

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

**Regular Meeting**

**March 8, 2022**

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7pm and then led the flag salute. Roll call was taken, and the Commissioners present at the meeting were John Toutouchi, Andrew Story and Michael Fogarty. Board Secretary-Rachel Davis was present. Phil Engel, who was recently elected as commissioner, was also present.

At this time, Board Attorney-Richard Braslow joined the meeting via teleconference, and the first order of business was for Mr. Braslow to administer the oath of office to Phil Engel. Mr. Braslow congratulated Commissioner Engel and instructed him to sign the Oath of Office document. Mr. Braslow then left the meeting.

**Treasurer's Report:** Commissioner Fogarty read the March 8, 2022 Treasurer's Report into record.

**Motion was made by Mr. Fogarty to transfer \$110,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$108,892.74.**

Second: Mr. Story

Roll call vote: 4-0 all in favor

**Insurance:** Mr. Fogarty informed the Board that the insurance was sold to Hartford Life Insurance Company, who sent a list of all members currently covered under workers' compensation. Mr. Fogarty requested that the Board members review the list and sign off their approval along with the Chief Haas and President Mitzelman.

A member was injured in a fall last year at the Fire House, and the insurance company denied his claim.

**Training:** Commissioner Story did research on the Columbus, Ohio, training and will talk to Chief Haas. Discussion was also held about building a small training shed behind Georgia Road. Mr. Story will take pictures of Adelphia's and report back to the Board.

**Georgia Road:** Work trucks and personal vehicles are being parked in the lot. Board discussed.

**Old Business:**

Mr. Toutouchi reported that:

- The CAD system is up and running at Smithburg and the District;
- Both computers are replaced;

- Pete is replacing all the routers, which will fix the phone and Wi-Fi issues;
- Went through computers to upgrade;
- Changed the phone names.

**Physicals:** Board discussed in detail and decided that physicals should start on March 9th, with follow up physicals every 1-2 years.

**Motion was made by Commissioner Story to mandate physicals for all active-responding firefighters, including junior members, commencing on March 9, 2022. Members will have until May 10, 2022 to schedule their own physicals and have the results back to the Board by the May 24, 2022 meeting. If physicals are not done by May 10th, gear will be pulled. The only exceptions to this mandate are those members who have had a physical from September 1st 2021 to the present.**

Second: Mr. Toutouchi

All in favor: 4-0

**Fire Company:** Secretary Mike Carter had nothing to report.

Mr. Toutouchi said the Fire Company Contract would be reviewed prior to signing.

**Positions/Responsibilities:**

Treasurer: Michael Fogarty

Clerk: Stephen Lengyel

Chairman: Andrew Story

Vice Chairman: John Toutouchi

Secretary/Asst. Clerk: Phil Engel

It was decided that each Board member should make a detailed list of their own job responsibilities, so that they can assign them at the next meeting. Commissioner Toutouchi will add details to the existing list. Board discussed the need for doing things more efficiently, like having a truck maintenance log and better communication with reference to fire department happenings. Commissioner Story will handle truck maintenance communication and assist Commissioner Engel with the buildings. Mr. Fogarty will work with Commissioner Engel regarding bank signatures.

**There being no further business, Mr. Toutouchi made a motion to adjourn the meeting at 8:19pm.**

Second: Mr. Fogarty

4-0 all in favor

Respectfully submitted,

Phil Engel, Secretary

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