

Minutes of the Regular Meeting of the Board of Fire Commissioners, Fire District No. 1 was held on Wednesday, July 1, 2020 at 7:00 P.M.

Commissioner John C. Kenny called the meeting to order.

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. Also a special moment of silence for the following members and family members that have passed since our last meeting: Richard Gould, Life Member of the Woodbridge Volunteer Fire Company and Fire Commissioner from 1982 to 1987 and 1995 and 2014; Richard Schwartz, Life Member of the Woodbridge Volunteer Fire Company; Dorothy Wilcox, wife to Past Chief and Life Member and retired member of Local 290 George Wilcox and Dorothy Kochelik, wife to Life Member, Financial Secretary, Past Chief Robert Kochelik.

PRESENT: Commissioner John C. Kenny, Commissioner Patrick Kenny, Commissioner Robert Minkler, Sr., Commissioner Todd Howell, Commissioner Jeffrey Moran

ALSO PRESENT: Attorney – Christopher Howell
Clerk – Maria Bucsanszky
Acting Chief John Golden

Commissioner J.C.K.: I need approval for the minutes of the April meeting.

Commissioner Todd Howell. made a motion to approve the minutes of the April 1, 2020 Regular Meeting which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Okay, moving into Committee Reports. Personnel – Commissioner Moran.

COMMITTEE REPORTS:

PERSONNEL AND LIAISON TO THE VOLUNTEER FIRE COMPANY:

Commissioner J.M.: First item is I'd like to announce that Chief Charles Kenny retired the end of April and I would like to name Deputy Chief John Golden as the Acting Chief of the Department until such time as we move through the Civil Service process.

Commissioner J.C.K.: Okay, I have a motion.

Commissioner Jeffrey Moran made a motion to name Deputy Chief John Golden as Acting Chief of the Department until such time as they move through the Civil

Service process which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner J.C.K.: Congratulations Acting Chief Golden.

Acting Chief John Golden: Thank you.

Commissioner J.M.: Training report – I've been training Battalion Chief Robert Minkler who has been working with Deputy Chief Balog with an online training company called Target Solutions and we're looking into their program and had a conversation with the departments who have been using them for their online training. We'll expedite a lot of the redundant courses especially for the department. They have gotten makeup exam dates for the Fire Inspection Test for those who may need it. He's working with the County Fire Academy for a Pump Class for August or September and try to determine where the classes will be for that. Avenel and Fords are again interested in participating with Woodbridge members in the Pump Class for shifts. They're directing a drill down at the Shell pond with huge directive procedures. They invited the Volunteer Fire Company to attend and Chief Hapstak attended. Members are continuing to take the Division of Fire Safety courses that have been put online. We researched the EMT Core and Pressure Class held, the one that we do jointly with the township for Police, Fire and EMS. The new hires are continuing their training on the engines, pumping, driving, hooking up etc. and they have completed their pumping exam for the engines. Port Reading Fire is offering on-scenes in the Commander. This is the class that was postponed due to the COVID-19 situation. And a member of the Volunteer Fire Company has started Fire One at night. The class was started and then suspended. Classes are being done online now continuing and there will be three members starting Firefighter One day class on June 29th with the Volunteer Fire Company. Preplanning – At 10 Green Street they have arranged for the shifts to site visit 10 Green Street which is the buildings on the corner where the QuickChek was. The construction at Ross Street, the gymnasium, is continuing. We will be monitoring that for Preplanning also. Battalion Chief Mark Minkler attended a zoom meeting on the 10 Main Street construction project which is scheduled to start in a week which is extension of the parking lot adjacent to Parker Press, it's an awarded project, and we will be monitoring that with Planning and Preplanning. We also scheduled site visits for volunteers to 1 Woodbridge Center mall. The Jewelry Exchange building has been turned into a residential building on the upper floors and under 950 U.S. Highway 1 North the Turnpike's storage facility and they're scheduled for Sunday, July 12th. Shifts have been assigned to plan their scenarios for the month and mobilizing the CAD incubation of the updated essay to get more information on addresses. That's my report Mr. President.

