

**BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO 1
FREEHOLD TOWNSHIP, NJ**

Regular Meeting

May28, 2013

The regular meeting of the Board of Fire Commissioners was called to order at 7:30pm by Chairman Thomas Caruso.

Notice was read and the flag salute was lead by Chief Prochnow. Roll call was taken; Mr. Story, Mr. Joshi, Mr. C. Buscaglia, Mr. R. Buscaglia and Mr. Caruso were all present. Also in attendance was Joseph Youssouf, Chief Wayne Prochnow, President Marcondes, Donna Pujat and other members of the Fire Company.

A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia to approve the April minutes as presented. A roll call vote was taken, all present voted in the affirmative, except Mr. Story abstained.

A motion was made by Mr. Story and seconded by Mr. Joshi to approve the minutes of the workshop meeting held April 26th as presented. A roll call vote was taken, all votes in the affirmative except Mr. R. Buscaglia who was absent.

Correspondence: A new contract was received from Jack Purvis, Architect. This item was tabled.

Treasurers Report: Mr. C. Buscaglia read the report into record A motion was made by Mr. R. Buscaglia and seconded by Mr. Story to approve the report as presented. A roll call vote was taken, all present voted in the affirmative.. A motion was made by Mr. C. Buscaglia and seconded by Mr. Story to pay the bills in the total of \$40,941.86 and to transfer \$45,000 from Money Market into checking. A roll call vote was taken, all votes in the affirmative.

Insurance: It was noted that there were claims filed for Kevin Legravinis and Andrew Prochnow. Those items were being handled. Discussion followed that Fire & Safety was requesting an insurance check, but the Board has not yet received the check. Mr. C. Buscaglia reported that the insurance audit with Liberty Mutual went very well. He added that they mentioned reminders: when getting in and out of the apparatus, use both hands, put on seat belts even before the truck starts and keep up the good safety work.

Building: Mr. Joshi reported that the door at District is being repaired. Phones are out at District. It is a circuit board which keeps shorting out. Reason being that the pole to the building is “fried” and the circuit board is old. It is being replaced. The light over the soda machine has been fixed.

Mr. Story reported that the MSDS Sheets have been updated.

Discussion was held on the “key fobs”. R. Buscaglia will get in touch with a representative and see what the options are. Discussion followed regarding a possible key pad instead.

Legal: Mr. Youssouf stated that the Board would need to adopt a resolution accepting the audit report comments from 12/18/12

Mr. Youssouf questioned the Annual Audit report affidavit which was already completed and sent in to Trenton.

Mr. Youssouf questioned the corrective action plan. That also was completed and resolution adopted.

A new contract for Mr. Youssouf for 2013 was presented for signatures.

It was noted that there was concern that an invoice had not been received for publishing of the bid for AED's. Mr. C. Buscaglia thought perhaps the bid had not been published since an invoice was not received. Mr. Youssouf noted that it had been published and two bids were received.

Discussion was held on the two bids received:

1. VE Ralph & Son Emergency Medical Products, Inc. - Kearny, NJ \$20,527 (13 units)

The two other bids received did not comply with the specs. A motion was made by Mr. C. Buscaglia and seconded by Mr. Caruso to award the purchase to VE Ralph & Son Emergency Medical Products. A roll call vote was taken, all votes in the affirmative.

Chiefs Report: Chief Prochnow read the April Chiefs report into record.

High Rise packs had been ordered and due in next week.

Routine Maintenance is being done.

93 had a power steering pump issue and is being repaired.

77 has starter issues again. Next week it is going into the shop, R. Buscaglia advised the Chief to make an appointment.

The Chief stated that last meeting, the purchase of collapsible cones was tabled. He asked for permission to make the purchase. 5 cones in a pack, would like to order 6 packs with the price being \$1,020 & freight. A motion was made by Mr. Story and seconded by Mr. Joshi. A roll call vote was taken, all votes in the affirmative.

Hand lights are done/installed.

