

**Commissioners of Fire District No.1  
Franklin Township, Somerset County  
New Jersey  
OFFICIAL MEETING MINUTES  
REGULAR MEETING OF APRIL 25, 2016**

The meeting was called to order at 8:07 p.m. at the Somerset Volunteer Firehouse by Chairman Wickman followed by the Pledge of Allegiance and the reading of the Sunshine Law Statement. Chairman Wickman announced that adequate notice of this meeting was provided by mailing a notice to the Home News Tribune and the Courier News and by filing a notice with the Clerk of Franklin Township and by posting a notice in the Municipal Building, DeMott Lane, Somerset, NJ, all of which contain information concerning hours and places of these meetings. The meeting is being taped and there will be no smoking at this public meeting and please put your cell phones on vibrate. A moment of silence was held for our departed brother and sisters. Commissioners Hunt, Janho, Szyzborski and Wickman were present. Commissioner Goldberg was absent.

The Fire Departments were represented by:

Elizabeth Avenue .....D. Fredericks  
Middlebush .....B. Cuddy  
Millstone Valley.....R. McDonnell  
Somerset.....B. Sudo

The minutes of the regular meeting dated March 28, 2016 were approved upon motion by Commissioner Janho, second by Commissioner Hunt. All present in favor.

**TREASURERS REPORT:** Chairman Wickman presented the treasurer's report. Commissioner Szyzborski made a motion to accept the Treasurer's Report and for the bills to be paid, second by Commissioner Janho. All present in favor.

**CORRESPONDENCE:** The correspondence was read by Commissioner Szyzborski and acted on as appropriate. 10 OPRA requests submitted.

**COMMITTEE REPORTS**

---

**LEGAL COUNSEL REPORTS:** Working on the OPRA requests. Chairman Wickman reported that they have filed an appeal to the Supreme Court regarding whether the Volunteer Fire Departments are private or public. This is important because it will involve all Volunteer Departments in New Jersey.

**INSURANCE:** New Jersey Manufacturers insurance is now available – an email will be forwarded to the chiefs.

**PURCHASING:** Commissioner Szyzborski read Resolution 16-22 for 2016 New Equipment, second by Chairman Wickman. All present in favor

**DISTRICT LINE OFFICERS' MEETING:** The minutes were read by Chief McDonnell.  
Commissioner action items-

**TRUCK & EQUIPMENT MAINTENANCE:**

Station 26 – Car 26 OOS  
Station 44 – AIS  
Station 28 –AIS  
Station 56 – Marine 1 going out for service for a new motor - Marine 2 and 3 having issues.

**IT and GIS and RED ALERT–** Chairman Wickman reported that Todd Brown is available tonight for the issues with the test tablets. The mounts for the tablets will be installed also to hopefully stop the tablets from draining the battery.

**PUBLIC RELATIONS:** No report

**RADIO REPAIRS & COMMUNICATIONS:** Chief Cuddy- meeting next Monday May 1 – 7PM. Would like to coordinate with the other districts- needs to be done before next week. Jim to email Bob with permission.

**FIRE PREVENTION BOARD:** Commissioner Szyzborski reported that the fuel pumps are going to have new gates and swipe cards and they will be putting in lighting. He also asked for a password for remote access and 5 CO detectors from fire district 1. Chairman Wickman made a motion to supply them with 5 CO detectors for fire prevention not to exceed \$5,000.00, second by Commissioner Szyzborski. All present in favor.

**STANDARDS COMMITTEE:** No meeting scheduled.

**TRAINING:** May 14<sup>th</sup> Tender Drill, Strategy and Tactics – Station 26 – May and Rit in June.

**HOSE TEST:** Commissioner Janho reported everything is scheduled – need to add the appliances to the schedule and may need to find a new location for the testing. Please let Commissioner Janho know if you know of a location that would work.

**LOSAP:** No report

**MASTER PLAN IMPLEMENTATION – OPERATIONAL and ADMINISTRATIVE:** Apparatus assessment report- no report

**BUDGET/ELECTION:** No report

**TRAFFIC SIGNAL DEVICES:** Commissioner Szyzborski reported all are up and available. Please use the electronic siren – do not hit the horn it will cancel the devices out.

**HAZMAT 26 –** Chief Fredericks reported progress.

**FIVE-YEAR PLAN:** Chairman Wickman reported the meeting will be determined shortly.

**RESPIRATORY PROTECTION PLAN:** Reminder letters were mailed out. Chiefs have the lists.

**ANNUAL AWARDS COMMITTEE / ANNUAL INSPECTION:** Posted date for the dinner was the Saturday after Thanksgiving – will be changed. Possibly September.

**OLD BUSINESS:** - Commissioner Szyzborski reported that Freddie the fire engine will be coming back soon.

**NEW BUSINESS:**

**PUBLIC COMMENTARY PERIOD:** Chairman Wickman made a motion to open the meeting to the public, Commissioner Szyzborski, second. All present in favor.