Commissioner J.C.K.: Okay, any questions for Commissioner Moran? Alright seeing none we'll move on to equipment – Commissioner Howell.

APPARATUS – VEHICLES:

Commissioner T.H.: Thank you, this report is the summary of the equipment reported for the month. Engine 1-1 we repaired the door alarms and it was done by the shift and we replaced the broken placard on the rear step also. Engine 1-2 the officer's side hose bed spot light was replaced in-house and the temperature alarm was sounding while the generator was operating and that is being addressed as we speak. Engine 1-3 driver's rear discharge gauge is not reading; Campbell replaced it. The front bumper nozzle is being repaired by TASC. On Truck 1-2-6 it is now, as we speak again, at Campbells to repair to the aerial PTL. Car 1-3-5 the radio is shutting off intermittently and it's not a radio issue it's an install issue and it has been followed up on a trouble shooting basis. Other items I would like to note are the X450 Pick Up truck has been sent to Agin Signs for lettering and additional COVID-19 supplies were ordered and received and that's the end of my report Mr. President. I would like to have the entire report go made part of the minutes, thank you.

Commissioner J.C.K.: Any questions for Commissioner Howell? Okay, we'll move into Buildings – Commissioner Minkler.

BUILDINGS AND GROUNDS:

Commissioner R.M.: Thank you Mr. President. The June 26th, 2020 monthly Building Report for July, 2020: Washer and dryer was installed in the boiler room and in use. Bowco did the monthly treatment. Ice machine service done on 6/8; lawn sprinkler service Zone Two repaired. Airtech Service BC office AC unit on 6/16. Plan and sketch for officer's dorm submitted to DC Paul. Bilyak Electric installed lights and new doorbell camera in DC office. Dunigan Plumbing is still awaiting parts for heat pump number one; original date was 3/23. The building and equipment have been sanitized according to the SOGs and are continuing in the unforeseeable future. Hand sanitizer has been placed at the side and rear door and refilled as needed. That's my report.

Commissioner J.C.K.: Any questions for Commissioner Minkler? Alright we'll move on the Hydrants – Technology – Commissioner P. Kenny.

FIRE PREVENTIONS:

TELECOMMUNICATIONS AND HYDRANTS:

Commissioner P. K.: Thank you sir. Under Technology the fiberoptic line has been run to 109 Green Street; it's sitting there all set to go. We'll be ready to finish up the rest of that when it's done. Radios – We've been working with Deputy Chief Paul. We're going to have to purchase some radios for the new vehicles and the one for the Battalion Chief's car we're going to have to look at that maybe getting the wiring fixed on that one. It might be a wiring issue for the power supply. Hydrants – The Hydrant report for June attached is the contract scheduled for the 12-inch watermain

replaced on Woodbridge Avenue. The bid was awarded and the project should be completed by August, 2020. Hydrant 33 on the corner of Rahway Avenue and Green Street shall be relocated to the North side of Green Street for the new construction project. The hydrant will be directly across from Green Street, Walgreen's entrance. This hydrant will be utilized for the newly installed fire department connection for the apartment complex and improvement for Walgreen's. The fire official was speaking with the Water Company and they are looking to replace the 12-inch watermains on Rahway Avenue. That is the Hydrant report.

Commissioner J.C.K.: Okay, any questions for Commissioner Kenny? Okay, we'll move on to the Report of Payroll and Bills.

The report of Payroll and Bills for June, 2020:

Maria Bucsanszky: The report of Payroll and Bills for the month of June, 2020.

Bills: \$302,739.54 Payroll: \$269,451.82

Commissioner T.H.: I'll make motion that we pay those bills along the following add-on bills. There is a total of eight additional bills for \$12,891.78.

Commissioner Todd Howell made a motion to accept the Payroll and Bills along with the add-on bills for a total of \$12,891.78 which was seconded by Commissioner Patrick Kenny which was carried unanimously except for Commissioner Todd Howell abstaining on Voucher No. 19369 and Commissioner Robert Minkler, Sr. abstaining on Voucher No. 19410 and Commissioner Jeffrey Moran abstaining on Voucher No. 19413 and yes on all the others.

