

**TOWNSHIP OF MONTVILLE  
BOARD OF FIRE COMMISSIONERS - DISTRICT NO. 2**

MINUTES OF REGULAR MEETING HELD AT FIRE HEADQUARTERS, AT  
7:30 PM

April 19, 2017

IN COMPLIANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT, ADEQUATE NOTICE OF THIS MEETING WAS GIVEN BY HAVING SAME INCLUDED IN THE ANNUAL SCHEDULE OF MEETINGS WHICH WAS POSTED AT THE MONTVILLE TOWNSHIP OFFICES, MAILED TO THE OFFICIAL DISTRICT NEWSPAPERS, THE CITIZEN OF MORRIS COUNTY AND THE DAILY RECORD, SUBMITTED TO ANY PERSON REQUESTING SAME, AND PLACED ON FILE IN THE DISTRICT CLERK'S OFFICE. THE NOTICE PROVIDED THE DATE, TIME AND PLACE OF THE MEETING AND AGENDA TO THE EXTENT KNOWN.

**QUORUM.** A quorum was declared present based on the presence President MacStudy, Vice President Ward, District Clerk Misiewicz, Treasurer Russell and Commissioner Connelly

Also present: Fire Chief Breeman

**CALL TO ORDER.** The meeting was called to order by President MacStudy at 7:30 P.M.

**PLEDGE OF ALLEGIANCE**

**MINUTES.** The March 15, 2017 Reorganization Meeting Minutes and March 15, 2017 Regular Meeting were presented before the Board. The motion was made by Commissioner Connelly to accept the Minutes and seconded by Vice President Ward. Roll Call Vote: Commissioner Connelly – Yes, Treasurer Russell – Abstain, District Clerk Misiewicz – Yes, Vice President Ward – Yes and President MacStudy – Yes.

**TREASURER'S REPORT.** The Treasurer's Report was submitted to the Board. The motion to accept the report was made by Treasurer Russell and seconded by District Clerk Misiewicz. Roll Call Vote: Commissioner Connelly – Yes, Treasurer Russell – Yes, District Clerk Misiewicz – Yes, Vice President Ward - Yes and President MacStudy – Yes.

**PAYMENT OF BILLS.** District Clerk Ward made the appropriate motion to pay the bills on the Bill Detail List as submitted. The motion was seconded by Treasurer Russell. Roll Call Vote: Commissioner Connelly – Yes, Treasurer Russell – Yes, District Clerk Misiewicz – Yes, Vice President Ward – Yes, and President MacStudy – Yes.

**CORRESPONDENCE.**

Notice from Kinnelon Zoning Board of Adjustment – Pio Costa Co Project was read and filed. No action required.

**CHIEF'S REPORT.** 7 - Fire Calls, 3 - Drills, 10 - Total Calls. Average Attendance – 15.

**FIRE PREVENTION REPORT.** Written report was submitted by Fire Official Eggers and reviewed by the Board.

**PUBLIC COMMENTS.**

**UNFINISHED BUSINESS.**

President MacStudy is in the process of completing the permit application with Montville Township for the construction of the new garage at Station #1.

The criminal background check has been implemented and will be administered by Fire Chief Breeman and processed by the Montville Township Police Department. The policy will pertain to new volunteers.

The motor vehicle check is in the process of being implemented and will be administered by Fire Chief Breeman and processed by the Board's insurance agent, DeCoster-Wilson-Duthie Agency. The check will pertain to all new and existing volunteers. It will be processed annually. The policy will state that the drivers must be of 21 years of age and older to operate an apparatus.

No update on the protocol for physical exams for new hires including additional tests for annual exams to be considered.

Pinnacle Wireless performed testing on the repeaters at all the locations where they existed, including all three fire districts in the township. New repeaters were placed where necessary to allow better radio reception in the township.

A meeting will be held on April 27, 2017 Joint Uniform Review Code Board for all Montville Township fire district to discuss the increase of the Fire Prevention fees for 2018 proposed by Montville #1 Fire Prevention Bureau.

Commissioner Connelly does not recommend the repairs to the exhaust system for the Fire Prevention vehicle at the present time due to the age of vehicle. An alternative option is to obtain a quote from a State Contract vendor to purchase a new vehicle. Both options will be reviewed from a cost perspective standpoint.

**NEW BUSINESS.**

The Board adopted Resolution 2017-02 for 2017-18 Professional Services.

