

## **February 12, 2015**

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, and placed on file at the Township's Clerk Office.

### **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. Meeting was called to order at 7:08 P.M. by Chairman Berry, who presided. Chairman Berry pointed out the Fire Exits.

### **Roll Call**

Those present were: Commissioners James Berry, Michael Caggiano, Carl Lewis, Robert Cook; Chief Jim Longobardi; Fire Official Joseph Serrecchia; Administrator Bud Ballentine, and Denise Phostole District Clerk.

### **Minutes**

The minutes of the meeting of January were read and accepted as read. Motion to accept made by Commissioner Lewis; seconded by Commissioner Caggiano 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 Lewis, seconded by Commissioner Cook, and carried:

- Payroll \$4,403.38
- Office Exp \$823.39
- Advertising \$96.05
- Utilities \$5781.07
- Monitoring \$190.00
- Grounds \$5881.84
- Repairs/Maintenance \$951.36
- Legal fees \$1957.50
- Insurance \$1836.00
- Training \$675.00
- UFSA \$1460.00

Total Disbursements February: \$24,055.59

Commissioner Caggiano moved the remaining 2013 balance due the Fire Prevention Bureau of \$8,405.00 into the new account and will move the total deposited in January into the Commissioners account of \$5,550.00 to the FPB account.

The commissioners will meet to open an account and move money from the Capital One account into another account.

Commissioners went over the budget line amounts for 2015, and reviewed all account reconciliations. Motion to accept financial report was made by Commissioner Lewis; seconded by Commissioner Cook and carried.

### **Chief's Report**

There were 19 activities for the month of January; 13 were fire calls. Chief Longobardi got the passwords for the website and the host site. New pages are being designed for the fire department and the Fire Prevention Bureau. Truck 350 is out for drop chains and oil pan. Chief will check with the town regarding the ordinance for Haz Mat Spills; mutual aid or large incidences may need to go through the town. Chief submitted paperwork for a new Junior Member, Aleksander Howar. Motion to accept Chief's report was made by Commissioner Caggiano; seconded by Commissioner Lewis and carried.

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

Fire Official gave his report all is going well with inspections. There were a total of eleven inspections for the month. Fire Official Serrecchia spoke to the state representative and was informed that the school inspections need to be completed before June 1. Clerk will check into putting an ad in the paper for a Fire Inspector. Motion to accept Fire Official's report was made by Commissioner Cook; seconded by Commissioner Lewis and carried.

### **Correspondence**

Certificate of Liability insurance was received from the Girl Scouts of Northern NJ. Kearny Federal Savings bank sent notice of a change of name to Kearny Bank. Received quote from Kraft Power for annual maintenance contract for generator at Company 2.

### **Old Business**

Commissioner Lewis said that the floors at Company 2 had been stripped and waxed. Commissioner Cook said the chair lift at Company 1 had been repaired. He also said that Alan paper won't deliver and drop off the supplies without someone present to sign for them.

### **New Business**

Commissioners reviewed the quote from Kraft Power for the maintenance of the generator at Company 2. It was decided to use them again for the maintenance

contract. The clerk will send a letter to Diane Woltman regarding keeping the computer purchased for her use, and thanking her for her years of service to the Board.

**Adjournment**

Motion to adjourn meeting was made by Commissioner Lewis seconded by Commissioner Cook and carried. Meeting was adjourned by Chairman Berry at 8:40 P.M.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Denise Phostole".

Denise Phostole

District 1 Clerk

Montville Township BOFC

District One