TREASURER'S REPORT:

Maria Bucsanszky: The treasurer's report for July 1st, 2020.

Previous Balance – June 3rd, 2020	\$6,955,604.30
Deposits	\$, 25,324.16
Payroll and Adjustments	\$ 249,835.65
Current Bills	\$ 302,739.54
Ending Balance as of July 1st, 2020 without the add-on bills	\$6,428,353.27

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.

COMMUNICATIONS:

Maria Bucsanszky: All Communications were passed through to the Commissioners.

Commissioner J.C.K.: Okay, Unfinished Business – Commissioner P. Kenny.

UNFINISHED BUSINESS:

Commissioner P.K.: I have none at this time sir.

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

Commissioner R.M.: Nothing at this time.

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

Commissioner T.H.: Nothing at this time sir.

Commissioner J.C.K.: Commissioner Moran.

Commissioner J.M.: Nothing sir.

Commissioner J.C.K.: Okay, Chief Golden.

Acting Chief John Golden: My report tonight is that the highlight is we sold SRECS for the first half of the year which brought in \$7,700.00.

Commissioner J.C.K.: Very good. Okay, good job. It's probably higher than it's been in the past.

Acting Chief John Golden: Yes.

Commissioner J.C.K.: Madame Clerk.

Maria Bucsansky: Nothing.

Commissioner J.C.K.: Mr. Attorney.

Christopher Howell, Attorney: Nothing Mr. President.

Commissioner J.C.K.: Okay, alright Commissioner Moran – New Business.

NEW BUSINESS:

Commissioner J.M.: I have nothing sir.

Commissioner J.C.K.: Commissioner Howell.

Commissioner T.H.: I have none.

Commissioner J.C.K.: Commissioner Minkler,

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

Commissioner J.C.K.: Commissioner P. Kenny.

Commissioner P.K.: None.

Commissioner J.C.K.: Chris.

Christopher Howell, Attorney: Nothing.

Commissioner J.C.K.: John.

Acting Chief John Golden: Nothing.

Commissioner J.C.K.: Okay, the only thing I have is one thing. As everyone knows we've been trying to make a purchase on 109 Green Street and we also have been trying to get the new turnout gear with the bailout system and also the fob provided that comes with onsite training for the bailout gear and stuff like that and use for rescue. Am I correct on that?

Commissioner J.M. Yes.

Commissioner J.C.K.: So during the COVID unfortunately we had some problems where we couldn't really get it together right but we're going to put a line in the sand and we're going to have an election, Special Election, on September 30th, it's a Wednesday, the last Wednesday of the month, okay does that work? Okay, so September 30th and I want to approach Maria for the verbiage. I know it will be a one question amount with the explanation of what it all goes for so I need a motion to approve that.

Commissioner Robert Minkler, Sr. made a motion to approve the Special Election for Wednesday, September 30th, 2020 which was seconded by Commissioner Todd Howell and carried unanimously.

Commissioner J.C.K.: Okay, we'll move on to the Chief's Report, Chief Hapstak.

CHIEF'S REPORT:

	<u>2019</u>	<u>2020</u>
March calls	50	60
April calls	65	38
May calls	55	45
June calls	53	49
Year ending December	344	293

Chief Hapstak: That is my report sir.

Commissioner J.C.K.: You're all good?

Chief Hapstak: Yes.

REMARKS OR COMMENTS FROM THE AUDIENCE:

Commissioner J.C.K.: Okay, I need a motion to go into Executive Session for legal and personnel matters.

Commissioner Todd Howell made a motion to go into Executive Session for legal and personnel matters at 7:18 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Commissioner Todd Howell made a motion to return to the Regular Meeting at 8:45 P.M. which was seconded by Commissioner Robert Minkler, Sr. and carried unanimously.

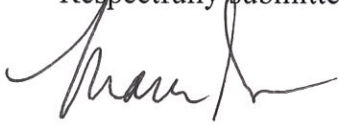
Commissioner J.C.K.: Mr. Attorney, do you want to give a summary?

