

## **February 12, 2026**

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, Senior Center, 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.

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

### **Minutes**

The minutes of the meeting for January were read and accepted as read. 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 Luciano, seconded by Commissioner Crownover, and carried:

<u>Disbursements February 2026</u>	
Administration	\$ 2,721.26
Benefits	\$ 1,225.89
M&R Apparatus	\$ 1,900.58
M&R Buildings and Grounds	\$ 15,229.65
M&R Equipment	\$ 3,928.00
Insurance (Commercial Package)	\$ 2,952.09
LOSAP contribution	\$ 3,150.00
Dues	\$ 25.00
Professional Services	\$ 72.50
Purchases Tools and Equipment	\$ 4,859.60
Purchases Gear and Radios	\$ 10,521.64
Supplies	\$ 772.91
Utilities	\$ 7,770.64
UFGA	\$ 3,273.53
Total Disbursements:	\$ 58,403.29

Commissioner Caggiano reported the need to transfer from savings to checking to cover monthly bills. There is \$32,000 in prepaid insurance that will be expensed over the coming year. There was a duplicate payment made to insurance – one check was voided. There is additional information needed from Fire Prevention to reconcile the TD bank account and enter the

income into the ledger. Motion to accept the financial report was made by Commissioner Luciano and seconded by Commissioner Crownover and carried.

### **Chief's Report**

Chief reported that there were twenty-two fire calls for the month of January, bringing the year- to-date fire calls to 27, and the year-to- date activities to 38. Members responded to the house fire in Towaco on Sunset Court. There were no injuries on the fire side, and the department was able to get all the apparatus back in service immediately after the call. There was a standby crew in place at station one during the large snowstorm. Red Barn restaurant donated food to the members at the fire house. There was a work detail that to clear hydrants. Multiple crews were sent out. The VFW is presenting an award to Bobby Cook for fire fighter of the year on February 11<sup>th</sup>. Election and budget votes to take place on February 21<sup>st</sup> at station three. NEMMA beefsteak is March 7<sup>th</sup> in Bloomingdale. Volunteers are needed for the townwide Easter egg hunt on March 28<sup>th</sup> from 10:00 to 11:30 AM. RIT weekend is May 1,2, and 3. Members need to sign up if they want to get certified. John Davis is retiring as County Fire Marshall in March. The new Fire Marshall will be John Zargoza for the county. James Maloney is now officially FF1 certified. Still waiting for Chris Maciag to submit his paperwork. The department received two new Gumbo suits. They will be labeled and put on R1. Due to the snowstorm Bloodborne pathogens/RTK has been rescheduled to March 2<sup>nd</sup> at 7:00 PM. The chief requested the status of the meetup with the county. The roof at station one is leaking. The sign at station one is broken again. The old gear outdated gear is being gathered to take to Boonton to donate and will go to low-income departments. The Commissioners approved the purchase of four tough books for the fire department to be placed in the Chiefs car and three trucks. Commissioners requested that the department check with the county to see what they are using. Commissioners requested an inventory of radios and pagers; they want to know what is compatible with the county system that is currently owned by the department. Chief presented a timeline for Montville Fire Dispatch to transition to the County. Motion to accept the Chief's report was made by Commissioner Luciano; seconded by Commissioner Crownover and carried.

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

Fire Official Cowley reported that there were 9 home inspections and a total of 30 Non-LHU, 7 LHU and 10 complaint inspections for the month of January. To date the bureau has brought in \$13,585.00 – that includes house inspections and local registrations. Fire Prevention closed out 2025 with 591 inspections; all invoices were collected on. All the public schools have been inspected. The annual report was submitted to the State of New Jersey on January 15<sup>th</sup>. We received credit for all life hazard inspections. Fire Official wanted to know where to take the car to be washed. Commissioners asked the FO to check with car washes in town. FO requested approval to purchase a three in one color printer at the cost of approximately \$470.00. Permission granted. The car window has not been repaired yet. Fire Official Cowley is working with the 4<sup>th</sup> of July committee to make sure that there are no last-minute issues with the event. This is the 250<sup>th</sup> celebration and they are expecting larger crowds this year. Motion to accept the Fire Official's report was made by Commissioner Luciano; seconded by Commissioner Crownover and carried.

## **Correspondence**

- Published and posted the legal notice for the budget vote and elections. Sent the referendums to the accountants and lawyer to ascertain if they were correctly worded. Determined how to proceed on the ballot and had the ballots printed. It was two pages. Took 1100 copies to Morristown on Friday 1/23/26. Picked up the orange bag.
- Reviewed the new regulations for posting to the website effective 3/1/26. LFN notice 2026-01.
- First Due notice of maintenance 1/25/26 has been moved to 2/1/26 due to the snowstorm.
- Received invoices for the Chief's dues. 2 invoices from Verizon. Invoice from Encore for maintenance of fire extinguishers at the three fire houses and the suppression system at station one. Invoices from ALM, NJ Fire Equipment Company; Northeast Communications, and 4<sup>th</sup> quarter billing from Pine Brook FD.
- Received various notices from ESCNJ
- Notice from DCA regarding licensing of Fire Officials.
- Received LFN 2026-02 LOSAP adjustment 2026. LFN 2026-04 Storm Response and Recovery. LFN 2026-05 Audit – Local units including Fire Departments must have their annual audit completed no later than the 5<sup>th</sup> month after the close of the fiscal year. They must file to FAST within 5 days of being received by the local unit. Deadline for certifying the review of audit and corrective action plan must be filed within 45 days. Personal fines imposed for non-compliance.
- State requested names and addresses of the people running for commissioner. Sent on 2/5/26
- Received emails regarding the visit to the county comm center
- Answered Paul White – no longer using Clean Harbor for foam disposal.

## **Old Business**

Commissioners reviewed the Project Status report.

## **New Business**

On a motion made and passed the Commissioners approved the purchase of tough books. On a motion made and passed the Commissioners approved the purchase of a color printer by Fire Prevention.

## **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 9:52 P.M.

Respectfully Submitted

Denise Phostole  
District 1 Clerk Montville Township BOFC District One