

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
TOWNSHIP OF UPPER; DISTRICT #3**

May 18, 2015

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on May 18, 2015 at 5:00 p.m. at the office of Michael J. Bohrer, P.C. in Marmora, NJ.

Commissioners **Robert DiNicolantonio**, **Kurt Austin**, **Thomas Swenk**, and **Jeff McAfee** were present. Commissioner **Z. Richard Lee** was unable to attend. Also present were **Michael J. Bohrer, Esq., CPA**, Accountant and Recording Secretary to the Board, **James Moore, Esq.** of the Serber Korschak Law Firm, Counsel to the Board, and **Jay Newman**, Chief of the Marmora Volunteer Fire Company, **Paul Hoster**, President of the Marmora Volunteer Fire Company, and, for a portion of the meeting, **Amanda Constantino**, of Brown & Brown, the Board's insurance agent.

The meeting was opened by **Mr. DiNicolantonio** who read the appropriate notice in accordance with the Open Public Meetings Act of the State of New Jersey.

As the first order of business, **Ms. Constantino** presented a detailed insurance proposal for insurance coverage that renews on June 1, 2015. She reviewed present coverage, described changes to certain types and levels of coverage (including increasing the coverage of "public employee dishonesty" from \$100,000 to \$500,000 for a nominal cost), and compared the new term's premiums to current premiums. After a lengthy discussion, it was agreed that she will resubmit the proposal to include higher deductibles, and greater coverage for certain types of insurance. This will be distributed for all commissioners' review. Thereafter, the renewal application will be signed before June 1, 2015. In all, the Board was pleased with the total premium and coverages in place. **Ms. Constantino** was excused at 5:30.

Thereafter, as the first order of regular business, the Board reviewed and approved the minutes of the prior meeting, held February 23, 2015.

Mr. Bohrer presented a Treasurer's Report, including a review of cash-on-hand and year-to-date expenses relative to budget. He indicated that cash-on-hand is at an alarmingly low level for the reason that the Board has not received its 2015 funding from the township and, to date, it has been operating on reserves and savings, none of which remains. For example, the Board is unable to pay the Volunteer Fire Company amounts that are contractually due. It was suggested that the Board address the matter with township officials immediately so as to allow the Board to continue to meet its financial obligations.

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(continued)

Mr. Moore distributed a written synopsis, or summary of Newfield Fire Co. #1 v. Borough of Newfield. It was agreed that each commissioner will review this for further discussion at the June meeting.

Mr. Newman provided the Board with available copies of vehicle titles and deeds for its records.

Mr. Newman summarized the Volunteer Fire Company's 2014 activities, and referenced to their 2014 financial statements which was attached to the commissioners' package of information.

The Board discussed **Mr. Lee's** absences, caused by health issues, and the possible need to replace him as a commissioner. This will be discussed at a future meeting.

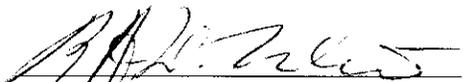
There being no further business for the Board, the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Approved and Submitted,



Michael J. Bohrer, Esq., CPA *Recording Secretary*



Robert DiNicolantonio, *Chairman*