

The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened on Thursday October 5, 2023, in the formal meeting room of the Englishtown Fire Department, 3 South main St, Englishtown, NJ.

The meeting was called to order by Chairman P. Cooke at 8:01 P.M.

1. The Sunshine Statement was read by Chairman P. 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.

Rollcall showed the following Board members in attendance:

Present: M. Scarrone, P. Cooke, B. Stonaker, G. Maresca & T. Kirkland

Minutes: Minutes for the September 7th meeting were motioned by P. Cooke and seconded by B Stonaker. The motion was approved by a rollcall vote.

Ayes: P. Cooke, M. Scarrone, B. Stonaker & T. Kirkland

Abstained: G. Maresca

Financial: A motion was made by G. Maresca and seconded by P. Cooke to accept the bill list in an amount of \$11,822.80. The motion was approved by a rollcall vote.

Ayes: M. Scarrone, G. Maresca, B. Stonaker, P. Cooke & T. Kirkland

Insurance: Nothing to report

Legal: Nothing to report

J. Yousouff was requested to provide a copy of the resolution appointing K. Marr Fire Official

Audit/Book keeper: Nothing to report

Chief's Report: See attached reports for August & September

President's Report: No report.

Fire Bureau: Copy of submitted report attached.

District Engineer's Report: copy of submitted report attached.

Membership: No report.

Purchases: None

LOSAP: P. Cooke reported receiving a letter from the fire department Secretary regarding clarification of G. marasca's eligibility for LOSAP contribution for 2021.

Old Business: T. Kirkland asked if there was any progress on the tree trimming and fence repair. No information had been passed along.

Correspondence: Letter received from Englishtown recreation Committee (attached) requesting permission to use the firehouse for the annual Borough Halloween Party on October 21st from 12:30 to 3:30. A motion was made by P. Cooke and seconded by T. Kirkland to grant use. Member of the recreation committee in attendance acknowledge the verbal approval.

Open to the Public: Motion to open to the public was made by P. Cooke and seconded by T. Kirkland at 8:16. With no comment from the public a motion was made by P. Cooke and seconded by B. Stonaker to close to the public at 8:17.

Executive: A motion was made by T. Kirkland and seconded by P. Cooke to enter Executive Session at 8:18.

New Business: N/A

Meeting Adjourn: at 8:39 P.M. Motioned by P. Cooke and seconded by B. Stonaker and approved by a rollcall vote.

Certified at the November 2, 2023 meeting:

A red ink signature is written over a horizontal line. The signature is stylized and appears to be a cursive name, possibly "P. Cooke".

The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened in Executive Session on Thursday October 5, 2023, in the formal meeting room of the Englishtown Fire Department, 3 South main St, Englishtown, NJ.

A motion was made to enter Executive Session by T. Kirkland and seconded by P. Cooke at 8:18 PM.

Fire Official K. Marr asked to address the Board requesting guidance on procedural matters he had discovered during reorganization of the Fire Bureau.

K. Marr reported billing discovering outstanding inspection fees for properties that had received inspections and certificates going back over several years. He requested a recommendation from the Board on how to proceed.

After discussion it was determined to move forward from 2023 on with collection of fees, and not to pursue the outstanding ones.

Adjourn from Executive Session: at 8:39 P.M. Motioned by P. Cook, seconded by M Scarrone and approved by a rollcall vote.

Certified at the November 2, 2023 meeting:



ENGINEERS REPORT SEPTEMBER 2023

1287 electrical issue fixed by Commissioner Stonaker. New cable installed.

1230 blown tire replaced by B&S Tire

1267 4 wheel drive service required oil change and cleaning , new transfer switch installed

1266 service oil change

1288 check engine light on needed oil change and air sensor

NJFE notified to pick up 9 scba's to be hydro tested.

