

Minutes of the regular meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, April 6, 2016 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

Maria Bucsanszky: 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 John C. Kenny led a pledge to the flag.

A moment of silence was observed for our departed members and for our men and women serving overseas.

PRESENT: Commissioner Ken Gardner, Commissioner Todd Howell,
Commissioner John C. Kenny, Commissioner
Patrick Kenny, Commissioner Robert Minkler, Sr.

ALSO PRESENT: Attorney – Christopher Howell
Clerk – Maria Bucsanszky.
Labor Attorney - Eric Bernstein

Commissioner Robert Minkler, Sr. made a motion to approve the minutes of the March 2nd, 2016 Regular Meeting which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Committee Reports. We will go into Personnel – Commissioner Howell.

COMMITTEE REPORTS:

PERSONNEL:

Commissioner T.H.: Under Personnel I’ll report there are no problems and that our overtime has been kept to a very minimum even with the number of alarms that we’ve had which will probably come up later on and all is good on it. End of report, thank you.

Commissioner J.C.K.: Okay, any questions for Personnel? Move on to Equipment – Vehicles – Commissioner Howell.

EQUIPMENT - VEHICLES:

Commissioner P.K.: Equipment – Vehicles: We had several repairs made on Engines One Two, One One, One Three and the truck. I spoke today with Jim from Campbell Supply concerning the on-spots. The on-spots on Number 126, the truck, he recommended that we not install an air valve that I had suggested at one time. He said it would cost far too much money to convert the system over to accept it, in excess of three thousand dollars, so I took the opportunity to tell him to disregard that suggestion. The other thing here is he told me was that in the matter of the on-spots that are on the other equipment which is One Two and One One since One Three does not have them in the matter of the engines that do have them we had inquired as to taking them off during a non-use period, the summer, and he said that that could be done easily and it would be one hour of labor charge to take them off and about an hour labor again to put them back on in the fall and we could store them easily in the building. They take up no more room than about one milk crate. I said to him that we would let him know about that. Other than that all our equipment is operating in good condition. End of report.

Commissioner J.C.K.: Okay, any questions for Commissioner Howell?

Commissioner J.C.K.: Okay Equipment – Portables.

EQUIPMENT - PORTABLES:

Commissioner J.C.K.: The saws are in for Engine One and Engine Two. The new blades are in. The shifts are training with them and getting familiar with them. The air packs did come in. I do have on all the apparatuses currently. Had the new style for the air pack on them and we have two spares on the rack on the wall. We are short two bottles on one of the apparatuses. Let me rephrase this, all the apparatus has the forty-five minute bottles and the truck does have enough to do a full change on it. There is a side compartment that has a rack with about eight bottles in it. Currently they were thirty minute bottles. They had to be enlarged to accept the forty-five minute bottles. I'm going to look to see if that really needs to be done because of the fact that we have a full change at the end we do carry more spare bottles on the pumpers and secondly we have the forty-five minutes so you're getting more time out of the pack so by standards you should be after you use two forty-five minute bottles you should be going to rehab and being down for an hour before going back into firefighter activity. So I'm going to see if we really need to put additional bottles on there. So we are still short though two bottles like I said on one of the apparatuses. We are short two for the ones that are on the rack and I was going to put two in the plastic holders and I was going to hold them to there. So that's where we are with the air packs and the bottles. Turnout gear has been coming in and I've seen emails saying that members are picking up their turnout gear and are getting it. I know Mike you're representing this department. If there is anyone that you know please see through Ken and let us know if someone else that needs gear. I see Captain Paul and he will address it immediately so that we have minimum down time.

And the hose...we're still waiting on hose to come in that's supposed to be in this month. I don't know those must be like gold or something because it's coming from a slow train from I don't know where. It was ordered back in November but be that as it may. Anybody else have any questions on Portable – Equipment? Okay, House – Commissioner Gardner.

BUILDINGS AND GROUNDS:

Commissioner K.G.: Thank you Mr. President. A few items on the Bill List tonight, we are approving the final payment for the vinyl siding that we had done on the outside of the building. We also, along that way, had the weather stripping replaced on the garage doors to keep the heat and air conditioning in and the cold and the heat out I guess. The other items that we have are the boiler, as I think everybody knows, is the original boiler in the building. When I met with the heating and air conditioning guys they said we're lucky that it's holding up as long as it has. When the mayor was here this past weekend for the public meeting I did ask him you know if in his Redevelopment plans for the area if that was going to touch the firehouse at all and he said not at this point. He did say before we replace the boiler that we should talk to him and I said well I'm talking to you because we're really in need to do that. So Jack if you could just follow up on that okay and then we can hopefully if nothing is going to happen to the building and Redevelopment which the mayor didn't believe that there was going to be anything happening we can put a new one in. But you know in discussion Maria had indicated to you know if the building is going to get knocked down why would we put a boiler in so thank you for the discussion with that.

Commissioner J.C.K.: That makes sense.

