

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT No. 1
Bridgewater Township
PO Box 109, MARTINSVILLE, N. J. 08836

Martinsville Station # 1
Martinsville, NJ
March 10, 2015

Meeting Minutes of the March 10, 2015 Meeting

The meeting was called to order at 8:00 pm by Chairman Lichtig, who gave notice of the Sunshine Law requirements. Present were Commissioners: Mr. Lichtig, Mr. Natalizio, Mr. Patullo, Mr. Rose and Mr. Kalafsky. Also present were Chief Bradley, and Dep. Chief Cowley.

- ❖ A motion to suspend the normal order of Business was presented by Mr. Rose seconded by Mr. Kalafsky for the 2015-16 Re-organization.

Swearing in of Mr. Rose took place for an additional three year position on the BOFC District #1.

A motion was made by Mr. Lichtig for the 2015 - 2016 Re-organization, second by Mr. Kalafsky.

Re-organization of Commissioners as proposed by Mr. Lichtig was as follows:

- Anthony Natalizio –Chairman
- John Lichtig - Vice Chairman
- James Kalafsky – Secretary / Clerk of the Board
- William Rose – Treasurer
- Tony Patullo – Asst. Sec. / Clerk – Asst. Treasurer

Mr. Kalafsky seconded the proposed re-organization; a polling of the BOFC resulted in the re-organization being approved unanimously.

- ❖ Mr. Rose made a motion that the normal order of business be restored, seconded by Mr. Kalafsky was approved unanimously. Mr. Natalizio assumed the position of Chairman.

A second roll call was requested by Mr. Natalizio: All present as noted above.

The minutes of the February 10, 2015 meeting were distributed via e-mail and hard copy. A motion was made by Mr. Rose to approve, second by Mr. Kalafsky and passed unanimously.

The Treasurer's report for February 2015, as of March 10, 2015, was presented by Mr. Rose; a motion was made by Mr. Kalafsky to approve, second by Mr. Lichtig and passed unanimously. The bills for February 2015 up to March 10, 2015 were presented.

A motion to approve all presented bills was made by Mr. Kalafsky, second by Mr. Lichtig and passed unanimously.

The meeting was opened to the public at 8:09 pm. It was requested that all wishing to speak must stand and state their name and address.

With no one from the public wishing to be heard, the public portion of the meeting was closed at 8:10 pm.

Correspondence:

Various advertisements and bills which were delivered to the interested parties

- The December 6, 2014, New Jersey State Association of Fire Districts quarterly meeting minutes were received and will be on file for review.

The Chief's Report for February 2015 was distributed along with the meeting minutes and also posted on the Stations bulletin boards.

No questions were raised. A motion was made by Mr. Rose to accept the Chief's report, second by Mr. Kalafsky, and was approved unanimously.

Old Business:

Martinsville Rescue Squad:

No Representation - No Report.

Identification tags are in the process of being ordered by Mr. Rose.

Mr. Rose is in the process of reviewing and identifying the inventory that we received from the Martinsville Squad.

Insurance and LOSAP:

LOSAP:

The BOFC District #1 has received contracts from Lincoln for those members who have filled out the application. Approximately twenty members still need to fill out the Lincoln application / transfer. Harleysville / Nationwide has not provided the contact information for members that are no longer local. Mr. Rose requested the invoice or amount that we need to submit to Lincoln and it is suggested that we submit three separate checks which will apply to vesting.

Insurance:

We received a letter from Mr. Tanga for the transfer of funds from Harleysville to Nationwide for the life insurance; the documents were signed and returned to Nationwide. The transition will take place by March 31, 2015.

The documents for additional coverage offered by VHIS were signed and returned to option out of the additional coverage.

Membership and Personnel:

Two potential new members applications are in the background check stage, but have been delayed due to BWT computer issues.

A third potential member that is known internally is also going through the membership screening process

Trucks Out of District:

Three Trucks out of the District for the St. Patrick's Day Parade March 16th: 145, 102 and Command vehicle.

Bridgewater Joint Board:

The next meeting will be moved from March 17th to March 24th, and the venue will be Martinsville Station # 1 at 7:30 PM.

Mr. Lichtig noted that the Martinsville Squad asked if they could participate in the Joint Board meeting to discuss issues. Mr. Lichtig said he could entertain any subject they want, but it would not be a regular agenda item.

Mr. Rose stated that the Joint Board meeting is a public meeting and they can attend at their will.

New Development:

No report.

Vehicle Training:

Ongoing; there are three members in Officer School, one in Firefighter two, and two people have passed ISO 400 (class room training).

New Fleet Apparatus:

The roof design preliminary drawings have been received for the rescue truck and the new design was approved. The Attack Pumper preliminary drawings will be received next week and a meeting will be called as soon as the drawings are received for review.

Mr. Lichtig made mention that it should not be very difficult to break down the specification consulting cost for both new vehicles. We are still under the “not to exceed” budgets for both vehicles.

Station #2 Generator:

We are waiting for the ground to thaw to pour the pad; the generator has been ordered and is in the warehouse.

Somerset County Dispatch

No new substantial issues; there are some issues in the transition to county dispatch; no reported positive reposts at this time.

New Command Vehicles

We received 43-Car #2; there are still several punch list items that weren't corrected when returned. Those issues have been noted and will be addressed.

BOFC By-Laws

Ongoing; still need corrections and updating and grammatical corrections due to the transfer to a MS Word document. Final draft will be presented at the next meeting. It was agreed to keep the wording for the requirements of the auditor as being a CPA.

Command Vehicles Policy;

The new Command Vehicle usage policy was approved and adopted at the February 2015 meeting. We are waiting on the mileage report, due to some confusion on the mileage reported from Year end 2014.

The question was asked to the Chiefs if there were any questions or clarifications needed on the Command Vehicle policy; both Chiefs did not need any clarification and were in full understanding.

New Business:

2015 February Election:

The election results were announced:

- Mr. Rose was re-elected for another three-year term
- The ballot question to appropriate \$700,000.00 for a new Vehicle passed
- The 2015 – 2016 Budget passed.

2015 – 2016 Resolutions

- Resolution 15-02: Authorizing the appointment of an Accountant for the 2015-16 years (Urban & Jinks PA CPA's; **Passed unanimously.**
- Resolution 15-03: Authorizing the appointment of an Attorney for the 2015-16 years (Richard M. Braslow, Esq.); **Passed unanimously.**
- Resolution 15-04: Authorizing the appointment of an Auditor for the 2015-16 years (Urban & Jinks PA CPA's; **Passed unanimously.**
- Resolution 15-05: Adoption of a Cash Management Plan: The State cash Management Fund or Capital One Bank, or Bank of America or PNC Bank; **Passed unanimously.**
- Resolution 15-06: Authorizing the regular meeting schedule for the years 2015-16 as posted and published; **Passed unanimously.**
- Resolution 15-07: Designating the official newspapers for publication for the years 2015-16; (The Courier News and The Star Ledger) **Passed unanimously.**
- Resolution 15-08: Authorizing the Approval and Payment of Claims and invoices; **Passed unanimously.**
- Resolution 15-09: Designating Surety Bonding of the BOFC Fire District #1: **Passed unanimously.**
- Resolution 15-10: Authorizing Reimbursement to Volunteer and Emergency Service Personal: **Passed unanimously.**

All Resolutions will be posted on the BOFC District #1 Web Site and on file upon request.

No other New Business was brought up or discussed.

A motion to adjourn the March 10, 2015 meeting was made by Mr. Rose, and seconded by Mr. Kalafsky; the meeting was adjourned at 8:51 pm.