

BOARD OF FIRE COMMISSIONERS
MANASQUAN FIRE DISTRICT NO. 1
BORO OF MANASQUAN MINUTES OF REGULAR MEETING HELD ON
OCTOBER 16, 2024 MINUTES

IN ATTENDANCE: John White, Commissioner
Jack Herbert, Commissioner
Carmen Triggiano, Commissioner
Matt Byrne, Commissioner
Kate Sendzik Haines, Attorney

The meeting was called to order by Commissioner White at 7:00 p.m. Flag salute.

The New Jersey Open Public Meetings Law was read.

A motion was made by Commissioner Herbert, seconded by Commissioner Byrne to accept the September 18, 2024 Regular Session Meeting minutes.

Commissioner White –Yes	Commissioner Herbert - Yes
Commissioner Triggiano – Abstain	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Chief's Report: Presented by Deputy Chief Steve Edwards: There were a couple of good house drills the past month. The Manasquan Tug of War went well with Marine 27. Pete Mayer also added the Point Pleasant Triathlon went well with Marine 27 for water coverage. He asked for a water tower update and water plan and inquired about information of the potential operational merger.

Fire Director Report: Read

Fire Prevention Bureau Report: Read

Committee Reports:

- Budget/Insurance/Finance: The 2025 Budget will be discussed at the November meeting.
- LOSAP/Capital Improvement/By-Laws: A phone meeting with George from LOSAP for updates will be in the coming week.
- Equipment/Training/Vehicle & Equipment Maintenance: None
- Personnel: None

Old Business: NONE

New Business:

A motion was made by Commissioner Triggiano, seconded by Commissioner Byrne to approve the Resolution Authorizing Notice of Public Meetings for 2025.

Commissioner White – Yes	Commissioner Herbert – Yes
Commissioner Triggiano – Yes	Commissioner Byrne – Yes
Commissioner Wick – Absent	

Requisitions:

A motion was made by Commissioner Herbert, seconded by Commissioner Triggiano to accept the October 16, 2024 requisitions.

Commissioner White – Yes

Commissioner Herbert – Yes

Commissioner Triggiano – Yes

Commissioner Byrne – Yes

Commissioner Wick – Absent

Vouchers:

A motion was made by Commissioner Herbert, seconded by Commissioner Triggiano to accept the October 16, 2024 vouchers.

Commissioner White – Yes

Commissioner Herbert - Yes

Commissioner Triggiano – Yes

Commissioner Byrne – Yes

Commissioner Wick – Absent

Report of Attorney: OPRA laws had some changes as of September 3, 2024;

- Responses can be extended to 14 days
- Anonymous requests cannot file with the GRC
- New OPRA form now required

A motion was made by Commissioner Triggiano, seconded by Commissioner Herbert to accept the Resolution Adopting and Mandating the Use of the Open Public Records Act Request Form requested by the Government Records Council

Commissioner White – Yes

Commissioner Herbert - Yes

Commissioner Triggiano – Yes

Commissioner Byrne – Yes

Commissioner Wick – Absent

Public Participation: - Pete Mayer asked 1) if the by-laws and Borough ordinances were updated. Attorney Sendzik said she needs to be given the changes by Sean Boyle. 2) for the officers to be informed of the details & to be involved in the potential merger plan. The Commissioners would notify the officers.

The regular meeting entered into Closed Session at 7:24 pm

The Closed Session adjourned at 8:16 pm

A motion was made by Commissioner Herbert seconded by Commissioner Triggiano to adjourn the Regular Meeting.

Meeting was adjourned 8:16 pm

Commissioner White

REQUISITIONS:

1) Mohell Elliott Baur & Gass – Professional Fees Audit Fees FY2023	14959.00
2) Middlesex County Fire Academy – Training Pearce/Richey - RIC Awareness, Basement & Cellar Fires	472.00
3) Alert All – Fire Bureau Fire Helmets (1000), Cappy Dog Kits	2148.00
4) Defender Emergency – Repairs & Maintenance Repair Foam Gauge, Engine 78	1330.20
5) Hunterdon County Emergency Services Training – Training Trench Rescue	400.00
6) Atlantic Printing – Admin Run Sheets #2	128.00
7) International Code Council – Fire Bureau Updated Fire Code Books	333.50
8) Borough of Brielle – Materials & Supplies Fuel – September 2024	650.78
9) NJ Fire Equipment – New Equipment Saw Blades	840.00
10) NJ Fire Equipment – New Equipment New Volt Detector	280.00
11) Xerographic – Admin Annual Service Contract/Copier	411.16
12) Joes Service Center – Repairs & Maintenance 2016 Tahoe Struts, Sway Bar, Thermostat	1583.34
13) Sendzik & Sendzik – Professional Fees Attorney Fees	1137.50
14) Division of Fire Safety – Dues & Subscriptions Annual Subscription Code Book	30.00
15) Grainger – New Equipment Extinguisher, Batteries, Smoke Alarm	559.49
16) Van Wickle – Materials & Supplies Inv. 518506, 519127	84.15
17) Atlantic Printing & Design – Admin Run Sheets #1	128.00
18) Hackensack Meridian – Professional Fees Physical/Liam Byrne	200.00

VOUCHERS:

7491 Sugar Run – Taylor Ave/November Rent	2200.00
7492 Polly Cleaning Service – Taylor Ave	100.00
7493 JCP&L – Sirens	6.07
7494 Shore Technology Group – October VOIP/Web Service	273.64
7495 Mohell Elliott Baur & Gass – Audit Fees FY2023	14595.00
7496 Middlesex County Fire Academy – Pearce/Richey RIC, Basement	472.00
7497 Alert All – Fire Helmets (1000), Cappy Dog Kits	2148.00
7498 Defender Emergency – Repair Foam Gauge, Engine 78	1330.20
7499 Atlantic Printing – Run Sheets #2	128.00
7500 Borough of Brielle – Fuels – September 2024	650.78

7501	NJ American Water – Hydrants	497.65
7502	Verizon Wireless – Broadband, Cell & Ipad	331.52
7503	IIA Fire Department Testing – PO 24-4/M Fire Pump Test	375.00
7504	Manasquan Board of Fire Directors – Payroll 9/14/24-10/11/24	7171.57
7505	Optimum – Taylor Ave	160.94
7506	Xerographic – Annual Service Contract/Copier	411.16
7507	Joes Service Center – 2016 Tahoe Struts, Sway Bar, Thermostat	1583.34
7508	Sendzik & Sendzik – Attorney Fees	1137.50
7509	Division of Fire Safety – Annual Subscription Code Book	30.00
7510	Grainger - Extinguisher, Batteries, Smoke Alarm	559.49
7511	Van Wickle – Inv. 518506, 519127	84.15
7512	Atlantic Printing & Design – Run Sheets #1	128.00
7513	Hackensack Meridian – Physical/Liam Byrne	200.00