Commissioner K.G.: The other thing is on the heating and air condition we took a look at that. I met last week or the week before with two of the people from Airtec that service all of our equipment. We went around the building, looked at the different zones and we found some thermostats that are out of commission so they're going to be removing those or putting some type of label that they're disconnected and also looking at the chief's office the commissioner/captain/officer's office above it the restroom that's in the dorm as well as the restroom off of the meeting room here all to look at for heating and air conditioning and as to the rest of the system if there's any way we can do it more efficiently so they're going to give us a report back on that. You know there may be a consultant fee after their review of the process. We had talked last meeting or after the meeting I sent an email saying that we were going to do an analysis of our space for the building. I spoke to President Seniakevgh and he and the chief were going to serve on the committee. I asked Mr. Repace on behalf of the union to give me two representatives, I think that was a day after the meeting last month, but he hasn't gotten back to me so we're going to be having a meeting shortly if the union can get some reps so everybody is included and certainly if the Board has any input we'll just start again with everything that's going on in the area

and just for our own sake if anybody has any space needs that we should address them as we haven't done that for a while.

Commissioner J.C.K.: Okay thank you, anything for House? Okay, Purchasing – Commissioner Gardner.

PURCHASING:

Commissioner K.G.: Mr. President we talked a little bit about looking at the different districts. I'd like to put a letter out to the you know Joint Board and the other districts as well as maybe the town and School Board just asking for any ideas or certainly with the five districts if there is any other joint purchasing we can do. So if nobody objects to that I'll do that and I'll make sure I talk to Patrick about it as well just so in his other capacity as Emergency Management Coordinator, although we talked about it already, I don't want him to get caught off guard.

Commissioner J.C.K.: Okay, anybody got anything? Everybody good with that? Okay with that. Fire Prevention – Commissioner Minkler.

FIRE PREVENTION:

Commissioner R.M.: Thank you Mr. President. The report is dated April 5th and covering March – Fire Investigations – 3; Total inspections completed in March – 43; Complaints and Spot inspections – 3; Life hazard uses – 21; Non-life hazard uses – 19; Total re-inspections – 51; Total amount billed in March - \$35,250.00; Total amount collected in March - \$1,376.00. That is my report.

Commissioner J.C.K.: Okay, any questions for Fire Prevention? Okay let's see what else we got here - Hydrants and Radios – Commissioner Minkler.

RADIOS AND HYDRANTS:

Commissioner R.M.: Okay, thank you Mr. President. Watson Avenue hydrants are under progress still. The Turnpike project the water is turned on up to the new double steamer hydrant which is located at the main entrance to the Turnpike authority. This also includes the hotbox and the private hydrant in the yard. The water company has a delay due to the casing that goes underneath the Turnpike. It is not in great shape so this means they cannot pull the new pipe through the casing and we'll have to micro tunnel a new line. Expense of the project is costing over one million dollars and the water company will not be able to continue with this project if it goes over a million dollars. They will need licenses from the Turnpike for the new crossings and it might take six to eight months for additional to get this. Since the six inch line is abandoned on Route 9 the hydrant on Bunns Lane and Route 9 is out of service for now and that has been noted downstairs at the desk for all the officers and firefighters. The fire official spoke with the water company today and if there is going to be a long process to tie in the water back into the new main we will have to

figure out a way to get that hydrant back up and running on the corner of Bunns Lane and Route 9. Also under Hydrants and Radios we're going to be purchasing twelve new pagers and one other thing under Fire Prevention is we're going to be purchasing a new tablet.

Commissioner J.C.K.: Okay, anybody got any questions on Hydrants and Radios? Everybody okay with the pagers and tablet?

Commissioner T.H.: We definitely need them, yes.

Commissioner J.C.K.: Alright.

Commissioner R.M.: Thank you.

Commissioner J.C.K.: Safety -- Commissioner Gardner.

SAFETY:

Commissioner K.G.: Thank you Mr. President, just a follow up on one item in particular. Patrick just said he was going to look into the backup camera for Engine Three. I don't know if anybody has any update on that.

Commissioner J.C.K.: He'll be here in a little bit.

Commissioner K.G.: Okay, we can follow up then with him on that and just progress on the other items.

Commissioner J.C.K.: Okay, any questions for Safety?
Liaison To The Volunteer Fire Company -- Commissioner Gardner.

LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner K.G.: I would request an Executive Session with the chief if he's able to make it later or as soon as possible. Outside of that I'll just leave the report to Ex-Chief Hapstak.

Commissioner J.C.K.: Okay, I think we're going into Executive anyway so.

Commissioner K.G.: Alright, we're going to speak on some LOSAP issues with the volunteers as well. I know we had sent a letter to them asking for some discussion and we're about to have it.

Commissioner J.C.K.: Okay, so that's good. Okay, any questions for Liaison to the Volunteer Fire Company?

Commissioner R.M.: Negative.

Commissioner J.C.K.: Okay, we'll move to Report of Payroll and Bills for March.

The report of Payroll and Bills for March, 2016:

Maria Bucsanszky: The report of Payroll and Bills for the month of March, 2016.

Bills: \$808,942.56 Payroll: \$294,378.01

Commissioner Todd Howell made a motion to accept the Payroll and Bills which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Okay, Treasurer's Report.

