

**Pittsgrove Fire District #2**  
**Willow Grove Board of Fire Commissioner's**  
**879 Willow Grove Road Pittsgrove, NJ 08318**  
**Minutes of Meeting**  
**April 3, 2018**

**Call to Order:**

- Chairman Concannon called the meeting to order at 1902.
- 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)  
Henry J. Ludwigsen from Bowman & Company Present

**Minutes of Previous Meeting:**

- The minutes of the March 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.

**Bowman & Company Discussion:**

- A Discussion was held to resolve some questions and issues the Board had with Bowman & Company with Henry.
- Henry went over the services provided and over concerns
- Discussed the finalization of state paperwork

**Communications:**

- None

**Old Business:**

- New 2210 command vehicle is at the dealership. We are expecting delivery within a week. We will draft the check in preparation today.
- Received the LOSAP paperwork from Lincoln. We received the Fire Company LOSAP results from the fire department from Secretary McEvoy. There were no disputes from members over the results. The LOSAP paperwork will be passed to Secretary McEvoy for completion.
- Anne is no longer a LOSAP Lincoln Contact.

- We are also requesting a list of who is no longer an active member a the firehall and has been inactive for 18 months. The request was sent to Secretary McEvoy and a draft letter to let those members know their separation will impact LOSAP.

**New Business:**

- Law stating all elected officials must have ICS402. Board members will be required to take the class.

**Chief's Report:**

- Read and filed.

**Public Comment:**

- Motion was made to open the floor to public comment at 1946. No public comment.

**Adjournment:**

- Motion to adjourn was made at 1947 by Commissioner Scarpa and seconded by Commissioner Cavagnaro. All members in attendance were in favor.

Respectfully,  
Mark Cavagnaro, *Secretary*