Christopher Howell, Attorney: Thank you Mr. President, tonight's Executive summary involved the following items. We first discussed personnel issues involving Chain of Command and ordering and purchasing training, firefighting, incident command. We heard from Chief Golden and we discussed and reviewed the review of our SOGs, the evaluation policies of our paid members. We discussed policies on annual recertification of our members. We then heard from Labor Counsel who discussed personnel issues involving our volunteer members and how that is separate and apart from our paid firemen. We discussed renewing or extending our Collective Bargaining Agreement with the union. Our Labor Counsel also gave us guidelines on the communication between our Board members and the officers and their committees and also communication to our clerk and we were advised by Labor Counsel that the appeal for one of our candidates through the Civil Service was denied. We then heard from myself on the ongoing negotiations and purchase of 109 Green Street and that would conclude our Executive Session for tonight Mr. President.

Commissioner J.C.K.: Okay, any questions? Motion to adjourn.

Commissioner Todd Howell made a motion to adjourn the Regular Meeting at 8:50 P.M. which was seconded by Commissioner Patrick Kenny and carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maria Bucsanszky". The signature is fluid and cursive, with a prominent initial "M" and a long, sweeping tail.

Maria Bucsanszky
District Clerk

WOODBIDGE FIRE DISTRICT NO 1 MONTHLY BILL LIST

6/30/20

July 1, 2020

Date	Num	Name	Memo	Amount
Northfield Bank - Voucher				
06/09/2020	19347	Comcast	Account #8499053400759387/Internet	-185.84
06/09/2020	19348	Elizabethtown Gas	Account #9311654135/109 Green Street	-108.57
06/09/2020	19349	International Sports Sciences ...	Personal Trainer Course & Books	-859.00
06/09/2020	19350	Marie Gould	Reimbursement - Health Benefits April 2020 & May 2020	-659.06
06/09/2020	19351	Mary Karnas	Reimbursement Health Benefits - May 2020	-329.53
06/09/2020	19352	Verizon Wireless	Acct# 585555042-00001 - Cell Phones	-424.10
06/09/2020	19353	Comcast	Account #8499053400528238	-84.74
06/15/2020	19356	Access Self Storage of Woodb...	Storage Rental Unit #17030 05/23/20-06/22/20 & 06/2...	-780.00
06/15/2020	19357	Agin Signs and Designs	Printed & Cut Reflective Lettering for Ford Transit Unit ...	-700.00
06/15/2020	19358	AT&T	A/C# 0555384092001/ Landline 732-636-1725	-43.18
06/15/2020	19359	MIDDLESEX WATER COMPA...	Hydrant Service -June 2020	-42,335.05
06/15/2020	19360	Verizon Connect	C/S #WOOD028 Monthly Service May 2020	-98.70
06/15/2020	19361	Verizon Wireless - Laptop Mod...	A/C# 982554463-00001/Laptop Modem	-646.21
06/15/2020	19362	Michael Mastanduno	Reimbursement - College Tuition - Critical Thinking	-445.50
07/01/2020	19354	Catherine Crowe	Reimbursement Health Benefit -June 2020	-329.53
07/01/2020	19355	S & D Holding	Rent - July 2020	-3,000.00
07/01/2020	19363	A-B-D Electrical Supply co Inc	6- 2Ft Floor Lamps	-22.50
07/01/2020	19364	Airtec Service Inc	Account #101744 -Refridgent R-410	-322.50
07/01/2020	19365	Amazon Capital Services	Stand Bars Parallettes Set for Work Out	-45.99
07/01/2020	19366	Aquila Landscape Contractors	Installed Flag Pole Base & Pavers, 2 Walkways, Plant...	-3,800.00
07/01/2020	19367	Bowco Laboratories Inc	Regular Service -June 2020	-38.00
07/01/2020	19368	Central Municipal Joint Insuran...	2nd Installment 2020 - Liability Insurance & Workers C...	-51,836.00
07/01/2020	19369	Christopher Howell	Monthly Fee - July 2020	-4,150.00
07/01/2020	19370	CIVIL SERVICE COMMISSION	S3-Supervisor Sucess Series Training 11/17/19 J. Gol...	-459.00
