

**PORT READING BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2
PORT READING, NJ 07064
December 1, 2025**

The Board Clerk read the "Open Meeting Act" requirements. The Port Reading Board of Fire Commissioners Monthly Public Meeting of December 1, 2025 was called to order by Commissioner Santorelli at 6:00 pm. All five Commissioners were present: Comm. Santorelli, Comm. Molnar, Comm. Weber, Comm. Cinelli and Comm. Eagan.. Board Accountant Maria Bucsanszky was present. Board Attorney Brian Bontempo was present. Board Clerk Marianne DeSantis was present.

Minutes of the November 3, 2025 meeting were reviewed.

MOTION made by Comm. Molnar to accept the November 3, 2025 minutes, seconded by Comm. Eagan. All in favor 5-0.

TREASURER'S REPORT:

Balance	\$	4,758,514.32
Deposits	\$	41,313.74
Interest	\$	5,228.40
Payroll	\$	(111,026.85)
Payroll Tax/Adjustments	\$	44,068.14
Disbursements for the Month	\$	<u>(129,596.21)</u>
Ending Balance	\$	4,608,201.54

MOTION made by Comm. Weber to accept the Treasurer's Report, seconded by Comm. Eagan. All in favor 5-0.

The Board Clerk read Resolution 2025-12-1 to transfer budget line items with excesses be authorized to budget items with insufficient balances in the amount of \$7,100.

MOTION made by Comm. Weber to accept Resolution 2025-12-1 to transfer budget line items with excesses to be authorized to budget items with insufficient balances in the amount of \$7,100, seconded by Comm. Molnar. All in favor 5-0.

ROLL CALL VOTE:

Comm. Santorelli – YES
Comm. Molnar – YES
Comm. Weber – YES
Comm. Cinelli – YES
Comm. Eagan – YES

BILLS TO BE PAID: \$ 129,596.21

Comm. Molnar asked to hold Bill #1507 for further review.

MOTION made by Comm. Weber to pay the bills and add on bills, seconded by Comm. Cinelli. All in favor 5-0.

The Board Accountant read the 2026 Fire District Budget Resolution 2025-12-2 reflecting total revenues of \$4,825,771.10, which includes an amount to be raised by taxation of \$4,759,189.10.

MOTION made by Comm. Molnar to accept the 2026 Fire District Budget Resolution 2025-12-2 reflecting total revenues of \$4,825,771.10, which includes an amount to be raised by taxation of \$4,759,189.10, seconded by Comm. Cinelli. All in favor 5-0.

ROLL CALL VOTE:

Comm. Santorelli – YES

Comm. Molnar – YES

Comm. Weber – YES

Comm. Cinelli – YES

Comm. Eagan – YES

The Board Account read the temporary 2026 Budget Resolution 2025-12-3, in the amount of \$539,995.

MOTION made by Comm. Eagan to accept the temporary 2026 Resolution 2025-12-3, in the amount of \$539,995, seconded by Comm. Cinelli. All in favor 5-0.

ROLL CALL VOTE:

Comm. Santorelli – YES

Comm. Molnar – YES

Comm. Weber – YES

Comm. Cinelli – YES

Comm. Eagan – YES

CHIEF'S REPORT:

The Chief's Report was submitted and reviewed.

MOTION made by Comm. Cinelli to accept the Chief's Report, seconded by Comm. Weber. All in favor 5-0.

CAPTAIN'S REPORT:

The Captain's Report was submitted and reviewed.

MOTION made by Comm. Molnar to accept the Captain's Report, seconded by Comm. Eagan.
All in favor 5-0.

FIRE OFFICIAL REPORT:

The Fire Official Report was submitted and reviewed.

Motion made by Comm. Eagan to accept the Fire Official Report, seconded by Comm. Molnar.
All in favor 5-0.

TAXPAYER COMMENTS:

There were no comments from the public.

UNFINISHED BUSINESS:

Comm. Eagan reported progress on the new engine.

