
Iselin District #11 Board of Commissioners

Meeting Minutes
February 4, 2026

Call to order

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on February 4, 2026, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Ference, Karlin, Sandklev and Smith. Also in attendance were Chief Joe Francisquini, Assistant Chief Fatima Manzoor, Fire Company President Paul Silletti and Fire Official Helge Nordveidt.

Approval of minutes

Commissioner Smith made a motion to approve the minutes of the January 7, 2026, meeting. Commissioner Ference seconded the motion.

Committee Reports

Chief's Report

Chief Francisquini gave the report for January.

1. 46 Calls – 29 of them for to assist District #9
2. Two members are low on their percentages; Chief will discuss with them

Fire Official's Report

Fire Official Helge Nordveidt provided the report.

1. Fire Official reviewed the Life Hazard Use Inspections and Non-Life Hazard Use Inspections (2 Life & 5 Non-Life) performed and the complaints and investigations for the month of February .
2. No classes were attended.
3. Vehicle 11-3-5 is running well. A new battery was installed last month.
4. Working on snow removal issues. Fire Official asked Chief to report on any doors blocked by snow.

5. State Report was completed and submitted.

Communications

No Communications to report.

Bills

Commissioner Sandklev made a Motion to pay all bills; the motion was seconded by Commissioner Ference. All Commissioners in favor.

Alarms & Pagers

Nothing to report at this time.

Water & Hydrant

1. Two vehicles went out on Saturday to clear snow from around fire hydrants.
2. Some hydrants are missing the wands.

House

Steve Freeman provided the monthly report to the Board.

1. Generator was started manually during the last storm; it did not transfer. It may need a battery.
2. Met with the electrician, they will insulate above the ceiling at House 2.
3. NJ Door Works received the paperwork and ordered the panels.

Trucks

Ray Ference provided the monthly report to the Board.

1. New insurance cards have been distributed.
2. It was noted that there was damage to the exhaust on the Ladder. Ray requested all damages be reported as soon as possible.
3. New computer was installed on 11-1 and a computer has been ordered for the Radio Room.

New Chief's Truck

1. Waiting on adapter for back-up camera.

Fire Prevention

1. The theme for 2026 will be finalized in June.

Joint Board

1. Fire Trailer will be disposed of.

Treasurers Report

Cash Balance - \$1,217,640.21

Disbursements - \$211,058.95

Unfinished business

1. List to Chief for Insurance Company
2. All prepared for Election and books have been ordered.

New Business

1. Resolutions #226-1 – Membership Termination of Volunteer Firefighter Ryan Malheiro was read by Commission Freeman. A roll call vote was taken with four commissioners in favor and one abstaining from the vote.
2. Ryan Malheiro's Fire Inspector's resignation letter to be formalized with a witness; his termination letter and Resolution to be mailed (certified with return receipt requested).
3. Scott informed the Officers that mask fit-testing needs to be done for all Auxiliary Members.
4. Commissioner Ference discussed a Fire Department resource tool called ResponderHelp.com that has over 5,100 resources to search (i.e., SOP templates and HR tools) and is affiliated with the insurance company. He asked the others to take a look at it and browse some templates to see if anything is applicable to our Department as our SOPs really need to be updated. He would like to discuss again at the next meeting.

Adjournment

Meeting adjourned at 7:25 pm to go into a closed session.

**THE COMMISSIONERS OF FIRE DISTRICT NO. 11
IN THE TOWNSHIP OF WOODBRIDGE, COUNTY OF MIDDLESEX
STATE OF NEW JERSEY**

Resolution #226-1

**Membership Termination of Volunteer Firefighter Ryan Malheiro From
Iselin Chemical Hook and Ladder Volunteer Fire Company**

WHEREAS, Volunteer Firefighter Ryan Malheiro has been a member of the Iselin Chemical Hook and Ladder Volunteer Fire Company in Woodbridge Fire District No.11; ("Fire Company") and;

WHEREAS, Volunteer Firefighter Malheiro has demonstrated certain conduct which called into question his fitness for duty and to continue with the Fire Company; and

WHEREAS, in view of such conduct and in the public interest Volunteer Firefighter Malheiro must be terminated from Membership with the Fire Company.

NOW THEREFORE BE IT RESOLVED by the Commissioners of Fire District No. 11 of the Township of Woodbridge, County of Middlesex, State of New Jersey that:

Volunteer Firefighter Ryan Malheiro is hereby terminated from Membership with the Iselin Chemical Hook and Ladder Volunteer Fire Company ("Fire Company") in Woodbridge Fire District No.11 effective immediately for the following:

1. Conduct Unbecoming a Volunteer Firefighter and public sector volunteer;
2. Failure to Perform Duties;
3. Incompetency;
4. Jeopardized Fire Protection for the Fire District and its residents;
5. Misuse of Public Funds;
6. Attempted Theft by Deception;
7. Insubordination;
8. Withholding Requisite Access for payroll and scheduling;
9. Other Sufficient Cause; and

BE IT FURTHER RESOLVED that:

Volunteer Firefighter Ryan Malheiro will be issued Notice of Membership Termination with the Fire Company along with a demand for immediate return of all Fire District and/or Fire Company equipment and information.

RECORD OF VOTE

Members	Steven Freeman	Roy Sandklev	Thomas Karlin	Scott Smith	Raymond Ference
Yea	X	X		X	X
Nay					
Abstain			X		
Absent					