

BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO 1  
FREEHOLD TOWNSHIP, NJ

Regular Meeting

August 17, 2010

The regular meeting of the Board of Fire Commissioners was called to order at 7:30pm by Chairman Thomas Caruso.

Notice was read, the flag salute was lead by the Chief and roll call was taken; Mr. Story, R. Buscaglia, Mr. Keim, C. Buscaglia, Mr. Caruso were all present. Also in attendance was Joseph Youssouf, Chief Luongo, Donna Pujat and other members of the Fire Company.

Mr. Caruso thanked Bob Buscaglia for running the last meeting in his absence.

A motion was made by Mr. C. Buscaglia and seconded by Mr. R. Buscaglia to approve the minutes of the July meeting as prepared with one correction. The company the truck wash was purchased from was Royal Chemical Company. The minutes incorrectly noted, Miracle Chemical. A roll call vote was taken, all votes in the affirmative, Mr. Caruso abstained.

**Correspondence:** A report was received from Holmes & McDowell regarding the Liberty Mutual insurance audit.

A letter was received from Electech Company regarding availability of voting machines for November election. Discussion followed that machines would not be needed until February and the county would more than likely have the machines available at that time.

**Treasurers Report:** Mr. C. Buscaglia read the report into record. A motion was made by Mr. R. Buscaglia and seconded by Mr. Story, to approve the report as presented. Mr. Caruso questioned the reported refund from Clayton Block . C. Buscaglia reported that during the March 13<sup>th</sup> storm, Clayton opened the business for the Fire Company to purchase pumps, etc. The refund was an overcharge of that purchased equipment. All present, voted in the affirmative to approve.

A motion was made by Mr. C. Buscaglia to pay the bills in the total of \$20,867.49 and to transfer \$20,000 from Money Market into checking. The motion was seconded by Mr. Kiem. A roll call vote was taken, all present voted in the affirmative.

**Insurance:** Mr. C. Buscaglia reported progress. He also noted that the Board could expect a 5-10% increase in insurance premiums next year.

**Building:** Mr. R. Buscaglia reported that Duckett & Laird had advised to leave the thermostat in the hallway at District set at 72 degrees, and the system should hold. Tonight the system was frozen, and the thermostat had been moved to 65 degrees. Discussion followed on installing a lock box over the thermostat. Duckett & Laird will again be contacted, and R. Buscaglia requested a hold on any further payment.

Mr. Keim received an email from Cablevision regarding his previous request for information to connect the Georgia Road station. They apologized for the delay in getting the info and requested his patience.

**Legal:** Mr. Youssef reported that he received the Audit Report and that on page #23 of the report, the only comment being that the Board should consider hiring an Auditor to prepare financial statements in order to comply with GAP. Discussion followed. A motion was made by Mr. R. Buscaglia and seconded by Mr. Story to accept the audit report. A roll call vote, all votes in the affirmative.

Mr. Youssef also reminded the Board that the 2% cap is in effect. Also, Fire District Elections are still in February. Some discussion was held on upcoming changes through legislation.

**Chiefs Report:** Chief Luongo read into record the Chiefs reports from July. The Chief reported that the Convention in Baltimore was very informative. He indicated that several interesting courses were attended, specifically one regarding the changes in the steel being used in the hybrid auto production. This material requires bigger cutters, and these will be budgeted in the 2011 Chiefs budget.

He suggested that some of the Commissioners consider attending next year as there are a good number of Administrative classes as well.

The Chief reported that National Nite Out held on August 3 was successful. He thanked those who attended.

Chief Luongo reported that the FEMA report has been submitted. The FEMA investigator indicated that the report was excellent. At this time it is not known what money will be received, but we'll have to wait and see.

87 is out of service

90 had front jack valve replaced as well as the siren box and wheel seal on the front.

The Chief indicated that gear had been received, but we were missing five jackets and one set of boots. He requested that the bill not be paid until these are received.

The Chief asked when he can begin spending funds. Discussion followed.

Mr. Buscaglia requested that the Chief be sure with each purchase a business certificate and voucher is received.

Discussion followed on surplus equipment. The Chief will write a letter and inventory list on the items, such as light bars, exhaust fans. The Chief also has a request from an out of state company who could use the equipment.

**President's Report:** None

Old Business: None

New Business: A motion was made by C. Buscaglia and seconded by Mr. Story to give each Chief who has responsibility of purchasing at the Wildwood Firemans Convention, a \$100 for expenses. Chiefs were also requested to be sure documentation is made on each voucher submitted.

A motion was made by C. Buscaglia and seconded by R. Buscaglia authorizing payment of Board, those being, Commissioner \$6,000 per year, Treasurer and additional \$6,000, Secretary \$4,800 per year. A roll call vote was taken, all votes in the affirmative.

Discussion followed regarding changing the date of the next meeting. After much discussion, a motion was made by R. Buscaglia and seconded by Mr. Story to move the September meeting date to September 28<sup>th</sup>, at 7:30pm A roll call vote was taken, all votes in the affirmative.

