

**Board of Fire Commissioners
Fire District No. 1
P.O. Box 6903
Freehold, NJ 07728**

Regular Meeting

November 24, 2015

Chairman Thomas Caruso called the regular meeting of the Board of Fire Commissioners to order at 7:37pm. The notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken: present were Joseph Colón, John Toutouchi, Shyamal Joshi, Robert Buscaglia, and Thomas Caruso. Also in attendance were Mr. Joseph Youssouf and Rachel Davis.

Open auction for 2008 Chevrolet Tahoe:

Final bid made and sold for \$4,225 to:

Daniel Dames, 2539 Ramshorn Drive, Manasquan, NJ 08736

Motion made by Mr. Joshi to approve the following meeting minutes:

- **September 1st closed special workshop & executive minutes;**
- **October 27th regular and executive minutes;**
- **November 2nd closed budget workshop minutes; and**
- **November 11th budget introduction minutes.**

Second: Mr. Buscaglia

Roll call vote: 5-0 all in favor

Motion made by Mr. Joshi to table minutes from November 16th special workshop meeting.

Second: Mr. Buscaglia

5-0 all in favor

Correspondence:

- Letter (attached) from President Neil Timo thanking Mr. Nicolosi for his service on the fire department after he verbally resigned. Board then discussed the laptop that Mr. Nicolosi failed to return.

Treasurer's Report (attached):

Mr. Joshi reviewed report.

Motion made by Mr. Joshi to pay the bills in the amount of \$437,806.09 and transfer \$410,000 from money market to operational to pay the bills.

Second: Mr. Colón

Roll call vote: 3-2 (abstain: Mr. Caruso & Mr. Buscaglia in order to review)

Mr. Joshi mentioned previous meeting with Assistant Chief Lucas to go over numbers. Hoping to have another meeting with Chief Prochnow and Assistant Chief Lucas to finalize numbers.

Insurance:

- Received reimbursement check for missing combe tool
- Two claims—workman’s comp. claim for individual injured while responding to a call as well as a accident/damage to his personal vehicle claim

Legal:

Mr. Youssouf provided (attached) Resolution and read into record:

Motion made by Mr. Joshi accepting the Resolution Scheduling a Special Meeting for December 9th, 2015, 6pm, for the Purpose of Requesting Voter Approval of the Purchase and Installation of a Controlled Access and Security Camera System and to Appropriate Funds for said Purpose in the Upcoming 2016 Budget Year, at a total cost not to exceed \$50,000.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Youssouf provided (attached) Notice of Special Meeting for the above meeting.

Mr. Youssouf provided (attached) Resolution and read into record:

Motion made by Mr. Joshi accepting Resolution Cancelling Certain Capital Projects and Transferring Unexpended Appropriation Balances to the General Fund Surplus.

Second: Mr. Buscaglia

Roll call vote: 5-0 all in favor

Mr. Youssouf said the above-mentioned Resolution must be submitted to the voters at the December 9th special meeting, approved and then introduced into the budget.

Chief’s Report (attached):

Chief Wayne Prochnow read report and also provided (attached) list of items to deem as surplus. Chief Prochnow further noted that the hose would be tested on Friday.

Motion made by Mr. Joshi to accept a Resolution Declaring Items Specified on Chief Prochnow’s List as Excess Property, No Longer Needed by the District for Fire Protection Purposes.

Second: Mr. Buscaglia

Roll call vote: 5-0 all in favor

Chief Prochnow also provided (attached) letters requesting said surplus items from:

- Mon. County Fire Academy re: donation of hose
- Englishtown Fire Dept. re: command box
- Freehold First Aid letter re: emergency warning devices

Board decided to give surplus items, as requested in letters, except for the hose, which has to be tested and deemed surplus.

Chief Wayne Prochnow said beautiful job on the truck; mentioned new members: Dan Favaloro, Kyle Flanagan (junior); small incident with Jenson. Mr. Buscaglia requested that the Chief tell all the members that accident reports must be filled out right away.

Maintenance (attached):

Asst. Chief Ken Lucas read report.

President's Report:

VP Kevin Lagravis:

- Work detail at Smithburg
- Looking for extra money for chairs for Smithburg

Old Business:

- Mr. Colón gave background check update: final paperwork sent, results soon
- Board decided Ladies Auxiliary should also get background checks
- Mr. Joshi mentioned tablets--Chris Pujat said he would reach out to guys who will meet with Wayne and Ken
- Mr. Joshi said we're still working on the firehouse software data import to emergency reporting

New Business:

(none)

Audience:

- VP Kevin Lagravis asked about sign out front

Motion made Mr. Buscaglia to go into executive session at 8:34pm.

Second: Mr. Colón

Roll call vote: 5-0 all in favor

(back from executive session 8:45pm)

Motion made by Mr. Buscaglia to adjourn meeting at 8:46pm.

Second: Mr. Toutouchi

4-1 (Mr. Joshi in other room)

Respectfully submitted,

John Toutouchi, Secretary
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