September 7th at the township this year; all are invited.

The fire company participated with the local police at the National Night Out events.

Road closures seem to be changing daily. The bridge near Jacobs Creek will be closing; Station 53 will be put on the box for calls to that part of the township.

The brush truck had a tire blow out. The tires on the truck are the originals. 4 new tires will be purchased and installed.

APPROVAL OF MINUTES

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, the minutes of the June 18, 2019 meeting were approved as presented. (Blauth did not vote)

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, the minutes of the July 16, 2019 meeting were approved as presented. (Hofacker did not vote)

TREASURER'S REPORT

A copy of the treasurer's report was made available to each Commissioner with a list and description of the bills to be paid. An additional invoice was added to the list of bills to be paid – CitiConnections (\$1,500.00) for web site management and support. After certification that there are sufficient encumbered and unencumbered funds in the 2019 budget to pay the bills as presented, on a Motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, **Resolution 2019-26** - Paying bills in the amount of \$21,680.04, was passed on roll call vote.

OLD BUSINESS

- **Pumper Truck - Financing** – An application for approval of financing needs to be submitted to the Local Finance Board by September 18th in order to get the matter on the agenda for the LFB's October 9th meeting.

Receipt of Bids for Financing - On a Motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, **Resolution 2019-27**, Authorizing the advertising and dissemination of bid documents for the financing of a lease-purchase with an option to purchase for the pumper was passed on a roll call vote.

Application to Local Finance Bd. - On a Motion by Cmsr. DiFalco, seconded by Cmsr. Hofacker and passed, **Resolution 2019-28**, Authorizing the submission of an application to the Local Finance Board for approval to finance the lease-purchase of the pumper in an amount to be determined and not to exceed \$795,000.00 was passed on a roll call vote.

Special Meeting of the Board – On a Motion by Cmsr. Hofacker, seconded by Cmsr. Meytrott and passed, **Resolution 2019-29**, Authorizing a special meeting of the board on September 5, 2019 at 6:30 pm, for the purposes of receiving and opening the bids for the financing of the pumper and to discuss and perhaps execute the lease between the fire company and the board was passed on a roll call vote.

- **2018 Audit** – Completed; the auditor discussed the report.

On a Motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, **Resolution 2019-30** – Certifying to the Local Finance Board that the commissioners have received and reviewed the fire district's annual audit for the year ended December 31, 2018, and authorizing the execution of the required Group Affidavit attesting thereto, was approved. The audit contained no negative comments or recommendations by the auditor.

- **Sale of Old Aerial** – No update; Somerset County Training Academy may be interested in it.

- **Lease with Fire Company** – Pending.

- **SOG's** – Under review.

- **Outstanding Pagers** – No update.

- **Truck registrations** – Cmsr. Meytrott to follow up.

- **Insurance** - Cmsr. Hofacker will prepare a draft policy addressing criteria for off-duty insurance benefits. Criteria and standards for review must be established

- **DMV Abstracts** – No update. Criteria and standards for review must be established.

- **Tanker** – Cmsr. Blackwell is pursuing whether damage to the manifold could have been caused by the engine room exhaust system.

- Business Registration Certificates – Cmsr. Hofacker will oversee the management of filing system.
- Truck Committee – The Chief reviewed a report prepared by the National Institute of Standards and Technology (NIST) examining compressed air foam (CAF) for interior firefighting. After review it was his and the truck committee’s opinion that including a CAF system on the new pumper was worthwhile.
- Notice of Intent for Spartan Pumper – Over the past 1/ 1/2 years the committee has reviewed options for replacing the district’s 1991 pumper and obtaining a Class “A” pumper that will best meet the present and future needs of the fire district in terms of the provision of fire protection services to Pennington Borough and those areas of Hopewell Township to which the district is under contract to provide first response services. The Spartan Motors custom full-tilt aluminum cab, single axle 4x2 pumper with aluminum body, 1250 gpm pump mid-mounted and CAF system is competitively priced and best meets the specifications and needs of the district. The recommendation is to proceed with the purchase of this vehicle, the best price for which is through the Houston-Galveston Area Council cooperative purchasing program. On a Motion by Cmsr. Meytrott, seconded by Cmsr. Hofacker and passed, a Notice of Intent to Award a Contract under a National Cooperative Purchasing Agreement will be published.

NEW BUSINESS

- Incident Management Requirements – DCA’s Division of Fire Safety distributed a memo reminding of the minimum mandatory incident management requirements for fire officers. The Chief indicated that the fire company’s personnel who act as incident commanders have the required qualifications and certifications, but he will check the documentation on file.
- Hose Testing Results – a large quantity of hose failed the most recent testing and will need replacement. The Chief will present the list and purchase options at the next meeting.
- Requisitions: On a motion by Cmsr. DiFalco, seconded by Cmsr. Blauth and passed, Purchase Orders were approved for the following items:
 1. 50 pr. Firefighter Gloves (\$2,750.00) Continental Fire & Safety, charge to (02) Turnout Gear
 2. 1 ea. Helmet Shield (\$90.00) Paul Conway Shields, charge to (02) Turnout Gear
 3. 10 ea. Reflective Safety Vests (\$250.00) Continental Fire & Safety, charge to (02) Turnout Gear
 4. 350 ea. Collar Rankings (\$455.00) Flemington Uniforms, charge to (02) Turnout Gear
 5. Front brake replacement Chief’s Car (\$440.00) Al’s Sunoco, charge to (05) Truck Repair
 6. HydroRam (\$1,750.00) Continental Fire & Safety, charge to (03) FF Equip. Replacement
 7. 1 ea. Dry Suit (\$715.00) The Fire Store, charge to (03) FF Equip. Replacement

A hose reel motor is still needed – the Chief will try to find one.

- Business Registration Certificates – Review and management of filing system discussed.

CLOSED SESSION (8:50 p.m.)

On a motion by Cmsr. Hofacker, seconded by Cmsr. DiFalco and passed, **Resolution 2019 – 31** - Authorizing a closed session of the board was approved by roll call vote. The board will reconvene at the conclusion of its closed session.

ADJOURNMENT

There being no further business to come before the Board the meeting adjourned at 9:10 p.m. The next regular meeting of the Board will be held at 7:30 p.m. on September 17, 2019.