TREASURER'S REPORT:

Maria Bucsanszky: The treasurer's report for April 6th, 2016

Previous Balance -- March 2 nd , 2016	\$4,963,160.72
Deposits	\$ 3,242.40
Payroll and Adjustments	\$ 294,454.55
Current Bills	\$ 880,942.56
Ending Balance as of April 6 th , 2016	\$3,791,006.01

Commissioner Todd Howell made a motion to accept the Treasurer's report as read which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: Move on to Communications.

COMMUNICATIONS:

Maria Bucsanszky: All communications have been passed through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business -- Commissioner Minkler.

UNFINISHED BUSINESS:

Commissioner R.M.: None at this time sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: None.

Commissioner J.C.K.: Commissioner Gardner.

Commissioner K.G.: No thank you Mr. President.

Commissioner J.C.K.: Attorney Chris.

Christopher Howell, Attorney: Nothing Mr. President.

Commissioner J.C.K.: Okay, Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Mr. Bernstein, anything?

Mr. Bernstein: Nothing.

Commissioner J.C.K.: The only thing I got under Unfinished Business is going to be just the training report for April. Training in March was 209 Hours. In the past three months both the career and the volunteer department took in part on the Ray meter and CO alarms and incidents from Genelle Safety. We went over the operation and use of the Ray meters. We also have a Power Point presentation with recommendations of an SOG that will be decided upon the Chief and the Board. This is for CO alarms which are in here. The career department has completed the Refresher Training 2017. We currently have eighteen volunteers who have finished their training for 2016. We also have one new member who completed Firefighter One bringing the total number of interior certified firefighters to nineteen. In April there's that lineup for an Active Shooter Drill being held by the FBI. That is tonight over at the Middle School. In March all the members of the career department drove the new apparatus around the district. They drove on the streets of all sizes and made left and right turns. All new career members will continue. In April they'll go through with Fire Prevention on their life hazard inspections. This will be for larger buildings to help them see the interior layout of the building, fire alarm panel locations, fire department connections and coordinate with Captain DeLisi for preparing information. The officers have been advised that this is opened to any member of their shift who wishes to attend. The Excel training by Excel One was completed. Excel Two is coming up. There is a limit of fifteen people to the class. Since the Excel program is used by the department the knowledge of the program is beneficial for everyone. It also will help our volunteers who are looking for jobs on the outside to give them outside training to help them succeed maybe in a different career. For the month of May we'll hold a live burn at the Training Academy. We're still looking into that. It seems that we had communication out before the vacations were picked last year but now we seem to be getting feedback that people have personal conflicts to be able to attend training so we're going to look at that and see what we need to do to adjust that. Also Captain Kenny and Captain Golden attended

CEVO class that is with the JIF which was held by the Edison Fire Department which covered about self-appraisals, apparatus inspections, cushion of safety driving; really it was about driver safety. It wound up being that actually it was some of those things that they actually use on some of their recommendations that they come out with is actually from the International Fire Chief's Association and stuff. One of those is like a CO alarm that there's no one reported trapped that would be a non-emergency response and it actually explains about potentially the liability that the firefighter who is driving that apparatus or that vehicle could be held liable for if there was an accident that they caused or they were found guilty to causing the accident. So I think I'm going to have this training. It's going to be with the four shifts. It's going to be needed for the volunteers also since at times they could be driving our vehicle. Otherwise they won't be allowed to really drive the vehicle and this will...I think Chris you can agree with or give some feedback here but I think this will greatly reduce the exposure to the department by having this driver training through our insurance carrier and making him aware of you know what their potential do's and don'ts are followed up with maybe some more robust SOGs.

Christopher Howell, Attorney: Okay, (inaudible).

Commissioner J.C.K.: Okay and they're working on getting this thing.....

Commissioner K.G.: Jack what is that....so what is that going to be a class?

Commissioner J.C.K.: Yeah it's three and a half hours. They'll be here at the firehouse. They went up...Edison just did it and Edison did it because of the amount of motor vehicle accidents that they were having so it actually enlightened...I know that the two that went to it were very eyes opened when they got out and they realized when the JIF representative explained to them you know what's involved. You know if you have a fire alarm...now if you're going to a fire alarm and you're potentially blasting on the federal siren or the air horn and you know all of a sudden someone turns around and you know they go and they turn and they crash into a pole or something like that well then the fire district could be held liable because there was no report of anyone trapped in the building. We were responding to a fire alarm at a building. So what was the need to have to put that much more confusion out to the public so you find out a lot about how much you personally can be held liable.

Commissioner K.G.: So are we...is that going to again cause us to incur overtime or can we do it...

Commissioner J.C.K.: We're going to do it on the shifts but we will have the back bill some of the shift. We're going to try to use the Fire Prevention to help fill in but you know we're going to have to try to find a balance here too because the volunteers are going to need to go to that if they're going to operate a vehicle of ours so they're protected also.

Commissioner K.G.: Are they requiring us to have it? I mean we haven't had any accidents or any lawsuit, right, in our district. I'm sorry if Edison is having some problems but....

Commissioner J.C.K.: Well actually you have. We had a captain that was sued.

Commissioner K.G.: Oh, that's right that wasn't too long ago. I mean I remember....

Commissioner J.C.K.: Right and we so far smacked up three vehicles so far this year.

Commissioner K.G.: Okay.

Commissioner J.C.K.: So.

