

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

Regular Meeting

April 26, 2016

Chairman Robert Buscaglia called the regular meeting of the Board of Fire Commissioners to order at 7:35pm. The notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken: present were Joseph Colón, John Toutouchi, Shyamal Joshi, Thomas Caruso and Robert Buscaglia. Also in attendance were Board Attorney-Mr. Joseph Youssouf and Rachel Davis.

Mr. Joshi read a gratitude plaque received from Alapaha Township (Georgia) Fire Department for the donation of old 76. Chief Wayne Prochnow shared his experience of escorting it down to Georgia and thanked the Board for allowing him to participate. Mr. Bill Kanzler thanked the Board for the generous truck donation as well as the 5-hour crash-training course by Ex-Chief Ralph Reifer. Mr. Kanzler advised that the truck has already been to two calls. He also said that we would have to be there to understand what we did for that town. The Board thanked Chief Prochnow and Ex-Chief Ralph Reifer for representing us and for bringing it down to Georgia along with Bill Kanzler. The Board also thanked the taxpayers of Freehold Township and shared that this fire company in Georgia operates on an \$18,000/year budget and was given the first enclosed cab because of Fire District #1's donation and the generous people of Freehold Township. Bill Kanzler's wife was nice enough to get together a cd of photos of the presentation, which the Board will put on the website.

Correspondence:

- Letter from Middlesex Regional Educational Services Commission regarding the Cooperative Pricing System Agreement.
- Letter from Insurance Services Office, Inc. regarding a service audit of insurance.
- Letter from the Bureau of Fire Prevention District #4 Jackson Township regarding Brian Bruno, which was discussed in new business, below.
- Emails of solicitation.

Insurance:

- Insurance company water damage claim is closed, with a reimbursement of \$44,000.
- Received a \$1,000 reimbursement check from insurance company after giving them an updated roster.

Treasurer's Report (attached):

Reviewed by Mr. Joshi.

Motion made by Mr. Joshi to pay bills for \$51,096.32.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Motion was made by Mr. Caruso to approve the minutes from the March 22, 2016 meeting.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Legal:

Motion made by Mr. Joshi to adopt Resolution Authorizing Member Participation in the Cranford Police Cooperative Pricing System Program.

Second: Mr. Colón

Roll call vote: 5-0 all in favor

Mr. Youssouf reviewed the Cooperative Pricing System Agreement confirming the savings.

Mr. Youssouf will prepare a resolution authorizing advertisement and publication of a notice and invitation of bidders for the installation of a controlled access system at District No. 1 firehouses. Bids to be received on June 28th, 6:30pm. For site inspection, contact John Toutouchi by appointment.

Motion made by Mr. Joshi to approve the above resolution.

Second: Mr. Colón

Roll call vote: 5-0 all in favor

Motion made by Mr. Joshi to adopt Resolution of General Fund Correcting Previous Budget Transfer - 2015 Budget.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Youssouf reviewed new Appellate Division decisions regarding OPRA. All records are now subject to OPRA, which require a 7-day response, unless 30-day extension request in writing. They cannot mandate the format; documents can be provided in the format that they exist. Mr. Youssouf advised of being cautious with LOSAP compliance.

Buildings:

- Work done on water damage. Waiting on paint quotes.
- Phones should be operational by Monday. WiFi hooked up.

Chief's Report (attached):

Reviewed by Chief Wayne Prochnow. Chief, once again, thanked Board for allowing him the opportunity to go to Georgia to donate truck. Board requested radio inventory from Chief.

Maintenance Report (attached):

Reviewed by Asst. Chief Ken Lucas, who also provided (attached) correspondence from Troop 155 Boy Scouts regarding cleaning bridge at Monmouth Battlefield State Park. Also discussed training events.

President's Report:

Vice President Ken Lagravenis represented Fire Company.

- Looking to do same phone system at Smithburg. If Fire Company purchases equipment, can they share system? Board to bring up under new business.
- Any way of speeding up background checks? Board said no quicker way than the way it's done now.
- Audit should be done by June or July.
- Fire Company needs new contract.

Old Business:

Centra State no longer giving same gym fee for new members, existing memberships grandfathered in at old price.

Motion made by Mr. Joshi for monthly gym membership dues not to exceed \$80 per month, with a one-time sign up fee for life of \$250.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

New Business:

Board discussed the request from Bureau of Fire Prevention District No. 4 Jackson Township regarding Brian Bruno internship. Mr. Youssouf's only concern was worker's compensation. Board agreed to internship, with proof of workman's compensation coverage for Mr. Bruno being covered by Jackson Township.

5-0 all in favor

Board discussed phone systems in Smithburg--4 handsets/2 extensions.

Motion made by Mr. Joshi for two phone extensions at Smithburg firehouse to pay for the monthly maintenance fee for \$13.99/extension (not to exceed \$30/month), and the equipment to be paid (reimbursed) by Freehold Twp. Independent Fire Company.

Second: Mr. Toutouchi

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

Website:

Up to date.

Audience:

- FF Jack asked if old 76 could have been traded in. Board said no, they don't take trade-ins. Mr. Caruso mentioned discussions about old 76 at previous public meetings and the fact that there were never objections made.
- FF Frank requested a bench for smoking. Board said they would look into it.

Motion made by Mr. Joshi to go into executive session at 8:46pm to discuss personnel matters.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

(back from executive session at 9:00pm)

Being no further business, a motion was made by Mr. Joshi to adjourn the meeting at 9:03pm.

Second: Mr. Colón

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary
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