Comm. Weber reported on issues with the onboarding, which has been rectified and we can move forward with the onboarding process.

Comm. Cinelli reported on the turnpike authority and forwarded the new banking information.

Operations Manager Small thanked everyone for their participation in the Tree Lighting and the Light Parade, which we came in second place. Wished everyone a happy holiday season.

NEW BUSINESS:

There was no new business.

MOTION made by Comm. Eagan to enter into Executive Session at 6:10 pm, seconded by Comm. Molnar. All in favor 5-0.

MOTION out of Executive Session at 6:30 pm.

EXECUTIVE SESSION:

Matters discussed during Executive Session were personnel issues.

MOTION to adjourn meeting made by Comm. Eagan at 6:30 pm, seconded by Comm. Molnar.
All in favor 5-0.

Respectfully submitted,

Marianne DeSantis
Board Clerk

BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 2
P.O. BOX 207
PORT READING, NEW JERSEY 07064

December 1, 2025

Treasurer's Report

BEGINNING BALANCE	\$ 4,758,514.32
Deposits	41,313.74
Interest	5,228.40
Payroll	(111,026.85)
Payroll Tax/Adjustments/Transfers	44,068.14
Disbursements for the Month	<u>(129,596.21)</u>
ENDING BALANCE	\$ 4,608,201.54

10:05 AM

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

12/01/25

ADD-ON BILLS

Accrual Basis

December 2, 2025

Date	Num	Name	Memo	Amount
Voucher 2 - Northfield				
12/02/2025	1512	BRIAN SMALL.	Reimbursement - Tv for watch room	-228.18
12/02/2025	1513	THE HARTFOR...	Life Ins Customer#011215320001-2/Pol#734229 -12/01/202...	-349.80
Total Voucher 2 - Northfield				-577.98
TOTAL				-577.98

BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2

BILL LIST

November 4 through December 1, 2025

11/26/25

Date	Num	Name	Memo	Amount
Voucher 2 - Northfield				
11/04/2025	1475	Bart and Bart CPAs	Performance of 12/31/24 audit / P...	-7,000.00
11/04/2025	1476	D orsi Bakery	Refreshments	-86.88
11/04/2025	1477	Roosevelts Deli	Refreshments on 10/30/2025	-650.84
11/04/2025	1478	Night & Day Designs	Installation of 550 Linear feet of G...	-1,200.00
11/04/2025	1479	THE HARTFORD G...	Life Ins Customer#01121532000...	-349.80
11/04/2025	1480	William Stamato	Reimbursement - Work Shoes	-79.91
11/04/2025	1481	Jan. Rasimowicz	Reimbursement - January 2025 h...	-1,702.90
11/12/2025	ONLINE	BOARD OF FIRE C...	DEPOSIT - NEW ENGINE RES...	-30,000.00
11/18/2025	1482	Aardvark Amusements	Pirate Ship Halfmoon - Deluxe Tr...	-2,324.43
11/18/2025	1483	E&V Auto Repair	Install of Emergency lighting and ...	-5,415.94
12/01/2025	1484	Airpower Internation...	Mako/Reavell Diagnose and repair	-975.00
12/01/2025	1485	Brian A Bontempo	Monthly Fee -December 2025	-901.52
12/01/2025	1486	Comcast of New Jer...	Account #8499 05 340 0759643-I...	-340.93
12/01/2025	1487	Fords Fire District 7	Dispatch Service -December 2025	-6,403.37
12/01/2025	1488	GRAINGER	A/C# 887690728 Supplies - Alum...	-148.34
12/01/2025	1489	LAWN DOCTOR	Customer#795791 -Lawn mainte...	-67.65
12/01/2025	1490	LIFE INSURANCE ...	GL 009906-000-000 LIFE INSUR...	-797.50
12/01/2025	1491	Maria Bucsanszky E A	Monthly Fee - December 2025	-2,975.00
12/01/2025	1492	MIDDLESEX WATE...	Acct # 3046515564-Hydrant Serv...	-15,895.41
12/01/2025	1493	NAPA Auto Parts of ...	Supplies - 2016 Ford F350 super ...	-28.98
12/01/2025	1494	PORT READING FI...	2nd half-2025 Stipend Funds- / fo...	-2,730.01
12/01/2025	1495	PSEG	ELECTRIC BILL-Summary Acco...	-1,009.66
12/01/2025	1496	Staples Business Ad...	Acct#NYC 1009573 / Supplies	-21.01
12/01/2025	1497	VERIZON WIRELE...	742492817-00001/Cell Phone - ...	-80.02
12/01/2025	1498	Witmer Public Safet...	Customer ID#2454 -Morning ride ...	-150.13
12/01/2025	1499	Woodbridge Fire Dis...	Reimbursement - Vision & Dental...	-2,506.65
12/01/2025	1500	EHRlich	Commercial Pest General Mainte...	-116.55
12/01/2025	1501	LAWN DOCTOR	Customer#795791 -Lawn mainte...	-67.65
12/01/2025	1502	Maria Bucsanszky E A	2025 LOSAP Administration	-1,000.00
12/01/2025	1503	MIDDLESEX WATE...	Acct # 3046515564-Hydrant Serv...	-15,895.41
12/01/2025	1504	Miner dba New Jers...	Door #4- LH Photo eye bad wire c...	-460.52
12/01/2025	1505	NAPA Auto Parts of ...	Supplies	-32.97
12/01/2025	1506	NEW JERSEY FIRE...	1 Snap tite supreme attack hose	-356.00
12/01/2025	1507	RICHARD FRITZS...	Reimbursement - linens and food	-74.84
12/01/2025	1508	TOWNSHIP OF W...	Fuel 07/01/2025 - 09/30/2025	-1,762.62
12/01/2025	1509	Miner dba New Jers...	Door #4 - stuck in open position, ...	-674.00
12/01/2025	TEPS	New Jersey State He...	RETIREE- Health and Prescriptio...	-8,333.62
12/01/2025	TEPS	New Jersey State He...	ACTIVE- Health and Prescription ...	-15,634.17
12/01/2025	1510	JoAnn Molnar	Reimbursement - popcorn tree lig...	-95.98
12/01/2025	1511	PORT READING E...	2025 Annual Stipend	-1,250.00
Total Voucher 2 - Northfield				-129,596.21
TOTAL				-129,596.21

2025-12-1

RESOLUTION
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2

WHEREAS, the Treasurer of Fire District No. 2 reports that certain 2025 budget appropriations have insufficient balances to meet the 2025 expenditures, and

WHEREAS, certain other budget expenditures have balances in excess of their needs, now therefore,

BE IT RESOLVED that upon recommendation from the Treasurer and in accordance with NJSA 40A:14-78.9, that transfers from budget line items with excesses be authorized to budget items with insufficient balances.

From		To	
H-01-01/Social Security	\$ 7,100.00	H-10-04/Audit & Budget Prep	\$ 100.00
		H-26-03/Building Maint	4,000.00
		H-26-05/Truck Repair	3,000.00
TOTAL	\$ 7,100.00	TOTAL	\$ 7,100.00

MOTION to accept resolution made by Comm. gw, seconded by Comm. JM, all in favor.

Robert Santorelli, President	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
JoAnn Molnar, Vice Pres	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Stephen Weber, 2 nd V.P.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Mark Cinelli, Treasurer	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Daniel Eagan, Secretary	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Adopted, December 1, 2025

Date

Daniel Eagan, Treasurer Daniel Eagan

2025-12-2

2026 FIRE DISTRICT BUDGET RESOLUTION

Woodbridge Township FD No. 2

FISCAL YEAR: January 1, 2026 to December 31, 2026

WHEREAS, the Annual Budget for Woodbridge Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2026 and ending December 31, 2026 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 1, 2026; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,825,771.10 which includes an amount to be raised by taxation of \$4,759,189.10 and Total Appropriations of \$4,825,771.10; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 1, 2026 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2026 and ending December 31, 2026 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 5, 2026.

