

RECORD OF PROCEEDINGS

The Special meeting of the Board of Trustees of Newbury Township was called to order at 7:04 p.m., March 26, 2024 at the Newbury Fire Station. Chairman Bill Skomrock, and Trustees Greg Tropf and David Lair, Jr. were in attendance. Fiscal officer Beverly Sustar in attendance.

Also in attendance:

Ken Fagan	Fire Chief - NVFD
Doug Zimperman	Assistant Chief - NVFD
Jeremy Sustar	Lieutenant - NVFD
Belinda Fagan	treasurer - NVFD

Mr. Skomrock stated that the proposed contract for the 2024 fiscal year had been forwarded to Atty. Tom Fitzsimmons for review. Mr. Fitzsimmons did not have any concerns and opined that the contract could be amended at anytime as staffing is put into place.

Contract for 2024 will be paid in the amount of \$450,000.00. This is for operating costs and stipends for current volunteers. Also to save for equipment. This is \$130,000.00 higher than approved in previous years, with the expectation that with a larger building will come higher costs to operate. An addendum to the contract stipulates that the contract will increase by \$75,000 for each full time firefighter/EMT hired, and by \$25,000 for each part time firefighter/EMT hired.

Mr. Skomrock moved to accept the contract in the annual amount of \$450.00. Mr. Lair seconded the motion.

Voice vote: three ayes.

All trustees signed contract. All board member of fire company signed. Signatures witnessed by Beverly Sustar and Belinda Fagan.

Notary

Leigh Orlowski, as new Cemetery Sexton and Administrative Assistant to the trustees suggested that it would be beneficial to have a second notary for the township. Doug Zimperman currently does all of the notarizing of documents for the township. Trustees agreed that it was a good idea. Mr. Skomrock asked how long it would take to get a notary appointment. Mr. Zimperman said that if the classes were taken online, it shouldn't take long, but there would be fees. Mr. Skomrock suggested that he township should reimburse her for fees and recordings, as well as time spent attending classes. All trustees agreed.

Mr. Tropf asked about changing out the current lockset on the rear entrance of the town hall for a keyless entry lock. Several groups request use of the town hall, and as it stands now, someone has to go to the hall to unlock the building and then relock and secure the building after. Mr. Tropf said that they can purchase a lockset with a keypad that could store a temporary code, that could be a single use. Mr. Skomrock liked that idea, but had concerns about cost and quality. Especially since the keyless dead bolt that was installed several years ago, has never been used. Mr. Tropf said that he would contact a locksmith to recommend a unit specific for our needs and do the installation. Mr. Skomrock agreed that they should look into it before moving forward with the upgrade.

Oberland Park Restroom Facilities

Mr. Skomrock spoke with a representative from Green Flush Restrooms. Mr. Skomrock will send link to trustees that they can review floor plans. Mr. Skomrock suggested meeting at the Park Board's next meeting to refine the choices.

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Mr. Lair wanted clarification regarding the NOPEC Community Grant. Historically this has been used for Memorial Day activities and the Car Show/Concert expenses. Mr. Lair wanted to know what the breakdown should be, so he could for the application. Mr Skomrock and Mr. Tropf suggested to apply with the same amounts as previously, which would be \$350.00 to the American Legion Post for Memorial Day expenses, and \$1,150.00 for the Car Show and Concert Expenses.

Mr. Skomrock asked Mr. Fagan to provide a copy of the NVFD's liability insurance showing the Township as additional insured. Mr. Fagan said that he would get that to the trustees.

Motion by Mr. Skomrock to adjourn, seconded by Mr. Tropf. Meeting was adjourned at 7.38 by unanimous vote.

William Skomrock, Jr. - Chairman

Greg Tropf - Vice Chairman

David Lair, Jr. - Trustee

– Fiscal Officer