Chief Fredericks had a concern on the 2016 bid award.

Commissioner Janho made a motion to close the meeting to the public, second by Commissioner Hunt, All present in favor.

Commissioner Hunt sent an email to the chiefs last week – regarding the internet – then they will move to the website.

Commissioner Janho made a motion to close the meeting, second by Commissioner Hunt – All in favor

8:49

Respectfully submitted,

  
Timothy Szyzborski, Clerk

MINUTES, DATED 4-25-16

**Type of Meeting:** Agenda Special Work Session Discussion  
**Location:** Somerset Volunteer Firehouse **Time:** 7:24

**Fire Commissioners Attending:**

  A  J. Goldberg                        X  R. Hunt                        X  T. Janho  
  X  T. Szymborski                        X  J. Wickman

**Others Attending:**

The meeting was called to order at the Somerset Volunteer Firehouse by Commissioner Janho with the Pledge of Allegiance and the reading of the Sunshine Notice. He announced that adequate notice of this meeting was provided by mailing a notice to the Home News Tribune and by filing a notice with the Clerk of Franklin Township and by posting a notice in the Municipal Building, DeMott Lane, Somerset, NJ all of which contain information concerning hours and places of these meetings. The meeting is being taped and there will be no smoking at this public meeting. Please put all cell phones on vibrate at this public meeting. A moment of silence was held for line of duty deaths.

1. GIS Project: Update... (Jim) – Chairman Wickman reported that the new trial tablets are in, they went out to Chief 26 and 28. Todd Brown will meet with the two trialing the tablets tonight for issue resolution. Docking stations will be mounted in the cars shortly.
2. Shared Service Agreement: Commissioner Szymborski nothing to report.
3. District Apparatus Assessment: Research and RFP Update (Jason & T. Janho) Progressing
4. 5-Year Plan & Agreement: Status update (Jim & T. Janho) Need to send up a meeting with chiefs and presidents.
5. Audit of Chiefs account – (Jason) Chairman Wickman reported that he received some feedback with some of the chiefs – he will meet with Jason to discuss.
6. Consulting internet presence – Commissioner Hunt reported that Stash Designs sent a contract – Dominic reviewed and made some changes – as soon as both sides agree, it will be signed as it was already approved.
7. Commissioner Janho reported Car 26 needs a new engine approx. \$8,000.00. Dive truck was towed and repaired.
8. Commissioner Hunt reported that once the agreement is signed with Stash Designs – they have already been talking and are ready to go – first the internet and then they will work on the website.
9. Chairman Wickman reported that the fire academy is looking to borrow the Bullex system for take your child to work day – approved. Commissioner Janho stated that the Zarephath Church has an instructor who would like to borrow the system as well – to train the employees on how to use a fire extinguisher – approved.
10. Apparatus Incident policy- being worked on. Chairman Wickman to handle.
11. TDAP booster – Chairman Wickman reported that a member asked if the district would cover the vaccine- he reported not at this time, they would look into possibly covering the shot for next year.

Motion by Commissioner Szymborski, second by Commissioner Hunt, to open the session to the public, all in favor.

Motion to close the public session made by Commissioner Szymborski, second by Commissioner Hunt, all present in favor.

Motion to close the agenda session made by Commissioner Hunt, second by Commissioner Szymborski, all in favor.

Agenda closed at 7:54 PM

Respectfully submitted,



Timothy Szymborski, Clerk

**Commissioners of Fire District No. 1  
Franklin Township • Somerset County  
New Jersey  
VOTING RECORD  
REGULAR MEETING April 25, 2016**

| <b>MOTION</b>                                    | <b>GOLDBERG</b> | <b>HUNT</b> | <b>JANHO</b> | <b>SZYMBORSKI</b> | <b>WICKMAN</b> |
|--------------------------------------------------|-----------------|-------------|--------------|-------------------|----------------|
| Open Agenda Session to public                    | A               | S-Y         | Y            | M-Y               | Y              |
| Close Agenda Session to public                   | A               | S-Y         | Y            | M-Y               | Y              |
| Close Agenda Session                             | A               | M-Y         | Y            | S-Y               | Y              |
| Approve minutes reg 3/28/16                      | A               | S-Y         | M-Y          | Y                 | Y              |
| Approve Treasurers Report                        | A               | Y           | S-Y          | M-Y               | Y              |
| Reso 16-22 2016 New Equipment                    | A               | Y           | Y            | M-Y               | S-Y            |
| UP TO \$5,000.00 5 CO meters for fire prevention | A               | Y           | Y            | S-Y               | M-Y            |
| Public commentary open                           | A               | Y           | Y            | S-Y               | M-Y            |
| Public commentary closed                         | A               | S-Y         | M-Y          | Y                 | Y              |
| Close meeting 8:49                               | Y               | S-Y         | M-Y          | Y                 | Y              |

**A=ABSENT FOR VOTE  
M=MADE THE MOTION  
S=SECONDED THE MOTION  
Y=AYE VOTE  
N=NO VOTE**