

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

Regular Meeting

May 23, 2017

Board Chairman Joseph Colón 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. Those in attendance were Andrew Story, John Toutouchi, Shyamal Joshi, Thomas Caruso and Joseph Colón. Board Attorney-Joseph Youssouf and Board Secretary-Rachel Davis were also present.

Motion made by Mr. Toutouchi to approve the minutes from the April 25, 2017 regular meeting.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Joshi to approve minutes from the April 25, 2017 executive meeting, as amended.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Motion made by Mr. Joshi to approve the minutes from the May 10, 2017 closed special workshop meeting.

Second: Mr. Story

Roll call vote: 4-0 (Mr. Toutouchi abstained)

Minutes from the March 28, 2017 executive meeting have been tabled to allow Board to review.

Correspondence:

Letter from Bagel Nook asking to display gear on wall.

Treasurer's Report (attached):

Read into record by Mr. Joshi.

Motion made by Mr. Joshi to pay monthly bills for May 2017 in the amount of \$ 49,600.31.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Insurance:

- One outstanding claim had been paid.
- Met with insurance auditor—passed, except for Blue Light Permits and liquor liability policy for hall. Paperwork was fine; new SOG's helped.
- CEVO classes will bring a 5% discount.

Buildings:

- District garage fixed by 87; Smithburg fixed also. All firehouses will have maintenance on their doors within 3-4 weeks.
- Georgia Road lawn will be mowed by Sunday (\$200 initial cut/\$75 afterwards) .
- Georgia Road—birds building nests in vents.
- Compressors are done at all firehouses. Smithburg has been fixed and the hose reel at district has been taken care of.

Purchasing:

(none)

Fire Company Reports:

Chief's report read into record by Chief Wayne Prochnow (attached). New Junior is Evan McNamara. IamResponding is good to go. New engineers are Willie and Paul.

Assistant Chief's report read into record by Chief Ken Lucas (attached). Chief Lucas would like to surplus existing DeWalt battery tool system.

Maintenance report read into record by Chief Ken Lucas (attached).

Captain Craig Haas reported that 6-10 pagers are needed. Two quotes received—one from Discount Communications and Northeast Communications. Captain Haas also reported last month's incident—basement wall collapsed. Everything went very well. Chief Prochnow commended firefighters for a job well done.

2nd Lieutenant Frank Santore reported that he is waiting to hear back on gear cleaning/repairing. Will keep Board advised.

President's Report:

Treasurer-Mike Fogarty stated that audit would be done next week, latest June.

Secretary-Brian Budd has nothing to report.

Website:

Up to date.

Legal:

Mr. Youssouf provided resolution for audit report.

Motion made by Mr. Joshi to adopt the Resolution Accepting the Audit Report for the Year Ended December 31, 2016.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Youssouf will provide the Board with a Group Affidavit for next month's meeting.

Mr. Youssouf provided and reviewed the revised Fire Protection Agreement. Chairman Colón decided to table the matter until Board can discuss it further with President Neil Timo.

Mr. Youssouf reported that the DCA Local Finance Board does not want fire districts to bond their apparatus purchases and would prefer a lease purchase. Mr. Youssouf then recommended buying apparatus through HGAC.

Old Business:

Motion made by Mr. Toutouchi to adopt a Resolution declaring one helmet and one turnout jacket to be excess property no longer needed by the district for firematic purposes and to authorize its conveyance for no consideration to the Bagel Nook.

Second: Mr. Story

Roll call vote: 5-0 all in favor

Commodity Resale Agreement was signed and sent off to Monmouth County, who received it and are reviewing it for legalities.

Last month discussed Milwaukee setup on 87—old tools no longer work. We have a letter from Asst. Chief Lucas requesting surplus.

Motion made by Mr. Joshi to surplus the DeWalt 36-volt miscellaneous drill driver saws that were on 16-1-87.

Second: Mr. Story

Roll call vote: 4-0 (Mr. Caruso abstained)

Motion made by Mr. Joshi to extend the subscription with IamResponding for a 5-year contract to be paid annually for the amount of \$650 plus the phone fees.

Second: Mr. Story

Roll call vote: 5-0 all in favor

Mr. Caruso reminded everyone that the annual physicals were extended to June 27th.

SOG's will be given out by next week after copies made. A pdf copy will also be on the website.

Motion made by Mr. Joshi to adopt the SOG's as given out by the Independent Fire Company.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

New Business:

Need to update SDS sheets by putting labels on each container with CAS numbers. Board will research further.

Audience:

- FF Jack requested a letter in writing stating that if on medical cannot go in nonpublic areas.
- 2nd Lt. Frank Santore requested insurance rider for competitions and fair. Board requested dates and locations along with secondary insured.

Motion made by Mr. Joshi to go into executive session at 8:18pm for the purpose of discussing lawyer-client privilege material and personnel matters.

Second: Mr. Story

Roll call vote: 5-0 all in favor

(back from executive session at 9:32pm)

Being no further business, a motion was made by Mr. Toutouchi to adjourn the meeting at 9:32pm.

Second: Mr. Story

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary

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