

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, November 6, 2013 at 7:00 P.M.

Commissioner Todd Howell called the meeting to order.

John Ur: Mr. President – All the requirements of the “Open Public Meeting Act” have been complied with by advertising in the Home News Tribune and Star Ledger. Copies of the meeting notice have been sent to the Municipal Clerk’s Office and posted on the bulletin boards of the fire house and the post offices of Woodbridge and Sewaren. Mr. President, you may proceed.

Commissioner Todd Howell led a pledge to the flag.

A moment of silence was observed for our departed members.

PRESENT: Commissioner Todd Howell, Commissioner John C. Kenny,
Commissioner Ken Gardner
EXCUSED: Commissioner Richard Gould, Commissioner Pat Kenny
ALSO PRESENT: Attorney – Christopher Howell
Clerk – John Ur

Commissioner John C. Kenny made a motion to approve the minutes of the October 2nd, 2013 Regular Meeting which was seconded by Commissioner Ken Gardner and carried unanimously.

COMMITTEE REPORTS:

PERSONNEL:

Commissioner T.H.: I’ll report under Personnel that we have one individual who is out recovering from some minor surgery. Other than that everything is going along fine. Our men are healthy, thank the Lord. Buildings and Grounds – Commissioner Gardner.

BUILDINGS AND GROUNDS:

Commissioner K.G.: Thank you Mr. President, we have a couple of items. We recently had our boiler inspected. We are waiting for a quote to have our generator inspected. The contractors had some trouble finding matching tiles for the handicapped bathroom on the first floor. I actually found some old tiles and he may have some from another job. They won’t be a perfect match but will still look good so we’re going to try to see if we can use those. When he comes in to do that job he’s also going to fix the railing. Apparently there was a railing removed a couple of years ago on the back of the door and off the kitchen going downstairs so that needs to be replaced as well as some of the ceiling tiles had some possible mold from the air conditioners and our previous problems so those will all be taken care of by the same contractor when he comes in to complete

the bathroom project. A couple of the small housekeeping items have been taken care of but nothing really needs to be mentioned for the record. That's it.

Commissioner T.H.: Thank you.

EQUIPMENT:

Commissioner T.H.: Under Equipment I will report that the pumpers are all up and running. There were some minor repairs. The ladder truck was repaired also after its breakdown with the radiator and its now back in service. Purchasing – Commissioner Gardner.

PURCHASING:

Commissioner K.G.: Under Purchasing we have our normal purchases and we also.....well I'll cover it under New Business with this. Good enough there.

Commissioner T.H.: Okay, thank you. Fire Prevention.

FIRE PREVENTION:

Commissioner T.H.: In the absence of Commissioner Gould and Commissioner Patrick Kenny I'll just report progress. Radio and Hydrants.

RADIO AND HYDRANTS:

Commissioner T.H.: Radio and Hydrants – The same. Commissioner Kenny and Commissioner Gould are both not here tonight. I'll just report progress. We do have one portable out for repairs under Radios though. Safety – Commissioner Gardner.

SAFTEY:

Commissioner K.G.: Nothing new to report there Mr. President. We'll probably have a meeting in December but maybe it might not be until the first of the year.

Commissioner T.H.: Thank you. Liaison to the Volunteer Fire Company – While you have the floor Commissioner Gardner.

LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner K.G.: I do not have any other items under Liaison to the Volunteer Fire Company unless one of you want to add something to the volunteer meeting or if the chief has something under his report.

Commissioner T.H.: Not at this time, thank you. Now we'll have the Report of Payroll and Bills.

The report of Payroll and Bills for October, 2013:

John Ur: The report of Payroll and Bills for the month of October, 2013.

Bills: \$205,306.73 Payroll: \$257,441.30

Commissioner T.H.: I'll entertain a motion for that plus I have some add-in bills. The following bills were late received and have to be added on. Cory Snyder - \$75.00, this was custodian services; Eric Seniakevgh - \$75.00 custodian service, that was for November 5th, 2013 for both of them; Charles Mangione – reimbursement for a camera \$392.65; once again Cory Snyder and Eric Seniakevgh for custodian service on the October 16th, 2013 election \$75.00 each; and General Safety and Industrial for C.O. detectors that was \$428.00; New Jersey Turnpike Easy Pass \$15.75 and Stone Mountain Printing for vacation calendars \$95.10. The total add-ons were \$1,231.50. I'll entertain a motion that we pay the add-ons and the bills that were reported by our clerk, John Ur.

