

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1
HOPEWELL TOWNSHIP MUNICIPAL SERVICES BUILDING**

THURSDAY, MAY 22, 2014

CALL MEETING TO ORDER/STATEMENT OF PROPER NOTICE - Chairman Chipowsky called the meeting to order at 7:00 PM stating that the notice of the meeting had been posted on the municipal bulletin board and forwarded to the Hopewell Valley News and The Trenton Times, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

PLEDGE OF ALLEGIANCE AND SALUTE TO THE FLAG - Chairman Chipowsky led those in attendance in the Pledge of Allegiance to the flag.

ROLL CALL BY CHAIRMAN - Those answering the roll call of Chairman Chipowsky:

MEMBERS PRESENT:

Chairman Chipowsky, Vice-Chairman Lenarski, Treasurer Cseremsak, Commissioner Lynch

MEMBERS ABSENT:

Secretary Kintzel

CHIEF OFFICERS PRESENT:

Captain Ferrara (Pennington First Aid Squad), President Swanson (Union Fire Company and Rescue Squad), Deputy Chief Soganic (Union Fire Company and Rescue Squad), Chief of EMS Varrasse (Hopewell Fire Department and Emergency Medical Unit), President Abey (Pennington Fire Company), Captain Demareski (Pennington Fire Company), Trustee Pollock (Pennington Fire Company), Chief Martin (Hopewell Valley Emergency Services Unit)

PROFESSIONALS:

None

SPECIAL PRESENTATION

Captain Roger Demareski representing the Pennington Fire Company provided a detailed presentation on a building improvement plan currently underway for the Pennington Fire Company. Captain Demareski, President Abey and Board Members present discussed the project in detail. Discussion also included those present at the meeting. Members of the Pennington Fire Company left the meeting at 7:22 PM.

PUBLIC COMMENT (AGENDA)

None

NEW BUSINESS

RESOLUTION 2014-19

**A RESOLUTION AUTHORIZING AN EMERGENCY ASSISTANCE AGREEMENT
WITH BRISTOL-MYERS SQUIBB COMPANY EMERGENCY SERVICES
STATION 27 (LAWRENCEVILLE) AND STATION 57 (HOPEWELL)**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

R E S O L U T I O N 2014-20

**A RESOLUTION AWARDING A CONTRACT TO
ENVIROCON, INC FOR A GENERATOR AT UNION FIRE COMPANY AND
RESCUE SQUAD**

Copy of resolution and record of vote is attached

DISCUSSION:

None

MOTION CARRIED

Chief Martin reported on the bids received. Chief Martin reported on references of the lowest bidder. Chief Martin reported on certain matters related to the generator bid award.

TREASURER'S REPORT

BILLS & CLAIMS

Summary read by Treasurer Cseremsak:

BILLS & CLAIMS

Authorized cash disbursements requiring approval for payment of bills in the following amounts:

Bill List:		\$106,304.67
Payroll Ending:	May 17, 2014	\$32,387.82
Total Disbursements:		\$138,692.49

Motioned by Treasurer Cseremsak, seconded by Commissioner Lynch to adopt the bills and claims as read.

DISCUSSION:

Chief Martin reported on the following notable items contained within the bill list: the purchase of multi gas meters and a combustable gas meters, mechanical repairs to an ambulance and the brush truck. The annual fire extinguisher inspections for the Union Fire Company and Rescue Squad and the Hopewell Valley Emergency Services Unit. A Length of Service Awards Program payment for the Pennington First Aid Squad and the Hopewell Fire Department and Emergency Medical Unit. EMS central supplies and reimbursement to the Union Fire Company and Rescue Squad for the FDIC training.

MOTION CARRIED

UNFINISHED BUSINESS

EMS Billing:

Commissioner Lynch reported on EMS billing options. Discussion occurred with the Board and Deputy Chief Soganic related to EMS billing.

Water Study:

Chief Martin reported on an upcoming meeting with the Township Administrator scheduled for June 5, 2014.

