

**TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
October 23rd, 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 October 23rd, 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, Jamieson, Rieben, Masker

Department representation: Chief Masker, Captain Roca

Commissioners absent: Hazel, Masker

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting

6. MINUTES FOR APPROVAL

Minutes from the regular September meeting were distributed via email by Commissioner Hazel for all commissioners to review. Minutes from the regular September 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 October 2024 declaring operating expenses of \$82,696.71 was distributed for all Commissioners to review.

Significant expenses included \$11,385 to County of Morris Treasurers Office for radio licenses; \$9,625.74 to Ryan Masker for incentive program and Chief budget reimbursement; and \$3,694 to Zoom Drain for drains, downspouts and bay trap cleaning at the Tarn Drive Firehouse.

\$319,266 was received from Parsippany Troy-Hills Township for quarterly tax revenue and \$1,210.18 was received from VFIS as reimbursement for overpayment.

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

ii. Truck Report

See Chief's Report

Upcoming extrication class will feature the demonstration of the Pentheon extrication tools. Personnel issues persist.

The 2024 radio budget has been reached and the training budget is close to being reached; funds may need to be reallocated.

The benefits of rotating the Engine 13 and Squad 12 between from Powder Mill and Tarn Drive to balance out usage was discussed.

iii. Buildings Report

Powder Mill

See Chief's report.

Tarn

See Chief's report.

iv. Radio Report

See Chief's report.

v. Insurance Report

No report.

vi. Fire Prevention

See Chief's report.

vii. Joint Board Meeting Report

No report.

viii. Chief's Report

See Chief's report.

10. INVITATION FOR PUBLIC COMMENT

No public comment.

11. APPROVAL OF BILLS PAYABLE

Individual invoices were reviewed by commissioners Jamieson and Rieben.

12. EXECUTIVE SESSION

No report.

13. OLD BUSINESS

Admin position was discussed with some opinion that it should start out as

14. NEW BUSINESS

No new business was discussed at this meeting.

A motion to adjourn at 8:37 PM was made by Commissioner Rieben, seconded by Commissioner Jamieson and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel
Commissioner

Chiefs Report
Board of Fire Commissioner Meeting
10/22/2024

-
- **Trucks** ○ **T11** - New tower coming February 2025 ATT.
 - **E12** - Intermittent check engine light on- Resolved and working as designed
Fabrication work 99% done, the door will be reworked and mounted soon
 - **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** - Air pump/leak issue- resolved
Low fluid sensor in transmission- currently being repaired
- **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** - Oil Change and standard maintenance done. Windshield washer fluid pump was not working, repaired under warranty. Possible recall on brakes, not this VIN.
- **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**
Both door handles into bays broken and need to be repaired/ replaced. These are fire doors and need to close and lock properly.
 - **Tarn**
A/C programming needs to be adjusted as the meeting room sits too warm Door Handle from back stairs into bays broken, Door into the a/c closet doesn't latch, the door from the bay to the elevator doesn't latch and this needs to be fixed.
Renters went into the bay and grabbed buckets to use upstairs.
The belgium blocks need to be repaired on the apron
Glass Broken in EMS bay- Resolved and billed.
- **364 Calls to date**
- **How many total Chief/Deputy Chief admin hours in the last 30 days: UNK**
- **How many calls since last meeting 32**
- **How many calls not staffed properly since last meeting 6**
- **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% causational att. o

10/7 MVC with fluid- driver, 1FF, 1 chief o 10/7 Struck gas line- 1 driver, 1 FF, 2
delayed officers, MPFD requested o 10/16 MVC- 3 drivers, 1 FF, 1 chief o 10/18
RFA- 2 drivers, 2 officers o 10/22 CFA- 2 drivers, 1 officer, 1 chief

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.”

See the attached spreadsheet for manpower stats.

- **New Construction** o 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.
 - o 740 Mountain Way is under way for a 3 story apartment complex and will likely be completed this year
 - o 500 West Hanover Ave County will be expanding the parking lot to add a massive garage and offices on grounds. Tabor plan review submitted 6/25/24
 - o The Tomac will be demolished within 30 days.

- **Training/Events**

Rope Technician Scheduled for October and November, first night is tonight
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**
We have an Incident Safety Officer Class scheduled for 12/7&8
We have a Class A and/or flashover simulator for 11/21

- **Fire Prevention** o We are now doing a list of things for fire prevention for October including our open house, a trunk or treat, handing out candy on halloween, and 2 schools to work on community engagement and to work on recruitment.
- **Recruitment/Incentive** o We should budget to have money available for shifts based on the low turnout for 2025
- **Radios/Dispatching** o Last of budget spent on pagers o Possible recall on certain speaker mics. Awaiting more info
- **Open Old Business** o Chiefs have been actively working on updating SOP's with Lexipol. Very good feedback so far. We have released approximately 40 new policies to date. The company is easy to work with and will meet weekly to review policies to roll out.
 - o Waiting on BOFC to approve junior program advisor position so policy can be 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 most bugs worked out.
 - We ordered 8 generic class b uniforms with no names for probationary members to use before they get issued their own once completing fire school.
 - 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 fire's 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. The next few years of members stepping up to be active officers is looking very bleak because most are not able to make the time commitments needed. To no fault of the officers who did step up for 2024, most officer projects and day to day responsibilities are not getting done because of the lack of ability to commit. At the moment there are only 2 current officers planning to be active and 2 that are a maybe for 2025 and beyond, with few options of new officers available. We are looking at the shift schedule again and just making it mandatory for all active members, and requiring a full crew to be staffed in order to get paid. All up for discussion ATT.

Looking to buy pentheon tools for R14/S12 in Q4 or 2025

Looking to have a discussion about a town wide purchase of 3 side by side vehicles and a trailer in 2025. In the \$30k range.

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

- **Purchases Remaining for 2024:**

Holmatro tools? Waiting on BOFC

- **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

- o Will need tires for E12 in 2025 o R14 scheduled to be replaced before 2027 o E12 to be replaced in 2028 based on previous concerns o U16 to be replaced with a f350 pickup or actual f450/f550 utility within 5 years o C-18 to be replaced with Tahoe in 2028
- o Side by Side Unit o Air Paks to be slowly replaced at ~\$10k/ea o Air Cylinders to be replaced over time with a large (40+) end of life in 2031.
- o 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 stylized, sweeping flourish extending to the right.

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