

**May 14, 2015**

The Vice 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's 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 7:07 P.M. by Vice Chairman Carl Lewis, who presided. Vice Chairman Lewis pointed out the Fire Exits.

**Roll Call**

Those present were: Commissioners Carl Lewis, Michael Caggiano, Robert Cook, Robert Purnell; Captain Ron Baldwin; Fire Official Joseph Serrecchia; Administrator Bud Ballentine, and Denise Phostole, District Clerk.

**Minutes**

The minutes of the meeting of April were read and accepted with one correction. The reference to Brian Leach was deleted and replaced with Joy Lynn Leach regarding LOSAP withdrawal. Motion to accept made by Commissioner Cook; seconded by Commissioner Purnell 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 Cook, seconded by Commissioner Lewis, and carried:

Disbursements May 2015

Administration	\$ 8,947.62
LOSAP	\$ 23,450.00
Benefits	\$ 14,000.00
M&R	\$ 7,011.26
Office Expense	\$ 145.97
Equipment	\$ 8,610.98
Training	\$ 900.00
Utilities	\$ 3,178.71
UFGA	\$ 2,469.16
Total Disbursements:	\$ 68,713.70

The CD that was due on April 18, 2015 at Santander Bank was closed and not rolled over. Commissioner Caggiano believes that the Santander accounts are not insured by GUDPA. The accounts will be reviewed and the commissioners will meet before the next meeting to open a new account and revise the remaining Santander accounts.

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

### **Chief's Report**

The Chief's report was given by Captain Baldwin. There were 20 activities for the month of April bringing the year to date total to 75; 52 were fire calls.

A new member application was submitted for Matthew Lehner who has joined as a junior. Members are in training – one has just completed Fire Fighter One, and another has almost completed the course. Training is ongoing; truck checks are being done and trucks are being cleaned.

Motion to accept Chief's report was made by Commissioner Cook; seconded by Commissioner Purnell and carried.

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

Fire Official gave his report all is going well with inspections. There were a total of 10 inspections for the month. The state check was received last month. There were two violations notices sent – one to Sperro Metal for a disconnected fire alarm, and one to the high school regarding cleaning of the kitchen hood.

Motion to accept Fire Official's report was made by Commissioner Purnell; seconded by Commissioner Cook, and carried.

### **Correspondence**

We received an email regarding the fire whistle at Company 1. Emailed back requesting a name and contact information – no reply.

We received a letter from Diane Woltman regarding her pension.

We received a letter from Lincoln Financial regarding LOSAP.

We received a letter from Capstone insurance regarding workers comp insurance savings opportunities.

We received a letter from Montville Township engineer regarding inclusion in an ordinance for future paving needs.

We received the 2014 annual audit.

### **Old Business**

The canister at company two was picked up by EWMA.

Commissioner Cook believes that the water problem at company one has been resolved; the upstairs ladies room toilet might have been running due to a faulty seal.

The downspout at station three was replaced.

The curb replacement in front of station three has also been completed.

The Nationwide contract was revised to remove AD&D from the policy, and personnel no longer affiliated with the fire department.

### **New Business**

Those commissioners present reviewed the 2014 annual audit. A motion was made by Commissioner Lewis, seconded by Commissioner Purnell to accept the findings and a resolution was passed to confirm the annual audit.

Administrator Ballentine will check into the letter from Lincoln Financial regarding LOSAP and the letter from Capstone Insurance regarding Workers Comp.

Commissioner Purnell will contact the Montville Township engineering department regarding inclusion in the paving ordinance.

Commissioner Cook stated that the fire department had not been informed that Church Lane would be closed for paving in front of station three. He contacted the town regarding notifying the department of the closure in advance in order to make sure the trucks could get out if needed.

### **Adjournment**

Motion to adjourn meeting was made by Commissioner Purnell, seconded by Commissioner Cook, and carried. Meeting was adjourned by Vice Chairman Lewis at 8:41 P.M.

Respectfully Submitted,



Denise Phostole

District 1 Clerk

Montville Township BOFC

District One