

Pittsgrove Fire District #2
Willow Grove Board of Fire Commissioner's
879 Willow Grove Road Pittsgrove, NJ 08318
Minutes of Meeting
March 6, 2018

Call to Order:

- Chairman Concannon called the meeting to order at 1901.
- Chairman Concannon advised everyone that notice of this meeting has been advertised in accordance with the provisions of the "Open Public Meetings Act" and has been advertised in the Elmer Times Newspaper.

Roll Call:

- After the salute to the flag, Chairman Concannon called the roll: Snyder (P), Scarpa (P), Concannon (P), Cavagnaro (P), O'Donnell (P)
Chief Hughes Present

Minutes of Previous Meeting:

- The minutes of the February 6, 2018 meeting were read by Secretary Cavagnaro. A motion to accept was made by Commissioner Snyder and seconded by Commissioner Scarpa. All members in attendance were in favor.

Treasurer's Report:

- The bills were read by Treasurer Snyder. A motion to accept was made by Commissioner Cavagnaro and seconded by Commissioner Scarpa. All members in attendance were in favor.

Communications:

- Notification of insurance in good standing was received.
- 2nd Budget paperwork with State adopted notification was received and filed
- 1099s Form received for 2017 sent by Bowman & Company

Old Business:

- Commissioner Snyder will reach out to Bowman & Company to have a Representative at the April 3 meeting

New Business:

- Election Results from the February Election was read:
 - Tim O'Donnell 11 Votes
 - Mark Cavagnaro 10 Votes
 - 2018 Budget – 11 Yes 0 No
- 2-2018 Authorizing of Budget Transfer and Encumbrances: 1st Cavagnaro 2nd Scarpa. All members present were in favor

- 3-2018 Reorganization of the Board

1. President Brian Concannon 1st Cavagnaro 2nd Scarpa. All members present were in favor
2. Vice President Tim O'Donnell 1st Cavagnaro 2nd Snyder. All members present were in favor
3. Treasurer Al Snyder 1st Cavagnaro 2nd Scarpa. All members present were in favor
4. Secretary Mark Cavagnaro 1st Snyder 2nd Scarpa. All members present were in favor
5. Clerk of the Board Dan Scarpa 1st Cavagnaro 2nd Snyder. All members present were in favor

- 4-2018 Newspaper – Elmer times and The Daily Journal 1st Cavagnaro 2nd Snyder. All members present were in favor

- 5-2018 Insurance Company – Earle Sloane Ins 1st Cavagnaro 2nd Snyder. All members present were in favor

- 6-2018 Meeting Dates: Apr 3, May 1, June 5, July 3, Aug 7, Sept 4, Oct 2, Nov 6, Dec 4, Jan 8, Feb 5, Mar 5. 1st Cavagnaro 2nd Snyder. 1. All members present were in favor

- 7-2018 Commissioner Bonding. 1st Cavagnaro 2nd Snyder. 1. All members present were in favor

- 8-2018 Cash Management Plan – Newfield National Bank. 1st Cavagnaro 2nd Snyder. 1. All members present were in favor

- 9-2018 Appt. if Solicitor – Richard Tonetta Esq. 1st Cavagnaro 2nd Snyder. 1. All members present were in favor

- 10-2018 Auditor – Bowman & Company - 1st Cavagnaro 2nd Snyder. 1. All members present were in favor

- Municipal Equipment Enterprises paperwork received. Will be filled out and returned for new 2210

- New Bank paperwork received to update accounts for commissioners

- For new 2210, Chief was asked to put together a plan on how to outfit the truck.

Commissioner O'Donnell will assist Chief.

- LOSAP has been posted on the department board. Was asked to have a representative from Lincoln Financial attend a Fire Hall meeting to discuss with the new members and how the points work.

Chief's Report:

- Read and filed.

Public Comment:

- Motion was made to open the floor to public comment at 1954. No public comment.

Adjournment:

- Motion to adjourn was made at 1956 by Commissioner Snyder and seconded by Commissioner Cavagnaro. All members in attendance were in favor.

Respectfully,
Mark Cavagnaro, Secretary