

The August 13, 2022 meeting of the Executive Board of the New Jersey Firemen's Home was called to order by Chairman Dutch at 9 A.M. with the Flag Salute followed by the invocation.

Secretary McDougall provided the Public Notice of Meeting.

A roll call showed all members of the Executive Board present with Managers Greci and Signorello excused. Other managers present were Washer, Heflich, Apgar, Giglio and Hull. President Ordway. Mr. Ward and Mr. Veras were also present.

The minutes of the July 9, 2022 meeting were approved as distributed upon a motion by Mr. Horvath and Second by Mr. Sutphen.

Correspondence: Secretary McDougall read a Letter of Retirement from Solicitor Tom Ward effective October 15, 2022. Mr. Freeman moved to accept his letter second by Mr. Sanders.

Treasurer Sutphen reported things are moving along following the first month of the new budget. Mr. Ordway questioned the line item of revenue of the \$1 Million taken from our reserves for the Community Nursing Home program.

Superintendent Veras reported everything at the home is going well. Now that the weather has changed outside activities will be starting up again. Our first BBQ is today sponsored by the Prospect Heights Fire Department. There are several new informational screens throughout the facility that are used to provide up to date information for the guests and anyone who may be visiting the facility. He also reported that he was asked to give a report from the home at the Bergen County Caucus due to the absence of Manager Jeffer who was on vacation.

Secretary McDougall read a report from Tom Hodierne concerning activities of the department. Mr. Hull inquired about the three rooms in Dorm A being converted to a Physical Therapy Room. Mr. Veras responded that this originated last year, the day the ribbon cutting took place with a tour of the facility by several managers. A budget for the improvement was prepared and submitted to the Building and Grounds Committee and was approved by the committee for inclusion in the 2022/2023 Budget. He noted that there was a particular foot note explaining the project in the budget document that was adopted by the full board in November. Guest are not making application to that dorm, thanks to the Health Care Program through the NJSFA. People are staying home longer and generally only applying to the home when they need nursing care and supervision. He had made an inquiry of the long term staff as to how many guests had been in that dorm over the years. He advised that the most anyone can remember was 12. He reminded everyone that he does not act on things being done at the home without it being in the Budget or direction from the committee responsible or full board if necessary.

Mr. Heflich reported that he spent several hours with Mr. Veras this past week suggesting the Executive Board and Full Board should get together and stated the current Physical Therapy Room has been obsolete for thirty years.

## Committee Reports:

Applications: Mr. Horvath reported on the August 9<sup>th</sup> meeting, his report is attached to the minutes. Mr. Ordway inquired if there is a plan being developed for single occupancy rooms for guests at the home. Mr. Veras responded that under new guidelines from the State of New Jersey any new construction of a facility like ours would require single use bathrooms and rooms. There is no such plan being formulated at the home.

Employees Committee: Mr. McDougall had no formal report. Mr. Freeman inquired if the Employees Committee would be working on a replacement for Mr. Ward. Mr. McDougall responded he would be talking to Chairman Greci and that decisions will need to be made as to how the position will continue as an employee or perhaps on an hourly basis etc.

Budget and Finance: Mr. Silvestri provided his monthly report noting bills in the amount of \$483,236.21 approved for payment. Full report is attached to the minutes.

Legislation: Mr. McDougall reported for Mr. Lugossy that A4127 that requires cancer screening for professional firefighters not enrolled in the State Health Benefits is on the Governor's Desk awaiting his signature.

Museum: Mr. Hull reported several new items are in the process of being received. He noted the new structure for the Fire Ring donated by Livingston Fire Department is being installed.

Inspections: Mr. McDougall reported there were a few outside Maintenance Items that need attention. He was happy to report that inside the facility was found to be in good order. He noted that the distinct odor in the bathroom downstairs across from the Chapel was gone and kudos were in order to the new cleaning company.

State Association: Mr. Ordway reported 10 Caucus meeting have been held with 11 more to go. Mr. McDougall inquired about a line item in the state budget called Occupancy. Mr. Ordway responded that this is the line that utilities cost is taken from.

## New Business:

Mr. McDougall stated as a follow up from the Finance Committee meeting he would like a Resolution prepared for consideration at the September Full Board Meeting to eliminate the monthly \$850.00 charge for guests at the home.

Mr. Heflich stated he is not on the board to be an obstructionist. He looks forward to working with the Board of Managers. He suggested that when an election for Chairman of the Board is conducted a challenger for the candidate should be permitted in the room when votes are counted. He will have a further statement at the full board meeting in Wildwood.

Mr. McDougall reported from an Article on the front page of last Sunday's Star Ledger. The Article was about a lady who was a resident at a Nursing Home in Monmouth County. She had signed paperwork for her care at the nursing home and when she decided to go home she found her bank accounts cleaned out, household goods gone and her home was put up for sale by the person who she had unknowingly signed away her assets too. The owner of the facility was also owner of a facility that was initially looked



at for the Community Nursing Home program and perhaps others in the state. The particular facility was dismissed from consideration very early on and that was why we chose to go with United Methodist.

Mr. Silvestri motioned bills for payment in the amount of \$483,236.21, second by Mr. Sutphen. A roll call was taken with all voting in favor.

Public Participation:

Mr. Hankins V.P. of NJSFA reported on a statement made as to applications for the Assisted Living Program through the state association program. There were six applications turned down as two individuals had passed away and the others were for an unlicensed facility.

Good and Welfare:

Mr. Veras reported that one of the longtime residents known as "Toot" had passed away recently and is deeply missed by the other guests and staff. Mr. Giglio reported the gentleman was from Port Monmouth Fire Company.

There was no further business, accordingly the meeting was adjourned at 9:54 A.M.

