

BOARD OF FIRE COMMISSIONERS  
Pennington Borough Fire District No. 1  
P.O. Box 387  
Pennington, NJ 08534

**MINUTES January 16, 2018**

**CALL TO ORDER**

The regularly scheduled meeting was called to order by Chairman Blackwell at 7:36 p.m. at the Pennington Firehouse, following adequate notice under the Open Public Meetings Law (annual notice provided to the municipal clerk, posted at the Pennington Borough Municipal Building and Board offices, posted on the fire district's web site and published in the official newspaper of the district and the Hopewell Valley News).

**ROLL CALL**

Present by roll call were Commissioners Mark Blackwell, Bob DiFalco, Brian Hofacker, Bill Meytrott, Gene Schooley. Absent: None. Also present were Chief Gaudioso, Joe Carducci, Peter Hallock and Attorney Griswold.

**CHIEF'S REPORT**

There were 32 calls in December, 2017: 7 of them in Pennington Borough, 19 in the Township, 3 in Hopewell Borough and 3 other; calls included 1 residential, 2 gas leaks; 2 CO incidents. The fire company responded to 440 calls during 2017. 2 scheduled drills were held. To date in 2018, there has been a residential fire with fatality and a tractor trailer incident on Rt. 31 at which the fire company spent about 12 hours.

The chief suggests that more fire company members get certified as fire police, as Station 51 personnel were the only ones available to provide this service for a great deal of time at the tractor trailer incident.

2 members will be graduating from fire school soon.

Station 32 (Pennington Road) has been closed to volunteer firefighters. It will become Station 30 and will operate with full-time, 24/7 paid staff. Station 30 will open later this month.

**APPROVAL OF MINUTES**

The minutes of the December 19, 2017 meeting were presented for approval. On a motion by Cmsr. Hofacker, and seconded by Cmsr. DiFalco and passed, the minutes were approved as corrected.

**TEMPORARY BUDGET FOR 2018**

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, **Resolution 2018-01** - Adoption of a temporary budget of \$54,536.00 was approved by a roll call vote.

## **TREASURER'S REPORT**

A copy of the treasurer's report was made available to each Commissioner with a list and description of the bills to be paid. The Chief Financial Officer certified there were sufficient previously encumbered funds in the 2017 budget and unencumbered funds in the 2018 temporary budget to pay the bills as presented and supplemented. On a Motion by Cmsr. Meytrott, seconded by Cmsr. Schooley and passed, **Resolution 2018-02** - Paying bills in the amount of \$28,164.31, including payment for bookkeeping services (\$300.00) deferred from last month, was approved by roll call vote.

Cmsr. DiFalco stated his intent to be recorded as an abstention from any votes to approve payments throughout the year for bookkeeping services.

4<sup>th</sup> Q 2017 tax payments were received from the borough (\$72,101.67) and the township (\$204,412.00).

The chief will contact the township for a breakdown of the vehicle gasoline bill.

**PUBLIC COMMENT** – None.

## **OLD BUSINESS**

LOSAP Review – The 2016 review has been finalized.

### LOSAP Report - 2017

The certified list of volunteers indicating those who qualified for LOSAP contributions in 2017 was submitted to the board. 65 volunteers earned contributions, 8 of whom are new participants.

On a motion by Cmsr. Blackwell, seconded by Cmsr. Meytrott and passed, **Resolution 2018-03** – Approving the 2017 certified LOSAP participation list and authorizing its posting for review was passed.

One vested volunteer who has separated from the fire company requested to no longer participate in the LOSAP program and to withdraw all funds held in his LOSAP account. This is an administrative matter to be handled by Lincoln Financial.

Sale of Old Aerial – The auction will be rescheduled.

## **PUBLIC HEARING ON 2018 BUDGET**

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, the public hearing on the 2018 approved budget was opened. After taxpayers of the fire district and all persons having an interest in the budget were given an opportunity to speak, and there being no comment, on a motion by Cmsr. Blackwell, seconded by Cmsr. Meytrott and passed, the public hearing was closed.

On a Motion by Cmsr. Hofacker, seconded by Cmsr. Meytrott and passed, **Resolution 2018-04** – Authorizing 2018 Fire District Budget be Read by Title was adopted by roll call vote.

