

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

Regular Meeting

March 22, 2016

Board Attorney-Joseph Youssouf called the regular meeting of the Board of Fire Commissioners to order at 7:32pm. The notice was read and Chief Wayne Prochnow led the flag salute.

Mr. Youssouf swore in newly re-elected Board member Thomas Caruso. Mr. Youssouf then reviewed officers and positions, and the Board requested nominations for the officers, as follows:

Chairman:

A motion was made by Mr. Caruso to nominate Robert Buscaglia as Chairman.

Second: Mr. Joshi

All in favor

Vice Chairman:

A motion was made by Mr. Buscaglia to nominate Thomas Caruso as Vice Chairman.

Second: Mr. Joshi

All in favor

Clerk:

A motion was made by Mr. Joshi to nominate Joseph Colón as Clerk.

Second: Mr. Buscaglia

All in favor

Treasurer:

A motion was made by Mr. Colón to nominate Shyamal Joshi as Treasurer.

Second: Mr. Buscaglia

All in favor

Assistant Clerk:

A motion was made by Mr. Joshi to nominate John Toutouchi as Assistant Clerk.

Second: Mr. Buscaglia

All in favor

Mr. Youssouf then reviewed the Reorganizational Resolutions (attached to the minutes).

Resolution Scheduling Meeting Dates for the Year 2016. Mr. Youssouf confirmed the upcoming Board of Fire Commissioner meeting dates for the year 2016-2017: 4/26, 5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/22, 12/27, 1/24/17, 2/28/2017, 3/28/2017.

Motion was made by Mr. Buscaglia to accept the Resolution Scheduling Meeting Dates for 2016.

Second: Mr. Joshi

5-0 all in favor

Motion made by Mr. Joshi to accept the Resolution Designating Official Depositories of Fire District Funds for 2016.

Second: Mr. Caruso

5-0 all in favor

Motion made by Mr. Joshi to accept the Resolution Designating Official Newspapers for 2016.

Second: Mr. Caruso

5-0 all in favor

Motion made by Mr. Joshi to accept the Resolution Appointing Rachel Davis as Board Secretary for 2016.

Second: Mr. Caruso

5-0 all in favor

Motion made by Mr. Caruso to accept the Resolution Appointing Gerard Stankiewicz District Auditor for the Year 2016.

Second: Mr. Joshi

5-0 all in favor

Motion made by Mr. Caruso to accept the Resolution Appointing Joseph D. Youssouf, Esq. Board Attorney for 2016.

Second: Mr. Joshi

5-0 all in favor

Mr. Youssouf asked Chairman Buscaglia if he should finish with the legal matters.

Legal:

Mr. Youssouf reviewed the General Fund Budget Transfer Resolution.

Motion made by Mr. Joshi to accept the Resolution of General Fund Budget Transfer 2015 Budget.

Second: Mr. Caruso

5-0 all in favor

Mr. Youssouf reviewed NJ State changes in OPRA laws and concluded his legal matters.

At this time Mr. Buscaglia took over as Chairman of the meeting. Roll call was taken: Joseph Colón, John Toutouchi, Shyamal Joshi, Thomas Caruso and Robert Buscaglia were present. Also in attendance were Board Attorney-Joseph Youssef and Rachel Davis.

Motion was made by Mr. Caruso to approve the minutes from the February 23, 2016 regular meeting.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Motion was made by Mr. Caruso to approve the minutes from the February 23, 2016 Executive session.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Treasurer's Report (attached):

Reviewed by Mr. Joshi.

- Audit 70% done

Motion made by Mr. Joshi to pay monthly bills for March 2016 in the amount of \$102,573.67.

Second: Mr. Colón

Roll call vote: 4-1 (Mr. Caruso abstains)

Correspondence:

(none)

Chief's Report (attached):

Reviewed by Chief Wayne Prochnow.

- Chief also discussed scheduling a joint service drill with Asbury Park—looking for March 31st, April 8th and April 16th.

Maintenance Report (attached):

Reviewed by Lt. Dan Petersen

- Old 76 serviced and DOT inspected for its trip.
- Drive shaft issue was a hoax; Out of courtesy, it will be inspected.

President's Report:

President Neil Timo reported representing the Fire Company:

- Extended condolences to Joe Colón on loss of his grandmother.
- Mailers are out and they have received a large response from the town.
- Looking into solar panels at Smithburg.
- Gas line to be run for new generator.

Insurance:

- Mr. Joshi discussed district water damage totaling between \$41,000-43,000. Reimbursed for everything but the phone system.
- Insurance company came out to pick up Combi tool.
- Insulation was sprayed.

Buildings:

- Mr. Joshi discussed having shelving built in the closets so Chief can use the ones on the catwalk for equipment.
- Failed fire inspection because of generators—two emergency lights replaced.
- Light pole out back—10 days to 2 weeks to finish.
- Compressor on refrigerator—run a dedicated circuit to solve breaker problem.

Old Business:

(none)

New Business:

Mr. Joshi discussed surplus items (attached).

Mr. Joshi made a motion to surplus the equipment on the attached spreadsheet, including the chainsaw and phone system.

Second: Mr. Colón

Roll call vote: 5-0 all in favor

Mr. Joshi made a motion to switch our voice phone lines to Voice Over IP System, with a set-up cost not to exceed \$3,000 and to keep the fax lines the way they are.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

Mr. Caruso discussed April 28th for Access Health to come in. Looking into an option for people who cannot make it on that date to get tested over at Centra State.

Mr. Caruso discussed the harassment class and possibly putting it on the website. Board discussed the online procedure and how it works. Mr. Caruso would like to step down from being the harassment officer and will assist Mr. Buscaglia until another option is available. Mr. Colón will reach out to insurance company to see if State-offered class is acceptable.

Mr. Colón discussed two separate projects—rewiring everything with updated wiring for high-speed Wi-Fi for phones as well as new access points and hardware (quotes attached). Insurance refunds will go toward the payment of these projects, and money will also be saved on labor costs if this is done now, since work is currently being done on leak repairs.

Mr. Colón made a motion for Divinity Computers, LLC to do rewiring and moving the server equipment into the Commissioner's office for \$6,300.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Mr. Colón made a motion for new access point and other network equipment for approximately \$6,500 to Net Link.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

Mr. Joshi said the computers are back up temporarily.

Mr. Joshi also discussed shelving in the engineer's room getting ripped down, as insurance reimbursed us.

Mr. Joshi made a motion not to exceed \$4,000 for the two hose racks for Georgia Road from Gear Grid (green).

Second: Mr. Colón

Roll call vote: 5-0 all in favor

Website:

Up to date

Audience:

Howard discussed servicing air compressors at Georgia Road and district.

Motion made by Mr. Colón to go into executive session at 8:22pm.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

(back from executive session at 8:37pm)

Being no further business, a motion was made by Mr. Joshi to adjourn the meeting at 8:37pm.

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary

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