  
Paul C. McDougall, Secretary

Applications Meeting  
08/09/2022

The Applications Committee meeting was held on Tuesday August 9, 2022 at the Firemen's Home Boonton New Jersey at 09:00 hours.

Attending the meeting were Board Managers Bruce Horvath, Albert Freeman, Paul McDougall, Joe Signorella, and Tom Washer. Excused from the meeting was Board Manager Peter Jeffer. Representing their respective departments were Mrs. Ursula Baumgartner, Ms. Amber Lee Brundrik, and Mrs. Mary Kate Ernst.

The Census as of 08/09/2022 is as follows. Long Term (56) fifty-six, which includes (4) four in Lathrop Station. There are (5) five in Residential for a total of (6) sixty-one total Residence at this time. Since the July meeting we have lost (3) three brothers who have answered their last alarm. May they rest in peace?

Since last meeting we have taken in (4) four applicants. There are (2) two applicants that are scheduled for later this month. One (1) applicant to be announced (TBA) later. During the meeting (8) eight applications were gone over. One (1) in review application just received being reviewed. Three (3) approved time (TBA) to be announced. One (1) on hold in Hospice. One (1) on hold incomplete letter sent on missing items in application. Two (2) on hold (1) one for information being worked on, the other waiting on information on a few items, also being worked on.

Copies of this report have been submitted to the Board's Secretary, and the Board's Stenographer.

The next meeting of the Applications Committee will be Tuesday September 6, 2022 at 09:00 hours.

Respectively Submitted  
Bruce R. Horvath  
Applications Chairman

## **Audit & Finance Committee Report**

**August 9, 2022**

The Audit & Finance committee held its monthly meeting at the home on Tuesday, August 9th, 2022. Attending this meeting were Mr. Freeman, Mr. McDougall, Mr. Horvath, Mr. Sutphen, and Superintendent Veras. Also in attendance were Mr. Dutch, Mr. Greci and Mr. Signorello.

Items reviewed were the revenue & expenses from July 5th through August 9th and all expenditures are in order.

The vouchers were reviewed by the committee in compliance with section 2, article 5 of the bylaws for the New Jersey Firemen's Home. The total bills for the period amounted to \$483,236.21

The committee reviewed and discussed the \$850 Room & Board fee. Chairman Greci reported on the prices for the demolition of 320 Vreeland and also the installation of the fire ring.

The next meeting of the finance committee will be held on Tuesday, September 6th, 2022 at 8:00 AM, at the home.

Respectfully Submitted,

Ken Silvestri

Audit & Finance Committee Chairman



# Buildings and grounds

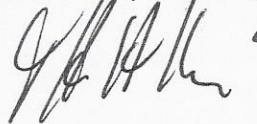
July 2022 project update:

- Continue to work with IT company on design and structure of new wiring for all computers and related devices. Started purchase and install of lines
- Completed remodel of break room at 2<sup>nd</sup> floor nurse station
- Spoke with Town construction official (Ron Auth) about converting three rooms on dorm A into a P/T room. He said he would like to see either a cover letter or a drawing stating the "change of use". I have been in contact with Jim Guider (our engineer we used for 320 Vreeland Ave. report). Jim was able to put me in contact with architect he uses [*Charles L. Baldanza, RA, PE, PP Baldanza Design*]. Charles was here on 8-10-2022 to survey area. He will prepare a cover letter and sketch of the area stating "change of use" over the next couple weeks which we will then get to Town Hall for permits.
- Completed three new footings for cast iron call boxes located along driveway leaving facility past Museum
- Removed clogged culvert down at farm field cleaned out clogging debris, put back in place then put ¾ clean and rip/rap in front of opening to try and prevent extreme buildup of silt and mud washout coming down hill to farm.
- Power washed all satellite patios in front BBQ area

Upcoming projects "see attached B&G list"

1. **Upgrade visitors bathrooms 1<sup>st</sup> floor**...Will do install "In House" (new toilet, sink, ceiling, lights, paint and floor) In process of ordering
2. **Convert 3 rooms dorm A to PT room**... Exploratory investigation of plumbing and electrical in conjunction with the Architect for the preparation of the letter and sketch needed for permits.

Respectively submitted,



Thomas Hodierne  
(Maintenance Director)

## B & G Project update

July 2022

<u>Project/Location</u>	<u>Status</u>	<u>estimated completion date</u>
Computer upgrades	purchased 10 new PC's	TBD
<i>Medical equipment</i>	<i>purchased 4 monitors</i>	<i>Complete</i>
	<i>Purchased 3 chair scales</i>	<i>Complete</i>
Upgrade visitors' bathrooms	to be done "in-house" ordering fixtures	TBD
Upgrade Activities	<i>Complete</i>	<i>Complete</i>
Resurface kitchen floor	will need pricing	TBD
New washers and dryers	<i>Complete</i>	<i>Complete</i>
Replacement carpet tile downstairs hall	<i>Complete</i>	<i>Complete</i>
Upgrade to new P/T room	permit process	TBD

# NEW JERSEY FIREMEN'S HOME

Thomas H. Ward, Esquire  
*Solicitor*

August 13, 2022

Paul McDougall, Secretary  
New Jersey Firemen's Home  
565 Lathrop Avenue  
Boonton, NJ 07005

Re: Retirement Notice

Dear Secretary McDougall:

After forty (40) plus years serving as the Solicitor to the New Jersey Firemen's Home, I have decided to retire from my position effective October 15, 2022. I hope this will be adequate time for the appointment of a new Solicitor and appropriate transition. Should additional time be needed, I will accommodate the needs of the HOME.

My sincere thanks and gratitude to the Board of Managers of the New Jersey Firemen's Home for granting me the privilege of serving as Solicitor over four (4) plus decades. Thank you.

Sincerely,



THOMAS H. WARD,  
Solicitor