Discussion followed on the remaining members who have not received their required physicals, those being Kevin Legravinis, Andrew Prochnow, Andrew Goonteleke, Steve Horsch. These members will be send letters advising them that they have 30 days to receive the physical or they will be taken off of active duty.

Audience participation:

Discussion was held regarding taking the tanker to Wildwood for display. Although it was not requested yet, but if it is the Board and Chief are both in agreement with allowing it.

Being no further business, a motion was made by Mr. R. Buscaglia and seconded by Mr. Story to close the regular meeting at 8:11pm A roll call vote was taken, all votes in the affirmative.

Respectfully submitted:

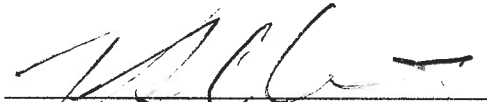
A handwritten signature in black ink, appearing to read 'Larry Story', written in a cursive style.

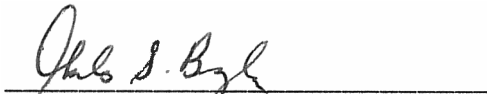
Larry Story, Secretary

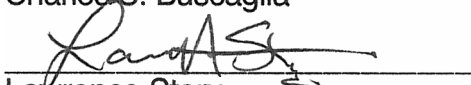
**ANNUAL AUDIT REVIEW  
GROUP AFFIDAVIT**

We, the undersigned members of the Board of Fire Commissioners of Fire District No.1 Township of Freehold being of full age, duly sworn according to law, upon our oath depose and say:

1. We are the duly elected members of the Board Fire Commissioners Fire District No.1 Freehold Township, Monmouth County.
2. In the performance of our duties, and pursuant to the provisions of N.J.S.A. 40A:5A-17 we have reviewed the Annual Audit filed with Clerk pursuant to N.J.S.A. 40A: 5A-15 for the year ended 12/31/09
3. We do hereby certify that we are familiar with, at a minimum, the the sections of the Audit Report entitled "**GENERAL COMMENTS**" and "**RECOMMENDATIONS**".

  
Thomas Caruso

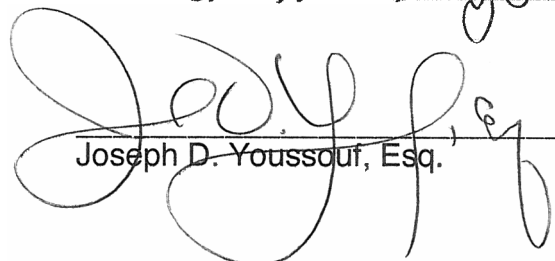
  
Charles S. Buscaglia

  
Lawrence Story

  
Robert C. Buscaglia

  
Roger Keim

Certified and sworn to before the undersigned  
on the 18th day of Sept, 2010

  
Joseph D. Youssouf, Esq.

8/17/10

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.1 FREEHOLD TOWNSHIP ACCEPTING THE AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2009**

**WHEREAS;** N.J.S.A. 40A:14-89 requires Boards of Fire Commissioners to authorize the preparation of an annual report on audit of its financial books and records of account; and

**WHEREAS;** the Board of Fire Commissioners has heretofore employed the services of a registered municipal auditor for the purpose of preparing the audit required by New Jersey Statutes and Administrative Regulations; and

**WHEREAS;** the Board received the report on audit for the year ended December 31, 2009 at its regularly scheduled meeting of August 17, 2010 reviewed same and finds it to be acceptable as written; and

**WHEREAS;** N.J.S.A. 40A:5A-16 requires that a synopsis of the annual audit be prepared and published by the District, at least once, in a newspaper circulating within the District and that a copy of the synopsis shall be filed with the Director of the Local Finance Board within ten days after the date of publication; and

**WHEREAS;** N.J.S.A. 40A:5A-17 requires the Board of Fire Commissioners to certify, by resolution to the Local Finance Board, that each Commissioner has personally reviewed the annual audit report paying specific attention to the sections of the audit report entitled General Comments and Recommendations, and to evidence same by group affidavit in the form prescribed by the Local Finance Board.

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** by the Board of Fire Commissioners of Fire District No.1 Freehold Township that the report on audit for the year ended December 31, 2009 be, and the same is hereby accepted.

**BE IT FURTHER RESOLVED,** that a synopsis of said report on audit be published in the official newspaper of the District and that the members of the Board shall execute the required Annual Group Affidavit and forward same, together with a copy of this Resolution, to the District's Auditor for filing with the Local Finance Board.

Moved by: *Robert Buscaglia*

Seconded by: *Larry Story*

Roll Call Vote:

Ayes: *5* Nays: *0* Absent: *0* Abstain: *0*

Certified to be a true copy of a Resolution adopted on the 17th day of August, 2010 by the Board of Fire Commissioners, Fire District No.1 Freehold, Twp.

*Roger Klein*, Clerk