

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution # 19-0327**

**Authorizing the Award of a Non-Fair and Open Contract  
For Legal Services for the 2019-2020 Year**

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**WHEREAS**, the Fire District has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$15,000; and

**WHEREAS**, the anticipated term of this contract is for the year 2019-2020; and

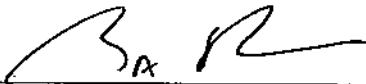
**WHEREAS**, the Law Office of Richard M. Braslow has submitted a proposal indicating it will provide the legal services pursuant to the proposal; and

**WHEREAS**, the Law Office of Richard M. Braslow has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of Richard M. Braslow has not made any reportable contributions to a political or candidate committee in \_\_\_\_\_ in the previous one year, and that the contract will prohibit the Law Office of Richard M. Braslow from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Fire District has determined that funds are available concerning the projected expenditure.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, authorized the fire District to enter into a contract with the Law Office of Richard M. Braslow as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.



Clerk  
Fire District #3  
Old Bridge Township

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution #19-0327.1**

**Authorizing Appointment of Auditor for the 2019-2020 Year**

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**WHEREAS**, there exists a continuing need certain auditing services to be provided to the Commissioners of Fire District No. 3 in the Township Old Bridge, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

**WHEREAS**, the Commissioners are desirous of making an appointment to this position as referenced above for the year 2019-2020; and,

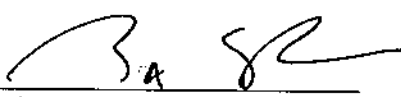
**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

**WHEREAS**, the subject resolution providing for the awarding of a contract relative to professional services, and the notice of the award of said contract shall be available for public inspection; and,

**WHEREAS**, the Local Public Contract Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of contract.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. Lauren Holman, Holman & Frenia, P.C. Certified Public Accountant; is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2019 audit and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.
2. This resolution and the notice of award of contract shall be available for public inspection.

  
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Clerk  
Fire District #3  
Old Bridge Township

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution # 19-0327.2**

**Adoption of Cash Management Plan**

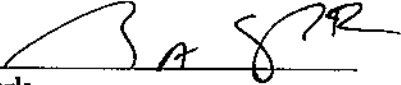
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**WHEREAS**, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

**WHEREAS**, Subchapter 3, section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be The State Cash Management Fund, Amboy National Bank and/or Manasquan Bank and/or United Roosevelt Bank.

  
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Clerk  
Fire District #3  
Old Bridge Township

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution #19-0327.3**

**Authorizing Regular Meeting Schedule for the 2019-2020 Year**

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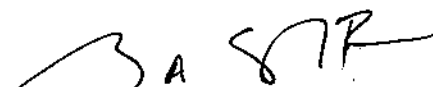
**WHEREAS**, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

**WHEREAS**, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

**WHEREAS**, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. All regular meetings of the Commissioners shall take place on the fourth (4th) Wednesday of every month at 7:30 p.m. with caucus meetings to be held at 8:00 p.m. at the Board of Fire Commissioners, 913 Englishtown Road, Old Bridge, New Jersey. (See attached).
2. A summary of this resolution shall be mailed to the Asbury Park Press and The Home News Tribune.
3. A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of Old Bridge, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for the purposes of public inspection.

  
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Clerk  
Fire District #3  
Old Bridge

# Board of Fire Commissioners

FIRE DISTRICT NO.3 OLD BRIDGE TOWNSHIP  
913 Englishtown Road  
Old Bridge, New Jersey 08857

Telephone: (732) 723-1124

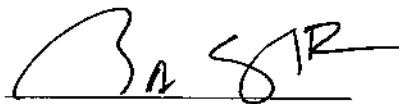
Fax: (732) 723-9658

## BOARD OF FIRE COMMISSIONERS - FIRE DISTRICT #3 OLD BRIDGE TOWNSHIP SCHEDULE OF MEETINGS – 2019-2020

Schedule of meetings for the year 2019-2020 of the Board of Fire Commissioners, Fire District #3, Old Bridge Township. Meetings will be held at the Board office 913 Englishtown Road, Old Bridge, New Jersey.

