

THE BOARD OF FIRE COMMISSIONERS

DISTRICT No. 4 — RAMTOWN
HOWELL TOWNSHIP MONMOUTH COUNTY
88 RAMTOWN-GREENVILLE RD.
HOWELL, N.J. 07731-2790

Special Budget Meeting October 5, 2017

Chairman Gregory Scarlato called the meeting to order at 19:00 hours followed by the Pledge of Allegiance.

Chairman Scarlato read the following legal disclosure:

The New Jersey Open Public Meetings Law, N.J.S.A. 10:4-6 et seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting its interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 4, Township of Howell, has caused notice of this meeting to be published by having the date, time, place, and agenda, to the extent know thereof, posted as follows:

- Published in the Asbury Park Press on December 16, 2016
- Published in the Howell Times on December 24, 2016
- Filed written notice with the Township Clerk on December 14, 2016
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on www.njfiredistricts.org

The above postings indicate that Formal Action May Be Taken.

Roll call was taken with Commissioners Scarlato, Bommer, Bailey, and Acampora all in attendance. Commissioner Stalling was absent from the meeting.

It was recorded that there were three (3) members of the public in attendance, including our accountant – Barry Osborn.

It was noted that the meeting will review 2017 budget and recommendations will be made for the 2018 budget.

Barry Osborn stated that since we have not received the CNC3 tax form yet from the town, we do not know what the tax rate will be and we do not know if there will be any change to the ratables in town. Barry reviewed the figures from the actual 2016 budget that were filed with the state, the projected figures for the 2017 budget, and what the actual expenses were year to date for 2017. Mr. Osborn stated that there are no major areas of concern for the 2018 budget. All line items for 2016 appear to be within the proposed 2016 budget figures.

Assistant Chief Connolly presented a very thorough outline of his proposed 2018 budget (see attached budget proposal).

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to accept the proposed 2018 Chief's budget, with amendments, as presented by Assistant Chief Connolly. The motion passed unanimously by the Board.

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The proposed 2017 budget is attached and will be submitted to the Mr. Osborn for review. The budget will be reviewed and discussed at the November meeting on 11/14/17.

Public Comment: There were five (5) members of the public present and there were no public comments offered.

Adjournment: This concluded the business for the workshop, so a motion to adjourn was made by Commissioner Bommer and seconded by Commissioner Bailey. Motion passed unanimously by the board.

The meeting was closed at 21:00 hours.

Respectfully submitted:



Michael L. Acampora
Clerk
The Board of Fire Commissioners
District No. 4 - Ramtown



RAMTOWN-HOWELL FIRE COMPANY No. 2
2018 Proposed Budget

Howell Township Fire District No. 4

**2018 Equipment and Maintenance Budget
Proposal**

**Presented by
Ramtown Fire Company Officers**



RAMTOWN-HOWELL FIRE COMPANY No. 2 2018 Proposed Budget

General Equipment

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Class A foam (5 gallons @ \$100 each)	10	\$1,000	\$1,500	
Class B foam (5 gallons @ \$130 each)	5	\$650	\$650	
5-way valve (TFT manifold) Vendor: The FireStore	1	\$1,600	NEW	
5-inch Siamese (TFT) for LDH pipeline Vendor: All Hands Fire	1	\$1,845	NEW	2017
Fire hooks with straps (5 @ \$170) Vendor: All Hands Fire	5	\$850	NEW	
Garage door openers (includes motors, new rails, double safety interlocks, mobile activators) Vendor: New Jersey Door Works	6	\$21,992	NEW	2017- 11,000
Replacement large area search kit Vendor: All Hands Fire	1	\$650	NEW	
Various tools and equipment		\$3,500	\$5000	
TOTALS		\$32,087		

- 1845
 30,242
 - 11,000
 19,242 *Final Figure*

Communications

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Replacement equipment (radio chargers, batteries)		\$8,000	\$14,000	+ 11,000 <i>Radios</i>
eDispatch (annual fee)	2700	\$1,600	\$1,600	
TOTALS		\$9,600		

10,200 *Final Figure*

Computer Systems

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Replacement desktop and printer for radio room	1	\$2,000	NEW	
Larger monitor for radio room	1	\$1,000	NEW	
Alpine software (RedAlert) annual maintenance contract	6000	\$4,000	\$4,000	
TOTALS		\$7,000		

8000 *Final Figure*
 Find True Figure
~~38,450~~
 38,450



RAMTOWN-HOWELL FIRE COMPANY No. 2

2018 Proposed Budget

Training / Materials

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Training props, new and upgrade		\$2,000	\$2,000	
Bail-out training		\$1,200	\$1,100	
Live burn training at Middlesex County Fire Academy (2)		\$1,000	\$500	
TOTALS		\$4,200		

