

**The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday December 3<sup>rd</sup>, 2020 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey. Due to the continuing Covid-19 Pandemic, the meeting was open to the public only through the Zoom Meeting App. This was in accordance with the Governor's Executive Order during an active State of Emergency.**

The meeting was called to order by Chairman Peter Cooke at 8:04 P.M.

1. **Sunshine Statement by** Chairman Peter Cooke

**Statement is hereby given that adequate notice of this meeting was given by:**

1. The mailing of said notice to the Asbury Park Press.
2. The prominent posting of said notice at the Englishtown Fire Department on the electronic sign.

**Roll Call showed the following members in attendance:**

Present: Chairman Peter Cooke, Treasurer Melissa Scarrone, Clerk Victoria Sarti, Gerald Maresca and Brian Stonaker

**Legal:**

Attorney Joe Youssouf stated that the Deputy Clerk of the Monmouth County Board of Elections, Judith Richie, has not received payment for the Annual 2020 Fire District Elections in the amount of \$185.64. The Board issued a check for said amount to be sent out immediately.

The results of the special meeting on December 1<sup>st</sup>, 2020 for authorization to purchase a new Fire Department Command Vehicle not to exceed \$75,000.00. The results are as follows: 5 Yes votes and 1 No Vote. Total of 6 Votes. The election is certified.

**November 2020 Meeting Minutes:**

A motion was made by G. Maresca and a Second was made by P. Cooke to accept both the regular and executive minutes. Motion passed by unanimous vote.

**Financial:** M. Scarrone stated that she contacted Verizon about the unknown phone line that they are being billed for. Verizon stated that they could only verify that the line is active, but not what it's used for. She stated that it wasn't for the Fax line and all other lines are through another carrier. The board cancelled the Verizon line.

A motion was made by P. Cooke and a Second was made by G. Maresca to accept the Bills. Motion passed by unanimous vote.

**Auditor/Accountant:** Review and approval of the 2021 Budget. A motion was made to accept the Resolution for the 2021 Budget by P. Cooke and a Second was made by B. Stonaker. Motion passed by unanimous vote.

The Commissioners term dates need to be updated on the website.

The website needs to be updated ASAP, the DCA received a complaint. P. Cooke stated that IT and the Secretary are in the process of correcting the issues.

**Chief's Report:**

- No report, Chief called into work.

**Administrative Engineer's Report:**

- See attached Report

**President's Report:**

- Still working on the clothes washer and dryer purchase.

**Fire Bureau:**

- See Report

**LOSAP:**

- 35 Eligible and 40 Vested in LOSAP

**Correspondence:**

- None

**Insurance:**

- No Report

**Membership:**

- One new Junior Member – Anthony Fernandez

**Old Business:**

- None

**New Business:**

- None

**Purchase Requests:**

- It wants to upgrade the outdated access control system for the Station. \$9,849.16 for complete installation and equipment with warranties. The Attorney requested that the access control system should be included in a larger capital improvement project to upgrade the Station. The Accountant stated that there is money in a previous firehouse renovation project in the amount of approximately \$20,000.00 that can be used. Those funds can be used to purchase the system.

**Public Open Portion:**

- None

**Meeting Adjournment:** at 8:31pm. After a motion by G. Maresca and Seconded by P. Cooke and approved by a unanimous roll call vote.

**Certified** at the January 7th, 2021 regularly scheduled meeting \_\_\_\_\_

Victoria L. Sarti – Board Clerk