SCAN Date: 3-5-2025

ORIGINAL

CONTRACT FOR LEGAL SERVICES

This Contract is made on March 4, 2025, between the Commissioners of Fire District No. 1, Township of East Brunswick, County of Middlesex, State of New Jersey (hereinafter referred to as the "Board"), with an address of 680 Old Bridge Turnpike, East Brunswick, New Jersey 08816, and Kate Sendzik Haines, Esq., of the firm of Sendzik & Sendzik, P.C. (hereinafter referred to as the "Attorney"), with an office at 1808 Route 88, Brick, New Jersey 08724.

WHEREAS, the Board, as a public body duly organized under the laws of the State of New Jersey, requires the advice, consultation and other services of an attorney in the conduct of the public business for which it is charged; and

WHEREAS, the Board is permitted under the law to retain the services of an attorney; and WHEREAS, the Attorney is duly licensed to practice law in the State of New Jersey and is willing to provide professional services for the Board as hereinafter provided in this Contract.

THEREFORE, the Board shall engage the services of the Attorney, and in consideration of the mutual promises contained in this Contract and in reliance on the above recitals, the parties agree as follows:

- 1. The Attorney will provide the Board, its agents, representatives or employees, advice by telephone or conference; attend all meetings as requested by the Board; prepare all legal documents, correspondence or other communication as requested by the Board; prosecution of any legal or equitable action or other claims; representation before governmental agencies or bodies; keep the Board informed of updates as to law; and perform such other legal services as requested by the Board;
- 2. For the services described in Paragraph 1 above, the Board agrees to pay the Attorney the sum of one hundred eighty-five dollars (\$185.00) per hour not to exceed the budgeted line item payable monthly upon submission by the Attorney of an itemized bill of services rendered and execution of the appropriate voucher or purchase order. In addition, the Board agrees to reimburse the Attorney for all reasonable, necessary and actual out-of-pocket expenses incurred in connection with the above services, payable upon presentation of a statement of the amount of those expenses upon the appropriate voucher or purchase order to the Board;
- 3. This Contract shall be effective March 4, 2025, and shall continue in effect until March 3, 2026;
- 4. The Attorney shall only perform those services as directed by the Board at a public meeting or by the Chairman of the Board;

- 5. The Attorney shall meet with a member of the Board when requested to review legal invoices:
- 6. If any action at law or in equity is brought to enforce or interpret the provisions of this Contract, the prevailing party shall be entitled to reasonable attorney fees in addition to any other relief available to the prevailing party;
- 7. The validity of this Contract and of any of its terms or provisions, as well as the rights and duties of the parties to this Contract, shall be governed by and construed in accordance with the laws of the State of New Jersey;
- 8. All notices and other communications shall be sent by certified mail, return receipt requested, and shall be deemed to have been given when sent to the parties at their respective addresses as set forth above, unless a different address has been selected after the execution of this Contract and has been duly communicated to the party giving notice;
- 9. This Contract is contingent upon the Board's continued authorization and availability to fund same; and

10. This Contract constitutes the entire agreement of the parties and shall not be modified or amended except by a writing executed by both parties.

WITNESS ATTEST:

EREDERICK J. HOOVER, JR., CLERK

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 1

TOWNSHIP OF EAST BRUNSWICK

By: BRUCE R. SMITH, CHAIRMAN

By: KATE SENDZIK HAINES, ESO.

WITNESS/ATTEST:

SENDZIK & SENDZIK, P.C.

LORETTA C. ROSE NOTARY PUBLIC STATE OF NEW JERSEY

COMM. EXP. 07/15/2028

BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant To N.J.S.A. 19:44A-20.8

EAST BRUNSWICK FIRE DISTRICT NO. 1

Part I - Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the Sendzik & Sendzik, P.C. has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding March 4, 2025 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Board of Fire Commissioners of Fire District No. 1, Township of East Brunswick, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r). Any individuals including Commissioners relating to the Fire District Part II - Ownership Disclosure Certification I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned. Check the box that represents the type of business entity: Sole Proprietorship ☐ Partnership **□**Corporation Subchapter S Corporation Limited Partnership Limited Liability Corporation Limited Liability Partnership Name of Stock or Shareholder **Home Address** Kate Sendzik Haines 548 Herbert Lane, Brick, New Jersey 08724 Part 3 – Signature and Attestation: The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be hable for any penalty permitted under law. Name of Business Entity: Sendzik & Sendzik, P.C. Signature of Affiant:_ Title: Attorney at Law of New Jersey Printed Name of Affiant: KATE SENDZIK HAINES Date: March 4, 2025 Subscribed and sworn before me this 4th day of March, 2025. (Witnessed or attested by) My Commission expires: (SORETTA C. ROSE

NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES JULY 15, 2028

BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8

EAST BRUNSWICK FIRE DISTRICT NO. 1

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.) 19:44A-3 Definitions. In pertinent part...