Regular Meeting	Wednesday	March 27, 2019	7:30 PM
Regular Meeting	Wednesday	April 24, 2019	7:30 PM
Regular Meeting	Wednesday	May 22, 2019	7:30 PM
Regular Meeting	Wednesday	June 26, 2019	7:30 PM
Regular Meeting	Wednesday	July 24, 2019	7:30 PM
Regular Meeting	Wednesday	August 28, 2019	7:30 PM
Regular Meeting	Wednesday	September 25, 2019	7:30 PM
Regular Meeting	Wednesday	October 23, 2019	7:30 PM
Regular Meeting	Wednesday	November 13, 2019	7:30 PM
Regular Meeting	Wednesday	December 18, 2019*	7:30 PM
Regular Meeting	Wednesday	January 15, 2020*	7:30 PM
Regular Meeting	Wednesday	February 26, 2020	7:30 PM
Re-Organization	Tuesday	March 3, 2020	6:30 PM

\*Meeting is scheduled for a different day due to budget time frames and schedule conflicts.



Clerk  
Fire District #3  
Township of Old Bridge

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**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution #19-0327.4**

**Designation of Official Newspapers for Publications for the 2019-2020 Year**

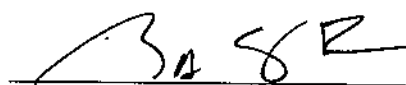
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**WHEREAS**, the Commissioners of Fire District No. 3 in the Township of Old Bridge, County of Middlesex, must, by statutory law, publish various items in order to comply with said requirements of statutory law, and

**WHEREAS**, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2018-2019 year.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. The official newspapers in which the Commissioners will publish all required notices to other items during the 2019-2020 year pursuant to New Jersey statues shall be The Home News Tribune and/or The Asbury Park Press, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

  
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Clerk  
Fire District #3  
Old Bridge Township

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution #19-0327.5**

**Authorizing Approval of Payment of Claims**

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**WHEREAS**, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

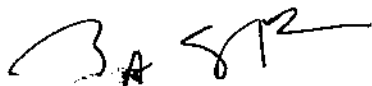
**WHEREAS**, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and counter signed by such other officer or officials as designated by resolution; and

**WHEREAS**, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their re-organizational meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

**WHEREAS**, Subchapter 4, Section 5:31-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No. 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. The checks as issued by the Commissioners for payment of claims shall be signed by the President, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.
2. No more than one stamp facsimile shall be used on any particular check in place of a handwritten signature.
3. The manner in which and the time in which compensation or services rendered by employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.



Clerk  
Fire District #3  
Old Bridge Township

**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution #19-0327.6**

**Designating Surety Bonding for Commissioners**

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**WHEREAS**, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

**WHEREAS**, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

**WHEREAS**, the Commissioners of Fire District No. 3 in the Township of Old Bridge, County of Middlesex, deem it necessary to provide bonding for the Commissioners.

**NOW THEREFORE**, be it **RESOLVED** by the Commissioners of Fire District No 3 in the Township of Old Bridge, County of Middlesex, as follows:

1. All Commissioners shall be bonded in the amount of approximately One Million Dollars (\$1,000,000.00).



Clerk  
Fire District #3  
Old Bridge Township



**THE COMMISSIONERS OF FIRE DISTRICT NO 3  
IN THE TOWNSHIP OF OLD BRIDGE,  
COUNTY OF MIDDLESEX**

**Resolution # 19-0327.8**

**Authorizing Appointment of Accountant for the 2019-2020 Year**

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**WHEREAS**, there exists a continuing need for certain accounting services to be provided to the Commissioners for Fire District No. 3 in the Township of Old Bridge, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

**WHEREAS**, the commissioners are desirous of making an appointment to this position as referenced above for the 2019-2020 year; and,

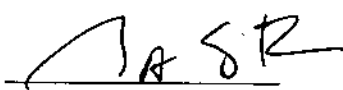
**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and

**WHEREAS**, the subject resolution providing for the awarding of this contract relative to professional services, an the notice of award of said contract shall be made available for public inspection; and,

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

**NOW THEREFORE**, be it **RESOLVED**, by the Commissioners of Fire District No. 3 in the Township of Old Bridge, County of Middlesex, as follows:

- (1) Joseph J. Marcucci, Jr. is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.
- (2) This resolution and notice of award of contract shall be available for public inspection.



Clerk  
Fire District #3  
Old Bridge Township