On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, **Resolution 2018-05** – Adopting the 2018 Fire District Budget was passed. (synopsis attached to these minutes)

2018 Election and Budget Referendum: No candidate petitions for filling the one open 3-year term on the Board of Fire Commissioners were submitted. The election of a commissioner will be by write-in vote. Voting will take place on February 17, 2018 at the Pennington Fire Company firehouse from 2-9 pm. Cmsr's. Schooley and Blackwell will open and close the polls.

Additional Question on Ballot - The township has indicated that it will ask voters on its 2018 ballot for approval to fund 76% of the cost of a pumper to replace the 27-year old apparatus owned by the Pennington board. The Pennington Board must also seek voter approval for the purchase as part of its 2018 election and referendum so funds can be included in its 2019 budget. On a Motion by Cmsr. Hofacker, seconded by Cmsr. Schooley and passed, **Resolution 2018-06**- Authorizing an Additional Question on the 2018 Fire District Ballot for Voter Approval of the Purchase and Financing of a Class "A" Fire Engine in 2019 was adopted on a roll call vote.

## **NEW BUSINESS**

**Annual Resolutions:** On a motion by Cmsr. Meytrott, seconded by Cmsr. DiFalco and passed, **Resolutions 2018-07 through 2018-11** were approved by roll call vote as follow:

**2018-07:** Adoption of a cash management plan and designating PNC Bank as depository.

**2018-08:** Designation of the Times of Trenton as the official newspaper of the fire district and the Hopewell Valley News and/or Princeton Packet as secondary publications.

**2018-09:** Appointment of Barbara S. Griswold as fire district attorney for 2018, at a fee of \$11,250.00, without competitive bidding.

**2018-10:** Appointment of Joseph Carducci of Bedard, Kurowicki & Co., as fire district auditor for 2018, at a fee not to exceed \$19,500.00, without competitive bidding.

**2018-11:** Appointment of Nottingham Insurance as the fire district's insurance broker of record.

## **ADJOURNMENT**

On a Motion by Cmsr. Meytrott and seconded by Cmsr. DiFalco, the meeting adjourned at 9:00 p.m. The next regular meeting of the Board will be held at 7:30 p.m. on February 20, 2018.

**BOARD OF FIRE COMMISSIONERS  
PENNINGTON BOROUGH FIRE DISTRICT NO. 1**

The budget adopted for the year 2018 by Resolution of the Board of Fire Commissioners of Fire District No. 1, Pennington Borough, Mercer County, New Jersey, following a public hearing at its meeting held January 16, 2018, is as follows:

Anticipated Revenues		
Interlocal Service Agreement(Hopewell Twp)	392,841.00	
Amount to be Raised by Taxation	<u>248,193.00</u>	
Total Revenues		\$641,034.00 =====
Operating Appropriations		
Administration:		
Election	\$ 500.00	
Office Expense	5,500.00	
Professional Service	33,500.00	
Telecommunications	7,000.00	
Awards	2,500.00	
Subscriptions & Advertising	2,484.00	
Medical	1,000.00	
Contingent Expenses	<u>2,000.00</u>	
Total Administration		\$ 54,484.00
Cost of Operations:		
Insurance	\$ 75,000.00	
Apparatus Housing	55,872.00	
Truck Repair & Maintenance	23,000.00	
Operating Supplies	2,000.00	
Education & Training	13,400.00	
Fuel & Oil	12,000.00	
Firefighting & Radio R&M	7,750.00	
Turnout Gear	32,495.00	
Firefighting equipment	33,346.00	
Radio Equipment	200.00	
Hazmat	310.00	
Other Equipment (non-bondable)	<u>70,993.00</u>	
Total Cost of Operations		326,366.00
LOSAP Appropriation		80,000.00
Capital Appropriations:		
Principal Payments on Debt	75,140.00	
Interest Payments on Debt	28,320.00	
Reserve for future capital purchases	76,724.00	<u>180,184.00</u>
Total Appropriations		\$ 641,034.00 =====

Estimated Tax Rate per \$100.00 = \$0.050  
Based on 2017 assessed valuation of district \$496,694,101.00

A copy of the budget is available for review at the Pennington Borough Municipal Building during normal business hours, or a copy may be obtained by calling (908) 782-7900.

The annual election and budget referendum for the Board of Fire Commissioners of Pennington Borough, District No. 1, will be held on Saturday, February 17, 2018, from 2:00 to 9:00 p.m., at the Pennington Volunteer Fire Company firehouse located at 120 Broemel Place in Pennington, New Jersey.