

October 9, 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 7:05 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 and Don Crownover; Fire Official Michael Cowley; Chief Carol DaCosta and Denise Phostole, District Clerk.

Minutes

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

Disbursements October 2025	
Administration	\$ 5,215.36
Benefits (Life Ins/Workmans Comp)	\$ 1,759.99
Insurance (Commercial Package)	\$ 2,830.92
M&R (apparatus repairs)	\$ 1,803.38
Meetings and Travel	\$ 492.00
Buildings and grounds	\$ 2,295.85
Equipment repairs	\$ 6,741.11
Purchases	\$ 2,400.00
Professional Services	\$ 5,400.00
Supplies	\$ 1,432.65
Utilities	\$ 1,672.95
UFSA	\$ 2,341.51
Total Disbursements:	\$ 34,385.72

Commissioner Caggiano reported that he transferred \$15,000.00 from the ION bank savings account to ION checking to cover the October bills. He also transferred \$100,000.00 from savings to the ION bank OSAIC account. Refund for the Workers Comp is due by the end of the month. Insurance questionnaire was received for information on all four buildings. The second half tax levy check will also be in by the end of the month. 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 18 fire calls for the month of September, bringing the year-to-date fire calls to 177, and the total year-to-date activities to 306. Chief thanked the members for their responses to calls. The relief and exempt meeting will be on Monday October 13th. Montville day is on October 12th. Incident Safety Officer class is scheduled for October 21, 23 and 26 in Boonton. Attendees for Montville will be Chief DaCosta, Mike Peski, Roger Atkinson and Chris Longobardi. The department dinner will take place at the Valhalla Club on October 24th. Trunk or Treat will be on October 30th from 4:30 to 5:30 PM. The animal shelter has requested use of the bays for the fall rabies clinic to take place on November 1st. Chief requests that if you see hydrants, please raise the flags before it snows. The Board of Chiefs ballots have been posted. 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 8 home inspections in September and a combined 26 inspections of LHUs, registrations and complaints. Total accounts receivable for the month of September was \$3,048.00. Fire Official Cowley presented the new Fire Inspector Stephen Gilson. Inspections are going well. Still on track to complete all inspections for the current year. Fire Official Cowley will be ordering a new job shirt for the new inspector; checking to see if a new polo shirt is needed or if the old one can be restitched. In the future the shirts will say Inspector with no name so they can be used again. Fire Official is working with the Chief for presentations at the schools for Fire Prevention Month. There are weekly inspections ongoing at Conklin Farm for the food trucks. The credit card system is up and running – end users will be paying the fees associated with credit card transactions. 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

Montville Township Fire District No. 1
Montville N.J. 07045

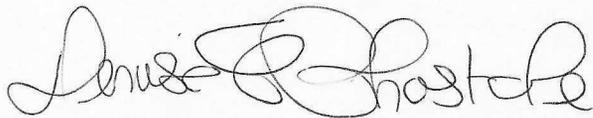
RESOLUTION TO APPOINT STEPHEN GILSON TO THE POSITION OF FIRE INSPECTOR
MONTVILLE FIRE PREVENTION BUREAU, DISTRICT 1

WHEREAS, Fire Official Michael Cowley has recommended that Stephen Gilson be appointed to the position of Fire Inspector for the Montville Fire Prevention Bureau, District 1

WHEREAS, the Montville Board of Fire Commissioners agrees with his recommendation

NOW THEREFORE BE IT RESOLVED by the Montville Board of Fire Commissioner, District 1, County of Morris, State of New Jersey, that Stephen Gilson is hereby appointed to the position of Fire Inspector effective retroactive to October 1, 2025, at a rate of \$ 26.00 per hour.

I Denise T. Phostole, District Clerk to the Commissioners of Montville Fire District No. 1, hereby certify that this is a true copy of the Resolution Adopted by the Commissioners of Fire District No. 1 at the meeting held October 9, 2025.



Denise T. Phostole
District 1 Clerk
Montville Township BOFC District 1

Commissioner	YES	NO	ABSTAIN	ABSENT
Carl Lewis	X			
Michael Caggiano	X			
Robert Cook	X			
Donald Crownover	X			
Anthony Luciano				X