

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
HOPEWELL TOWNSHIP FIRE DISTRICT NO.1  
THURSDAY, MARCH 23, 2023**

The regular meeting of the Board of Fire Commissioners was held on March 23, 2023 in person and via Zoom at 7:00 PM.

**CALL MEETING TO ORDER / STATEMENT OF NOTICE**

Chairperson Burd called the meeting to order and stated that the notice of the meeting had been posted on the Hopewell Township Municipal Bulletin Board and forwarded to the Hopewell Valley News and Times of Trenton, and had been posted on the Hopewell Township Fire District Web-Site in accordance with the requirements of the Open Public Meeting Act.

**PLEDGE OF ALLEGIANCE & SALUTE TO THE FLAG**

The Pledge of Allegiance was led by Chairperson Burd.

**ROLL CALL**

Chairperson Burd-	Present
Vice-Chairperson Novak-	Present
Secretary Jones-	Present
Treasurer Tomaro-	Present
Commissioner Rodriguez-	Present

**MINUTES SUBMITTED FOR APPROVAL**

Regular and Executive Session Meeting Minutes for 2/23/2023 attended by all Commissioners were submitted and approved. Commissioner Novak made the motion and Commissioner Tomaro seconded.

Regular and Executive Session Meeting Minutes for 3/9/2023 attended by all Commissioners were submitted and approved. Commissioner Rodriguez Jr. made the motion and Commissioner Novak seconded.

**PUBLIC COMMENT (AGENDA):** None

**TREASURER’S REPORT**

**BILLS & CLAIMS**

March 23, 2023

Authorized cash disbursements requiring approval for payment of bills in the following amounts:

Bill List		\$146,644.21
Pay Date	March 15, 2023	\$68,728.20
Annual Pension Payment	March 16, 2023	\$393,580.00
Total Disbursements:		\$608,952.41

Commissioner Tomaro mentioned the notable bills.

**RECORD OF BOARD VOTE ON PASSAGE**

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Tomaro	X		X			
Jones			X			
Rodriguez			X			
Novak		X	X			
Burd			X			

**UNFINISHED BUSINESS | WORK SESSION | SUB COMMITTEE DISCUSSIONS**

- A. Volunteer Recruitment: District website is being updated, links have been added to the 3 volunteer departments as well as the general map breakdown of coverage areas.
- B. EMS Billing & Department of Health Licensing: District consultant is working with the auditor to figure out billing revenue and 2023 budget.
- C. EMS – Hopewell Valley: Reported that coverages are working well during month of March with 159 staff and Hopewell and Union volunteer departments.
- D. Development in Hopewell Valley: ongoing
- E. Shared Services Agreements: Mr Hart received signed copies of the Pennington Borough contract along with their resolution. District will sign the contract tonight and return a signed copy to Pennington Borough.
- F. Future Tax Referendum: Chairperson Burd would like to incorporate everything into the referendum, Chief Martin advised the election would need to be held in February of 2024.
- G. American Recovery Act Funds | Funding from Hopewell Township:
- H. TS-53 Replacement | Vehicle Replacement: Chief Martin will investigate if Telesquirt 53 could go on the November ballot or would need to wait until the Referendum in February 2024.
- I. Tanker 53-1: in progress with Lt Wilson
- J. Fire Safety Trailer: will go on the auction site.

**NEW BUSINESS:**

Hiring of the Temporary Assistant was discussed. Lt Moore relayed that four bids were received. He is currently reviewing and sent a list of questions to all bidders but has not received responses. Lt. Moore is hoping to award the contract at the next meeting.

Chairman Burd discussed the status of the Pennington First Aid Building. He has been in contact with Mayor Davy. Pennington Borough is forming a committee to decide how to best use the building and they are hoping to meet in April.

**PUBLIC COMMENT (NON AGENDA):**

Commissioner Tomaro publicly thanked the 159 staff and the volunteer EMT’s at Hopewell and Union for stepping up during the month of March to cover the Valley EMS.

**EXECUTIVE SESSION**

The Board of Fire Commissioners went into closed session at 7:16 pm.

**RESOLUTION 2023-35  
EXECUTIVE SESSION**

**WHEREAS** the Open Public Meetings Act permits the Board of Fire Commissioners of Hopewell Township Fire District No. 1 to exclude the public from a portion of the meeting in order to discuss matters requiring confidentiality per N.J.S.A. 10:4-12; and

**WHEREAS**, the Board is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of Fire District No. 1 in the Township of Hopewell, County of Mercer as follows:

1. The Board intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12 in Executive Session.
2. The scope of the aforesaid executive session will be limited to the following:
  - A. Contracts
  - B. Personnel
3. Minutes of the Executive Session will be disclosed to the public when the need for confidentiality no longer exists.

**RECORD OF BOARD VOTE ON PASSAGE**

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Tomaro			X			
Jones	X		X			
Rodriguez, Jr.			X			
Novak		X	X			
Burd			X			

**ADJOURNMENT**

The Board of Fire Commissioners returned to open session at 8:46 pm after checking the vestibule and virtual waiting room for meeting attendees. Commissioner Jones motioned to adjourn the meeting and was seconded by Commissioner Novak at 8:47 pm. The motion carried.

Respectfully submitted,



Randi Malkiewicz  
Admin Clerk

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**04 / 03 / 2023**  
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**04 / 03 / 2023**  
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