Commissioner K.G.: Okay, I appreciate you trying to do what you're doing. If any overtime we can avoid so we can have it in the bank in case of bad weather, fires, etc. we have it there.

Commissioner J.C.K.: Okay.

Commissioner K.G.: I appreciate your consideration.

Commissioner J.C.K.: No problem. Okay, anybody got any questions on the Training Report? Okay Commissioner Kenny, Commissioner Howell gave your report on Vehicles. The only question out there was is there any feedback on One Three about a backup camera?

Commissioner P.K.: Still working on it, working on getting a price to get it on there.

Commissioner J.C.K.: So we don't have one?

Commissioner P.K.: No.

Commissioner J.C.K.: Okay so you're getting the price? Okay, do you have any elsewhere that you wanted to bring up?

Commissioner P.K.: No I'm sure you covered everything.

Commissioner J.C.K.: Okay, how about Unfinished Business?

Commissioner P.K.: I have nothing right now.

Commissioner J.C.K.: Okay, New Business.

NEW BUSINESS:

Commissioner P.K.: Nothing right now. Just Executive Session that's all.

Commissioner J.C.K.: Okay, Commissioner Minkler.

Commissioner R.M.: Nothing at this time.

Commissioner T.H.: Me either.

Commissioner J.C.K.: Ken.

Commissioner K.G.: The only other items to report Mr. President in relation to the volunteers is that there was some confusion at JFK as to whether or not they would give our volunteers evening hours if they needed to go for a physical and you reminded them of that as part of the deal the confusion occurs because we send them people when we're doing our annual refreshers so people are going in January, February and March and then JFK is not seeing them for the rest of the year so you know for another eight..... you know they said you know we didn't have anybody for eight months so why do we need to have somebody here so we reminded them as to how we're doing it and Maria spoke to them after I did and sent an email to our officers as well as the chief so we followed the proper procedure and we will make sure that the volunteers do not have to take vacation time but that they will be having night hours or some time available for them to go for their physicals if needed.

Commissioner J.C.K.: Okay, anybody got any questions for that?

Commissioner T.H.: Negative.

Commissioner J.C.K.: Okay.

Commissioner T.H.: Under New Business I'd like to make a motion that we pay these following add-on bills. There are eleven of them and the totally is \$106,731.95 for various vendors. I'll make that a motion that we pay that as add-ons.

Commissioner Todd Howell made a motion to pay the eleven add-on bills for a total of \$106,731.95 which was seconded by Commissioner Ken Gardner and carried unanimously.

Commissioner J.C.K.: Okay, you got anything else?

Commissioner T.H.: No.

Commissioner J.C.K.: Ken.

Commissioner K.G.: No.

Commissioner J.C.K.: Okay, Chris.

Christopher Howell, Attorney: No.

Commissioner J.C.K.: Maria.

Maria Bucsanszky: Nothing.

Commissioner J.C.K.: Eric.

Eric Bernstein: Nothing.

Commissioner J.C.K.: Okay, Lisa sent me sent me an email. I think the subscription for the Firewall is up for renewal. I know it's not more than forty-five hundred so I'm looking to have Best Tek update this subscription for the Firewall on the computer system.

Commissioner Todd Howell made a motion to pay for the subscription for Firewall on the computer which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: I'm going to want to go into Executive Session on two things. One of the things I'd like to go into Executive Session on is I'd like to talk about the legalities of possibly cross-training within the department. The function of what everybody's roles and responsibilities have been I thought were clearly known and I guess maybe I was a little bit of a stonewall in this because I truly believed and I still in my heart somewhat I do believe so but I'm sitting here on the Board. We also have a responsibility for the safety of all the firefighters at the fire scene and we cannot allow where there is potential exposure to our firefighters with not having equipment staffed at the scene to respond if something did go bad during it. So I wanted to talk about the legalities of maybe turning around and trying to see if cross-training the volunteers and maybe if our career guys are inside fighting fires then they would take over the apparatus or maybe even having District 2 and District 7 guys trained and if they seem on Mutual Aide that they could then come help out. So I wanted to just go into the legality of all that and see where we stand with that, with the contract and everything. The other part is I wanted to talk about to in Executive about a supervisor here on days, non-representative, to see the day to day activities that are going on here and we came from a very small little operation and we're going into a major business and I know we try our best here to do dual roles as administrators and as department heads but I know things have grown quite largely so I'd like to talk in Executive about the legalities of something of that nature. That's all I have there. Anybody got any questions? Okay, then we'll move into the Remarks, Comments and Questions from the Audience and we'll start with the Chief's Report.

CHIEF'S REPORT:

Michael Hapstack: On behalf of (inaudible) there's going to be an active shooter participation at the high school tonight.

