



**BOROUGH OF CHATHAM
ANNUAL REPORT
2013
FIRE SAFETY BUREAU
WALTER NUGENT III – FIRE MARSHAL
STEPHEN WILLIAMS – DEPUTY FIRE MARSHAL**

Fire Safety Inspections

There were a total of 241 new inspections conducted, 70 being Life Hazard Use inspection and 171 being Non-Life Hazard Use. There were 286 re-inspections conducted.

Inspection Summary Comparison 2012 & 2013

	<u>2011</u>	<u>2012</u>	<u>Change</u>
Life Hazard	68	70	2%
Non-Life Hazard	176	171	-3%
Re-Inspections	271	286	5%
Certificates Issued	252	236	-6%

Fire Investigations

There were four fire investigations conducted in the borough in 2012. There were 3 fire investigations conducted in the borough in 2013, they are as follows:

Chatham Collision	41 North Passaic Avenue	07/02/13
Residence	47 Meadowbrook Road	10/28/13
ECLC School	21 Lum Avenue	12/12/13

Business Registrations

Non-LHU registration fees collected totaled \$ 9,625.00. This process as recommended by the State Division of Fire Safety has enabled us to obtain and maintain current information of all building owners and business owners in the Borough in addition to offset costs of the operation of the Bureau of Fire Safety.

Fire Safety Bureau Revenue

	2012	2013	Change
Life Hazard Use Registration Fees from State	\$16,508.00	\$ 10,667.15	-55% (*)
Local Non-Life Hazard Use Registrations	\$10,750.00	\$ 9,625.00	-12%
Fire Code Violation Penalties	\$ 0.00	500.00	100%
Permits	\$ 210.00	\$ 252.00	17%
Total	<u>\$27,468.00</u>	<u>\$ 21,044.15</u>	<u>-31%(*)</u>

(*) Numbers are actuals, change is due to timing difference 2012 was over stated by an additional quarterly payment. 2013 was is under stated by the quarterly payment in 2012 (5 quarterly payments were received in 2012 and 3 were received in 2013)

Special Projects

Paperless Fire Inspections

A new fire inspection program named Mobile Eyes was purchased. This program allows us to conduct fire inspections on a tablet and email the violation reports to the building owner / business owner. Reducing paper in this process is not only good for the environment it is also more efficient. When an occupancy is due for a re-inspection to verify that violation were corrected, it will automatically appear on our tablet screen. Re-inspections will be conducted in a timelier manner and more will be spent conducting inspections since less time will be spent processing paperwork. This change over to a new fire inspection program took a substantial amount of time to research, convert data from the old system to the new and additional time to learn it. Time was well spent anticipating future efficiencies in the fire safety bureau.

The previously referenced program has a component call Responder, this program provides the fire department with immediate access at emergencies to preplan data that the fire safety bureau was able to obtain during fire safety inspections. This information will also be accessible at the Morris County Dispatch Center.

Knox Boxes

Inspector Williams had business owners install 5 new Knox boxes – Knox boxes help the fire department provide easy access to conduct investigations without creating damage to the building during entry.

Emergency Operations Center

Inspector Williams completed the relocation of the operating center from room 216/212 to the council chambers.

AlertChathamBorough / Everbridge System

Inspector Williams acting as program manager for 2013 undertook the management of the roll out of AlertChathamBorough program. Approximately 81 messages were sent from 4/1/13 to 12/31/13.

Career Development

Deputy Fire Marshal Stephen Williams

- Completed the State of NJ Division of Fire Safety – Fire Official Training Class (30 hours) Morris County Fire Academy.
- Completed the Emergency Management Coordinator class conducted by the NJ State Police.
- Completed Fusion Liaison Officer Training conducted by the NJ State Police
- Continued fire investigator training with the International Association of Arson Investigators, on CFI Trainer.net.

Fire Marshal Walter Nugent

- Attended continuing education classes for my Fire Official / Fire Inspectors Certification.
- Continued fire investigator training with the International Association of Arson Investigators, on CFI Trainer.net.

Final Comments

I would like to thank the Chatham Borough Public Safety Committee, Chatham Borough Finance Committee and Business Administrator Robert J. Falzarano, for their support in upgrading the fire inspection computer program, permitting the Fire Safety Bureau to conduct fire inspection paperless.

I would also like to thank Deputy Fire Marshal Steve Williams for the work he has performed with the Fire Safety Bureau. Steve has learned our new fire inspection program quickly and is enthusiastic to learn something new. I also appreciate the assistance that Steve provides at fire investigations.

Cathy Baldwin has also been receptive to our new fire inspection program. Cathy is learning the new inspection system. She will use it for the issuance of non-life hazard registration invoicing.

The interesting part of fire code enforcement is that you never know what you are going to find during a fire safety inspection. It is the goal of the Fire Safety Bureau to have building owners / business owners comply with the fire code as quickly as possible.

Respectfully Submitted,

Walter Nugent III
Fire Marshal