Commissioner Ken Gardner made a motion to accept the Payroll and Bills and the add-on bills for the month of October, 2013 which was seconded by Commissioner John C. Kenny and carried unanimously.

Commissioner T.H.: Treasurer's Report.

TREASURER'S REPORT:

John Ur: The treasurer's report for November 6th, 2013

Previous Balance – October 2 nd , 2013	\$3,388,539.66
Deposits	\$ 9,011.84
Payroll and Adjustments	\$ 234,067.17
Current Bills without the add-on bills	\$ 205,306.72
Ending Balance as of November 6 th , 2013 before the add-on bills	\$2,958,177.60

Commissioner John C Kenny made a motion to accept the Treasurer's report as read which was seconded by Commissioner Ken Gardner and carried unanimously.

Commissioner T.H.: Communications.

COMMUNICATIONS:

John Ur: All communications Mr. President have all been passed through to the Board.

Commissioner T.H.: Thank you, Unfinished Business – We'll start with you Ken.

UNFINISHED BUSINESS:

Commissioner K.G.: I covered all the Unfinished under the regular reports.

Commissioner T.H.: Thank you, Jack – Unfinished Business

Commissioner J.C.K.: Nothing.

Commissioner T.H.: Okay, we'll move into New Business. We'll start with you again Ken.

NEW BUSINESS:

Commissioner K.G.: On New Business the first item that I had put on the agenda was Joint Purchase and Shared Service. I talked to Captain Golden about trying to have some arrangements either with the town or the Board of Education for purchases and he is investigating that. I know he's made some progress. On that we're hoping we could save some money on the scale by ordering through the other agencies and the other item, which had been on the agenda before, is that the grant application period is open so Captain Golden is working on the grant. We have talked to both the Fords Fire District and the Port Reading Fire District to do a joint application with them in hopes that by submitting a regional application we have a better opportunity to receive funds with something we heard is a possibility. So we're in the process of doing that. That paperwork will be submitted in December. That's all I have for now.

Commissioner T.H.: Okay, thank you very much. Jack – Do you have anything under New Business?

Commissioner J.C.K.: Well I guess this should have been Old Business but I just wanted to say what a fantastic job that the Fire Prevention Bureau did on the open house. I've heard nothing but praise throughout the township of the open house event and our newest ladder truck slide presentation that we had there and I understand everyone is trying to get their hands on this new attraction to our open house so great job to everyone that was involved and keeping everyone educated and trying to make everyone safer.

Commissioner T.H.: Thanks for those comments under New Business. In your packet we have a proposal from Trinitas Regional Medical Center for our Comprehensive Employee Assistance Program Agreement. It needs to be passed and voted on tonight. It is the same price as last year. I think the figure was \$4,500.00 and it would provide coverage for a hundred employees and a six session model.

Commissioner John C. Kenny made a motion to renew the contract with Trinitas Regional Medical Center for the Comprehensive Employee Assistance Program

Agreement which was second by Commissioner Ken Gardner and carried unanimously.

Commissioner T.H.: There was one other item, three purchased shared agreements. Kenny did you cover that?

Commissioner K.G.: Yeah, on the Shared Service the one item was that Captain Golden with, you know, the town and the school system. The other piece of that I mentioned at the budget meeting was to work with other fire districts to use apparatus or have joint response of what we have or apparatus that is being services and the same, you know, would be for them as well.

Commissioner T.H.: Okay, at this time we have some transfers to make.

Commissioner J.C.K.: Mr. President, just so you know, we do have Commissioner Patrick Kenny on the phone. Patrick are you there?

Commissioner P.K.: Yes I am.

Commissioner T.H.: I'll read this resolution. Whereas the treasurer of Fire District No. 1 reports that certain 2013 budget appropriations have insufficient balances to meet the 2013 expenditures and whereas certain other budget expenditures have balances in excess of their needs now therefore be it resolved that upon recommendation from the treasurer and in accordance with New Jersey State Statutes Annotated 40A:14-78.9 that transfers from budget line items with excesses be authorized two budget items with insufficient balances. The following are: From matching funds - \$5,297.00; Line Item 509 – Professional Services - \$15,000.00; Line Item 414 – Insurance \$3,500.00; Line Item 520 – Social Security \$10,000.00; Line Item 560 – Promotions \$1,500.00; Line Item 610 – Uniforms \$7,703.00 and Line Item 655 – Utilities \$10,000.00 for a total of \$53,000.00 be transferred to the following: Line Item 615 – Training and Education \$10,000.00; Line Item 620 – Repair and Maintenance to Equipment \$40,000.00; and Line Item 658 – Computers/Internet \$3,000.00 for another total of \$53,000.00.