	<u>2016</u>	<u>2015</u>
March Calls	59	64
Year to Date	186	185

Michael Hapstack: Bruce would like to thank the Board for checking on him after his operation. As all can see he is back responding and serving the community for Fire District No. 1. I'd like to thank the Board for use of the backroom and equipment for the St. Patrick's Day parade; everything went good. He had an officer's meeting in March and the next meeting will be Saturday, April 16th at 9:00 A.M. He will be updating the officers on company events and procedures. New firefighters using Fire One class and new members did sign up for a gym class. Those gear issues have been taken care of. Completed drill on the radios and COs in March. We'll have a drill on April 26th on new firefighting methods and on the Live Burn may practice those methods. He left two pictures with the Board to hang on the walls of the current apparatus in service but he noticed there is no picture of 126 on the wall nor are Vehicles 132, 131 and 136. I'd like to report information on the hot stick. Neither are protecting for live down wires and we'd like the Board to check into it the purchase of buying two new ones so each vehicle has one and he also has the letter from PSE&G on the emergency contact numbers in case we don't have them. He also left a copy of January Chief's Report. When going over the draft of the March meeting he found when talking about the number of pieces going on a fire and manpower he stated it was Chief Fee. It needs to be corrected to Chief Horvath since he is the chief and he did give the report; Page 17 and Page 31.

Commissioner J.C.K.: Thank you very much we will so note that, Maria please.

Michael Hapstack: He'd like to thank the career officers and firefighters for the three events we had recently, Two and Four for handling of the acid emergency at the strip mall and the fire down the street. He'd like to thank Jean Court as a precautionary measure and he was fine by the way. This year we've had three major fires in the district Sincerely, Chief Horvath.

Commissioner J.C.K.: Okay, anybody got any questions for the Chief's Report? Okay, anyone else for Remarks, Comments and Questions from the Audience?

REMARKS, COMMENTS AND QUESTIONS FROM THE AUDIENCE:

Commissioner J.C.K.: Yes sir.

Keith Repace, President of Local 290: Thank you Mr. President, I have a few things tonight. First I'd like to read a letter to you or to the Board. As the Board is well aware a member of the Woodbridge Volunteer Fire Company wore a Ku Klux Klan insignia pin on the fire company uniform while participating in the Woodbridge St. Patrick's Day parade this year. This pin depicts an extremist group which advocates white supremacy, anti-immigration and has advocated terrorist acts against non-whites, immigrants, capitalists and Jews. There are numerous members of Local 290 and their members who are part of one or more of these targeted groups. I feel that wearing this pin creates a hostile and threatening environment. I on behalf of my members and the general public I'd like to know what action the Board of Fire Commissioners is taking to assure that such a display of hostilities precluded from future occurrences and this chance or possibility has been eradicated from the Woodbridge Fire District No. 1. I was supposed to send this to you in a letter and I just ran out of time.

Commissioner J.C.K.: Okay, well I think if I'm correct you personally took Commissioner Howell and a few of the other Executive Board members into the library and asked this question and Commissioner Howell did give you the answer. Am I correct?

Keith Repace: He said he would get back to you and also that the volunteer fire company was handling it.

Commissioner J.C.K.: So you had an answer.

Keith Repace: Okay, so in the event of a lawsuit of the general public you know they're going after the Board of Fire Commissioners because the Board of Fire Commissioners did have sensitivity training for probably all the members, correct?

Commissioner J.C.K.: I would have to see what the records show who got the sensitivity training.

Keith Repace: Okay. I just want to know where the Board of Fire Commissioners, since you're the ultimate administrators in this department what are your thoughts on it.

Commissioner J.C.K.: We will talk about it in Executive Session and then we'll see but I think that Commissioner Howell clearly gave you a very defined answer. When you questioned him you asked for an unprompted meeting. He actually addressed your issues immediately because he knew of the severity of this situation.

Keith Repace: Okay, that's fine with me.

Commissioner J.C.K.: Anything else? Go ahead.

Keith Repace: I filled out an OPRA request regarding the insurance certificates for the dates of March 12th and March 13th regarding alcohol on the premises of 14 School Street and how much the extra insurance is and who pays for it. I received an email that no such documents are for review.

Commissioner J.C.K.: No such documents exist.

Keith Repace: Okay, so do we have an alcohol policy for the department and is that only for.....

Commissioner J.C.K.: Are you asking about the OPRA request or you're on another question?

Keith Repace: That's probably the wrong one but I'll look into it.....

Commissioner J.C.K.: Because the OPRA request is about insurance.

Keith Repace: I'll go over the OPRA request tomorrow.

Commissioner J.C.K.: Okay, sure.

Keith Repace: I'm waiting.....there's no certificate of insurance or anything?

Commissioner J.C.K.: No, you asked for a copy and we stated to you that there is no such document.

Keith Repace: Okay and do we have an alcohol policy that requires a Certificate of Insurance to the Board of Fire Commissioners?

Commissioner T.H.: No.

Commissioner J.C.K.: So we're done with Question No. 1?

Keith Repace: Yeah, sure.

Commissioner J.C.K.: Okay so we're done with the insurance?

Keith Repace: For right now yes.

Commissioner J.C.K.: So now you want to know if there's a policy that says that the volunteer fire company has to get a certificate for serving alcohol.

Keith Repace: For the volunteer fire company. I just want to know if for March 12th and March 13th was there any type of certificate of insurance provided to the Board of Fire Commissioners.

Commissioner J.C.K.: No.

Commissioner T.H.: No.

Keith Repace: And are we allowed to....so if we don't have an alcohol policy who is this policy for?

Commissioner J.C.K.: I don't understand the question.

Keith Repace: Okay, the alcohol policy that I'm assuming that is in place it's in for the career department, the volunteers or everybody?