Union Fire Company and Rescue Squad Generator:

No report.

Fire District Building Project:

Chairman Chipowsky reported that he has contacted the Township Administrator but had not heard back as of the meeting.

EMS Dispatch:

Chief Martin reported on the transition of emergency medical services dispatch to Mercer County and the fees associated with the service. There was discussion related to the transition of dispatch services and the fees associated with members of the Board and those present at the meeting.

County Radio System:

Chief Martin provided a report on the implementation of the new radio system. Captain Ferrara reported that the Pennington First Aid Squad will need to purchase radios in order to be able to operate on the system. Discussion also occurred on the possible move of the dispatch frequency for Hopewell Valley. There was discussion with members of the Board related to the new system and dispatch frequencies.

UFCRS Sprinkler System:

Chief Martin reported on a consultant that is recommended to be retained to assist with the development of the technical specifications for the bid to reline the sprinkler water supply tank. Chief Martin reported that a proposal is forthcoming from the consultant. President Swanson

reported on the efforts by the Union Fire Company and Rescue Squad to repair the sprinkler system.

OFFICERS REPORTS

Hopewell Valley Emergency Services Unit:

Chief Martin reported on the following: the water tank impairment in Pennington Borough. The year ending 2013 Length of Service Awards Program Review has been completed. Fireworks show planning is underway for Hopewell Township. Chief Martin attended the Hopewell Township Committee Meeting for EMS Week and a CPR save award. Captain Ferrerra and Chief Martin attended a table top drill at Bank of America. The bid opening for the replacement generator was held. Public education was completed at a local day care and at the Stony Brook Elementary School Health Fair. Specialist Wilson attended a meeting of the Hopewell Valley Municipal Alliance. Specialist Williams attended a meeting of the Mercer County EMS Association. The April 2014 NIFRS data has been submitted. \$2,565.10 in insurance claim funds was received and deposited from the Joint Insurance Fund for the damage to the pump on Brush 53 and the door damage to Ambulance 153-1. Radio testing of the new radio system continues with the assistance of Specialist Fosina, Deputy Chief/Radio Committee Chairman Mullen (Hopewell Fire Department and Emergency Medical Unit) and Lieutenant Springer (Hopewell Township Police Department). Extensive efforts continue with the new Division of Fire Safety Computer System. Fluid services have been completed on the Chevy Tahoe and the Ford Expedition by Hopewell Township Public Works Department Mechanics. Certain Hopewell Valley Emergency Services Unit staff members have completed NJ Division of Fire Safety CEU courses. The Fire Safety Trailer was loaned to the Trenton Fire Department without incident. Chief Martin has completed his state required financial disclosure statements and reminded to Board Members to do the same.

Union Fire Company and Rescue Squad:

President Swanson reported on efforts underway with recruitment. A report was given on the pancake breakfast. Deputy Chief Soganic reported on punch list items with the new ambulance.

Pennington First Aid Squad:

Captain Ferrara reported on ambulance replacement. Captain Ferrara reported on the squad's attendance at the airport drill. Captain Ferrara expressed his appreciation to Chief Martin for his assistance provided to the Pennington First Aid Squad.

Hopewell Fire Department and Emergency Medical Unit:

Chief Varrasse reported on the squad's attendance at the airport drill. Chief Varrasse reported on work underway with the building improvements.

Pennington Fire Company:

No report.

PUBLIC COMMENT (NON AGENDA)

Commissioner Lynch reported on a lawsuit currently underway with the provider of electronic emergency medical services charting that will affect emergency medical services in Hopewell Valley. Discussion was held on the matter.

Vice-Chairman Lenarski expressed his appreciation to the Pennington First Aid Squad and the Hopewell Valley Emergency Services Unit for the public education provided to the Stony Brook Elementary School.

EXECUTIVE SESSION RESOLUTION

Motion by Treasurer Cseremsak, seconded by Commissioner Lynch to discuss contractual and personnel matters at 7:57 PM.