EAGAN.D@PRFDNJ02.ORG

(Secretary's Signature)

12/1/2025

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
ROBERT SANTORELLI	X			
JOANN MOLNAR	X			
STEPHEN WEBER	X			
MARK CINELLI	X			
DANIEL EAGAN	X			

2025-12-3

RESOLUTION

BOARD OF FIRE COMMISSIONERS

FIRE DISTRICT NO. 2

WHEREAS, NJS 40A: 14-78.17 provides that where any contract, commitment or payments are to be made prior to the adoption of the budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided: and

WHEREAS, the date of this resolution is prior to January 15, 2026; and

WHEREAS, the total appropriations on the 2025 budget exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$3,857,110; and

WHEREAS, fourteen percent of the total appropriations in the 2025 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2025 budget is the sum of \$ 539,995;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of the Township of Woodbridge, Fire District No. 2, that the temporary 2026 budget be approved in the amount of \$ 539,995.

ROLL CALL VOTE:	YES	NO	ABSENT
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Robert Santorelli, President	X		
JoAnn Molnar, Vice President	X		
Stephen Weber, 2 nd Vice-Pres	X		
Mark Cinelli, Treasurer	X		
Daniel Eagan, Secretary	X		

Dated: December 1, 2025

Daniel Eagan
Daniel Eagan, Secretary

Port Reading Fire Department



Captains' Report –October 30, 2025 - November 26, 2025

Engine 2-1

Engine 2-2

11-22-2025 ODP added hose bed cover to 3" and 5" sections of hose bed. Road tested. Secured.

11-25-2025 - Water leaked into cab from roof over Driver's headliner near clear light after sitting in rain. C-11 advised, took pictures and will follow-up on 11-26-2025, with Absolute.

11-26-2025 ODP Applied clear silicone to weathered penetrations in front cab roof where able to minimize further leaking.

Support Utility 2-3-3

10-31-2025 - Replaced blown left headlight.

11-2-2025 - Unit taken to have emergency lighting installed.

11-18-2025 – Additional Siren patterns added by EV Automotive

Moved to bay #3 to temporarily accommodate duty Ambulance with working remote.

11-25-2025 C6 picked up remote for Bay #3 out of FA-15 from Elizabeth Truck Works.

11-26-2025 Unit moved back to Bay #2 – On duty Ambulance (FA-14) moved back to Bay #3

Support Pick-Up 2-3-4

Fire Company Vehicle 2-3-5

Support Unit 2-3-6

Fire Prevention Vehicle 2-3-7

Marine 2-3-8

11-10-2025 Decommissioned until spring. Notifications made.

Ambassador 1000 by 6000 GPM Hydro Chem/Foam Trailers

LDH Trailer, Open Trailer, Storage Container & Decontamination Trailer

11-25-25 - Open flat trailer with 2" ball and hitch along with Santa Sleigh borrowed by Hopelawn Fire.

Equipment

10-31-2025 - Found battery not holding charge for XTS2500 radio in Watch Room. Marked battery "N/G" and brought up battery from old radios in gear room as replacement. All six radios working at this time. *We are running short on batteries for the XTS2500 radios and will need to consider purchasing new batteries.* New Jersey Fire Equipment came to repair SCBA #B-11. Unit checked and found to have no issues. Placed back in service on 2-3-4.

11-10-2025 All equipment from M238 placed in shed for C11 to organize.

11-18-2025 Received delivery from Skylands – 201's new turnout gear. Placed in hallway. 201 notified.

11-25-2025 Gear drying rack placed back in large shed.

Building and Grounds

10-31-2025 - Electricians for Air Power came and replaced wore contacts within air cascade system which was causing unit to trip. All contacts replaced and working properly at this time. Filled 9 SCBA bottles for Woodbridge FD.

