



City of Lambertville Board of Fire Commissioners District #1
230 North Main Street
Lambertville, N.J. 08530



Sarah Lechner, Chair
Jack Ludwig, Vice Chair
Erin McManus-Keyes, Commissioner
Noelle Zappacosta Romano, Commissioner
Rick Carmosino, Commissioner

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November 1, 2022
REGULAR MONTHLY MEETING

A regularly scheduled meeting was called to order by Chair Lechner at 6:09 p.m. with a statement of compliance with the Open Public Meetings Act, notice to The Trenton Times, The Hunterdon County Democrat, City Hall Bulletin Board, and various individuals.

ROLL CALL

In attendance, Chair Lechner, Vice Chair Ludwig joined at 6:12pm, Commissioner Zappacosta Romano, Commissioner McManus-Keyes. Absent Commissioner Carmosino.

Also present were Board Attorney Richard Braslow, Accountant Joe Marcucci, Auditor Jackie DiPietro.

MEETING MINUTES

Commissioner McManus-Keyes made a motion to approve the July 19, 2022 and the September 20, 2022 meeting minutes, seconded by Vice Chair Ludwig. By a voice vote, the motion passes unanimously.

COMMISSIONER ITEMS

- Rescue Squad Update - no update at this time
- Support from Division of Local Government Services - no updates at this time; Chief Barlow indicated it would take approximately 45 days to complete the data request
- 2021 Audit - The auditor reviewed the 2021 audit report, providing a clean opinion to the Board. The auditor indicated that the 2021 audit was completed later than usual as the state provided information late again this year, which held up this audit's completion. The auditor emphasized that the fire district is in a good financial position. The Commissioners engaged in a discussion about the audit and the management letter. Vice Chair Ludwig made a motion to approve the auditor's report, seconded by Commissioner Zappacosta Romano. With a voice vote, the motion passed unanimously.
- Bylaws - Chair Lechner asked the Commissioners for feedback on the draft updated bylaws, which were previously circulated to the Commission. Vice Chair Ludwig made a motion to approve the amended bylaws, Commissioner McManus-Keyes seconded. With a voice vote, the motion passed unanimously.

- Treasurer's Report - Joe Marcucci presented the Treasurer's Report. The Commissioners discussed the recent departure of a full-time firefighter, who is pursuing another opportunity and open items regarding pension and health benefits, as well as paying out sick time and vacation. Mr Marcucci reminded the Commissioners that the next quarterly payment from the City is due 11/15/22. Commissioner Zappacosta Romano made a motion to both approve the Treasurer's report and approve the bills, seconded by Vice Chair Ludwig. With a voice vote, the motion passed unanimously.
- 2023 Budget Discussion - The Commissioners engaged in a lengthy discussion concerning the 2023 draft budget, which as drafted provides no changes in district operations for the upcoming year. The Chief discussed with the Commissioners all of the material and equipment being requested to maintain operations, including:
 - Rescue gear
 - MSA galaxy radios
 - SCBA mask cartridge and filters
 - USAR gear
 - Swift water dry suits
 - Boots, gloves, and other gear
 - Cascade machine
 - radios

CHIEF'S REPORT

The Chief presented his written report. The Chief presented two new per diem applicants for the Commission's consideration. Commissioner McManus-Keyes made a motion to adopt a resolution to hire the two candidates as per diems, seconded by Commissioner Zappacosta Romano. With a voice vote, the motion passed unanimously.

AUDIENCE PARTICIPATION

There was no audience participation.

ADJOURNMENT

Commissioner McManus-Keyes made a motion to adjourn the meeting, seconded by Vice Chair Ludwig. With a voice vote, the motion passed unanimously.

The Commissioners adjourned the meeting at 7:45p.m.

The next regular monthly meeting will take place on November 15, 2022.