RESOLUTION (2017-02)  
TOWNSHIP OF MONTVILLE  
BOARD OF FIRE COMMISSIONERS  
DISTRICT NO. 2, TOWACO

**AUTHORIZING THE AWARD OF CONTRACTS FOR PROFESSIONAL SERVICES FOR FISCAL YEAR 2017 FOR THE BOARD OF FIRE COMMISSIONERS, DISTRICT NO. 2, MONTVILLE TOWNSHIP, NEW JERSEY.**

- A. **WHEREAS**, the Township of Montville, Board of Fire Commissioners, District No. 2, requires certain “Professional Services” as hereinafter designated; and
- b. **WHEREAS**, there are funds available for such “Professional Services”; and
- c. **WHEREAS**, said “Professional Services” may be retained without competitive bidding pursuant to Local Publics Contract Law, N.J.S.A. 40A:11-1 et seq; and
- d. **WHEREAS**, the Montville Township, Board of Fire Commissioners, District No. 2, desires to appoint said contracts at is Reorganization Meeting for fiscal year 2017.
- e. **NOW, THEREFORE, BE IT RESOLVED**, by the Board of Fire Commissioners District No. 2, Township of Montville, County of Morris, State of New Jersey as follows:

**Attorney:** Anthony M. Bucco, Riverdale, NJ  
The Buzak Law Group, Montville, NJ

**Auditor:** Ferraioli, Wielkotz, Cerullo & Cuva, P.A., Newton, NJ

**Official Newspaper:** Daily Record, Parsippany, NJ

**Financial Institution:** Boiling Springs Savings Bank, Towaco, NJ

**Medical Facility:** Morristown Medical Group, Morristown, NJ

**Payroll Service:** Olympic Payroll Services, Pine Brook, NJ

**Check Signers:**

f. **BE IT FURTHER RESOLVED** by the Township of Montville, Board of Fire Commissioners, District No. 2, County of Morris, State of New Jersey, as follows:

1. The Board of Fire Commissioners hereby approves the terms and conditions of certain agreements submitted simultaneously, establishing a contract between the two parties.
2. The appropriate officers of the Board of Fire Commissioners are hereby authorized and directed to execute the aforesaid agreements.
3. It is directed that a notice of award contract be published once in the official designated newspaper of the Board of Fire Commissioners within ten (10) days hereof.
4. This Resolution memorializes the action taken at the Reorganization Meeting of the Board of Fire Commissioners, District No. 2, Montville Township, Morris County, New Jersey March 15, 2017.

Board of Fire Commissioners  
District No. 2 Montville Township

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William MacStudy, President

Dated: March 15, 2017

#### CERTIFICATION

I, John Misiewicz, District Clerk of the Board of Fire Commissioners, District No. 2, Montville Township, New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board of Fire Commissioners, District No. 2, at a meeting held on March 15, 2017.

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John Misiewicz, District Clerk

Roll Call Vote: Commissioner Connelly –Yes, Treasure Russell – Yes, District Clerk Misiewicz – Yes, Vice President Ward – Yes and President MacStudy – Yes.

The Estimate #165 from J&J Electrical Construction was reviewed for installation of LED lights and dimmers in the Board offices. The cost is \$1,875.00. A motion to accept the quote was made by Commissioner Connelly and seconded by Treasurer Russell.

Vice President Ward discussed putting motion detectors for the lights in the fire house bays and Board hallways to save on electricity. Commissioner Connelly discussed installing LED lights for the flood lights and flag poles. A motion was made by Commissioner Connelly to have all the changes made with the cost not to exceed \$1,000 and it was seconded by Treasurer Russell.

The quote from The Air Experts for replacement of the water heater at Station #1 was not accepted. The cost of the work is \$5,985. The Board will review other options for price comparison.

The quote from Circul-Air Corp 12 lockers at Station #2 was reviewed. The cost is \$2,658.32. Vice President Ward made a motion to accept the quote and it was seconded by Commissioner Connelly.

Fire Chief Breeman asked the Board to purchase a Epson PowerLite Projector for the fire department in the amount of \$699.99. A motion to accept the quote was made by Commissioner Connelly and seconded by District Clerk Misiewicz.

The Board made a policy that will not allow any vendors or solicitors to advertise their services at their locations.

Treasurer Russell made a motion to accept the quote from Reflections Window Cleaning to clean the windows at Station #1 and it was seconded by District Clerk Misiewicz. All commissioners were in favor except for Commissioner Connelly. The cost is \$375 and shall not exceed \$400.

Commissioner Connelly informed the Board that the Turtle Back Zoo will not accept old fire hose that was being donated by the fire department. He will look for another place that will accept the old fire hose.

District Clerk Misiewicz purchased Indian Token Coin Heads that will be given to the guests as souvenirs for the Towaco Volunteer Fire Department Dinner on May 12, 2017. The Board will also purchase individual roses to be given to the women guests at the dinner.

The Financial Disclosure Statements for each commissioner needs to be filed electronically with the State of New Jersey by May 30, 2017. Instructions were provided by the Trudy Atkinson, Township District Clerk.

**ADJOURNMENT.** The Regular Meeting was adjourned at 8:59 P.M. Motion made by District Clerk Misiewicz and seconded by Treasurer Russell. Vote Being – Unanimously carried.

Respectfully submitted,

John Misiewicz  
District Clerk