

November 13, 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 7:09 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, Don Crownover and Anthony Luciano; Fire Official Michael Cowley and Denise Phostole, District Clerk.

Minutes

The minutes of the meeting for October were read and accepted as read. Motion to accept made by Commissioner Cook; seconded by Commissioner Luciano 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 Luciano, seconded by Commissioner Crownover, and carried:

Disbursements November 2025	
Administration	\$ 1,618.46
Benefits (Life Ins/Workmans Comp)	\$ 534.10
Insurance (Commercial Package)	\$ 2,830.92
Apparatus M&R	\$ 92.79
Equipment M&R	\$ 2,831.66
Buildings and Grounds M&R	\$ 2,916.42
LOSAP	\$ 16,850.00
Purchases (Gear and Radios)	\$ 1,694.88
Supplies	\$ 554.47
Training	\$ 6,724.70
Utilities	\$ 5,409.18
Uniforms	\$ 28,550.00
UFSA	\$ 3,239.00
Total Disbursements:	\$ 73,846.58

Commissioner Caggiano reported receipt of the last tax levy check for 2025; deposit was made into the ION operating account; \$300,000.00 was then transferred into the ION savings account. Two CDs matured and were reinvested. Two more are coming due – one in December 2025 for approximately \$120,000.00 and another in January 2026 for approximately \$150,000.00. The credit card account at TD Bank that was opened for Fire Prevention is working well. There is one outstanding check, and it is for Batteries Plus. The anticipated Workers Comp refund was sent to 108 Main Road and was never received by the Commissioners. The check is being reissued for approximately \$13,000.00. Motion to accept financial report was made by Commissioner Cook, seconded by Commissioner Luciano and carried.

Chief's Report

In the absence of the Chief the report was given by Deputy Chief Chris Longobardi. There were 24 fire calls for the month of October, bringing the year-to-date fire calls to 201, and the total year-to-date activities to 350. Deputy Chief reported that training in Boonton Township was completed. The department is waiting on the Pine Brook check. The clothing allowance was completed and presented to Commissioner Caggiano at the meeting. The training Man and Machine went great. Motion to accept the Chief's report was made by Commissioner Cook; seconded by Commissioner Crownover and carried.

Fire Official's Report

Fire Official Cowley reported that there were 13 home inspections in October: 4 permit inspections and a combined 48 inspections of LHUs, registrations and complaints. Total accounts receivable for the month of October was \$2,337.00. Fire Official Cowley requested permission from the Commissioners to purchase office supplies from his budget, not to exceed \$500.00. Permission granted unanimously. Fire Official reported that when he was at the Police Station getting his new Fire Inspector his department ID, he did not recognize the signature on the back of the card. He suggested the ID cards should be signed by the BOFC Chairman and not the current chief. He requested that as discussed at the last meeting that he would like to transition the Fire Prevention Bureaus bank account to TD and consolidate them. This would avoid having to pay the \$25.00 fee at TD bank every month the balance falls below their required amount. He asked about the open violation at station one. The hood still needs to be cleaned. He also asked if the new certificate was posted at station two. Fire Official Cowley Motion to accept the Fire Officials report was made by Commissioner Cook; seconded by Commissioner Crownover and carried.

Correspondence

- Received a second notice from Amazon regarding a past due for taxes. Tax was not removed from the invoice for two purchases.
- Email from Towaco that the contract with Light Path has been signed with a lower cost.
- River Road radio equipment has been installed.

- Multiple emails from First Due regarding intermittent outages.
- County meeting is set for October 16th at 5 PM. Online Teams meeting: would like all three chiefs and one commissioner from each district to attend.
- Received invoices from Reliant Hose Test; sign repair at station one from Crown welding; Verizon.
- Received multiple emails about the radios.
- LFN on Artemis

Old Business

Commissioners reviewed the Project Status report.

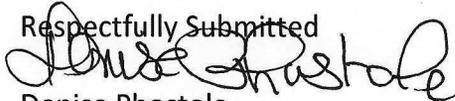
New Business

Commissioners passed a resolution to hire Stephen Gilson as Fire Inspector at a rate of \$26.00 per hour. All in favor. On a motion made and passed the commissioners accepted the application for Polonia Aristy to join Company One. All in favor. On a motion made by Commissioner Cook and seconded by Commissioner Crownover the commissioners approved using the company Clean Harbors to dispose of the old foam. All in favor.

Adjournment

The motion to adjourn the meeting was made by Commissioner Cook, seconded by Commissioner Crownover and carried. The meeting was adjourned by Chairman Lewis at 8:55 P.M.

Respectfully Submitted



Denise Phostole

District 1 Clerk Montville Township BOFC District One