

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

October 20, 2025

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on October 20, 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, Kurt Austin and Jeff Pierson, Jr.**, were present. Also present were **Tonya DeVita** representative for **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board along with **Jay Newman**, Chief of the Marmora Volunteer Fire Company, and **Mark Newman**, Deputy Chief of the Marmora Volunteer Fire Company. **Jon Batastini, Esq.** Counsel to the Board attended via telephone.

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 the minutes of the prior meeting, held September 15, 2025. Paul Hoster made a motion to accept the minutes as written. **Sean Whelan** seconded the motion. All were in favor.

Ms. DeVita presented a financial report, including a list of checks to be approved, signed, and distributed. Check 2580 should be classified as R&M, Equipment (not Vehicle). Kurt Austin made a motion to approve the checks presented. Paul Hoster seconded the motion. All were in favor.

At this meeting, the Board began the 2026 budget process with a Budget Workshop. During this workshop, the Board informally discussed next year's proposed budget, along with estimated **operating** expenses and capital expenditures. The Board discussed the importance of increasing **the amount** to be raised from taxation by the 2% cap along with taking the full amount of the district's new rateables (once released). The Board agreed to increase the Building Lease and Contract with the Marmora Volunteer Fire Company \$5,000 each for inflation. The Chief presented a large "wish list" of miscellaneous equipment that the Fire Company would like to purchase including things for the new pumper truck. It was decided to increase the Equipment - Misc Loose category \$32,000 to cover some of these items. Other items on the list will be **purchased** within the current year, Budget 2025.

Resolution 25-12 Approving Salaries for the Commissioners was discussed. Kurt Austin asked the last time the Commissioners received an increase (2019). After further discussion, **Paul Hoster** made a motion to increase each commissioner's salary by \$250. **Sean Whelan** seconded the motion. All were in favor. This will be reflected in the 2026 Budget, and Resolution 25-12 will be forwarded to Upper Township for their approval.

The 2026 Budget includes principal and interest for the new pumper truck. The first payment being due August 20, 2026. The down payment of \$514,742.80 will also be reflected in the 2026

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

**October 25, 2025
(continued)**

Budget as these funds will come from Reserve for Future Capital. Delivery of the truck is estimated to be late 2026 or early 2027.

The Chief and Board discussed the need for a new tower ladder along with two (2) utility truck replacements. It was decided that the Board's attorney will investigate bonding versus traditional financing for the new apparatus. The Board is still undecided on whether to place any truck questions on the ballot for the 2026 election. Some members feel that there would be more flexibility (and more funds available) if pushed back another year.

Ms. DeVita reminded the board that the next meeting is scheduled for December 1, 2025 at 5:15 p.m. at which time they will formally Approve the 2026 Budget. There being no further business for the Board, the meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Approved and Submitted,

Signatures on File

Signatures on File

Tonya DeVita for Cheryl Sayers, CPA
Recording Secretary

Paul Hoster,
Chairperson