Final Figure

Personnel Protective Equipment

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Various firefighter tools and accessories		\$2,500	\$5000	
Sterling F4 Bailout kits (replacements and new equipment). Includes rope, hook, hip bag, descending device, carabiner. <i>Vendor: The FireStore</i>	10	\$2,300	\$2,290	
SCBA Facepiece Amplifiers (replacements) (\$400 each)	5	\$2,000	\$4,000	
SCBA facepiece storage bags (40 @ \$32.00) <i>Vendor: All Hands Fire Equipment</i>	40	\$1,280	\$110	
Firefighter structural gloves (replacements) (\$80 each)	10	\$800	\$800	
Extrication gloves (replacements) (\$50 each)	10	\$500	NEW	
Firefighter helmets (replacements) (\$400 each)	5	\$2,000	NEW	
Firefighter boots (replacements) (\$300 each)	5	\$1,500	\$1,500	
Firefighter turnout gear (replacement coats) (\$1400 each) <i>Vendor: The Fire Store</i>	5	\$7,000	\$6,250	
Firefighter turnout gear (replacement pants) (\$1300 each) <i>Vendor: The Fire Store</i>	5	\$6,500	\$6,250	
TOTALS		\$26,380		

Final Figure

EMS Supplies

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Annual consumables		\$6,000	\$3,500	
Replacement O ₂ bottles (\$200 each)	5	\$1,000	NEW	
TOTALS		\$7,000		

Final Figure

\$37,580



RAMTOWN-HOWELL FIRE COMPANY No. 2 2018 Proposed Budget

Uniforms

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Class A Uniforms	5	\$2,500	\$1,500	5,000
Station wear – 511 low cut boots with side zippers (45 @ \$82) Vendor: The FireStore	45	\$3,690	NEW	5,000
Station wear – 511 tactical belts (45 @ \$42) Vendor: The FireStore	45	\$1,890	NEW	
TOTALS		\$8,080		

5,000 Final Figure

Maintenance / Testing

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Aerial ladder testing Vendor: Underwriters Laboratories	1	\$1,200	\$1,200	
Ground ladder testing Vendor: Underwriters Laboratories		\$3,500	\$3,500	
Pump Testing (\$925 per apparatus)	4	\$3,700	\$3,700	
Manpower during testing		\$600	\$600	
Hose testing Vendor: Failsafe		\$2,500	\$2,255	
SCBA flow testing (30 units \$60 each) (may possibly be removed pending decision on SCBA capital project) Vendor: FireFighter 1		\$1,800	\$1,700	
SCBA Cylinder testing (hydrostatic testing) (14 at \$30) (may possibly be removed pending decision on SCBA capital project)		\$420	NEW	
Gas detector maintenance and cartridges		\$1,500	\$1,500	
Holmatro equipment servicing		\$1,200	\$1,200	
Portable radio equipment servicing		\$1,000	\$1,000	
TOTALS		\$17,420		

Final Figure

Engineering Supplies

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Fuel		\$15,000	\$15,000	
Batteries (various, non-vehicle)		\$500	\$500	
TOTALS		\$15,500		

TOTAL 113,950 Budget

37,920

Final Figure

~~\$ 113,950~~

~~\$ 113,950~~

~~113,950~~



RAMTOWN-HOWELL FIRE COMPANY No. 2 2018 Proposed Budget

Overall Total is at: \$127,267

Justification Statement:

The 2018 budget also has the following changes from the prior year:

- Removed the annual communications equipment maintenance (\$5,000) due to the one-time request for \$40,000 to cover replacement equipment in the field which we understand is to be covered by the remaining funds in the capital program for radio equipment.
- The addition of garage door openers for all bays (requested to be added by the BOFC and agreed to by the officers).
- Wireless card fee (\$3,000) was not included, which may be part of separate utilities line item.
- In consideration of the proposed SCBA replacement capital project, replacement SCBA facepieces and SCBA cylinders have been removed from this budget.
- Additionally, in order to meet our goal of not exceeding the prior year's budget, the following items were initially considered by the officers but have been removed:

Description	Quantity	Total Cost	Previous Budget Expense	Approved
Floor cleaning unit	1	\$4,500	NEW	
Smooth bore nozzles (Akron with pistol grip, all 1 ³ / ₄ ") (6 @ \$650) <i>Vendor: All Hands Fire</i>	6	\$2,600	NEW	
SCBA Masks (replacement AV3000) (\$350 each) <i>Vendor: Firefighter 1</i>	5	\$2,450	\$1,400	
SCBA cylinders (replacement 4500 psi, 30 minute) (12 @ \$1070) <i>Vendor: Firefighter 1</i>	12	\$12,840	\$11,000	
Narcan training		\$1,500	NEW	
Narcan equipment and supplies		\$1,500	NEW	
Fleet maintenance (part of separate maintenance line item)		\$30,000	\$20,000	
Fleet supplies (part of separate maintenance line item)		\$5,000	\$5,000	
Wireless card fee (part of utilities line item)		\$3000		
Annual maintenance of equipment (removed due to capital funding for upgrades)		\$5,000	\$5,000	
Additional equipment replacement costs (discussed and understood to be coming from remaining communications capital project)		\$40,000	\$0	
TOTALS		\$108,390		

113,950
 2,600
\$116,550 Total Budget