

TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
September 25th, 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 7:37 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 September 25th, 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, Jamieson, Rieben, Masker

Department representation: Chief Masker, Captain Roca, Firefighter Zeh

Commissioners absent:

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting

6. MINUTES FOR APPROVAL

Minutes from the regular August meeting were distributed via email by Commissioner Hazel for all commissioners to review. Minutes from the regular August 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. 2024-7:

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 September 2024 declaring operating expenses of \$22,552.77 was distributed for all Commissioners to review.

Significant expenses included \$4,45.12 to Ryan Masker for equipment, supplies, PPE, and background check reimbursements; \$3,750.00 to Total Rescue Products Inc for PPE carry pouch harness as part grant award; and \$2,543.32 to PSTrax for 2024-2025 Software License.

\$94,350 in bond interest payments were made.

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

See Chief's Report

Phoenix will be coming out for Engine 12; they will look at Rescue 14 as well for possible transmission issues. Engine 13's front intake pipe is leaking. Parts are covered under the warranty; labor expenses are not. The valve needs to be operated once a week.

iii. Buildings Report

Powder Mill

See Chief's report.

Tarn

See Chief's report.

iv. Radio Report

See Chief's report.

v. Insurance Report

We are getting a quote for critical illness coverage.

vi. Fire Prevention

See Chief's report.

vii. Joint Board Meeting Report

Next meeting will be in October at District 3.

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 executive session took place at this meeting.

13. OLD BUSINESS

No policy on naming conventions.

14. NEW BUSINESS

A UTV/side by side was discussed. Other districts are considering specialized UTVs. We should consider entertaining a specialized UTV for ventilating large structures quickly.

Shift staffing options were discussed with the aim of ensuring sufficient crew on a single apparatus.

A motion to adjourn at 9:10 PM was made by Commissioner Rieben, seconded by Commissioner Hazel and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel
Commissioner



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Chiefs Report
Board of Fire Commissioner Meeting
9/25/2024

● **Trucks**

- **T11** - New tower coming February 2025 ATT.

- **E12** - Intermittent check engine light on. Phoenix Notified and awaiting date to service. Will be getting new fab work done on 10/4/24 att.
- **E13** - Absolute looked at foam issue, fixed. 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. Reported and waiting for repair.
- **E15** - Needs tires per Phoenix Fire's Report. The rear officer door handle is repaired, **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** - New tires installed. (20k ish miles since the last set)
- **C19** - New tires installed (only 16k miles on them from factory) Windshield washer fluid pump not working, and possible recall on brakes. Will be bringing in for service when I go on vacation.
- **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.



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- **Buildings**

- **Powdermill**

Counters done and installed, they look great. She discounted it heavily for us.

Both door handles into bays broken and need to be repaired/ replaced.
These are fire doors and need to close and lock properly.

o 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

The shed gutters are broken and falling off. I think this was the association's shed but became the BOFC once it became storage for only firematic items. Not sure. New gutters should be about \$500.

Glass Broken in EMS bay, assumed from rock from outside, prices being obtained to repair

- **332 Calls to date**
- **How many total Chief/Deputy Chief admin hours in the last 30 days: 58**
- **How many calls since last meeting 28**
- **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**
 - o “Double Credit” generally seems to have an impact on RIC responses when not Dover.

Not enough data to determine if it is 100% causalational att.

- o 9/15 MA AFA 2 Chiefs, 2 Interior
- o 9/22 CFA 1 chief, 1 driver, 2 interior
- o 9/23 Mulch “Fire” 2 Chiefs, 1 driver, 2 interior
- o 9/23 CFA 2 Chiefs, 2 drivers, 2 interior, 2 probies
- o 9/24 RFA 1 Chief, 1 Officer
- o 9/25 RIC 1 Chief, 2 Drivers, 1 Officer

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.”



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See the attached spreadsheet for manpower stats.

- **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 this year
- 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
- The Tomac will be demolished within 30 days.

- **Training/Events**

- Rope Technician Scheduled for October and November
- Vehicle Extrication Technician Scheduled for 11/22, 23, 24 and Holmatro will bring their trailer to demo the Pentheon Tools
- We have a walkthrough of Greystone scheduled for 10/1
- We have a regional drafting and relay pumping drill scheduled for 10/6
- We have a walkthrough of the new 1515(district 6) scheduled for 10/14

- **Fire Prevention -**

- 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 -**

- We should budget to have money available for shifts based on the low turnout
- **Radios/Dispatching -**

- Last of budget spent on pagers
- Possible recall on certain speaker mics. Awaiting more info



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- **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
- o Waiting on BOFC to approve MTFD vs District wording so policy can be released o 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.
- o Redwing account has been set up so all active members can get appropriate footwear to go with Class B uniforms.
- o NFIRS Program: "First Due" has decent progress with most bugs worked out. o We ordered 6 generic class b uniforms with no names for probationary members to use before they get issued their own once completing fire school.
- o Now that shorts have been approved, all active firefighters wishing to have shorts will be issued cotton shorts to be worn as a new style uniform deemed a "Class C" uniform, allowing shorts and a polo shirt to be worn. This will be coming out of the incentive budget and will be spent halfway through the 3rd quarter on 1 pair of shorts and 1 cotton polo to all active FF.
- o After adding MVCI and Greystone AFAs to run cards, we have had 1 additional call since then.



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- **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.

Utility Vehicle Discussion

Looking to discuss some personnel things in closed session.



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- **Purchases Remaining for 2024:**

- o Including the grant, \$75k remaining to spend on turnout gear, misc stock, bailouts, and rope gear for ops/techs

- o Footwear, \$9000 and Class C, \$5000

- o Rope Tech and Vehicle Tech \$9000

- o Holmatro tools? Waiting on BOFC

- **Five and ten year lookahead:**

- o 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.

- o More call volume year over year

- o Currently responding to 18 towns as a first or second due RIC, 24 including third alarms

- o 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 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,



Ryan Masker
Chief of Department



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Mount Tabor Volunteer Fire Department
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