

**MONROE TOWNSHIP FIRE DISTRICT NO. 3  
BOARD OF FIRE COMMISSIONERS  
MINUTES OF REGULAR MEETING  
APRIL 4, 2017  
16 CENTRE DRIVE**

**1. CALL TO ORDER**

Meeting called to order at 7:10pm

**2. SALUTE TO THE FLAG**

Performed.

**3. MOMENT OF SILENCE**

Observed.

**4. ANNOUNCEMENT**

The meeting is being held in accordance with the Open Public Meetings Act having been published in the newspaper, posted on the bulletin board in the Office of the Township Clerk and notices sent to those requesting such.

**5. ROLL CALL**

\_0\_ Commissioner Leslie Barta (ABSENT)  
\_X\_ Commissioner Joseph O. Haff  
\_X\_ Commissioner Gerald Kaplan  
\_X\_ Commissioner Joel Kaplan  
\_X\_ Commissioner Jim Fisher (Absent)

**ALSO PRESENT:**

Board Attorney Robert Schwatz  
Board Accountant Joe Massoni  
Chief P. Gasiorowski

**6. MOTION TO APPROVE THE MINUTES OF MARCH 7, 2017**

Motion: Joel Kaplan  
Second: Gerald Kaplan  
All In Favor\_\_3\_\_Abstain\_\_1\_\_ (Jim Fisher)

**7. FINANCIAL REPORT FROM THE BOARD TREASURER**

Commissioner Joel Kaplan reported Provident Bank balance of \$2,294,399.21

**MOTION:** Jim Fisher  
**SECOND:** Joe Haff  
**ALL IN FAVOR:** X     **ABSTAIN:** 0

**8. REPORT FROM THE BOARD ACCOUNTANT**

Board Accountant Joe Massoni reports all accountants reconciled so far this year.

-Discussion on the financing of the new building at Station 23A. Commissioners considering paying off the Bank of America bond on Station 23B before the new bond referendum for Station 23A. Are there any incentives to do this? Will it save money? There will still be

\$378,000 owed on the building Station 23B after 2017. Mr. Massoni explained there will be no financial benefits to paying off bond early. However, there is \$400k in reserves so if the Commissioners choose, they can pay off 2019 bill for Station 23B with reserves money and then start new bond for new building at 23A. Mr. Schwartz recommends speaking with a financial advisor and bond council before making any decisions. They cannot just use any bank of their choosing. Only certain banks like TD Bank or PNC do bond issuances. He recommends finding out costs from the architect first. There will be a meeting with the architect, Mike Testa on Friday, April 7, 2017. They need to have a schedule and costs provided by June 2017. Bond referendum for the new building at Station 23A should take place by Sept/Oct 2017 in order to have it put into the 2018 budget.

## **9. OPERATIONS REPORT**

(See Attached) Monthly Activity Report and Incident Run Log

-Mold issue at EMS bunker at Station 23A is in the process of being repaired. There is still a slight amount of water entering the building but it has mostly been repaired. The company that did the work will return to finish and retest this week.

## **10. PURCHASE AND SERVICE REQUESTS**

-Chief Gasiorowski presented requests for purchases on the following:

- 1) new lights for the parking lot
- 2) Repair heater in apparatus bay in Station 23B

However, more quotes are required before Commissioners can grant money for these purchases. There must be 3 quotes on purchases presented.

### **RESOLUTION 2017-04-01**

**Salary increase for substitute firefighters to be increased from \$13/hr to \$15/hr effective next pay period beginning 4/09/2017.**

**Gerald Kaplan - Aye**

**Joel Kaplan – Aye**

**Joe Haff – Aye**

**Jim Fisher – Aye**

**Les Barta - Absent**

## **11. CORRESPONDENCE**

Letter and donation of \$100 received from Carole Fantel in appreciation of smoke alarm changes.

## **12. GENERAL BUSINESS**

### **RESOLUTION 2017-04-02**

**Retain services of McManimon, Scotland, Baumann LLC as Bond Council at \$215/hr.**

**Gerald Kaplan – Aye**

**Joel Kaplan – Aye**

**Joe Haff – Aye**

**Jim Fisher – Aye**

**Les Barta – Absent**

**RESOLUTION 2017-04-03**

**Retain services of Phoenix Advisors, LLC as Municipal Advisor to the Fire District as financial advisors at a maximum cost of \$12,500.**

**Gerald Kaplan – Aye  
Joel Kaplan – Aye  
Joe Haff – Aye  
Jim Fisher – Aye  
Les Barta – Absent**

**-A 2017 Municipal Advisory Agreement provided.**

**RESOLUTION 2017-04-04**

**To Approve the subdivision of the property and transfer of title from the municipality of Monroe Township to Monroe Township Fire District #3.**

**Gerald Kaplan – Aye  
Joel Kaplan – Aye  
Joe Haff – Aye  
Jim Fisher – Aye  
Les Barta – Absent**

**13. CHAIRMAN TO OPEN THE MEETING TO THE PUBLIC**

No public present

**14. MOTION TO MOVE TO EXECUTIVE SESSION**

No Executive Session required tonight.

Motion:  
Second:  
All In Favor \_\_\_ Abstain: \_\_\_

**MOTION TO END EXECUTIVE SESSION**

N/A

Motion:  
Second:  
ALL IN FAVOR: \_ \_\_\_ ABSTAIN: \_\_\_\_\_

**15. RECONVENE REGULAR PORTION OF MEETING**

**16. MOTION TO ADJOURN AT 8:03pm**

MOTION: Gerald Kaplan  
SECOND: Joel Kaplan  
ALL IN FAVOR  X  ABSTAIN  0

The next scheduled Regular Meeting of the Monroe Township Fire District No. 3 Board of Fire Commissions will take place on Tuesday, **May 9, 2017 at 7:00 PM** in the Firehouse located at 16 Centre Drive, Monroe Township, NJ 08831.

Approved agendas, minutes and notices will be posted to the Monroe Township Fire District No. 3 Board of Fire Commissioners' website is [www.mtfd3.com](http://www.mtfd3.com).

Respectfully submitted,

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Board Secretary