

July 10, 2025

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 7:00 P.M. by Chairman Lewis, who presided. Chairman Lewis pointed out the Fire Exits.

Roll Call

Those present were Commissioners Carl Lewis, Robert Cook, Michael Caggiano, Anthony Luciano and Don Crownover; Fire Official Michael Cowley, Chief Carol DaCosta and Denise Phostole, District Clerk.

Minutes

The minutes of the meeting for June were read and accepted as revised. Motion to accept made by Commissioner Luciano; seconded by Commissioner Crownover and carried.

Public Comment

None

Financial Report

Commissioner Caggiano 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 Luciano, and carried:

Disbursements July 2025	
Administration	\$ 1,795.65
Benefits Life Ins. and W/C	\$ 2,123.10
M&R Apparatus	\$ 8,994.72
M&R Buildings and Grounds	\$ 2,650.85
M&R Equipment	\$ 1,110.42
Professional services	\$ 58.00
Supplies	\$ 226.31
Purchases	\$ 71.25
Insurance	\$ 2,830.92
Training	\$ 500.00
Utilities	\$ 6,043.29
UFSA	\$ 2,823.83
Total Disbursements:	\$ 29,228.34

Commissioner Caggiano reported that the CD that matured at Centra has been rolled into a 13-month CD at 4.0%. Commissioner Caggiano transferred \$30,320 from the ION savings account to the ION checking account to cover payables for the month of July. Received \$500 for the purchase of the Ladies Auxiliary car from John McGorry. See sale of assets. Opened an account on the G/L for item" Software". Workers Comp audit has been finalized. Approximately

\$17,000 is due back. Motion to accept financial report was made by Commissioner Cook, seconded by Commissioner Luciano and carried.

Chief's Report

The Chief reported that there were 29 fire calls for the month of June, bringing the year-to-date fire calls to 117, and the total year-to-date activities to 210. Chief DaCosta said that there had been a fire at V&V. Fireworks went well. The radios were down two times in Pine Brook during the month. Motion to accept the Chief's report was made by Commissioner Luciano; seconded by Commissioner Cook and carried.

Fire Official's Report

Fire Official Cowley reported that there were 15 home inspections in June and a combined 23; 13 inspections of LHUs and registrations; 13 permit inspections. Total accounts receivable for the month of June was \$4,094.00. All liquor license inspections have been completed and submitted to the town. FO inquired about the open hood cleaning violation at station 1. Have to contact Encore to come in and clean it. FO worked alongside the Morris County Fire Marshals Office to put together a report on the fire at V&V. The 4th of July event went off without any issues. Motion to accept the Fire Officials report was made by Commissioner Crownover; seconded by Commissioner Luciano and carried.

Correspondence

- Received invoices from First Due (past due invoice – check was mailed); Fire and Safety; Northeast (past due paid by District 3); First Due revised invoice; Verizon; Gen Serv (past due); LHU invoices for station one and two; shared services invoice from District 3; training invoice for McMansions.
- Multiple emails regarding the Montgomery tower repairs and emails from Police Chief Caggiano about problems at the dispatch desk and resetting of the police radio system
- iPad ordered from Amazon with Otter boxes and screen savers set up and linked to Verizon and First Due.
- DCA Notices regarding LEAP Grant; Shared services initiative; Threshold updates for quotes and bids.
- Notice from District 3 that the low band license has been renewed for the siren at District 1.
- LOSAP email from Counselor Bucco requesting additional information on original resolution and ballot question. Sent requested information back.
- Letter of intent written to sign up for County radio.

Old Business

Commissioners reviewed the Project Status report. Commissioners reviewed the document from the department read at the meeting in June. Discussion regarding the radios and attempts to repair. The letter of intent has been written and will be sent to the county. Chief questioned when the radio will be fixed while waiting for the county to go on board the department. Commissioner Lewis responded that the commissioners are doing all they can to repair our system; he reminded the Chief that there are three different departments that own the system. Asked what else the department thought they could do to fix the problem besides

what was currently being done. Commissioner Caggiano asked if the department had procedures in place in the event of a radio malfunction during a call. Chief asked if there was another company that would be able to investigate the problems with reception. Commissioners have already talked to the company that made the recommendations for the PD system. They do not do repairs and maintenance. Commissioner Luciano said that the only company that does the repairs in the Northeast is the one we are using.

The radio tower at station three is not being removed.

LOSAP was discussed. Commissioner Caggiano asked that the LOSAP report be downloaded from both the old and the new system.

Commissioners are looking for the department to give them the amount earned for the year for clothing allowances.

New Business

The motion that was made by Commissioner Luciano and seconded by Commissioner Crownover to purchase a fax machine with scanner for each station to email the state that was voted and passed in June at an approximate cost of \$300.00 for three machines capable of duplex scanning and Wi/Fi capable was amended to read "at an approximate cost of \$500.00". Amended motion made by Commissioner Cook and seconded by Commissioner Luciano. All in favor.

Adjournment

The motion to adjourn the meeting was made by Commissioner Crownover, seconded by Commissioner Luciano and carried. The meeting was adjourned by Chairman Lewis at 9:57 P.M.

Respectfully Submitted



Denise Phostole

District 1 Clerk Montville Township BOFC District One