11-4-2025 - Notified NJ Door Works for issue with Bay Door #4. Found loose wires near door sensors and within motor. Repairs made and working correctly.

11-10-2025 – NJ Door Works repaired Bay Door #4

Middlesex County Traffic Signal division evaluating flashing fire zone lights for Station.

11-12-2025 - Township DPW installed Christmas Tree on outside grounds.

11-18-2025 – Received delivery for OM – three boxes.

Prospective volunteer dropped off application. Placed in Fire Company mailbox. Chief Notified.

11-25-2025 - Annual Christmas Tree lighting event.

11-26-2025 ODP replaced holiday light timer on Port Reading Avenue Side of Station. Working properly at this time.

NFIRS system malfunctioning. Unable to login for report entry. C12 notified.

Fuel

10-31-2025 - Unit 2-3-4 → 16.000 gallons. Unit 2-3-6 → 8.000 gallons. Unit 2-3-3 → 9.001 gallons.

11-3-2025 - Unit 2-3-7 → 13.810 gallons.

11-5-2025 - Engine 2-2 → 20.29 gallons.

11-12-2025 - Unit 2-3-3 → 6.000 gallons.

11-18-2025 Engine 2-1 added 26.45 gallons of fuel at WTDWW

11-22-2025 Engine 2-1 added 20 gallons of fuel at WTDWW

11-27-2025 Engine 2-1 22.26 gallons

Training

10-30-2025 - C-12 completed online webinar with Tyler Technologies for 2026 onboarding of NERIS program.

11-17-2025 ODP attended walk-through familiarization at Buckeye Partners

*District #1 and District #5 were both invited and did not attend.

11-18-2025 2026 Monthly and Mandatory training schedule posted in the hallway. Letter of the aforementioned emailed to administration and Captains. Letter posted in Captains' Office, Watch room and Bunk room.

ODP attended walk-through familiarization at Buckeye Partners

*District #1 and District #5 were both invited and did not attend.

11-20-2025 C6 with Volunteer fire company members attended walk-through familiarization at Buckeye Partners.

Disposal List

10-31-2025 - One (1) XTS2500 radio battery.

Special Details

Officially,

Captains

Paul DeLeo

Richard Fritzsch

Evan Douglas

Anthony Terebetsky

Justin Holloway

Pre-Planning Captain's Report

- We are currently experiencing difficulties onboarding for the upcoming transition from NFIRS to NERIS as our Fire District is not listed in the NERIS program. Request made to add our District into the system. Since we are a combination Fire District, it was asked to list us as Port Reading Fire District #2, so that both the Fire Company and Fire Department are both recognized and one is not left out. At this point, it does not appear we will be on boarded prior to January 1, 2026. Additionally, NFIRS will discontinue on 1-1-2026 and will be inaccessible on 2-1-2026.
- As of 11-26-2025, still no update from Absolute Fire Protection on their status to install HAAS system in 2-1.
- Pre-Planning walk-throughs for all tours at Buckeye, 750 Cliff Rd., with Woodbridge & Avenel FDs. Schedule as follows: Tour #2 - Monday, 11/17/25; Tour #3 - Tuesday, 11/18/25; Tour #4 - Wednesday, 11/19/25 and Tour #1 - Thursday, 11/20/25.

Respectfully submitted,

Captain Anthony S. Terebetsky

Chiefs report for DECEMBER meeting

Total calls for the month of NOVEMBER was:30 and brings our total calls for the year to 350

Fire calls

- 2 special detail
- 1 smoke
- 2 mva
- 4 fire alarms
- 2 veh fires
- 2 drills
- 7 auto aids
- 1 need fd
- 2 ems walk-ins
- 1 special request
- 2 foul odor
- 1 brush
- 1 gas odor
- 2 lock out

Upcoming events

- 12/7 sunday Christmas parade start time 1:30pm be at fd at 12:00pm
-

Past events

- 11/25 tree lighting
- 11/29 light parade

Thank you all for participating