- p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.
- q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.
- r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L. 1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

STATEMENT OF OWNERSHIP DISCLOSURE
N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name	of Organization: Sendzik 8	& Sendzik, P.C.
<u>Orga</u> ı	nization Address: 1808 Route	e 88, Brick, New Jersey 08724
<u>Part</u>	I Check the box that represents	the type of business organization:
	ole Proprietorship (skip Parts II and I	II, execute certification in Part IV)
		nd III, execute certification in Part IV)
	or-Profit Corporation (any type)	
	war and the second seco	hip Limited Liability Partnership (LLP)
	ther (be specific):	
<u>Part</u>	Ш	
X	10 percent or more of its stock, o own a 10 percent or greater inter	s and addresses of all stockholders in the corporation who own f any class, or of all individual partners in the partnership who rest therein, or of all members in the limited liability company interest therein, as the case may be. (COMPLETE THE LIST
	OR	
	individual partner in the partnersh	ation owns 10 percent or more of its stock, of any class, or no ip owns a 10 percent or greater interest therein, or no member vns a 10 percent or greater interest therein, as the case may
(Pleas	e attach additional sheets if more space i	s needed):
Nam	e of Individual or Business Entity	Address
Kate Sendzik Haines		548 Herbert Lane, Brick, New Jersey 08724

<u>Part III</u> DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. Attach additional sheets if more space is needed.

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s
	- '

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. Attach additional sheets if more space is needed.

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Board of Fire Commissioners of Fire District No. 1, Township of East Brunswick** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Fire District** to notify the **Fire District** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Fire District** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Kate Sendzik Haines	Title:	Attorney at Law of New Jersey
Signature:		Date:	March 4, 2025

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. It is not intended to be provided to contractors. What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 (http://www.nj.gov/dca/divisions/dlgs/resources/lfns 2006.html). Please refer back to these instructions for the appropriate links, as the Local Finance Notices include links that are no longer operational.

- 1. The disclosure is required for all contracts in excess of \$17,500 that are **not awarded** pursuant to a "fair and open" process (N.J.S.A. 19:44A-20.7).
- 2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. The form is worded to accept this alternate submission. The text should be amended if electronic submission will not be allowed.
- 3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
- 4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
 - a. The Division has prepared model disclosure forms for each county. They can be downloaded from the "County PCD Forms" link on the Pay-to-Play web site at http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12. They will be updated from time-to-time as necessary.
 - b. A public agency using these forms should edit them to properly reflect the correct legislative district(s). As the forms are county-based, they list all legislative districts in each county. Districts that do not represent the public agency should be removed from the lists.
 - Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
 - d. The form may be used "as-is", subject to edits as described herein.
 - e. The "Contractor Instructions" sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
 - f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
- 5. It is recommended that the contractor also complete a "Stockholder Disclosure Certification." This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation at http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. NOTE: This section is not applicable to Boards of Education.

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - o of the public entity awarding the contract
 - o of that county in which that public entity is located
 - o of another public entity within that county
 - o or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

Part I - Vendor Information

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Vendor Name: Sendzik & Se Address: 1808 Route 88	endzik, P.C.			
City: Brick	States NII	7: 00704		
City. Blick	State: NJ	State: NJ Zip: 08724		
he undersigned being authorized ompliance with the provisions of orm. Signature Part II – Contribution Dis	f <u>N.J.S.A.</u> 19:44A-20.26 <u>KATE SENDZIK</u> Printed Name	and as represented	by the Instructions a	epresents accompanying this w of New Jersey
Disclosure requirement: Pursicolitical contributions (more to committees of the government)	than \$300 per election c	vcle) over the 12	months prior to su	all reportable bmission to the
Check here if disclosure is p	provided in electronic form			
Check here if disclosure is p		pient Name	Date	Dollar Amou
			Date	Dollar Amou
			Date	

Continuation Page

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

Page 2 of 2

Vendor Name:

Contributor Name	Recipient Name	Date	Dollar Amount
			\$
		-	-
		-	
			1
			
			+
		-	
			-

	Check here if the	information	is continued	on s	ubsequent	page(s	s)
--	-------------------	-------------	--------------	------	-----------	--------	----

List of Agencies with Elected Officials Required for Political Contribution Disclosure N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders County Clerk Sheriff

{County Executive} Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM the Pay to Play section OF THE DLGS WEBSITE A COUNTY-BASED, CUSTOMIZABLE FORM.

