

**BOARD of FIRE COMMISSIONERS  
MOUNT HOLLY FIRE DISTRICT No. 1**

*Meeting Minutes  
Wednesday, November 2, 2022  
37 Washington Street  
7:00pm*

**Call to Order:**

Chairman McIlwee called the November 2, 2022 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:15 PM.

**Statement of Adequate Notice:**

Director Donnelly read the following statement aloud:

**Statement of Adequate Notice:**

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and the right to attend all meetings of public bodies at which any business affecting the public's interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 1 has caused notice of this meeting to be given by having the date, time, place, and agenda to the extent known thereof posted as follows:

- Published in the Burlington County Times on December 19, 2021.
- Published in the Courier Post on December 19, 2021.
- Forwarded to the Municipal Clerk for posting on December 2, 2021.
- Posted in the Fire District Administration Office.
- Posted on the Official Fire District Website.

The Notice set forth that formal action may be taken.

**Roll Call:**

*Present:* Commissioner Sheppard, Commissioner Brown, Vice Chairman Fajgier, Chairman McIlwee

*Absent:* Commissioner Saucier

*Staff & Professionals:* Director Donnelly, Solicitor Sendzik-Haines

**Pledge of Allegiance & Moment of Silence:**

Chairman McIlwee requested that all present stand for the Pledge of Allegiance and remain standing for a moment of silence for our departed members and those lost in the line of duty.

**Matters Presented by the Public:**

No members of the public wished to address the Board.

**Approval of Minutes:**

October 5, 2022 BOFC Meeting

Commissioner Brown offered a motion to approve the meeting minutes of October 5, 2022, as presented. Commissioner Sheppard provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Fajgier, McIlwee, Sheppard

Nay:

Abstain:

**Approval of Monthly District Reports:**

Chief Mason will be presenting the monthly and year-end reports at the next meeting.

**Approval of Vouchers:**

As prepared and presented.

There were no questions to the vouchers presented for payment. Commissioner Brown offered a motion to approve the vouchers as presented. Commissioner Sheppard provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee

Nay:

**Old Business:**

Relief Project update

Director Donnelly provided an update to those present discussing several new hurdles to be overcome prior to inspections and issuance of a TCO by the Construction Official.

**New Business:**

**Resolution 2022-10** Resolution Authorizing Renewal of Interlocal Service Agreement

Following presentation of the Resolution by Director Donnelly, Commissioner Sheppard offered a motion to approve Resolution 2022-10. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee

Nay:

**Introduction of 2023 Budget**

Director Donnelly presented the 2023 Budget, discussing increases as they relate to the construction and occupancy of the firehouse.

**Resolution 2022-11** 2023 Fire District Budget Resolution 40A:14-84

Following discussion, Commissioner Sheppard presented a motion to approve Resolution 2022-11, approving the 2023 budget. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee  
Nay:

**Matters to be Presented by the Director:**

2023 Meeting Dates

Director Donnelly presented discussion regarding the 2023 meeting dates. Following discussion, consensus of the Board was to change the meeting night to the first Tuesday of each month in 2023. If a holiday were to fall on the day, the meeting will be held on the next evening.

**Matters to be Presented by the Solicitor:**

Ms. Sendzik-Haines had no report or items requiring discussion.

**Matters to be Presented by the Board:**

With no additional items being presented, Chairman McIlwee announced the next meetings of the Board as follows:

**Next Meetings:**

Meeting: Board of Fire Commissioners - Reorganization  
Date: Wednesday, December 7, 2022  
Time: 7:00pm  
Location: 37 Washington Street, Mount Holly, NJ 08060

**Executive Session:**

**Resolution 2022-12** Resolution Authorizing Executive Session

As there was an item requiring the Board's discussion relating to potential contracts, Vice Chairman Fajgier provided a motion to enter into an executive session for discussion of the item. Discussion was anticipated to last 30 minutes with formal action being taken upon reconvening the public meeting. Commissioner Brown offered a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee  
Nay:

The Board entered into Executive Session at 7:35pm.

While in Executive Session, the Director discussed with the Board correspondence which was sent by Chief Farnsworth of Westampton Emergency Services requesting a meeting

and possible Shared Services Agreement with Westampton as they have been responding into Mount Holly frequently. The correspondence presents an increase in response for Westampton as well as increased wear on their apparatus. A request was made for a shared services agreement, including compensation for the responses of Westampton. The Board discussed options relating to Westampton's response and requested compensation.

Following discussion, Commissioner Sheppard provided a motion to return to the public meeting. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee  
Nay:

**Return to Public Meeting:**

Upon reconvening the public meeting at 8pm, consensus of the Board was to have the Director discuss with Chief Mason a decrease in the response role of Westampton Emergency Services in the New Year, providing an opportunity for our volunteers to respond to in-town calls ahead of Westampton. The Director will convey the direction of the Board to Chief Mason for adjustment of daytime responses by Westampton.

**Adjournment:**

Lacking additional business or discussion presented for consideration, Vice Chairman Fajgier offered a motion for adjournment. Commissioner Sheppard provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Sheppard, Brown, Fajgier, McIlwee  
Nay:

The meeting was adjourned by Chairman McIlwee at 8:05pm.

Respectfully submitted,

Nicole Saucier, Secretary  
(As prepared by Director Donnelly)