

STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES
February 11, 2014
Budget Meeting

A SPECIAL BUDGET MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 4:00 p.m. noting the meeting date, time and place were sent the New Jersey Herald and posted at the Town Hall, on the Township's website and Face Book and advised those present that this meeting was being held in compliance with provisions of P.L. 1975, Chapter 231, Sections 4 & 13.

Roll Call: PRESENT: Mayor Scott, Committeeman Gross, Committeewoman Chamblings, Committeeman Fisher, Committeewoman Straway, Acting Municipal Clerk Lynda Knott, CFO Dana Mooney, Brian Hendershot (DPW), Michele Hess (EMS), James Pavone, Justin Francomacaro and Bill Hughes (Stillwater Fire Department). ABSENT: None

Mayor Scott asked all present to join him in saluting the flag.

DPW: The budget discussion began with the Department of Public Works requests. Ms. Chamblings asked Mr. Hendershot about his capital requests. Mr. Hendershot replied a broom for the street sweeper at a cost of \$10,740, Oil and Stone for seven roads \$74,200 and a single axel dump truck \$151,000.00.

Mr. Hendershot discussed the particulars of the line items he presented for the budget.

The Recycling Center driveway will also be repaired. To keep costs down the millings from the Middleville Road project will be repurposed and used on this driveway. There are certain other municipal roadways (i.e. Hardwick and Potters) that are in need of repair, but the Township must wait until the PSE&G project is complete. Mrs. Straway asked Mr. Hendershot to provide an alternate set of roads in need of repair to be done with proceeds from the PSE&G agreement.

CFO Mooney stated that in 2013 the Township had a large amount of surplus and recommended using these funds not only to pay-down debt but also purchase capital items or complete projects. Mrs. Straway said it was wise to invest in new safe equipment. Ms. Chamblings noted that the residents say the road conditions are a large concern and surplus funds spent repairing roads would be noticed and appreciated.

Ms. Chamblings thanked Mr. Hendershot for presenting a well thought-out budget.

EMS: Ms. Hess presented her departments' budget request. Training was lowered by \$3000 because the State will continue to pay for certain training. Ms. Hess is a nationally certified trainer of EMS services and donates her services for training to the Township - charging only for materials. Mrs. Straway stated that any Township group in need of training should take advantage of the in-house training. Ms. Chamblings added that the Township should create a policy to enforce in-house training first.

Ms. Hess also lowered the line item for vehicle maintenance because the Township purchased newer ambulances that will require less maintenance.

Fit Testing was also discussed and it was unanimously agreed that one form of fit testing be offered to all emergency services. It was decided that a physical will be part of the testing.

Ms. Hess requested three new sets of turnout suits. Ms. Chammings asked if they were replacement or for new members. Ms. Hess replied new because the Rescue Squad is in need of members.

Four new AEDs are also requested. Ms. Hess stated that the AEDs she is requesting are quoted at \$700 each and are purchased through a Trust through Newton Memorial Hospital and include training for twelve (12) people. This quote is in contrast to the AEDs ordered by the Fire Department's First Responders at \$1395 each. Mrs. Straway mentioned that the AEDs ordered by the Fire Department should not have left the building and asked the Acting Clerk to speak with the Captain of the First Responders and locate those AEDs.

The Township Committee thanked Ms. Hess for her presentation and budget requests.

Mayor Scott noted that the next Public Safety meeting would be held on Thursday, February 27, 2014, 7:00 p.m. at the Stillwater Fire House with Risk Manager George Morville in attendance.

Stillwater Fire Department: The budget requests were presented by Assistant Chief Justin Francomacaro. Mr. Francomacaro asked the amount of the 2014 donation from the Township. Mayor Scott answered \$30,000.00 for the fire departments and \$15,000.00 for the rescue squad. Each line item was discussed.

The Fire Department is in need of additional air packs and have some damaged pack that can be repaired. The CFO reminded the fire department personnel that the limit of aggregate purchases from a vendor must be less than \$17,500 per year or purchased through state contract otherwise the Township must go out for bids. She asked them to talk and plan together so the so that the Township stays under the threshold regulated by the State.

The training line item was raised by \$1,800.00 and was questioned by the governing body. Mr. Francomacaro replied that the department tries to do a large training drill once a year – often with other municipalities and that training and retraining are key to keeping their members safe and efficient on scene. Replacement gear was also discussed and it was noted that the departments do attempt to replace the oldest turnout gear (safety gear is only certified for ten years) on a schedule that works to keep the firemen safe and not be too costly for the Township.

Ms. Chammings noted that the Stillwater Fire Department's budget was up forty (40%) percent and that the State mandates the Township's budget can only rise by two (2%) percent. The Township Committee and Fire Department began to go back line by line to reduce their requests and keep their increase to a minimum.

Mayor Scott opened the meeting to the public and being there is no one from the public wishing to speak, this portion of the meeting was closed. Mayor Scott asked the Swartswood Fire Department Chief and Treasurer if they were available to start the next budget workshop on Tuesday, February 18, 2014 at 5:00 p.m.

There being no further business, a motion was made by Committeewoman Chammings, seconded by Committeeman Fisher to adjourn the meeting at 7:30 p.m. The motion was carried by a unanimous voice vote.

Respectfully submitted,

Lynda Knott, Acting Township Clerk