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:					
I certify that the list below contains the na 10% or more of the issued and outstandin OR	ames and home addresses of all stockholders holding ag stock of the undersigned.				
I certify that no one stockholder owns 10 undersigned.	I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.				
Check the box that represents the type of busine	ess organization:				
Partnership Corporation Limited Partnership Limited Liability	Sole Proprietorship ty Corporation Limited Liability Partnership				
Subchapter S Corporation Sign and notarize the form below, and, if nece	essary, complete the stockholder list below.				
Stockholders:					
Name:	Name:				
Home Address:	Home Address:				
Name:	Name:				
Home Address:	Home Address:				
Name:	Name:				
Home Address:	Home Address:				
	, M				
Subscribed and sworn before me this 4th day of March, 2025. (Notary Public) My Commission expires:	(Atfant) (Print name & title of affiant)				
LORETTA C. ROSE NOTARY PUBLIC STATE OF NEW JERSEY LIY COMMISSION EXPIRES JULY 15, 2028	(Corporate Seal)				

List of Agencies with Elected Officials Required for Political Contribution Disclosure N.J.S.A. 19:44A-20.26

County Name: Middlesex

State: Governor, and Legislative Leadership Committees

Legislative District #s: 13, 14, 17, 18, 19, 22

State Senator and two members of the General Assembly per district.

County:

Freeholders County Clerk Sheriff Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Carteret Borough Middlesex Borough Sayreville Borough Cranbury Township Milltown Borough South Amboy City Dunellen Borough Monroe Township South Brunswick Township East Brunswick Township New Brunswick City South Plainfield Borough Edison Township North Brunswick Township South River Borough Helmetta Borough Old Bridge Township Spotswood Borough

Woodbridge Township

Highland Park Borough

Jamesburg Borough

Metuchen Borough

Perth Amboy City

Piscataway Township

Plainsboro Township

Boards of Education (Members of the Board):

Carteret Borough
Cranbury Township
Middlesex Borough
Dunellen Borough
Milltown Borough
Sayreville Borough
South Amboy City
Milltown Borough
South Brunswick To

Dunellen Borough

East Brunswick Township

Edison Township

Monroe Township

Monroe Township

North Brunswick Township

Helmetta Borough

Old Bridge Township

South Brunswick Township

South River Borough

Helmetta Borough
Old Bridge Township
Spotswood Borough
Highland Park Borough
Perth Amboy City
West Windsor-Plainsboro Regional

Jamesburg Borough Piscataway Township Woodbridge Township

Fire Districts (Board of Fire Commissioners):

East Brunswick Township Fire District No. 1
East Brunswick Township Fire District No. 2
Plainsboro Township Fire District No. 1
South Brunswick Township Fire District No. 1

East Brunswick Township Fire District No. 3

Jamesburg Borough Fire District No. 1

South Brunswick Township Fire District No. 3

South Brunswick Township Fire District No. 3

Monroe Township Fire District No. 1

Monroe Township Fire District No. 2

Monroe Township Fire District No. 2

Monroe Township Fire District No. 3

Woodbridge Township Fire District No. 2

Woodbridge Township Fire District No. 4

Old Bridge Township Fire District No. 1 Woodbridge Township Fire District No. 5 Old Bridge Township Fire District No. 2 Woodbridge Township Fire District No. 7

Old Bridge Township Fire District No. 3

Woodbridge Township Fire District No. 8

Old Bridge Township Fire District No. 4

Woodbridge Township Fire District No. 9

Old Bridge Township Fire District No. 4

Piscataway Township Fire District No. 1

Piscataway Township Fire District No. 2

Woodbridge Township Fire District No. 10

Woodbridge Township Fire District No. 11

Piscataway Township Fire District No. 2 Woodbridge Township Fire District No. 11
Piscataway Township Fire District No. 3 Woodbridge Township Fire District No. 12
Piscataway Township Fire District No. 4