

**Board of Fire Commissioners
Fire District No. 1
330 Stillwells Corner Road
Freehold, NJ 07728**

Regular Meeting

April 27, 2021

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:30pm. Chief Spicuzza led the flag salute, and the notice was read. Roll call was taken, and the Commissioners present at the meeting were John Toutouchi, Andrew Story and Michael Fogarty. Also present was Board Secretary-Rachel Davis. Kevin Horan joined the meeting via teleconference. Richard Braslow, Esq., along with his son-Neil Braslow, Esq., also joined the meeting via teleconference. This meeting was also live streamed.

Chairman Toutouchi changed the order of the meeting agenda to allow Chief Spicuzza to report.

Chief's Report:

- 16-1-90 is out; only thing we are waiting for is radios.
- Fire Marshall wants the air trailer. The Board needs to write a letter of donation to the County Clerk. The license plate will be left on to transport it. Commissioner Fogarty will get a letter ready.
- 16-1-98 is being changed to reflect 16-1-88; Chief Spicuzza will get the correct number decal put on it.
- Radios and new gear were ordered.
- Mr. Fogarty asked about old 16-1-88. Board discussed and decided that the number should be taken off.
- Take Ken and Rich Pepe off all insurances.

Motion was made by Mr. Fogarty to approve the minutes from the 3/23/21 regular meeting, 4/16/21 special workshop and 4/20/21 special workshop.

Second: Mr. Horan

Roll call vote: 4-0 all in favor

Treasurer's Report: Commissioner Fogarty read the April 27, 2021 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$20,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$16,013.02.

Second: Mr. Story

4-0 all in favor

Mr. Fogarty noted that the excess transfer amount was for payroll.

Insurance: Mr. Fogarty noted that the Chief's vehicle is gone, and the Board received two payments from insurance—one payment for the vehicle and one payment for accessories. Both checks were deposited. Commissioner Story asked about the insurance proceeds check. Board Attorney-Mr. Braslow advised to talk to the accountant first before spending the insurance proceeds.

Legal: Richard Braslow introduced himself as the new Board Attorney for Fire District No. 1 and gave his credentials. Mr. Braslow then went over the Board's punch list, as follows:

- **Juniors:** Age 14 is permissible but not mandatory; Board will need to update a resolution to establish the Junior program. Mr. Braslow will send examples.
- **Meeting Postings:** Open Public Meeting Act requires notice of meetings to two newspapers and the municipal clerk. Mr. Braslow reviewed the posting requirements.
- **Capital Projects:** Mr. Braslow discussed the procedures in detail.

Chairman Toutouchi interrupted the legal portion of this meeting to allow President Timo to report.

President's Report: President Neil Timo congratulated Mr. Fogarty and Mr. Lengyel on their reelection to the Board of Commissioners. Mr. Timo asked about old 16-1-88. Mr. Fogarty said the Board is in the process of making a decision.

Chairman Toutouchi continued with the legal portion of the meeting.

Legal (cont'd.):

Fire Contract: Mr. Braslow will review the fire contract in detail and then send a memo to the Board stating concerns and recommendations.

Sexual Harassment Classes: Mr. Braslow highly recommends the class on a yearly basis.

Physicals: Mr. Braslow recommends an optional yearly physical with the Board's physician, if affordable.

Cell Phones: Mr. Braslow advised the Board not to intermingle Commissioner e-mail with personal e-mails.

Motion was made by Mr. Fogarty to move the time for the regular meetings to 7pm every fourth Tuesday of the month.

Second: Mr. Story

All in favor 4-0

Motion was made by Mr. Fogarty to schedule the workshop meetings on the second Tuesdays of the month at 7pm.

Second: Mr. Story

All in favor 4-0

Motion was made by Mr. Fogarty to, again, amend the resolution to reflect regular meetings to be scheduled on both--the second and fourth Tuesdays at 7pm in order to conduct business.

Second: Mr. Story

Roll call vote: 4-0 all in favor

Mr. Braslow confirmed that he would always be available to answer questions by phone during the Board's meetings, if necessary, and further indicated that his attendance at meetings would be conducted via teleconference at this time.

Audience: (none)

There being no further business, Mr. Fogarty made a motion to adjourn the meeting at 9:20pm.

Second: Mr. Story

4-0 all in favor

Respectfully submitted,

Kevin Horan, Secretary

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