07/01/2020	19371	Comcast	Account #8499053401168158/Phone Internet 109 Gre...	-394.88
07/01/2020	19372	Delta Dental Plan of NJ	Group# 01063 - Dental Coverage 07/01/2020 - 07/31/...	-8,198.64
07/01/2020	19373	Dunford Refrigeration Heating ...	PM Service - Ice Machine	-465.00
07/01/2020	19374	FF1 Professional Safety Servic...	Mini Pro Bar/Tool Only	-100.00
07/01/2020	19375	Fire and Safety Services LTD	Engine 1-3 Repair - Replaced Hinge	-55.41
07/01/2020	19376	Floral Expressions	Wreath - Memorial Day	-100.00
07/01/2020	19377	Glasson's Auto Repair	2013 Chev Tahoe - 4 Tires & Oil Change (1-3-2)	-791.15
07/01/2020	19378	Hoagland, Longo, Moran, Dun...	Professional Services Rendered	-5,950.00
07/01/2020	19379	Image First	Acct#43-WOODB000-Laundry Service	-248.50
07/01/2020	19380	Johnston Communications Voi...	Fiber Optics Installation - 109 Green Street	-21,900.00
07/01/2020	19381	Life Insurance Company Of No...	Policy #GL-5474 Volunteer Life Insurance -July 2020	-299.45
07/01/2020	19382	Littoral, LLC	Annual Solar PV Operation & Maintenance 07/01/2020...	-1,650.00
07/01/2020	19383	Lowe's	Account 82131319024076/Supplies	-103.21
07/01/2020	19384	Madsen & Howell, Inc	Supplies	-462.96
07/01/2020	19385	Margaret Sulej	Cleaning 109 Green Street	-180.00
07/01/2020	19386	Maria Bucsanszky, E.A.	Monthly Fee - July 2020	-5,575.00
07/01/2020	19387	Marie Gould	Reimbursement - Health Benefits June 2020	-329.53
07/01/2020	19388	Mary Karnas	Reimbursement Health Benefits - June 2020	-329.53
07/01/2020	19389	Metuchen Mower Inc	30" Toro Mower Service	-345.98
07/01/2020	19390	Michael A Bilyak	109 Green Street - Supply & Repair Overhead Fixturs ...	-239.00
07/01/2020	19391	Michael Mastanduno	Reimbursement - College Tuition 2 Courses	-891.00
07/01/2020	19392	NFPA MANCHESTER ...	ID#2717895 - NFCSS/J. Golden	-1,345.50
07/01/2020	19393	Parker Web	Renewal of Secure Key	-158.00
07/01/2020	19394	Rudy's & Vitor's, V.A.S. Co., Inc	Par 36 Spot Light	-15.95
07/01/2020	19395	Sophie Bader	Reimbursement - Health Benefits -June 2020	-329.53
07/01/2020	19396	Spectrotel	Account #348180/Cad/Landline/Fire Alarm/Solar	-135.92
07/01/2020	19397	Standard Insurance Company	Life Insurance - Policy #136829 - July 2020	-3,705.80
07/01/2020	19398	Staples	6035 5178 2066 2780 Supplies	-399.63
07/01/2020	19399	Thomson Reuters - West	Account #1000452133 - NJ Statutes Title 40 Changes	-492.59
07/01/2020	19400	Township of Woodbridge-Com...	Fuel - January 1, 2020 - March 31, 2020	-1,338.50
07/01/2020	19401	Turnout Fire & Safety	Uniform-Weber	-561.00
07/01/2020	19402	Uline	6 - Ultra 1 Latex Gloves	-133.90
07/01/2020	19403	United Parcel Service	Account #XV0896 - Shipping	-22.68
07/01/2020	19404	Vision Service Plan	Acct# 12 078480 0001 Vision Coverage July 2020	-1,768.00
07/01/2020	19405	W.B. Mason Co., Inc	C/S# C1235200 - Final Payment Furniture -J. Golden	-2,612.45
07/01/2020	19406	Water Works Inc	Replaced Broken Zone Valve, Check & Adjusted System	-140.00
07/01/2020	19407	Amazon Capital Services	SCBA Mask Bag	-16.28
07/01/2020	19408	Barbara Golden	Medicare Reimbursement - January 2020-June2020	-624.00
07/01/2020	19409	Catherine Crowe	Medicare Reimbursement - January 2020-June 2020	-867.60
07/01/2020	19410	Catherine Minkler	Medicare Reimbursement - January 2020 - June 2020	-1,287.60
07/01/2020	19411	Estate of Dorothy Wilcox	Medicare Reimbursement - January 2020-February 2020	-248.00
07/01/2020	19412	Image First	Acct#43-WOODB000-Laundry Service	-248.50
07/01/2020	19413	Jeffrey Moran	Medicare Reimbursement - January 2020-June 2020	-1,287.60
07/01/2020	19414	John Tomko	Medicare Reimbursement - January 2020-June 2020	-1,308.00
07/01/2020	19415	Louis Bader	Medicare Reimbursement - January 2020-June 2020	-654.00

