

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

June 22, 2021

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on June 22, 2021 at 5:00 p.m. Commissioners **Jeff McAfee**, **Kurt Austin**, **Jeff Pierson Jr.**, and **Paul Hoster** were present. Commissioner **Doug Snyder** was unable to attend. Also present were **Jay Newman**, Chief of the Marmora Fire Company; **Cheryl Ward, CPA**, Accountant and Recording Secretary; **Jon Batastini**, Solicitor, and **Mugsy**, a public attendee.

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

As the first order of regular business, the Board reviewed and approved the minutes of the prior meeting, held May 17, 2021.

Ms. Ward presented a Treasurer's Report, including a list of checks to be approved, signed and distributed. The checks were approved as presented. **Ms. Ward** reviewed the Board's 2021 year-to-date income and expenses relative to the budget.

The Board discussed the insurance coverage maintained by the Board. **Jeff McAfee** inquired as to whether the firefighters have insurance coverage provided by the Commission should they be involved in an automobile accident while performing duties on behalf of the Fire Company. **Jay Newman** requested permission to contact the insurance company to obtain the answer.

Jay Newman provided a Chief's Report. The Month of May was extremely busy for the fire company. The company responded to an average of one call per day. **Mr. Newman** discussed policies and procedures in place by the Fire Company to ensure compliance with equipment testing and monitoring as well as training and certifications for the members. **Mr. Newman** also discussed progress to date in purchasing a new vehicle.

Mr. Batastini is working on a policy regarding personal use of the new vehicle to be purchased by the Commission. He discussed the types of restrictions that could be imposed and opened up a discussion with the Board and the Chief to determine specifically how they would like the policy drafted. **Mr. Batastini** will continue drafting the policy and hopes to present a policy for review at the next meeting.

Ms. Ward reminded the Board that the next meeting will be held on August 16, 2021, at 5:00 p.m.

There being no further business for the Board, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Signature on File

Cheryl D. Ward, CPA, *Recording Secretary*

Approved and Submitted,

Signature on File

Paul Hoster, *Chairman*