

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

**Special Workshop**

**March 12, 2018**

Chairman Joseph Colón called the special meeting of the Board of Fire Commissioners to order at 8:01pm. Notice was read, and Chief Reifer led the flag salute. Roll call was taken. Present at the meeting were John Toutouchi, Shyamal Joshi, Kevin Horan and Joseph Colón. Also in attendance was Board Secretary-Rachel Davis.

**Motion made by Mr. Joshi to approve the minutes from the January 23, 2018 regular meeting, as edited.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the January 23, 2018 executive meeting.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the January 29, 2018 special meeting, as edited.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the January 29, 2018 executive meeting.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the February 13, 2018 regular meeting, as edited.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the February 13, 2018 executive, as edited.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the February 27, 2018 regular meeting.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

**Motion made by Mr. Joshi to approve the minutes from the February 27, 2018 executive meeting.**

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

Board reviewed correspondence from Mr. Thomas Caruso, dated March 9, 2018 (attached), which was read into record by Chairman Colón, regarding an incident at a Stonehill Road structure fire. (Mr. Story joined the meeting at 8:07pm.) Board explained to Mr. Caruso that they made the initial point of contact to the Chief and his officers within the 48-hour required time and have asked them to provide to the Board the signed copies of the After Action Review as well as the After Action Report. Chairman Colón further stated that safety is the Board's first concern, and the Board is taking this matter seriously and will review any preliminary information that was received tonight. Chairman Colón then gave Chief Reifer and 1st Assistant Chief Ken Lucas a moment to comment on the matter. Mr. Caruso then restated his recollection of the incident with the Board. Chairman Colón recommended that Chief Reifer speak with those involved and identify those things that can be corrected. Chief said he would have a meeting with all officers who were on the scene. Mr. Joshi reminded the officers to provide the Board with signed copies of the After Action Report and After Action Reviews. Chairman Colón advised Mr. Caruso that it is up to the Chief's report, after they investigate further. Mr. Story said he would step back from the point of contact due to the fact that there is a conflict of interest. Chairman Colón made Commissioner Kevin Horan as the point of contact on this matter. Chief said he would be in contact with Mr. Horan.

Mr. Joshi made reference to some talk about insurance requests and stated for the record that the Board has not received any formal OPRA requests from anyone in regards to obtaining a policy at this point.

Mr. Joshi also referenced discussions that were taking place with regards to the radio project for Siloam Road and stated that last year before our budget was voted down, we were going to upgrade two bay stations—one for Georgia Road and one for Siloam Road. The budget was defeated, and we cut those two things from the budget as well as the upgraded hand stations, phone stations, bay stations for Siloam Road. The company was going to reimburse us, but we did not go forward with that project due to budgetary constraints. Mr. Joshi stated that the Board has never deposited any payment from the fire company. There was a quote delivered, a check was cut, but it was never deposited on the Board's end. If the fire company can prove that it was, Mr. Joshi's recommendation to the Board moving forward was to reimburse them. To the best of his knowledge, there was no check ever deposited for said reimbursement of handsets.

**Motion made by Mr. Toutouchi to renew the yearly contract with CSS for monitoring the fire alarm systems at the District and Georgia Road.**

Second: Mr. Horan

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

Mr. Toutouchi said that the CO detectors were installed at the district and Georgia Road, and he emailed the fire inspector, who confirmed that he received it and everything was good.

**Motion made by Mr. Story to go ahead with the contract for using the Township as a secondary for fuel.**

Second: Mr. Toutouchi

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

Chief Reifer said that 2nd Lt. Frank Santore will show the two sets of gear next week, and he will be getting three price quotes for gloves. Mr. Joshi said he has not received any order invoices for the things that were approved two months ago from the gear check and suggested that the Chief copy the Board on any order e-mails going forward.

**Motion made by Mr. Joshi to adjourn the meeting at 8:45pm.**

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary  
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