

## September 10, 2020

The Chairman announced that as required by The Open Meetings Act, adequate notice of this meeting has been provided which notice specified time and place of meeting. The notice was posted on the bulletin board at the Municipal Building and mailed to the Daily Record and the Citizen, placed on file at the Township Clerk's Office and on the public notice website for the Montville BOFC District1.

### Call to Order

Minutes of the meeting of the Board of Fire Commissioners of District # 1, Montville Township, held at the Firehouse 86 River Road, Montville, N.J. This meeting is being held within the regulations and recommended guidelines of the State of New Jersey and the Township of Montville as pertains to the Covid19 virus. Meeting was called to order at 7:00 P.M. by Chairman Lewis, who presided. Chairman Lewis pointed out the Fire Exits.

### Roll Call

Those present were: Commissioners Carl Lewis, Michael Caggiano, Robert Cook and Steven Schmidt; Fire Chief Jim Longobardi, Fire Official Joseph Serrecchia and Denise Phostole District Clerk.

### Minutes

The minutes of the meeting of August were read and accepted as read. Motion to accept made by Commissioner Caggiano; seconded by Commissioner Schmidt and carried.

### Public Comment

None

### Financial Report

The Treasurer gave the financial report and presented the bills for payment; the vouchers were reviewed by the commissioners and paid as follows on a motion made by Commissioner Schmidt, seconded by Commissioner Cook, and carried:

#### Disbursements September 2020

Administration	\$	1,867.68
Buildings and grounds	\$	1,813.44
M&R	\$	1,761.35
Utilities	\$	4,496.17
Equipment repair	\$	20.00
Supplies	\$	401.30
Training	\$	200.00
UFSA	\$	<u>3,045.54</u>
Total Disbursements:	\$	13,605.48

Commissioner Caggiano reported the second half tax levy is due next month. A review of the budget noted that the interest income for the year will be down. We received a PERS refund for Joseph Serrecchia. The workman's comp audit was done and we are due a refund. Checks have been ordered for the account at Lincoln First Bank. Fire Official Serrecchia's Certification of Final Salary and Service is being sent to the state. The audit is done and in partnership review at the accountant's office. We should have it for the October meeting. Motion to accept

financial report was made by Commissioner Cook; seconded by Commissioner Schmidt and carried.

### **Chief's Report**

Chief reported that there were 43 fire calls for the month of August, and bringing the year to date fire calls to 135, and the total year to date activities to 162. The firefighters will be attending a class A burn at the academy. Chief has requested a backup battery for the EDispatch system in the chief's office. 350 is still out of service, however 354 is back. Also, a booster to the WiFi at station three. Control for the Knox Box has been moved from Fire Official Serrecchia to Fire Official Phostole. Motion to accept Chief's report was made by Commissioner Caggiano; seconded by Commissioner Cook and carried.

### **Fire Official's Report**

Fire Official gave his report. There was a total of 17 home inspections for the month of August. William Mason and Lazar school inspections are complete. There is still a problem at the high school with the ceiling. The township buildings will be inspected this month. The state check has been received. The Fire Prevention Bureau will be continuing with affidavits for home inspections until the end of the year. Motion to accept Fire Official's report was made by Commissioner Cook; seconded by Commissioner Schmidt and carried.

### **Correspondence**

- Received NJ State Association of Fire Districts Quarterly Meeting report
- Received quote from Selitto Heating and Air Conditioning Station 2
- Received email from the township regarding a virtual 9/11 event

### **Old Business**

Roofer is working on the leak at station 3. The portico at station 1 has been repaired. The commissioners discussed the quote for the air conditioning at station 2. Need to obtain quotes for the interior work that needs to be done there (bay and meeting room). Doors at station three still in need of repair as are the doors at station one and two. Station two front doors; station three has three doors and station one has one door.

### **New Business**

Fire Official Serrecchia will be retiring after 33 years of service to the Montville Board of Fire Commissioners, District 1, effective November 1, 2020. On a motion made and passed the Commissioners appointed Fire Inspector Alex Phostole to the position of Fire Official effective November 1, 2020 upon the retirement of Fire Official Serrecchia.

### **Adjournment**

Motion to adjourn meeting was made by Commissioner Schmidt seconded by Commissioner Caggiano and carried. Meeting was adjourned by Chairman Lewis at 8:13 P.M.

Respectfully Submitted,



Denise Phostole

District 1 Clerk

Montville Township BOFC

District One