Commissioner J.C.K.: Are you talking about an SOG policy or are you talking about an insurance policy, are you talking about a permit policy?

Keith Repace: I'll start with an SOG.

Commissioner J.C.K.: An SOG?

Keith Repace: Yes.

Commissioner J.C.K.: I think there is something but I would have to get the SOGs to clearly read it so I don't be mistaken on record but I'll get back to you on that.

Keith Repace: I appreciate that. So this is in continuation or the permits and the OPRA request. So in the minutes of the last meeting where it says the necessary paperwork is on hand could you explain what that means?

Commissioner J.C.K.: Oh the necessary paperwork, on yeah. I think you may have to ask the volunteer fire company to get the exact but I think the president is right here so if he wants to answer or doesn't want to answer but I think that the volunteer fire company went down to Town Hall and obtained the necessary permits for the serving of alcoholic beverages to the public at no charge.

Keith Repace: Okay so do I have to OPRA the volunteer fire company?

Commissioner J.C.K.: Well you didn't ask for that. You asked for a copy of the insurance.

Keith Repace: Well aren't you supposed to provide insurance?

Commissioner J.C.K.: Let's say that we don't have insurance.

Keith Repace: So you don't have any type of documentation that the insurance policy will be in a civil event policy specifically naming and identifying the Board of Fire Commissioners at the event holder's expense?

Commissioner J.C.K.: We do not have a document, a paper document, in hand that has....we have no paper document for the insurance.

Keith Repace: Okay, so am I correct or incorrect in saying that possibly the volunteer fire company has possibly violated the building's alcohol policy and are they....

Commissioner J.C.K.: I don't think so.

Keith Repace: You don't think so, okay.

Commissioner T.H.: How did they violate it?

Keith Repace: Well I'm looking for a copy of the policy.

Commissioner J.C.K.: You're at the wrong place. I'm going to cut this short...you're at the wrong place.

Keith Repace: I am?

Commissioner J.C.K.: Yeah.

Keith Repace: Okay. I'm going to give this to the president of the volunteer fire company for an OPRA request.

Commissioner J.C.K.: No, you're at the wrong place with him.

Keith Repace: Am I? I want to see what they got, what they provided.

Commissioner J.C.K.: You need to see...I'm going let you know Mr. Repace where you can go. You need to see Mr. Robert Landolfi, the manager of the JIF of Woodbridge Township, who we go under for our insurance. We receive a bill. They let us know if everything is covered or not. So I spoke to Mr. Landolfi, you're more than welcome to go over there and give him an OPRA request and then he'll get you the documents that you're looking for.

Keith Repace: Okay, but the volunteer fire company had not provided anything to Mr. Landolfi.

Commissioner J.C.K.: What do you mean?

Keith Repace: Okay, so if I'm going to have alcohol on the premises where do I go?

Commissioner J.C.K.: You got to go to I think...what is it John Mitch?

Commissioner T.H.: John Mitch.

Commissioner J.C.K.: John Mitch.

Keith Repace: I don't want to bring the (inaudible) to public. I just want to have...I have a meeting tomorrow night.

Commissioner J.C.K.: Right.

Keith Repace: Is it okay for me to bring alcohol on the premises?

Commissioner J.C.K.: Yeah.

Keith Repace: It's okay?

Commissioner J.C.K.: Yup.

Keith Repace: Okay.

Commissioner P.K.: Hold on. Is there going to be outside people from outside coming in?

Keith Repace: Outside of the Local 290? No.

Commissioner J.C.K.: Outside the volunteer fire company.

Keith Repace: The meeting is not open to the volunteer fire company.

Commissioner J.C.K.: I don't know you're...

Keith Repace: Local 290. I have a union meeting tomorrow night.

Commissioner J.C.K.: Okay.

Keith Repace: I want to know if I could bring alcohol on the premises and if I can do I have the paperwork that I have to provide to anybody.

Commissioner J.C.K.: Oh, again you would have to put a request into the Board of Fire Commissioners.

Keith Repace: Okay, so I can give that to you tonight?

Commissioner J.C.K.: Sure.

Keith Repace: Can I do it verbal?

Commissioner J.C.K.: No you have to give it in writing.

Keith Repace: Okay. That's all I have thank you.

Commissioner J.C.K.: Okay.

Keith Repace: For now.

Commissioner J.C.K.: Okay, anybody else from the public. Okay so we're going to go into Executive Session and talk about the legality of cross training, about legality for a supervisor on day to day and also personnel matters regarding with the volunteers. I know that the volunteers also wanted me to talk about the LOSAP and we're going to be talking about Employee 1286, 2417, 1294, 1410, and 1285.

Commissioner Robert Minkler, Sr. made a motion to go into Executive Session about the legality of cross training, legality for a supervisor, personnel matters with the volunteers and LOSAP at 7:45 P.M which was seconded by Commissioner Pat Kenny and carried unanimously.

