

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

**August 19, 2024**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on August 19, 2024, at 5:15 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Road in Marmora, NJ. Commissioners **Paul Hoster, Jeff Pierson, Kurt Austin, Sean Whelan** and **Edwin Kooker** were present. Also present were **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board; **Jay Newman**, Chief of the Marmora Volunteer Fire Company; **Jon Batastini, Esq.** Solicitor; and **Mark Newman**, member of MVFC.

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 business, the Board reviewed and approved the minutes of the prior meeting, held June 17, 2024.

**Mrs. Sayers** presented a financial report, including a list of checks to be approved, signed, and distributed. The board reviewed the financial report including an analysis of the current year to date income and expenses relative to the budget.

The insurance company for the Commission requested a legal document showing the full, legal name of the Commission. To provide that to the insurance company, **Jon Batastini** made a motion to pass a resolution to recognize "The Commissioners of Fire District #3 in the Township of Upper, County of Cape May" as the legal name for the Commission. The Board voted unanimously and passed the resolution.

**Jay Newman** presented a Chief's Report. The fire company ordered four new sets of turnout gear at a total cost of \$16,852. The fire company was awarded a grant for \$63,182 to be used towards the purchase of an SCBA air compressor. Bids will be requested for the purchase of the air compressor. A local share match of \$6,318 is required. The fire company is requesting that the Commission pay the local match.

An AFG Grant was awarded to Upper Township for the purchase of new radios. District #3 will receive \$291,270.70 which will be used to purchase 30 portable radios and accessories. A local match of \$13,870.04 will be required. The fire company is requesting that the Commission pay the local match.

MVFC hired a grant writer to apply for both grants. The total cost of the grant writer was \$5,950. The fire company is requesting the Commission pay the cost of the grant writer.

The Board will discuss the requests made by the Chief in further detail at the next meeting.

**Chief Newman** discussed the results of a recent ISO Report. "ISO" is a program that helps communities and fire departments as they plan for, budget and justify improvements. A high rating reduces the fire insurance costs for the residents of the district. District #3 received an ISO rating of "3", which puts Marmora Volunteer Fire Company in the top 9% of all rated fire

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(continued)**

departments in the country. This rating will save the average homeowner in District #3 approximately \$300 annually on their fire insurance premium.

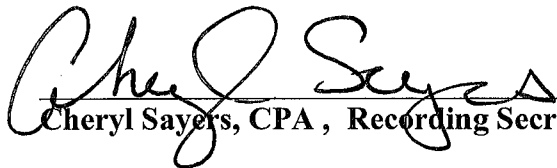
The fire company is building a new training facility. Good progress is being made on the facility. This new facility will allow MVFC to complete more required training in house.

The fire company has received proposals from three companies for a new engine. **Chief Newman** discussed each proposal with the Board and requested **Jon Batastini** to research the current protocol to purchase and finance a new engine.

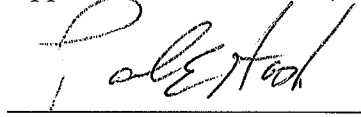
The Chief also discussed "personnel retention". To this end, he is requesting the board to keep the LOSAP program; continue with the "stipend" program; add a training incentive to the stipend program; and increase the funding for training. The board will discuss in further detail at a later meeting.

**Cheryl Sayers** reminded the Board that the next meeting is scheduled for September 16, 2024, at 5:15 p.m. There being no further business for the Board, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

  
Cheryl Sayers, CPA , Recording Secretary

Approved and Submitted,

  
Paul Hoster, Chairman