



**East Amwell Board of Fire Commissioners  
District No 1**  
P.O. Box 33 Ringoes, NJ 08551  
908-782-1436  
[www.eastamwelltownshipboardoffirecommissioners.org](http://www.eastamwelltownshipboardoffirecommissioners.org)



**Flag salute:**

The flag salute was led by Craig Bailey, followed by a moment of silence.

**Statement of Compliance:**

The regular meeting of the East Amwell Board of Fire Commissioners was opened on November 15, 2023 at 7:30 PM, with notice given of the change in meeting date. The following notice was read, "In compliance with the Open Public meetings Act, this meeting was advertised in the January 19, 2023 issue of the Hunterdon County Democrat. Notice of this meeting was forwarded to the Township Clerk's office, posted on the Amwell Valley Fire House bulletin board.

**Roll Call:**

Craig Bailey	Present
John Chiesa	Present
Marc LaRowe	Present
Paul Carlucci	Present
Max Jason (Chief)	Present
Robert Jason (Deputy Chief)	Present

**Minutes:**

Minutes of the October 11, 2023 meeting were presented. At this time, a motion was made by John Chiesa to accept the minutes of the October meeting. This motion was seconded by Marc LaRowe and along with a unanimous favorable vote, the motion carried.

**Treasurer's Report:**

The Treasurer's report was presented and hereby made part of the minutes of this meeting. At this time, a motion was made by Craig Bailey to accept the treasurer's report. This motion was seconded by Marc LaRowe and along with a unanimous favorable vote, the motion carried. The reports of receipts, encumbrances and disbursements were presented and attached and hereby made part of the minutes of this meeting.

**Bills:**

The Bills as listed on the disbursement sheet were presented and hereby made part of the minutes of the meeting. At this time a motion was made to pay the bills totaling \$17,882.12 by Marc LaRowe. This motion was seconded by Paul Carlucci and along with a unanimous favorable vote (Craig Bailey abstained), the motion carried.



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**Correspondence:** The tax levy for 2024 was received from the Township.

**Old Business:**

Paul Carlucci addressed the issue of two fire company members not having their LOSAP account credited by AIG. He stated that the problem has been solved. He also discussed that the COLA for 2023 will be determined in January.

The new inventory system was briefly discussed and the Chief stated that the meeting with the vendor was rescheduled to December 15, 2023.

Regarding the brush truck replacement committee, the Chief stated that they are waiting for specs from a vendor.

Regarding the budget, John stated that he modified the dollar amounts in certain accounts as the Commission discussed at the prior meeting. A motion was made by Craig Bailey to approve the budget. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried. The budget will now be uploaded into FAST and await approval from the State.

Craig Bailey stated that he is working on the draft policies. The first will be one on Anti-discrimination and harassment.

**New Business:**

Craig Bailey presented a lease for the Commission's use of certain space with the Amwell Valley Fire Company. The proposed terms for 2024 were the same as those approved in 2023. Craig Bailey made a motion that the proposed lease for 2024 be approved and presented to the Fire Company for its review and approval. The motion was seconded by Marc LaRowe and along with unanimous favorable vote, the motion carried.

John Chiesa mentioned that a CD is maturing. John Chiesa made a motion to roll that money into a new CD at the highest possible market rate. Paul Carlucci seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief Jason requested permission to take one or more trucks to the Christmas parade in Flemington. He also asked permission to purchase premix gas/oil for chain saws/equipment. Craig Bailey made a motion to approve both of the Chief's requests. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried.



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**Chief's Report:**

Chief Jason reported mechanical issues with Engine 1 and Engine 2. Craig Bailey made a motion to allow the Chief to move forward with the estimates that he received to repair the vehicles. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried.

**Public Comment:**

Dave Civale commented about the LOSAP program. There were no other comments. At this time a motion was made by Craig Bailey to close the public portion. This motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried.

**Commissioners Comments:**

None.

**Adjournment:**

As there is no additional business to come before the board, at this time a motion was made by Craig Bailey to adjourn the meeting. This motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried. Meeting ended at 8:09 p.m.

