

May 9, 2024

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 Fire House, Post Office, Library, the Court House, mailed to the Daily Record, and 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. Meeting was called to order at 7:05 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 Don Crownover; Chief Jim Longobardi; Fire Official Brian Ricci and Denise Phostole District Clerk. Also present were John McGorry and Anthony Luciano.

Minutes

The minutes of the meeting for April were read and accepted as read. Motion to accept made by Commissioner Cook; seconded by Commissioner Crownover and carried. The meeting was suspended, and the commissioners passed a resolution to appoint Anthony Luciano to the vacant commissioner post on a motion made by Commissioner Cook and seconded by Commissioner Crownover. All in favor.

Public Comment

John McGorry would like to see the recruitment put onto the Project Reports for review at the monthly meeting. This will be added.

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 Luciano, seconded by Commissioner Crownover, and carried:

Disbursements May 2024	
Administration	\$ 2,254.45
Benefits Life Ins. and W/C	\$ 2,481.70
M&R	\$ 9,798.90
Insurance	\$ 2,488.41
Office Expense	\$ 191.93
Purchases Tool and Equipment	\$ 594.51
Supplies	\$ 131.72
Utilities	\$ 3,059.49
UFSA	\$ 2,065.70
	\$ 23,066.81

Commissioner Caggiano reported there was no need for a transfer to cover bills paid this month. The commissioners reviewed the budget, the bank statements, and the balance sheet. Commissioner Caggiano reported the audit was completed 2023; the Workers Comp audit will take place at the end of the month. We received a bill from Gen Serv that was meant for Pine

Brook. Motion to accept financial report was made by Commissioner Crownover, seconded by Commissioner Cook, and carried.

Chief's Report

The Chief reported that there were 16 fire calls for the month of April, bringing the year-to-date fire calls to 72, and the total year-to-date activities to 103. The Chief reported tires have been done on 352 and 353. Chris Maciag has completed FF1. The new radio installation for the police department is not working well. The Chief has added the inventory module to the new NIFERS program. Motion to accept Chief's report was made by Commissioner Crownover; seconded by Commissioner Luciano and carried.

Fire Official's Report

Fire Official Ricci reported home inspections at 15 for the month of April with one fee waived and one Fail to be rescheduled. The new program through First Due should be live on July 1st. The last state check had changes on it with zero payments for several LHUs. FO Ricci will call the state to determine why payment was not made to the department. There is a trouble signal on the fire alarm panel at station one. It needs to be fixed and the alarm needs to be tested. Clerk to call B Safe to schedule repair; Clerk to also call Gen Serv for a copy of the service report for the generator at station one. Motion to accept Fire Official's report was made by Commissioner Cook; seconded by Commissioner Crownover and carried.

Correspondence

- Received invoices from MO Cleaning, Verizon Fios (past due), Gen Serv (past due)
- Email from Pine Brook with a request to schedule a work session with Cliff from Northeast and email response from John Connelly.
- Received a quote from First Due for new computer program.
- Notice from the DOLGS regarding an update to Local Public Contract Law.
- Notice of violations from FPB for abated violations company one
- Municibid notice of contract extension with the state of NJ.
- Request from Stacy Kostka for Financial Disclosure for Ed Bitterle – informed her that he resigned; she will remove him from the state list.

Old Business

Commissioners reviewed the Project Status report.

New Business

The 2023 Audit has been completed. The Workers Comp Audit should take place at the end of this month. The Commissioners discussed the radios and the request for a work session with Northeast. The Website was compromised again and has been migrated to a secure site (https). Migration was not completed as of this date.

Adjournment

The motion to adjourn the meeting was made by Commission Crownover, seconded by Commissioner Luciano and carried. The meeting was adjourned by Commissioner Lewis at 9:36 P.M.

Respectfully Submitted


Denise Phostole District 1 Clerk Montville Township BOFC District One