ADJOURNMENT

Motion by Treasurer Cseremsak and seconded by Commissioner Lynch to adjourn the meeting at 8:05 PM.

MOTION CARRIED

Respectfully submitted,



Matthew Martin
Chief of Emergency Services

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION 2014-19

**A RESOLUTION AUTHORIZING AN EMERGENCY ASSISTANCE AGREEMENT
WITH BRISTOL-MYERS SQUIBB COMPANY EMERGENCY SERVICES
STATION 27 (LAWRENCEVILLE) AND STATION 57 (HOPEWELL)**

WHEREAS, the Hopewell Township Board of Fire Commissioners provides emergency services response for the residents of Hopewell Township; and

WHEREAS, Bristol-Myers Squibb Company Emergency Services Station 27 (Lawrenceville) and Station 57 (Hopewell) provides emergency services response for the Bristol-Myers Squibb campus in Hopewell Township; and

WHEREAS, situations may arise when the respective governing agencies may need to call upon one another for assistance; and

WHEREAS, the Hopewell Township Board of Fire Commissioners is desirous of entering into an Emergency Assistance Agreement with Bristol-Myers Squibb Company Emergency Services Station 27 (Lawrenceville) and Station 57 (Hopewell); and

WHEREAS, the proposed Emergency Assistance Agreement, a copy of which is attached, states the terms of service to be provided by either party.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer, that Hopewell Township Board of Fire Commissioner and Bristol-Myers Squibb Company Emergency Services Station 27 (Lawrenceville) and Station 57 (Hopewell) shall provide Emergency Assistance as described in the terms of the attached Emergency Assistance Agreement.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	✓		✓			
Kintzel						✓
Lenarski		✓	✓			
Lynch			✓			
Chipowsky			✓			



Mr. Donald C. Kintzel, Secretary

Mr. Tim Lynch, Commissioner

A CERTIFIED COPY
Thursday, May 22, 2014



Bristol-Myers Squibb Emergency Services

Station 27 & Squad 127

PO Box 4000 • Princeton, NJ 08543-4000 • 609.252.5600

EMERGENCY ASSISTANCE AGREEMENT

BRISTOL-MYERS SQUIBB COMPANY EMERGENCY SERVICES LAWRENCEVILLE (STATION 27) & HOPEWELL (STATION 57)

AND

HOPEWELL TOWNSHIP BOARD OF FIRE COMMISSIONERS

It is the intent of this Emergency Assistance Agreement (“Agreement”) to make emergency services, manpower, and equipment from Bristol-Myers Squibb Company (“BMS”) available to Hopewell Township Fire District No.1 as needed when municipal resources are not available, or when emergency services organizations from the Hopewell Township Fire District No.1 or its contractors and/or partner organizations is involved in an incident involving fire/hazardous materials/technical rescue/emergency medical services, etc., other than on a BMS property. Neither party shall be held liable if the aforementioned BMS Emergency Services, personnel or equipment are unavailable for any reason.

Section 1. Principal Parties

The principal parties of this Agreement shall be BMS and the Hopewell Township Board of Fire Commissioners.

It is the intent of this Agreement not to create any beneficial third party rights as a result of this Agreement between the principal parties.

Section 2. Requests for aid.

Requests for aid from BMS shall be directed to an Authorized Representative of the BMS Emergency Services via BMS Regional Security Monitoring Center at 609-818-3333, or through Mercer County Central Communications.

Section 3. Service to be provided.