**Craig Bailey, Secretary**

**East Amwell Township Board of Fire Commissioners**  
**Reconciliation Detail**  
1001 - Cash-Checking, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						
						209,000.19
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Bill Pmt -Check	10/11/2023	3772	AmTrust North Amer...	X	-1,812.00	-1,812.00
Bill Pmt -Check	10/11/2023	3776	Amwell Valley Fire Co.	X	-800.00	-2,612.00
Bill Pmt -Check	10/11/2023	3773	Wiltmer Public Servi...	X	-496.59	-3,108.59
Bill Pmt -Check	10/11/2023	3774	Verizon	X	-285.07	-3,393.66
Bill Pmt -Check	10/11/2023	3775	County Of Hunterdon	X	-196.44	-3,590.10
<b>Total Checks and Payments</b>						
					-3,590.10	-3,590.10
<b>Deposits and Credits - 1 item</b>						
Deposit	10/31/2023			X	9.09	9.09
<b>Total Deposits and Credits</b>						
					9.09	9.09
<b>Total Cleared Transactions</b>						
					-3,581.01	-3,581.01
<b>Cleared Balance</b>						
					-3,581.01	205,419.18
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Bill Pmt -Check	04/13/2022	3622	NJ Advance Media		-23.68	-23.68
Bill Pmt -Check	07/13/2022	3654	Amwell Valley Fire Co.		-750.00	-773.68
<b>Total Checks and Payments</b>						
					-773.68	-773.68
<b>Deposits and Credits - 1 item</b>						
Transfer	12/23/2019				0.00	0.00
<b>Total Deposits and Credits</b>						
					0.00	0.00
<b>Total Uncleared Transactions</b>						
					-773.68	-773.68
<b>Register Balance as of 10/31/2023</b>						
					-4,354.69	204,645.50
<b>Ending Balance</b>						
					-4,354.69	204,645.50

**East Amwell Township Board of Fire Commissioners**  
**Check Detail**  
November 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3777	11/15/2023	AmTrust North Am...	Insurance	1001 · Cash-Checki...	-1,812.00	-1,812.00
Bill		11/15/2023		Insurance	5005 · Insurance	-1,812.00	1,812.00
TOTAL						-1,812.00	1,812.00
Bill Pmt -Check	3778	11/15/2023	McPherson & Newl...	Insurance	1001 · Cash-Checki...	-9,130.25	-9,130.25
Bill		11/15/2023		Insurance	5005 · Insurance	-9,130.25	9,130.25
TOTAL						-9,130.25	9,130.25
Bill Pmt -Check	3779	11/15/2023	IIA Fire Department...	Maintena...	1001 · Cash-Checki...	-1,473.64	-1,473.64
Bill		11/15/2023		Maintena...	5010 · Maintainance...	-1,473.64	1,473.64
TOTAL						-1,473.64	1,473.64
Bill Pmt -Check	3780	11/15/2023	New Jersey Fire Eq...	Uniforms	1001 · Cash-Checki...	-3,983.88	-3,983.88
Bill		11/15/2023		Uniforms	5030 · Uniforms	-3,983.88	3,983.88
TOTAL						-3,983.88	3,983.88
Bill Pmt -Check	3781	11/15/2023	North East Parts G...	Maintena...	1001 · Cash-Checki...	-35.94	-35.94
Bill		11/15/2023		Maintena...	5010 · Maintainance...	-35.94	35.94
TOTAL						-35.94	35.94
Bill Pmt -Check	3782	11/15/2023	Craig Bailey	Informati...	1001 · Cash-Checki...	-87.78	-87.78
Bill		11/15/2023		Informati...	5064 · Informational ...	-87.78	87.78
TOTAL						-87.78	87.78
Bill Pmt -Check	3783	11/15/2023	Verizon	Informati...	1001 · Cash-Checki...	-270.07	-270.07
Bill		11/15/2023		Informati...	5064 · Informational ...	-270.07	270.07
TOTAL						-270.07	270.07

