

# **LOWER TOWNSHIP FIRE COMMISSION**

**SECOND DISTRICT  
P.O. BOX 724  
NORTH CAPE MAY, NEW JERSEY 08204**

## **Minutes of the Minutes of the June 20, 2016 Meeting**

The regular monthly meeting of Fire District 2, Lower Township, Cape May County, New Jersey was called to order at 20:00 hours by President Nolan at the Town Bank Fire House, 224 Town Bank Road, North Cape May, New Jersey.

President Nolan read the statement of compliance with the "Open Public Meetings Act" and pointed out the fire exits to the public in attendance.

After flag salute, roll was called; Commissioners present were Andrews, Brown, Conley, Nolan and Prendergast in addition Charlotte, "Missie" Taylor-Axelsson Financial Data Specialist attended. Also in attendance were five firefighters, and no other members of the public.

### **MINUTES**

The Minutes of the May 16, 2016 regular meeting was distributed earlier and reviewed by the Commissioners. A motion to approve the minutes was offered by Prendergast and seconded by Andrews; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; abstained no one; voting no, no one.

### **TREASURER'S REPORT**

Prendergast reviewed the Treasurer's report; a copy of the report is attached to the original minutes and made a part hereof.

- Interest received for the month was \$635.79 from the Crest Savings Bank account. A motion to approve the report was offered by Prendergast and seconded by Conley; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.
- Checks were received in the amount of \$2,501.33 each from Fire Districts 1 and 3 for reimbursement for the new repeater.
- The Commissioners reviewed all bills submitted to the Treasurer in proper form. Resolution 16-01.06 authorizing payment of those bills, in the amount of \$30,941.71 was offered by Conley and seconded by Prendergast; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

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### **CORRESPONDENCE**

The Secretary read the following correspondence:

1. Copy of a letter in from Donna Blackley, Fire Official to William Galestok, Planning Director dated 5/17/16 regarding site plan comments for 3832 Bayshore Road.
2. Letter in dated 5/20/16 from Murphy Fence Company explaining that the fence installation has been delayed due to the significant amount of rain. They have lost 18 full days and 4 half days in the last 7 weeks due to the rain.

### **TOWN BANK VOLUNTEER FIRE COMPANY REPORT**

Chief Megonigal reported the following:

- Report of the month's activities; a copy of the report is attached to the original of these minutes.

### **BUREAU OF FIRE SAFETY REPORT**

- Conley who is the Board's representative to the Bureau reminded everyone that the Fire Bureau does not meet during the summer months due to the Bureau heavy work schedule. They will meet next in September.

### **OLD BUSINESS**

- *The Chief reported a growing building crack in the southeast corner of the engine bay. Conley has look at the crack and it looks like a settlement issue. The Commission authorized Conley to contact a structural engineer to look at the situation and make recommendations. (03/08).*

*Conley reported that he contacted Edward P. Ryan, PE, a structural engineer who met with Conley and Brown to look at the building. Mr. Ryan's preliminary determination was that the cracking is due to settlement but there is no immediate danger. He will prepare recommendations and specifications for the repair of the settlement as well as the cracks in the near future. (04/08)*

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*Conley reported that he has received the details from structural engineer, Edward P. Ryan and will coordinate with Richard Braslow and Ryan to put together a contract to perform the work recommended. (06/08).*

*Nolan inquired as to the status of the crick repair. Conley responded that the District is in the process of having a contractor look at it and provide an estimate to see if the repair needs to be bid. He also reported the Mr. Ryan had reported that there is no immediate danger, and budget constraints had moved this repair a little lower on the priority list, but not forgotten. (06/12)*

- *Past President & Past Chief Treon who is now with Cape May County Office of Emergency Management, requested and was granted a place on the July meeting agenda to appear with Director Martin Pagliughi to discuss a possible memorandum of understanding (MOU) to utilize the multi-purpose room during emergencies and natural disasters. (06/14)*

*Conley distributed a sample copy of the memorandum of understanding that was generated for Upper Township to each of the Commissioners, Chief Megoigal and President Marchino for review and to generate some comments. (09/14)*

- *Conley reported that the desktop computer and battery backup have been received and we are just waiting for the computer tech to hook everything up. (11/15)*

*Conley reported that the new desktop computer, new server, new switches and new batter backup still has not been installed, we are waiting for the computer tech to hook everything up.(01/16)*

*Conley reported that we are still waiting for the computer tech to hook everything up. (04/16)*

**Conley reported that we are still waiting for the computer tech to hook everything up. (05/16)**

**A discussion was initiated by President Nolan regarding the non-performance of Nik Filipovic of Figytech our computer tech. It was unanimously decided to terminate his services and hire someone else. The new equipment has been in place for months and nothing has been completed. Most of the equipment has not even been installed. The lack of the installation of the new server has created and issue with the Edmond's Software wherein that it cannot be upgraded until the new server is operational. The secretary will send Figytech a notice of termination. (06/16)**

- *Conley reported that he has met with Murphy Fence Company regarding installing a three rail vinyl fence between the east parking lot and the engine bay apron and installing handrails on*

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*the new pedestrian entrance/exit to the east parking lot. This will reduce the probability of people exiting the parking lot from walking across the engine bay apron. In order to get the new fence install before the summer season requested authority to execute a purchase order with Murphy Fence for a cost not to exceed \$3,000.00. A motion was offered by Andrews and seconded by Brown to authorize the work, voting yes, Andrews, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (04/16)*

*Conley reported that he has received a written quote from Murphy Fence Company, Erma, N.J. in the amount of \$1,287.40 for the fencing. As it was below the \$3,000.00 approved limit, he has had a purchase order issued and the fence will be installed in 4 to 6 weeks depending on weather conditions. (05/16)*

### **Conley reported that the fence has been installed. (06/16)**

- *Conley presented a proposal from Cape Seal Coating & Paving in Cape May Court House in the amount of \$5,060.00 to seal coat and repaint the pavement markings and striping as well as striping the engine bay aprons. A motion was offered by Prendergast and seconded by Brown to authorize the work voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (05/16)*

### **Conley reported that he is working on a schedule for the seal coating & striping that does not interfere with hall rentals. (06/16)**

## **NEW BUSINESS**

1. The following purchases were reviewed and authorized:
  - a. From Lifesavers, Inc. of Fairfield, NJ 6 sets of Lifeline AED Adult Defibrillator pads and 6 sets of AED Pediatric Defibrillator pads for a total of \$666.24.
2. Following the discussion and termination of Figytech for a computer technician (see discussion under old business above), President Nolan discussed having spoken with Wes Barber, the computer consultant for Lower Township, The Bureau of Fire Safety, and the West Cape MAY Fire Company. It was the consensus that it made sense to use the same

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computer consultant that the Township uses. President Nolan was authorized to pursue a contract with Mr. Barber.

### **PUBLIC PORTION**

- Nothing

There being no further business, the meeting adjourned at 20:20 hours by a motion by Brown and a second by Andrews.

Respectfully submitted,

Lewis H. Conley, Jr.  
Secretary/Commissioner