

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

Special Workshop Meeting

April 10, 2018

Chairman John Toutouchi called the special workshop meeting of the Board of Fire Commissioners to order at 7:30pm. Notice was read, and Captain Petersen led the flag salute. Roll call was taken. Present at the meeting were John Toutouchi, Andrew Story, Kevin Horan, Michael Fogarty and Stephen Lengyel. Also in attendance was Board Secretary-Rachel Davis.

Buildings:

- Chairman Toutouchi reported that the Controlled Access System is 90% up and running. Each member will be receiving a key fob, once he finishes inputting. All Officers, Commissioners and Engineers will receive a key fob, when they return their physical key. The current passcode will expire after one month. Last four social security digits can also be used. Must purchase about 11 more for the Ladies' Auxiliary. Hallway and dispatch doors are deactivated until further notice. Handicapped bathroom door lock will be changed.
- District lights are all replaced in the bays.
- Generators are all up and running.

Bookkeeper: Board decided to revisit in three months.

Treasurer's Salary: Chairman Toutouchi asked Mr. Fogarty if he was comfortable taking a pay cut from \$14,000 to \$8,000, and Mr. Fogarty was very comfortable with it. Board members agreed.

Physicals: Board discussed CentraState vs. Access Health, will research further and discuss at the next meeting.

Harassment Class: Chairman Toutouchi updated the Board on hiring Jonathan Cohen, Esq. to instruct the harassment class. Once set up with Mr. Cohen, the Board will advise the members (with a month's notice) of two opportunities to take the mandatory class. Mr. Fogarty was concerned with the Board getting involved in the harassment complaints and feels that the Fire Company should deal with them. Board will refer the matter to the Board Attorney.

Stonehill Fire Incident: As POC, Mr. Horan stated that the Officers' follow-up reports as well as the private workshop discussion were positive. It was a learning experience for all.

Mr. Horan said that everything was settled through the Officers, and there is nothing further needed from the Board of Commissioners. He also stated that he spoke with Mr. Caruso at 6:30pm on this night, and Mr. Caruso was satisfied.

Phones: Mr. Toutouchi is looking into triple play with Optimum to save money.

Trucks:

- Board discussed the damaged frame rail on 77. Captain Petersen updated the Board from the last meeting and indicated that the HME's chassis engineer refused to cut the damaged part out; he wants the whole frame rail repaired at a cost of \$25,000+ in labor, not including the cost of the frame rail. He will get back to the Board with the quote, once he receives it. Captain Petersen and the Board discussed the matter in detail and will make a decision once the quote is in.
- Mr. Fogarty requested that Mr. Petersen have a 5-10 year apparatus plan, including any accessories and any other miscellaneous items. Mr. Petersen said he should have it ready by May's workshop meeting.
- Mr. Story identified the towing company used for towing 77—Certified Auto in Howell and applauded them for good business. Chairman Toutouchi advised to get their information for the audit. Mr. Story will find out and get the information over to Mr. Fogarty.

Township Meeting: Mr. Fogarty said the meeting with the Township was very productive, and Committeeman Lester Preston stated that he would take a long look at the budget and see if there is any opportunity to provide additional monies. Mr. Fogarty will follow up.

Banks: Mr. Fogarty mentioned that Sun National Bank on Route 9 branch is closing down; the branch in the Borough is still remaining. They were bought out by Ocean First. Our accounts/checks will stay the same. We should use Ocean First in the plaza by Walmart and cannot use the one in the Borough. Eventually, the checks will have to be changed, but not until they notify us.

Home Depot Cards: Mr. Fogarty confirmed the removal/addition of Commissioners on the cards.

Smithburg: A lengthy discussion was brought up about the lack of membership and the use of the building. Various suggestions were made, and the Board decided to open up a dialog with the Executive Board of the Fire Company in the near future to discuss it further.

Outside Sign: Mr. Lengyel will take care of it.

Fire Company Office: Mr. Fogarty suggested the Fire Company have an office somewhere in the district building. Board will revisit at the next meeting.

Purchasing a Washer/Dryer for PPE: Mr. Fogarty suggested the Board revisit this matter for next year's budget.

(Board took a 5-minute recess.)

Committees: Board agreed upon the following committee responsibilities:

- **Buildings:** Steve/John
- **Truck Committee:** AJ/Kevin
- **LOSAP:** AJ/Steve
- **Insurance:** John/Mike
- **Harassment:** John/Mike
- **Radios (radio project):** Kevin/Steve
- **IT:** John/Mike
- **Medical:** John/Mike
- **Class B Uniforms:** AJ/Steve
- **New Membership:** Steve/AJ
- **Gear:** AJ/Mike
- **Truck Maintenance:** Mike/Steve
- **Mailbox:** Rachel/Mike
- **Fire Company POC:** Mike
- **Freehold Township POC:** John
- **OSHA Officer:** Kevin
- **Exposure Officer:** Kevin

Pumper/Tanker: Board discussed the Cooperative Purchasing process through Houston Galveston. Board Attorney needs to file with local finance board. Specs are done.

Chief's Car Purchase: Mr. Toutouchi said it is still in the works between both of the attorneys. Mr. Story said the Board should be overseeing, but the Officers should do the legwork. Board agreed.

Budget: Board decided to do a separate workshop solely to work on the budget at a future date. Mr. Toutouchi asked about continuing to pay for the Fire Company food, and Mr. Fogarty suggested that all expenses be put on hold until the Board can get their arms around the budget. Board members agreed that life safety matters are more important at this point. Mr. Fogarty will speak with President Timo.

Captain Petersen asked about apparatus that are due/overdue for service, and the Board gave approval due to life safety. Mr. Petersen also said that the plymovent should be the Board's responsibility.

Audience: Captain Dan Petersen informed the Board of Assembly Bill No. 595 (a/k/a Kevin Apuzzio's Law), which will be going to vote this year, which allows municipalities to provide increased survivor pensions for certain volunteer emergency workers and requires municipalities to provide health and life insurance coverage to volunteer firefighters. It will also carry a healthcare and prescription plan for all members.

Motion made by Mr. Fogarty to go into executive session for the purpose of discussing personnel matters at 9:24pm.

Second: Mr. Lengyel

5-0 all in favor

(back from executive at 10:03pm)

There being no further business, Mr. Horan made a motion to adjourn the meeting at 10:03pm.

Second: Mr. Lengyel

5-0 all in favor

Respectfully submitted,

Kevin Horan, Secretary
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