

**Pittsgrove Fire District #2**  
**Willow Grove Board of Fire Commissioner's**  
**879 Willow Grove Road Pittsgrove, NJ 08318**  
**Minutes of Meeting**  
**February 5, 2019**

**Call to Order:**

- Chairman Concannon called the meeting to order at 1905.
- 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), Concannon (P), Cavagnaro (P), O'Donnell (P)

Past Chief Hughes, Assistant Chief Rumpp and Captain Briggs were Present.

**Minutes of Previous Meeting:**

- The minutes of the January 8, 2019 meeting were read by Secretary Cavagnaro. A motion to accept was made by Commissioner Snyder and seconded by Commissioner O'Donnell. All members in attendance were in favor.

**Treasurer's Report:**

- The bills from December meeting were read by Treasurer Snyder.
- A motion to accept the Treasurer's report was made by Commissioner Cavagnaro and Seconded by Commissioner O'Donnell. All members in attendance were in favor.

**Communications:**

- Liberty Mutual sent an invoice for 2,066.00 based on a 2018 audit of our insurance coverage. Commissioner O'Donnell reached out to the insurance company about the difference in cost between the billed amount and the estimated \$400 per active firefighter with gear. The insurance company said the initial bill was estimated based on a 2018 audit. We will get a report in a week or two stating what our coverage cost will be and adjustments to future bills.
- At the fire company meeting, Commissioner Snyder was given a letter from the fire board about a possible reduction in gas and electric bills. Commissioner Snyder contacted Energy Advisors about the possible reduction in cost. The contact stated she can lock us in for 6 months at a price of .51 for gas and for 18 months at 9.1. She is going to send a contract over for the board to review. Commissioner Cavagnaro stated most of these deals end up costing more in the long run and will assist in looking into the matter.

**Old Business:**

- Commissioner O'Donnell stated Franklinville Fire Marshal submitted a bid for the old 2210. Commissioner O'Donnell also reached out to Attorney Tonnetta to investigate the proper way to sell the commissioner owned equipment. Attorney Tonnetta stated the board needs to advertise the old 2210 on the website as a public sale and state we are accepting sealed bids through 1900 hours on March 5, 2019. Then the board will vote to accept a bid.

- Secretary McEvoy reached out to LOSAP people to discuss how to handle funds. In order to recuperate the funds from past firehall members no vested in the funding, we can apply the funds to the 2018 bill or receive a check.

- The new 2210 will be lettered and striped within the next 2 weeks.

**New Business:**

- Nomination to name Commissioner Snyder the interim Clerk of the board was made by Commissioner Cavagnaro and seconded by Commissioner O'Donnell. All members present were in favor

- Nomination for Chuck Hughes to fill the vacant seat at on the Commissioners board was made by Commissioner Cavagnaro and seconded by Commissioner O'Donnell. All members present were in favor.

- Elections are to be held February 16<sup>th</sup>. Commissioner Snyder and Commissioner O'Donnell will be able to support the elections. The board will reach out to Harry Watkins to see if he can also assist in the elections. Absentee ballots are available and Commissioner Snyder to check with the County Clerk 7 days before elections to see if any were received.

**Chief's Report:**

- Read and filed.

**Public Comment:**

- Motion was made to open the floor to public comment at 1939. No public comment.

**Adjournment:**

- Motion to adjourn was made at 1941 by Commissioner Cavagnaro and seconded by Commissioner Snyder. All members in attendance were in favor.

Respectfully,

Mark Cavagnaro, Secretary