

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

**May 19, 2025**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on May 19, 2025 at 5:15 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Road in Marmora, NJ. Commissioners **Paul Hoster**, **Sean Whelan**, **Edwin Kooker, Jr.**, **Kurt Austin** and **Jeff Pierson** were in attendance. Also present were **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board; **Jon Batastini, Esq.** Solicitor; **Jay Newman**, Chief of the Marmora Volunteer Fire Company; **Mark Newman** Deputy Chief of the Marmora Volunteer Fire Company, and **Matt Hook**, Brown and Brown Insurance Co.

The meeting was opened by **Paul Hoster** with a salute to the Flag followed by the reading of the appropriate notice in accordance with the Open Public Meetings Act of the State of New Jersey.

As the first order of business, **Matt Hook** from Brown and Brown Insurance Company presented a proposal for the renewal of the insurance policies for the Commission. After a review of the policies and estimated values of the properties being insured, the Board requested Brown & Brown Insurance Company to increase the replacement value of the fire house and to add the training center on the policy.

The Board reviewed and approved the minutes of the prior meeting, held April 7, 2025. The Board approved the minutes as presented.

**Cheryl Sayers** presented a financial report, including a list of checks and vendor invoices to be approved, signed, and distributed. The board discussed the actual income and expenses relative to the budget. The checks were approved as presented.

**Cheryl Sayers** discussed the four (4) CD's that the Board has with 1<sup>st</sup> Bank of Sea Isle City. All four CD's are set to mature in May. The rates currently being offered by 1<sup>st</sup> Bank of Sea Isle City are a 7-month CD for 3.75% APR; or 5-month CD for 4.10% APR. **Commissioner Whelan** suggested that the Board consider other banks that have better rates. **Cheryl Sayers** will research other banks and rates and present options to the Board at the June meeting. The funds that are in the CD's currently held with 1<sup>st</sup> Bank of Sea Isle City will be deposited into the operating account upon maturity until the Board decides how to best invest or hold the funds.

The Board continued conversations regarding the lease/purchase of new truck. **Jon Batastini** discussed the procedures to obtain financing for the truck. After lengthy discussions, **Paul Hoster** made a motion to pass Resolution 2025-08, which authorizes the advertisement for bids for financing a lease with an option to purchase certain fire apparatus with an estimated cost of \$1,195,054.53. The bid shall include options for seven and ten year terms with the option to purchase the apparatus at the end of the lease term for \$1.00 consideration. **Kurt Austin** seconded the motion. All board members were in agreement.

The Board passed a motion to reschedule the next regular meeting, originally scheduled for June 16, 2025, to June 30, 2025, to coincide with the date that the bids will be due. The bids will be

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opened and reviewed during the June 30, 2025 meeting. The rescheduled meeting will be advertised as required.

**Jay Newman** presented a Chief's report, highlighting the "Inventory of Apparatus" for each vehicle. Chief Newman has submitted this report to the commission. The Chief discussed the new vehicle that will be purchased, and will determine what equipment can be purchased directly without the need for financing. Some apparatus currently owned by the fire company may be sold, with the funds from the sale available for the purchase of new apparatus.

Chief Newman discussed some new policies being implemented regarding training and to comply with state regulations.

The Chief reviewed the year-to-date maintenance costs relative to the budget. The bulk of the testing has been completed for the year so the anticipated annual costs should remain within the budget.

**Cheryl Sayers** reminded the Board that the next meeting, originally scheduled for June 16, 2025, has been re-scheduled to June 30, 2025, at 5:15 p.m.

There being no further business for the Board, the meeting was adjourned at 6:20 pm.

Respectfully submitted,

  
Cheryl Sayers, CPA Recording Secretary

Approved and Submitted,

  
Paul Hoster, Chairman