The parties shall provide the following services under this Agreement:

A. BMS

BMS will respond to off-site emergency incidents upon the request of the Township Fire Department officer-in-charge-at the incident scene (“OIC”), or as an automatic response as part of Task Force 801 (Mercer County Technical Rescue Operations Team). The following equipment may be provided by BMS:

1. Special Services 27 and/or 57 (hazardous materials response equipment, technical rescue equipment, cascade system, lighting, etc., accompanied by sufficiently qualified BMS employees to support the requested operations (e.g. a driver, operator, safety officer, and/or technical rescue officer)).
2. Ambulance at the request of Mercer County Central Emergency Services Communication Center or emergency services organizations from the Hopewell Township Fire District No.1 or its contractors and/or partner organizations
3. Utility 27 (4 x 6 Gator equipped with a Med Bed)
4. Mass Decontamination unit (located at the BMS North Brunswick facility)



Bristol-Myers Squibb Emergency Services

Station 27 & Squad 127

PO Box 4000 • Princeton, NJ 08543-4000 • 609.252.5600

5. Engine 18 (2000 gpm, 300 gallon foam, 65' Snozzle-located at the BMS North Brunswick facility)

B. Hopewell Township

Upon request, the emergency services organizations from the Hopewell Township Fire District No.1 or its contractors and/or partner organizations will respond with emergency equipment to any emergency incident at BMS.

Section 4. Training.

It is agreed by both parties that personnel representing BMS, will be trained and qualified in the use and implementation of the BMS emergency response apparatus and its equipment. If use of any specific piece of apparatus or equipment requires special instruction such special instructions shall be provided.

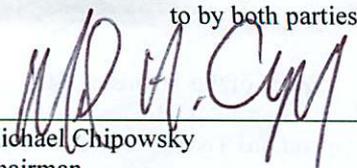
Section 5. Liability

Hopewell Township Board of Fire Commissioners agree to indemnify, defend, and hold harmless BMS from all losses, damages, and expenses as a result of a claim by a third party against BMS for property damage or personal injury (including death) where such damage or injury was caused by the servants, agents or employees of emergency services organizations from the Hopewell Township Fire District No.1 or its contractors and/or partner organizations or at the direction of the OIC. However, no provision of this Agreement shall deprive either party of the immunities and protection from liability as provided by law, including any federal statute, state statute, or local ordinance.

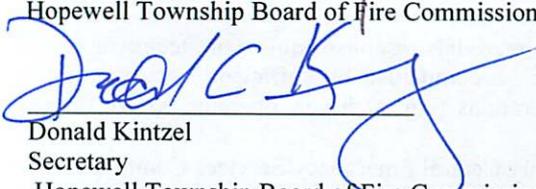
BMS agrees that it has and will continue to have vehicle insurance and Worker's Compensation Insurance coverage in the minimum statutory amounts.

Section 6. Continuation/Modification.

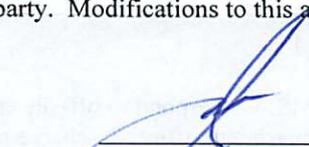
This Agreement shall remain in force unless canceled by either party. Said cancellation shall be in writing with two months notice to the other party. Modifications to this agreement shall be agreed to by both parties and shall be in writing.



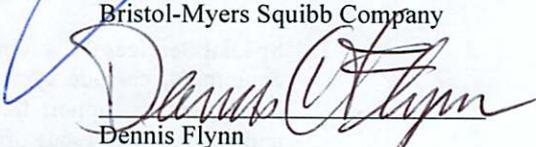
Michael Chipowsky
Chairman
Hopewell Township Board of Fire Commissioners



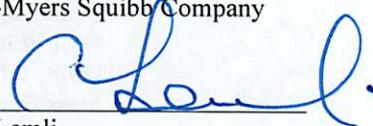
Donald Kintzel
Secretary
Hopewell Township Board of Fire Commissioners



John A. Welling, III
Director EHS & Emergency Services
Bristol-Myers Squibb Company



Dennis Flynn
Director, Facilities
Bristol-Myers Squibb Company



Anton Lemli
Executive Director, Facilities Operations



Bristol-Myers Squibb Emergency Services

Station 27 & Squad 127

PO Box 4000 • Princeton, NJ 08543-4000 • 609.252.5600

Bristol-Myers Squibb Company

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

R E S O L U T I O N 2014-20

**A RESOLUTION AWARDING A CONTRACT TO
ENVIROCON, INC FOR A GENERATOR AT UNION FIRE COMPANY AND
RESCUE SQUAD**

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No.1 received approval via a public referendum on December 5, 2013, to purchase and install a generator; and