Mr. Caruso commented to the Chief about how much response he had received regarding the Memorial Day Parade. He stated that the company looked good and had a great turn out, better than in years.

President's Report: President Marcondes stated that as everyone is aware, the Company is celebrating their 50th Anniversary this year. He added that with the proper licenses and permits, the Company would like to hold an Anniversary celebration at District Headquarters with the Boards permission. He added that they would also seek the Townships approval for the use of the large field. Joe asked if the Board would be in a position to financially help the company. Discussion followed. By next meeting, the president will have more information and a budget together. At that time the Board will discuss how much the Board can help. Mr. Caruso commented that the Board has been discussing doing something for the Fire Company, and they Board will help out.

Bay painting. Estimates were received ranging from \$4,200 to \$7,950 Which includes scraping, patching and painting. Discussion followed. Mr. R. Buscaglia will handle getting specs together so that the Board can assure that all contractors are going to perform the same scope of work.

Old Business: Physicals – Mr. Caruso reported that three members have not received their annual physicals, those being Chris Fogarty, Daniel Garcia and Steven Horsch. Chris Fogarty is taking care of his as per her father – Michael Fogarty. Letters will be sent to Daniel and Steven advising them that they are on administrative leave until physicals are completed.

Discussion followed regarding new members and a physical. A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia that a new member will have 30 days of becoming a member to receive a physical, which will be paid by the Board. This physical must be performed by Access Health. Something will be prepared to be attached to the application stating this information.

Mr. R. Buscaglia reported that he received a phone call from Raceway Car Wash stating that someone had a district car washed and signed the book as “Mike Hunt”. Discussion followed. Mr. Buscaglia assured that if it was found who did it, it would be dealt with. Asst Chief Zuccarelli commented that if the original ID Cards were given back, there wouldn’t be a problem.

A motion was made by C. Buscaglia and seconded by mr. Joshi to add the Star Ledger to the list of official newspapers. A roll call vote was taken, all votes in the affirmative.

Signal Control is to be contacted. An antenna on an arm is broken at the Smithburg intersection, which as broken in an mva.

New Business: Bower Air System is deemed surplus equipment.

Discussion was held on Clean Air System and adding a 2nd drop for the straight tanker. Discussion followed. Mr. C. Buscaglia will contact them.

Chief Zuccarelli is having issues with the lights on his dash, the brakes squeak and the a/c vents won’t open. Discussion followed. The Board agreed to take the unit to the Chevy dealer and have it checked.

Mr Joshi checking into the phones. The current plan allows 200 minutes per line, which is not nearly enough. For the past few months, the bill has been \$300-\$400 higher because of the limit on minutes. Mr. Joshi changed the plan, and from this point on it should be fine. Discussion followed.

The Board members and Donna, will be getting phones for business use. The phones are Galaxy phones, \$263 per phone per month, 600 minutes per moth. A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia. A roll call vote was taken, all votes in the affirmative except Mr. C. Buscaglia who voted No.

Discussion followed on the fact that if the Board were sued, everything on personal phones would be discoverable. Mr. C. Buscaglia comment that he feels it’s just “another toy”. Mr. Caruso stated it is not a toy, and it is needed.

It was noted that there was a miscommunication in booking rooms for Baltimore. Mr. C. Buscaglia booked 7 rooms at \$166 per night, and Mr. Joshi booked 7 rooms at \$145 per night. Discussion followed regarding cancellations of 7 rooms. It will be worked out as to who will cancel.

It was reported that EZ Pass does not work out of State. Discussion followed.

Audience: None

At 9:38pm a motion was made by R. Buscaglia and seconded by Mr. Story to enter into executive session to discuss personnel issues. A roll call vote was taken, all votes in the affirmative.

At 10:36pm the regular meeting was resumed, being no further business, at 10:36pm a motion was made by Mr. Joshi and seconded by Mr. C. Buscaglia to close the meeting.

Respectfully submitted:

Larry Story, Secy of the Board

/dlp