**East Amwell Township Board of Fire Commissioners**  
**Check Detail**  
November 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3784	11/15/2023	County Of Hunterd...	Fuel	1001 · Cash-Checki...	-228.56	-228.56
Bill		11/15/2023			5031 · Utilities	-228.56	228.56
TOTAL						-228.56	228.56
Bill Pmt -Check	3785	11/15/2023	Amwell Valley Fire ...	Rent	1001 · Cash-Checki...	-800.00	-800.00
Bill		11/15/2023			5033 · Rent	-800.00	800.00
TOTAL						-800.00	800.00

**East Amwell Township Board of Fire Commissioners**  
**General Ledger**  
 As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance	
<b>1001 · Cash-Checking</b>								
Bill Pmt -Check	11/15/2023	3777	AmTrust North Amer...	Acct # 30469...	20001 · *Accou...	-1,812.00	204,645.50	
Bill Pmt -Check	11/15/2023	3778	McPherson & Newla...	Policy # VFN...	20001 · *Accou...	-9,130.25	202,833.50	
Bill Pmt -Check	11/15/2023	3779	I/A Fire Department ...	Inv # -059414	20001 · *Accou...	-1,473.64	193,703.25	
Bill Pmt -Check	11/15/2023	3780	New Jersey Fire Eq...	Inv # 70963	20001 · *Accou...	-3,983.88	192,229.61	
Bill Pmt -Check	11/15/2023	3781	North East Parts Gr...	Acct # 34102	20001 · *Accou...	-35.94	188,245.73	
Bill Pmt -Check	11/15/2023	3782	Craig Bailey	Scan to Email...	20001 · *Accou...	-87.78	188,209.79	
Bill Pmt -Check	11/15/2023	3783	Verizon	842068896-0...	20001 · *Accou...	-270.07	188,122.01	
Bill Pmt -Check	11/15/2023	3784	County Of Hunterdon	EAMW/L005	20001 · *Accou...	-228.56	187,851.94	
Bill Pmt -Check	11/15/2023	3785	Amwell Valley Fire Co.	November Rent	20001 · *Accou...	-800.00	187,623.38	
Total 1001 · Cash-Checking							-17,822.12	186,823.38
<b>1005 · Cash-CDs</b>								
Total 1005 · Cash-CDs							82,746.29	82,746.29
<b>11000 · *Accounts Receivable</b>								
Total 11000 · *Accounts Receivable							0.00	0.00
<b>1100 · Accounts Receivable - Audit</b>								
Total 1100 · Accounts Receivable - Audit							0.00	0.00
<b>12000 · Undeposited Funds</b>								
Total 12000 · Undeposited Funds							0.00	0.00
<b>12100 · Inventory Asset</b>								
Total 12100 · Inventory Asset							0.00	0.00
<b>2000 · Accounts Receivable</b>								
Total 2000 · Accounts Receivable							0.00	0.00
<b>2001 · Prepaid Insurance</b>								
Total 2001 · Prepaid Insurance							0.00	0.00
<b>2500 · Capital Assets</b>								
Total 2500 · Capital Assets							1,880,364.37	1,880,364.37
<b>2551 · Accumulated Depreciation</b>								
Total 2551 · Accumulated Depreciation							-874,198.16	-874,198.16