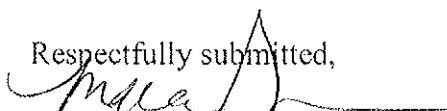
Commissioner Todd Howell made a motion to return to the regular meeting at 9:55 P.M. which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

Commissioner J.C.K.: So in Executive Session there were several items that we spoke about. One is the labor attorney is going to look into contractual issues for training the volunteers and assigning a pumper to the volunteers. Legally he's going to get back to the Board on a fulltime director. The Board is going to gain information to the Labor Lawyer on his ongoing investigations. On Liaison to the Volunteers he's going to spoke to the volunteer officers about making sure that the volunteer officers get the volunteers to relive the careers so they can get back to manning the apparatus and legal is going to look into an intralocal with the county for fire investigations and inspections. Anybody else got anything to come in front of the Board?

Commissioner T.H.: That's it.

Commissioner Robert Minkler, Sr. made a motion to adjourn the meeting which was seconded by Commissioner Patrick Kenny and carried unanimously at 9:57 P.M.

Respectfully submitted,


Maria Bucsanszky
District Clerk

WOODBRIIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

April 6, 2016

4/02/16

Date	Num	Name	Memo	Amount
BCB Community - Voucher				
03/03/2016	15048	PSE&G	Electric - Firehouse	-760.84
03/03/2016	15049	Airtec Service Inc	Duchess Cassette Repair & Labor	-285.00
03/03/2016	15050	Canon U.S.A. Inc	ACCOUNT #1233060903 - January 2016	-87.78
03/03/2016	15051	Fords Lawnmower	Repair K950 Saw - Replaced Starter Assembly	-137.17
03/03/2016	15052	Lexis Nexis Matthew Bender	Renewal NJ Admin Code Title 4A Civil Services with Ser...	-73.00
03/03/2016	15053	Matthew Fitzgerald	OSIC Training Courses (2) Feb. 9,13,15,16,23,27, 2016	-2,000.00
03/03/2016	15054	Spectrotel	Account #348180 - CAD/Alarm/Solar/Landline	-100.88
03/03/2016	15055	Survivor Fire & Security Systems, Inc	E-Fire Extinguisher Inspection	-110.00
03/03/2016	15056	TASC Fire Apparatus, Inc	3 - Black Diamond Bunker Boots	-930.00
03/03/2016	15057	Township of Woodbridge-Comptroll...	Phone Bill - February 2016	-180.00
03/03/2016	15058	PSE&G	Electric - 400 School St & Back Garage	-118.50
04/01/2016	TEPS	Division of Pension & Benefits	2016 PFRS Annual Employer Appropriation	-610,762.00
04/01/2016	TEPS	Division of Pension & Benefits	2016 PERS Annual Employer Appropriation	-6,443.00
04/01/2016	15059	Catherine Crowe	Health Benefits Reimbursement - March 2016	-540.45
04/01/2016	15060	JOHN TAKACS CONSTRUCTION ...	Rent - 400 School Street & Back Garage - April 2016	-1,975.00
04/06/2016	TEPS	State of NJ- Health Benefits Fund	April 2016 Health & Prescription	-73,779.57
04/06/2016	TEPS	State of New Jersey- Health Benefi...	Reliree Health Benefits - April 2016	-39,268.60
04/06/2016	15061	ADVANCE AUTO PARTS	ACCOUNT #1872535921 - Supplies	-180.84
04/06/2016	15062	AT&T	732-636-1725 Landline A/C# 0555384092001	-40.97
04/06/2016	15063	Best Tek Support LLC	Invoice # 7653 Symantec Renewal,7624 Micro Office S...	-1,629.00
04/06/2016	15064	Bowco Laboratories Inc	Regular Service -March 2016	-35.00
04/06/2016	15065	Campbell Supply, Inc	Eng 1- Electrical Repairs	-138.60
04/06/2016	15066	Carpet Maven, L.L.C	Carpeting for Library - Captain's Office	-750.00
04/06/2016	15067	Charles Mangione	Reimbursement - NJ IAAI Convergence	-421.98
04/06/2016	15068	Christopher Howell	Monthly Fee - April 2016	-4,000.00
04/06/2016	15069	Comcast	Account #8499 05 340 0528238-Xfinity-TV	-14.07
04/06/2016	15070	Dorothy Wilcox	Health Benefits Reimbursement - March 2016	-540.45
04/06/2016	15071	Elizabethtown Gas	Account #7423328542 - Back Garage - 01/25/2016-02/2...	-102.52
04/06/2016	15072	FF1 Professional Safety Services	Auto-Crib (Sold as Pair)	-1,862.00
04/06/2016	15073	Image First	Laundry Service	-196.87
04/06/2016	15074	Jim's Automotive Center Inc	Vehicle #131-Checked Out Electrical & Charging System	-65.00
04/06/2016	15075	Jim'Signs	Graphic Lettering - Car #1-3-7	-735.00
04/06/2016	15076	Keith Repace	Reimbursement - NJ IAAI Conference	-315.00
04/06/2016	15077	Life Insurance Company Of North ...	Policy #GL-5474 Volunteer Life Insurance - April 2016	-330.52
04/06/2016	15078	Madsen & Howell, Inc	Supplies	-276.86
04/06/2016	15079	Maria Bucsanszky, E.A.	Monthly Fee - April 2016	-4,922.50
04/06/2016	15080	Mary Ann Sofka	Transcription of March 2 2016 - Regular Meeting Minutes	-50.00
04/06/2016	15081	Michael A Bilyak Electrical Contrac...	Replaced Defective Switch in Restroom	-126.00
04/06/2016	15082	New Jersey Fire Equipment Co	Inspection of Pack - Bench-Test and Repairs	-1,825.50
04/06/2016	15083	New Jersey State Association of Fi...	2016 Dues	-300.00
04/06/2016	15084	Occupational Health Services- JFK...	Fit Testing Physical	-200.00
04/06/2016	15085	Owen S Dunigan & Co, Inc	Supply & Installed new Gasket Sets of Two B&G Circuitat...	-200.94
04/06/2016	15086	Silent Companion Corp	Account #2196 - Semi-Annual Alarm Monitoring	-66.00
04/06/2016	15087	Sophie Bader	Reimbursement - Health Benefits - March 2016	-540.45
04/06/2016	15088	Standard Insurance Company	Life Insurance - Policy #136829 - April 2016	-3,557.56
04/06/2016	15089	Staples	6035 5178 2030 0944 Supplies	-80.62
04/06/2016	15090	Stone Mountain Printing	500-Voucher	-31.70
04/06/2016	15091	TASC Fire Apparatus, Inc	1-G Globe gold G-XTREME coat & pants	-2,323.88
04/06/2016	15092	Township of Woodbridge Sewer Utili...	Account #82031000-0 2016 Sewer Use Tax	-1,059.60
04/06/2016	15093	Turnout Fire & Safety	Tailoring of Uniforms	-287.62
04/06/2016	15094	United Parcel Service	Account #XV0896 - Shipping	-39.39
04/06/2016	15095	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-137.66
04/06/2016	15096	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage - April 2016	-1,544.40
04/06/2016	15097	Woodbridge Chamber of Commerce	2016 Membership Dues	-165.00
04/06/2016	15098	Woodbridge Fire Co No.1	Partial 2016 Annual Stipend	-22,406.51
04/06/2016	15099	Elizabethtown Gas	Account #2164284700 -Firehouse - 01/25/2016-02/24/20...	-1,173.89
04/06/2016	15100	Occupational Health Services- JFK...	Fit Testing Physical	-55.00
04/06/2016	15101	TASC Fire Apparatus, Inc	12 Shelby Fire/Wall Gloves	-978.14
04/06/2016	15102	Verizon Wireless - Laptop Modems	Account #982554463-00001 - Laptop Modems	-608.24
04/06/2016	15103	Occupational Health Services- JFK...	Fit Testing Physical	-80.00
04/06/2016	15104	TASC Fire Apparatus, Inc	1 Bunker Boots, 12 Nomex Hood and repair to GXTREM...	-1,209.20
04/06/2016	15105	Occupational Health Services- JFK...	Fit Testing Physical	-143.00
04/06/2016	15106	Occupational Health Services- JFK...	Fit Testing Physical	-80.00
04/06/2016	15107	Occupational Health Services- JFK...	Fit Testing Physical	-80.00
04/06/2016	15108	Occupational Health Services- JFK...	Fit Testing Physical	-55.00
04/06/2016	15109	Occupational Health Services- JFK...	Fit Testing Physical	-80.00
04/06/2016	15110	Occupational Health Services- JFK...	Fit Testing Physical	-150.00
04/06/2016	15111	Occupational Health Services- JFK...	Fit Testing Physical	-120.00
04/06/2016	15112	Occupational Health Services- JFK...	Fit Testing Physical	-55.00

