

March 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 February were read and accepted as read. Motion to accept made by Commissioner Luciano; 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 Crownover seconded by Commissioner Luciano, and carried:

Disbursements March 2026

Administration	\$ 3,824.38
Benefits	\$ 2,730.99
Meetings and Travel	\$ 130.01
M&R Buildings and Grounds	\$ 16,190.19
M&R Equipment	\$ 440.00
Insurance (Commercial Package)	\$ 2,952.09
Professional Services	\$ 203.00
Purchases Tools and Equipment	\$ 5,099.00
Purchases Gear and Radios	\$ 12,426.87
Supplies	\$ 101.97
Utilities	\$ 5,021.92
UFSA	\$ 3,029.17
Total Disbursements:	\$ 52,149.59

Commissioner Caggiano reported the need to transfer \$58,000.00 from ION savings to checking to cover monthly bills. 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 eighteen fire calls for the month of February, bringing the year-to-date fire calls to 45, and the year-to-date activities to 64. There was an issue with a fire alarm activation at William Mason School. This was discussed with the PD Captain and taken care of. Foam scheduled for drop off – Commissioner Luciano is taking care of this.

Appropriate paperwork was provided to him with the assigned date as well as a yellow file folder with copies of directions and time slot. The chief would like the receipt if one is given. If there is a fire call and there are issues with the radios (PD can't hear the FD) please switch to PD2. There was a leak in the storage room at station 3 – Commissioners were notified.

Fireworks letter has been submitted to the Committee for 2026 – copy to Commissioners.

Montville PBA is having a Touch a Truck on April 23rd at 12:15 PM at town hall. Pizza and ice cream provided. Right to Know was held with Pine Brook this month. Fit test was also done this month. Bowling is every Sunday. Hose was cleaned during Company 1 night duty. The transition to the county radio is moving forward. The radio talk will no longer state when the trucks have returned to the station – an officer will simply state "All Montville units are cleared." Final run card reviews were gone over with the MAC coordinator, chief and Bat. Chief Peski. Final run cards were submitted directly to the county coordinator Matt. Additional information is being submitted to the county as requested. Start date has been delayed until May due to other districts not being ready. 351 bid has been provided by Rosenbauer. Sign at station 1 is broken again. Radio inventory has been completed and info for Toughbook purchase. The Commissioners approved the additional radio purchases based on the inventory presented. The inventory showed 14 portables live to date and every truck had a mobile radio. The Commissioners approve the following:

351 – One new radio

R1 add three and bank

350 complete

352 and 353 add a bank and 3 radios in each

354 add one

Unit 1 add one

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 6 home inspections and a total of 29 non-LHU, 7 LHU, 2 Quarterly inspections and 4 complaint inspections for the month of February. All together for the month of February the bureau has brought in \$11,948.00 – that includes house inspections and local registrations. Second quarter check is due from the Division of Fire Safety. Second notices will be going out this week - \$5,325.00 still outstanding. Called tech support to get the 2nd fire prevention computer on the server to access files. Construction has begun on

the housing project that is on Route 202 and River Road. Fire Official is still working with the developer for the projection Nowak Lane. Fire Prevention has issued a \$500.00 penalty towards Fox Trail Memory Care; they had turned off the alarm prior to the arrival of the Fire Department. This was their second offense, so the penalty was assessed. Motion to accept the Fire Official's report was made by Commissioner Luciano; seconded by Commissioner Crownover and carried.

Correspondence

- Received emails from the ICC.
- Received email from the Chief with confirmation for the date and time of foam disposal.
- Received invoices from ALM, Verizon.
- Multiple emails from the county about the elections.
- Multiple emails from DCA.
- Email from the Co-op about Utility Costs.
- Two emails from First Due – Upgrades to support and System Maintenance 3/15/26 from 4 AM to 8AM
- Spoke to lawyer regarding LOSAP resolution and personnel issues.
- Contacted Lil Geek to speak about the Website.

Old Business

Commissioners reviewed the Project Status report.

New Business

The meeting was turned over to the District Clerk for the purpose of starting the annual elections of the Board and appointments. The reorganization meeting then proceeded. On the request for nominations for Chairman of the Board, motion to nominate Robert Cook was made by Commissioner Luciano and seconded by Commissioner Lewis and carried. The meeting was turned over to Commissioner Cook who requested nominations for Vice Chairman. A motion was made by Commissioner Luciano, seconded by Commissioner Crownover to elect Commissioner Lewis. All in favor.

Motions were duly made, seconded, and carried in connection with the following:

Treasurer of the BOFC District 1
District Clerk
Auditor
Lawyer
Fire Official
Payroll Company
Insurance

Michael Caggiano
Denise Phostole
LVH LLC. Lynch, Vinci and Higgins
Anthony Bucco (JMHW.A.P.C)
Mike Cowley
ADP
Holmes and McDowell

The following appointments were made:
Department Buildings and Grounds

Commissioners Cook and Crownover

Service contractors:

Alarm systems

Landscaping

Radios

Custodians

Generators

Plowing

Pest Control

Truck M&R

Fire Suppression and Extinguishers

Pye - Barker

Wick Services Inc.

Northeast communications

M.O. Cleaning Services

Gen Serv, Kraft Power

ALM

Western Pest

NJEV, Defender, Fire & Safety Services

Encore Fire Protection

On a motion made by Commissioner Luciano and seconded by Commissioner Crownover the commissioners approved the purchase of 12 portable radios, 3 banks and 3 individual chargers; two tough book G 2''s and 2 tough book 40's upon the receipt of total costs from the department. 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 Cook at 9:07 P.M.

Respectfully Submitted

Denise Phostole

District 1 Clerk Montville Township BOFC District One