

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

Regular Meeting

March 22, 2022

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:05pm, and Chief Craig Haas led the flag salute. Roll call was taken, and the Commissioners present at the meeting were John Toutouchi, Andrew Story, Michael Fogarty and Stephen Lengyel. Commissioner Phil Engel joined the meeting via teleconference. Also present was Board Secretary-Rachel Davis. Board Attorneys-Richard Braslow and Neil Braslow attended the meeting via teleconference. This meeting was live streamed.

The first order of business was for Mr. Braslow to reorganize the Commissioners' positions.

Motion was made by Mr. Fogarty to return all sitting Commissioners to the offices they held in 2021.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Mr. Braslow then discussed the following Reorganizational Resolutions:

- Authorizing the Appointment of Attorney-Richard M. Braslow, Esq., for the 2022-2023 Year;
- Authorizing Appointment of Auditor-Gerard Stankiewicz for the 2022-2023 Year;
- Authorizing Reappointment of Board Secretary-Rachel Davis;
- Adoption of Cash Management Plan;
- Authorizing Disposal of Personal Property;
- Authorizing Regular Meeting Schedules for the 2022 Year;
- Notice of Regular Meeting Schedule;
- Designation of Official Newspapers for Publications for the 2022-2023 Year;
- Authorizing Approval and Payment of Claims;
- Designating Surety Bond for Commissioners.

Motion was made by Mr. Fogarty to accept all reorganizational resolutions.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Motion was made by Mr. Fogarty to approve the minutes from the February 22, 2022 regular and executive meetings.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Motion was made by Mr. Fogarty to approve the minutes from the March 8, 2022 regular meeting.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Motion was made by Mr. Fogarty to approve the minutes from the March 16, 2022, special and executive meetings.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Treasurer's Report: Commissioner Fogarty read the March 22, 2022 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$14,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$13,124.99.

Second: Mr. Lengyel

Roll call vote: 5-0 all in favor

Buildings: Commissioner Lengyel advised the Board that fuel is needed for the generator at Georgia. Mr. Toutouchi will look up the company that was used in the past. Mr. Lengyel further advised the Board that he has the scheduled maintenance agreement from Warshauer Generator, LLC. The cost will be \$2,600 per year for all three generators. Board Attorney-Mr. Braslow will review the contract.

Mr. Lengyel sent the architectural agreement to Mr. Braslow, who had some concerns and is interested in talking to the architect along with at least one of the Commissioners. Mr. Lengyel will contact Mr. Purvis to schedule a meeting within the next two weeks.

Commissioner Story suggested to the Board that the Board Attorney-Mr. Braslow review any and all future Board contracts. No one objected.

(Commissioner Engel had to leave the meeting at 7:20pm.)

Commissioner Lengyel advised the Board of the \$29,000 security system quote and expressed the importance of having a security system at Smithburg. The Board reviewed the details of the security system. Mr. Fogarty asked Mr. Braslow if it is feasible for the Fire Company to fund the security system, and then the Fire District reimburse them the following year. Mr. Braslow approved that idea.

Mr. Lengel noted that the generator at Georgia Road had its maintenance, and the maintenance agreement is reaching its expiration. He will talk to Warshauer about it and get a quote.

Commissioner Toutouchi mentioned that the new cards for the Control Access System would be coming tomorrow evening. The company said that it broke because of wear and tear.

Insurance:

Mr. Toutouchi mentioned that he gave out the new updated insurance cards. If a member gets hurt on scene or at a fire department activity and cannot reach a Commissioner, the Chief and his Officers have cards along with the President and Vice President.

Commissioner Story asked Mr. Braslow if a training instructor should get insurance when teaching a physical training class. Mr. Braslow advised the Board to talk to their insurance agent and proof of insurance or a form might be necessary. Commissioner Fogarty will talk to the insurance company.

Website: Commissioner Toutouchi is currently training Secretary-Rachel Davis to do the minutes book and update the website.

Legal: Mr. Braslow had nothing more to report.

Chief's Report: Chief Haas read his report into record and also noted:

- Tahoe going for graphics
- He is working on getting gear with list
- Brush trucks have been serviced

Fire Company: Vice President Celano had nothing to report.

President Rachel Mitzelman joined the meeting, and Commissioner Story asked about the message board in front of the District. It must be decided who will keep it updated.

Legal: Mr. Braslow had nothing to report.

Old Business: (none)

New Business: Mr. Fogarty advised the Board that he would be purchasing new checks.

Mr. Toutouchi asked Mr. Braslow about surplus items, and Mr. Braslow instructed the Board that a resolution is necessary and to send him a list of the items in question.

Motion was made by Mr. Lengyel to adopt a resolution authorizing the disposal of property per the Commissioners' list per statute.

Second: Mr. Fogarty

Roll call vote: 3-0 (Mr. Story abstained.)

Audience:

Chief Haas asked about the Girl Scouts selling on the property, do they need insurance? Mr. Braslow advised the Board to make sure to know the extent of what is needed when a third party is on the property. Mr. Fogarty will ask insurance company.

Vice President Celano requested that Relay for Life use the firehouse for a car wash (using the hose, buckets and brushes). The Board needs to talk to the insurance company. Mr. Celano said he would provide a same-day insurance certificate, if necessary. The Board approved it, as long as someone will be there to supervise. Mr. Celano advised that he and his wife would be there to supervise.

There being no further business, Mr. Fogarty made a motion to adjourn the meeting at 7:57pm.

Second: Mr. Lengyel

4-0 all in favor

Respectfully submitted,

Phil Engel, Secretary

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