Date	Num	Name	Memo	Amount
04/06/2016	15113	Occupational Health Services- JFK...	Fit Testing Physical -	-55.00
04/06/2016	15114	Occupational Health Services- JFK...	Fit Testing Physical -	-55.00
04/06/2016	15115	Occupational Health Services- JFK...	Fit Testing Physical -	-80.00
04/06/2016	15116	Board of Fire Commissioners Distri...	2nd Quarter 2016 Dispatch Service	-18,400.78
04/06/2016	15117	Township of Woodbridge	2016 Radio Maintenance Fee	-15,000.00
04/06/2016	15118	Postmaster-Woodbridge	2 Rolls of 49 cent stamps	-98.00
04/06/2016	15119	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 04/01/2016- 04/30/2016	-11,134.15
04/06/2016	15120	MIDDLESEX WATER COMPANY	Hydrant Service - March 2016	-40,871.47
04/06/2016	15121	Township of Woodbridge-Comptroll...	Phone Bill - March 2016	-180.00
04/06/2016	15122	Canon U.S.A. Inc	ACCOUNT #1233060903 - February 2016	-101.55
04/06/2016	15123	Comcast	Account #8499 05 340 0759387 Internet	-95.90
04/06/2016	15124	Image First	Laundry Service	-194.16
04/06/2016	15125	Lowe's	Account #82131319024076 - Supplies	-174.39
04/06/2016	15126	Spectrotel	Account #348180 - CAD/Alarm/Solar/Landline	-100.68
04/06/2016	15127	Stephen Weber	Reimbursement - NJ IAAI Conference	-439.08
04/06/2016	15128	Spectrotel	Account #348561 Clerk	-43.33
Total BCB Community - Voucher				-880,942.56
TOTAL				-880,942.56