Date	Num	Name	Memo	Amount
07/01/2020	19416	Madsen & Howell, Inc	Supplies	-74.10
07/01/2020	19417	Marie Gould	Medicare Reimbursement - January 2020-June2020	-1,716.80
07/01/2020	19418	Martin Snyder	Medicare Reimbursement - January 2020-June 2020	-1,687.20
07/01/2020	19419	Mary Karnas	Medicare Reimbursement - January 2020-June 2020	-813.00
07/01/2020	19420	Michael Sefchek.	Medicare Reimbursement - January 2020-June 2020	-1,735.20
07/01/2020	19421	Michael Van Tassel	Medicare Reimbursement - January 2020-June 2020	-1,717.20
07/01/2020	19422	Richard Fitzpatrick.	Medicare Reimbursement - January 2020-June 2020	-1,723.20
07/01/2020	19423	Robert Goodman.	Medicare Reimbursement - January 2020-June 2020	-6,051.60
07/01/2020	19424	Sophie Bader	Medicare Reimbursement - January 2020-June 2020	-867.60
07/01/2020	19425	Spectrotel	Account #34348656/Clerk	-50.60
07/01/2020	19426	William Frelish	Medicare Reimbursement - January 2020-June 2020	-717.00
07/01/2020	19427	Amazon Capital Services	Ceiling Hooks for Drop Ceiling	-30.98
07/01/2020	19428	Glasson's Auto Repair	2013 Chev Tahoe - 4 Tires & Oil Change (1-3-1)	-310.83
07/01/2020	19429	Image First	Acct#43-WOODB000-Laundry Service	-248.50
07/01/2020	19430	Madsen & Howell, Inc	Supplies	-190.38
07/01/2020	19431	Amazon Capital Services	13 -Twin Mattress Protector	-310.20
07/01/2020	19432	Madsen & Howell, Inc	Supplies	-207.05
07/01/2020	19433	Madsen & Howell, Inc	Supplies	-9.90
07/01/2020	TEPS	State of New Jersey- Health B...	Retiree Health Benefits -7/01/2020-7/31/2020	-25,726.28
07/01/2020	TEPS	State of NJ- Health Benefits F...	Active Employees Health & Prescription	-76,120.77
07/01/2020	19434	Cummins Sales & Service	C/S#195874 - Insepction Service Performed 06022020	-636.54
07/01/2020	19435	Comcast	Account #8499053400759387/Internet	-185.84
07/01/2020	19436	Image First	Acct#43-WOODB000-Laundry Service	-248.50
07/01/2020	19437	Michael A Bilyak	109 Green Street - Supply & Wire LED Office Lighting, ...	-1,347.00
Total Northfield Bank - Voucher				-302,739.54
TOTAL				-302,739.54