Engineers Report

Thomas Frueh

7:53 PM

10/05/23

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of October 5, 2023

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	10/05/2023	7430	NetLink	Professional Services		199.00	*****
Check	10/05/2023	7431	American Cloud Service	Utilities		97.33	*****
Check	10/05/2023	7432	new jersey fire equipment	Fire Fighting Equipment		93.42	*****
Check	10/05/2023	7433	Manalapan - Englishtown Regional...	Fuel		1,084.69	*****
Check	10/05/2023	7434	Anderson Rescue Solution	Fire Fighting Equipment		531.70	*****
Check	10/05/2023	7435	Englishtown Automotive	Trucks		625.70	*****
Check	10/05/2023	7436	Continental Fire and Safety	Fire Fighting Equipment		2,310.60	*****
Check	10/05/2023	7437	Witmer	Fire Fighting Equipment		1,021.00	*****
Check	10/05/2023	7438	Verizon Wireless	Utilities		307.33	*****
Check	10/05/2023	7439	Optimum	Utilities		120.00	*****
Check	10/05/2023	7440	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	10/05/2023	7441	Jersey Central Power & Light	Utilities		1,630.92	*****
Check	10/05/2023	7442	Fire and Safety Services	Trucks		42.12	*****
Check	10/05/2023	7443	B & S Tire & Auto Services	Trucks		178.49	*****
Check	10/05/2023	7444	Dark City Fire And Tool Works	Fire Fighting Equipment		135.00	*****
Check	10/05/2023	7445	Georgiy Zavalnik	Training		25.58	*****
Check	10/05/2023	7446	Trading Hut Army and Navy	UFSA Other Expenses		239.92	*****
Check	10/05/2023	7447	Coby Graphics	UFSA Other Expenses		180.00	*****
Total Brunswick Bank Checking					0.00	11,822.80	*****
TOTAL					0.00	11,822.80	*****

MAYOR
Tom Reynolds

COUNCIL PRESIDENT
Daniel Francisco

COUNCIL MEMBERS
Wayne Krawiec
William Lewis
Meaghan Lewis
Eric Mann
Cindy Robilotti



CHIEF FINANCIAL OFFICER
Jeffrey Elsasser

MUNICIPAL CLERK
Kerry Killeen, RMC/CMR

15 MAIN STREET-ENGLISHTOWN, N.J. 07726
(732) 446-9235
FAX (732) 446-4979

October 4, 2023

Board of Fire Commissioners,

I am writing to you on behalf of the Englishtown Recreation Committee to request the use of the Fire House for the Borough's annual Halloween Party, as well as a Trunk or Treat event in the parking lot. The Recreation Committee is hoping to host both of these events on Saturday October 21st from 12:30 PM to 3:30 PM.

If permitted to use the space the Recreation Committee members will ensure that the space is cleaned up and left the way they found it when the event is completed. I have enclosed our certificate of insurance for the event.

The Borough of Englishtown greatly appreciates your consideration on this matter. If you have any questions you can contact me at 732-446-4979 x215.

Happy Halloween!

Respectfully,

Kerry Killeen, RMC/CMR
Englishtown Borough Clerk



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10-04-2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Conner Strong & Buckelew TRIAD 1828 CENTRE, 2 Cooper Street P.O. Box 99106 Camden NJ 08101	CONTACT NAME: MEL Underwriting Service Center PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: melrequest@connerstrong.com
	INSURER(S) AFFORDING COVERAGE INSURER A: Monmouth County Municipal JIF INSURER B: Municipal Excess Liability JIF INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Borough of Englishtown 15 Main Street Englishtown NJ 07726	NAIC #

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MON23080188	01-01-2023	01-01-2024	EACH OCCURRENCE	\$ 300,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			MON23080188	01-01-2023	01-01-2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 300,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							Collision Deductible	\$ 2,500
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$			MEL01230187	01-01-2023	01-01-2024	EACH OCCURRENCE	\$ 4,700,000
							AGGREGATE	\$ 4,700,000
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	MON23080188	01-01-2023	01-01-2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 2,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 2,000,000
A	Property			MON23080188	01-01-2023	01-01-2024	Building, PP, BI	\$125,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Use of Facilities for the Halloween Party

The Certificate Holder is an Additional Insured on the above-referenced Commercial General Liability and Excess Liability Policies if required by written contract as respect to use of facilities for the Borough of Englishtown's Halloween Party.
 Policy# MON23080188 Comprehensive Deductible - \$2,500.
 Policy# MON23080188.

CERTIFICATE HOLDER Englishtown Fire District 3 South Main Street Manalapan NJ 07726	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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