**East Amwell Township Board of Fire Commissioners**  
**General Ledger**  
 As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance	
<b>20001 *Accounts Payable</b>								
Bill	11/15/2023		AmTrust North Amer...	Acct # 30469...	5005 · Insurance	-1,812.00	-750.09	
Bill Pmt -Check	11/15/2023	3777	AmTrust North Amer...	Acct # 30469...	1001 · Cash-C...	1,812.00	-2,562.09	
Bill	11/15/2023		McPherson & Newia...	Policy # VFN...	-SPLIT-	-9,130.25	-750.09	
Bill Pmt -Check	11/15/2023	3778	McPherson & Newia...	Policy # VFN...	1001 · Cash-C...	9,130.25	-9,880.34	
Bill	11/15/2023		ILA Fire Department ...	Inv # -059414	5010 · Maintal...	-1,473.64	-750.09	
Bill Pmt -Check	11/15/2023	3779	ILA Fire Department ...	Inv # -059414	1001 · Cash-C...	1,473.64	-2,223.73	
Bill	11/15/2023		New Jersey Fire Eq...	Inv # 70963	5030 · Uniforms	-3,983.88	-750.09	
Bill Pmt -Check	11/15/2023	3780	New Jersey Fire Eq...	Inv # 70963	1001 · Cash-C...	3,983.88	-4,733.97	
Bill	11/15/2023		North East Parts Gr...	Acct # 34102	5010 · Maintal...	-35.94	-750.09	
Bill Pmt -Check	11/15/2023	3781	North East Parts Gr...	Acct # 34102	1001 · Cash-C...	35.94	-786.03	
Bill	11/15/2023		Craig Bailey	Scan to Email...	5064 · Informat...	-87.78	-750.09	
Bill Pmt -Check	11/15/2023	3782	Craig Bailey	Scan to Email...	1001 · Cash-C...	87.78	-837.87	
Bill	11/15/2023		Verizon	Acct # 84206...	-SPLIT-	-270.07	-750.09	
Bill Pmt -Check	11/15/2023	3783	Verizon	Acct # 84206...	1001 · Cash-C...	270.07	-1,020.16	
Bill	11/15/2023		County Of Hunterdon	EAMMWL005	5031 · Utilities	-228.56	-750.09	
Bill Pmt -Check	11/15/2023	3784	County Of Hunterdon	EAMMWL005	1001 · Cash-C...	228.56	-978.65	
Bill	11/15/2023		Amwell Valley Fire Co.	November Rent	-SPLIT-	-800.00	-750.09	
Bill Pmt -Check	11/15/2023	3785	Amwell Valley Fire Co.	November Rent	1001 · Cash-C...	800.00	-1,550.09	
Total 20001 *Accounts Payable							0.00	-750.09
<b>20000 Accounts Payable - Audit</b>								
Total 20000 Accounts Payable - Audit							0.00	0.00
<b>2002 Lease Payable</b>								
Total 2002 Lease Payable							-63,487.48	-63,487.48
<b>2080 Reserve for LOSAP</b>								
Total 2080 Reserve for LOSAP							0.00	0.00
<b>2600 Accounts Payable</b>								
Total 2600 Accounts Payable							0.00	0.00
<b>1020 Reserve for pre year</b>								
Total 1020 Reserve for pre year							0.00	0.00
<b>1021 Starting Balance</b>								
Total 1021 Starting Balance							0.00	0.00
<b>3000 Net Investment in Capital Asset</b>								
Total 3000 Net Investment in Capital Asset							-942,679.00	-942,679.00
<b>30000 Opening Balance Equity</b>								
Total 30000 Opening Balance Equity							0.00	0.00
<b>3001 Restricted Funds - Capital</b>								
Total 3001 Restricted Funds - Capital							-41,309.84	-41,309.84



**East Amwell Township Board of Fire Commissioners**  
**General Ledger**  
 As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
32000 · Unrestricted Net Assets							-222,613.11
Total 32000 · Unrestricted Net Assets							-222,613.11
4000 · Interest Earned							-71.95
Total 4000 · Interest Earned							-71.95
4010 · Fire Grant state of NJ							0.00
Total 4010 · Fire Grant state of NJ							0.00
4020 · Fire Tax Township							-202,864.85
Total 4020 · Fire Tax Township							-202,864.85
4025 · Other Miscellaneous Income							0.00
Total 4025 · Other Miscellaneous Income							0.00
5066 · Insurance Refund							0.00
Total 5066 · Insurance Refund							0.00
50000 · Cost of Goods Sold							0.00
Total 50000 · Cost of Goods Sold							0.00
5000 · Meeting ads, Election Ads							0.00
Total 5000 · Meeting ads, Election Ads							0.00
5001 · Advertising							20.88
Total 5001 · Advertising							20.88
5005 · Insurance							29,739.45
Bill	11/15/2023		AmTrust North Amer...	installment for...	20001 · *Accou...	1,812.00	31,551.45
Bill	11/15/2023		McPherson & Newla...	Policy # VFN...	20001 · *Accou...	0.00	31,551.45
Bill	11/15/2023		McPherson & Newla...	Installation #2...	20001 · *Accou...	9,130.25	40,681.70
Total 5005 · Insurance						10,942.25	40,681.70
5010 · Maintenance and repairs							30,726.96
Bill	11/15/2023		I/A Fire Department ...	Annual pump ...	20001 · *Accou...	1,473.64	32,200.60
Bill	11/15/2023		North East Parts Gr...	6- BottlesTruF...	20001 · *Accou...	35.94	32,236.54
Bill	11/15/2023		Verizon	Acct # 84206...	20001 · *Accou...	0.00	32,236.54
Total 5010 · Maintenance and repairs						1,509.58	32,236.54
5020 · Supplies							906.46
Total 5020 · Supplies							906.46
5025 · Training and fire prevention							150.00
Total 5025 · Training and fire prevention							150.00
5030 · Uniforms							15,278.75
Bill	11/15/2023		New Jersey Fire Eq...	6- Scott Mask...	20001 · *Accou...	3,983.88	19,262.63
Total 5030 · Uniforms						3,983.88	19,262.63