WHEREAS, the Board of Fire Commissioners of Hopewell Township Fire District No. 1 advertised for the installation and purchase of a generator via a public bid; and

WHEREAS, the Township received five bids on May 14, 2014, the results of which are as follows
; and

WHEREAS, the bid were reviewed, and recommendation has been made by the Chief of Emergency Services to award a contract for the generator to Envirocon, Inc, 490 Schooleys Mountain Rd, Hackettstown, New Jersey, 07840, the lowest responsive, responsible bidder; and

WHEREAS, the Treasurer of the Board of Fire Commissioners certifies funds are available in the budget under account number 01-VB-412-100-000.

NOW, THEREFORE BE IT RESOLVED, on this 22nd day of May, 2014 by the Board of Fire Commissioners of the Hopewell Township Fire District in the County of Mercer, State of New Jersey:

1. That a contract be and is hereby awarded to Envirocon, Inc, 490 Schooleys Mountain Rd, Hackettstown, New Jersey, 07840.
2. That the contract shall not exceed \$84,150.00.
3. That the Chairman and Secretary of the Board of Fire Commissioners be and are hereby authorized to execute said contract.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	✓		✓			
Kintzel						✓
Lenarski		✓	✓			
Lynch			✓			
Chipowsky			✓			



~~Mr. Donald C. Kintzel, Secretary~~ Mr. Tim Lynch, Commissioner
 A CERTIFIED COPY

May 22, 2014

BID TABULATION SHEET

TITLE: Generator at Union Fire Company and Rescue Squad

Opening Date:

Bidder Name & Address	Signed Proposal	Stock Disclosure	Non-Collusion	Affirmative Action	NJ BRC	Iran Form	PW Contractor Registration	List of Subcontractors	Bid Bond	Surety	Bid Amount
Envirocon, Inc.	X	X	X	NEEDS	X	X	X	X	X	X	\$84,150.00
Lamanna Electric	X	X	X	X	X	X	X	X	X	X	\$94,000.00
Dee-En Electric	X	X	X	NEEDS	X	X	X	X	X	X	\$115,000.00
JWK Electric		X	X	NEEDS	X	X	X	X	X	X	\$121,117.00
GMH Associates	X	X	X	X	X	X	X	X	X	X	\$136,051.00



HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1
Board of Fire Commissioners
Mercer County

201 Washington Crossing-Pennington Road
Titusville, New Jersey 08560-1410

I hereby certify that funding in the total amount of \$84,150 for the public construction contract for a generator at Union Fire Company and Rescue Squad is available under account number 01-VB-412-100-000.

Michael Cseremsak
Treasurer of the Board of Fire Commissioners

**BOARD OF FIRE COMMISSIONERS
HOPEWELL TOWNSHIP FIRE DISTRICT NO. 1**

RESOLUTION

EXECUTIVE SESSION

WHEREAS, it is necessary for the board to discuss real estate, sensitive public safety, legal, contract negotiations and/or personnel matters; and

WHEREAS, N.J.S.A. 10:4-12 permits the board to conduct a meeting from which the public is excluded in order to discuss such matters; and

WHEREAS, the time when and circumstances under which discussion conducted in executive session may be disclosed to the public is when appropriate.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer that the board shall forthwith conduct an executive session to discuss the above.

BE IT FURTHER RESOLVED, that the scope of the aforesaid executive session will be limited to the above matters as stated.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Cseremsak	✓		✓			
Kintzel						✓
Lenarski			✓			
Lynch		✓	✓			
Chipowsky			✓			



 Mr. Donald C. Kintzel, Secretary

A CERTIFIED COPY Mr. Tim Lynch, Commissioner

May 22, 2014