Commissioner John C. Kenny made a motion to pass the above resolution for the transfers which was seconded by Commissioner Ken Gardner and carried unanimously by a roll call vote. Commissioner Ken Gardner – Yes; Commissioner John C. Kenny – Yes; Commissioner Patrick Kenny – Yes; Commissioner Todd Howell – Yes.

Commissioner T.H.: We'll go into the Remarks, Comments and Questions from the Audience and we'll start out with the Chief's Report. The Chair recognizes Chief of the Department – Jason Ring.

CHIEF'S REPORT:

	<u>2013</u>	<u>2012</u>
October Calls	47	244
Year To Date Calls	561	

Chief Jason Ring: (Inaudible) count as name tags from Captain Kenny. They were distributed to all the actual volunteer membership. I also received radio straps from Captain Golden. They were issued to the volunteer officers. I need to request an engine ladder truck for the parade which is December 1st, 2013.

Commissioner T.H.: I'll make that note thank you.

Chief Jason Ring: And there is a PSE&G solar drill on Monday, November 18th, 2013 at 7:00 P.M. at Middlesex County Fire Academy. It's opened to anyone who wants to attend. It's free.

Commissioner T.H.: Okay.

Commissioner J.C.K.: What time on November 18th?

Chief Jason Ring: 7:00 P.M.

Commissioner T.H. Okay, thank you very much for that information Chief. Is there anything else you have to say?

Chief Jason Ring: That's it.

Commissioner T.H.: Thank you very much for your comments. Is there anyone else who wishes to make comments from our audience?

REMARKS, COMMENTS AND QUESTIONS FROM THE AUDIENCE:

Commissioner T.H.: The Chair recognizes Keith Repace, President of Local 290.

Keith Repace, President of Local 290: Thank you Mr. President, just a report for the home safety inspection. The Local has conducted one home inspection and it was a brand new home off of Mawby Street so there really wasn't too much for us to.....we (inaudible) a fire extinguisher but they had everything else. So we've been advertising. It was on TV35, it was on the Woodbridge Corner and again we only had one home inspection so far.

Commissioner T.H.: Well one is probably better than none and I'm sure those people appreciated the efforts of the Local as we do here and while I have the floor for a moment I too, like Jack, wish to congratulate the Bureau of Fire Prevention on a fine job done on the open house. It was very good.

Keith Repace: Thank you.

Commissioner T.H.: Thank you very much for your men and your group and your expertise. Well done. Any other comments from the audience? Hearing none we will

entertain a motion for adjournment.

Commissioner K.G.: Mr. President, there were a couple of items brought up at the last meeting and some others. Can we just have a brief Executive Session on personnel discussions?

Commissioner T.H.: Fine.

Commissioner Ken Gardner made a motion to go into a short Executive Session which was seconded by Commissioner John C. Kenny at 7:17 P.M. and carried unanimously.

Commissioner Ken Gardner made a motion to return to the regular session of the meeting which was seconded by Commissioner John C. Kenny at 7:47 P.M. and carried unanimously.

Commissioner T.H.: Mr. Attorney, do you care to report what we discussed?

Christopher Howell: At the Executive Session we discussed policies on (inaudible) on fire matters and how this department is conveying information to the union.

Commissioner T.H.: Thank you, does anybody else have anything else to bring up at our meeting?

Commissioner J.C.K.: Mr. President, I'd like to make a motion that we should set a policy for any firematic events that we have a joint press conference with the IC and the fire official if that is the type of incident it is so that the proper information is communicated to the necessary people that are asking.

Commissioner John C. Kenny made a motion to set a policy for any firematic events and joint press conference which was seconded by Commissioner Ken Gardner and carried unanimously.

Commissioner T.H.: (Inaudible) disseminated please.

Commissioner J.C.K.: Sure.

Commissioner Ken Gardner made a motion to adjourn the meeting which was seconded by Commissioner John C. Kenny and carried unanimously at 7:49 P.M.

Respectfully submitted,



John Ur
District Clerk