**East Amwell Township Board of Fire Commissioners  
General Ledger  
As of November 30, 2023**

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>5031 · Utilities</b>							
Bill	11/15/2023		County Of Hunterdon	Gas & Diesel	20001 · *Accou...	228.56	3,273.21
Total 5031 · Utilities						228.56	3,501.77
<b>5032 · Information Technology</b>							
Total 5032 · Information Technology							0.00
<b>5033 · Rent</b>							
Bill	11/15/2023		Amwell Valley Fire Co.	November Rent	20001 · *Accou...	0.00	8,000.00
Bill	11/15/2023		Amwell Valley Fire Co.	November Rent	20001 · *Accou...	800.00	8,000.00
Total 5033 · Rent						800.00	8,800.00
<b>5037 · Elections</b>							
Total 5037 · Elections							0.00
<b>5040 · Health and Safety</b>							
Total 5040 · Health and Safety							350.00
<b>5050 · Accounts, Lawyers, Admin Fees</b>							
Total 5050 · Accounts, Lawyers, Admin Fees							11,120.00
<b>5055 · Outside Services</b>							
Total 5055 · Outside Services							0.00
<b>5062 · Capital Appropriations</b>							
Total 5062 · Capital Appropriations							33,679.12
<b>5063 · LOSAP Service Award</b>							
Total 5063 · LOSAP Service Award							26,695.38
<b>5064 · Informational Services</b>							
Bill	11/15/2023		Craig Bailey	Scan to Email...	20001 · *Accou...	87.78	5,840.27
Bill	11/15/2023		Verizon	Monthly servi...	20001 · *Accou...	270.07	5,928.05
Total 5064 · Informational Services						357.85	6,198.12
<b>5065 · Equipment</b>							
Total 5065 · Equipment							14,437.84
<b>5700 · Lease - Interest Expense</b>							
Total 5700 · Lease - Interest Expense							0.00
<b>66900 · Reconciliation Discrepancies</b>							
Total 66900 · Reconciliation Discrepancies							0.00
<b>6000 · Depreciation Expense</b>							
Total 6000 · Depreciation Expense							0.00

### East Amwell Township Board of Fire Commissioners

## General Ledger

As of November 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
9000 · Gain/Loss on Disposal of Assets							0.00
Total 9000 · Gain/Loss on Disposal of Assets							0.00
No acct							0.00
Total no acct							0.00
<b>TOTAL</b>						<b>0.00</b>	<b>0.00</b>

# CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/ PARTIAL ASSESSMENTS

(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: EAST AMWELL TOWNSHIP

County: HUNTERDON

Fire District Code: F01

Total Number of Fire Districts: 1

**File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality**

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

**ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.**

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

\$ 675,063,273 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) **minus** the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). **Do not include** Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 1,445,900 (2a)

- \$ 0 (2b)

= \$ 1,445,900 (2c)

Marianne Busler CTA  
Assessor Signature

10/24/2023  
Date

### TAX COLLECTOR

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

0.00041 (3)

4. Amount of permitted revenue increase =  
Line 2c \* Line 3  
(N.J.S.A. 40A:4-45.45)

\$ 592.82 (4)

Ann Marie Hill, CTC  
Tax Collector Signature

10/24/23  
Date