

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

Regular Meeting

September 24, 2013

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

Notice was read and the flag salute was led by Chief Prochnow. Roll call was taken, Mr. Story, Mr. Joshi, Mr. C. Buscaglia and Mr. Caruso and were all present. Mr. R. Buscaglia was absent. Also in attendance was Board Attorney Joseph Youssouf, Chief Wayne Prochnow, Donna Pujat and other members of the Fire Company.

Mr. Caruso noted that his vote for the suspension of Mr. Garcia was to abstain. Minutes incorrectly reported a no vote. A motion was made by Mr. Story and seconded by Mr. Joshi to approve the minutes. Mr. Caruso noted that if there were any corrections to the Executive Session Minutes, an Executive session would be needed to make the change since the items discussed were still confidential at this time. Mr. Story made a motion to approve the minutes as prepared, seconded by Mr. Joshi. A roll call vote was taken: Mr. Story, Mr. Joshi, C. Buscaglia and Mr. Caruso all voted in the affirmative.

Correspondence: A packet was received from Centra State Medical Center regarding his recent wrist injury. Packet given to Donna to forward to H&M. ADR - Company being hired for running of the drivers license abstract. Donna & Tom Caruso has access to run the reports as of now. Access can be added, changed at any time, although Mr. Story suggested keeping it limited for now. It was decided that Donna will run the abstracts.

Mail was returned from Mr. Garcia, although Tom indicated that he is aware of the information in the letter.

Letter was received from Access Health advising that a "random" drug test will be scheduled prior to the end of the year.

Treasurers Report: The report was read into record by Mr. C. Buscaglia. A motion was made by Mr. Story and seconded by Mr. Caruso to approve the report as presented. A roll call vote was taken, all present voted in the affirmative except Mr. Joshi who abstained.

A motion was made by Mr. C. Buscaglia and seconded by Mr. Story to pay the bills in the total of \$71,854.23 and to transfer \$65,000 from Money Market into checking. Mr. Caruso stated that there are numerous vouchers in the stack that do not have three signatures on them. These will be reviewed and Mr. Caruso has a question on a voucher included for Jack Purvis. Mr. Caruso stated that he was not sure if the Board had voted in a meeting for Mr. Purvis to revise the plans, or if the revised plans had been provided. Discussion followed. Minutes were reviewed

and it was found in the April 2013 minutes that it was decided to delete the bunk room construction, and have plans revised to construction bays, storage area, washer & dryer room and engineer's room. Mr. C. Buscaglia will contact Mr. Purvis to advise him to revise the prints.

Mr. Caruso stated that he would like to amend the motion to approve only the vouchers which have three signatures. It was decided to hold off on payment of bills until Mr. C. Buscaglia can review the vouchers.

Insurance: Mr. C. Buscaglia reported that the LOSAP Life Insurance papers had been taken care of for Ed Burke, with his wife Sandy. Also, Willard Morris & Chuck Yaeger will be handling the Fireman's Relief Assoc. insurance check with both Sandy and the estate of Roland Parenteau.

Building: Mr. Joshi reported that the fax machine in the Chiefs office is not working. He contacted Verizon who checked the phone line, and found no problem. The problem is with the machine itself. Mr. Joshi would like to see a fax/copier purchased for the Chiefs office.

There was a broken smoke detector head which has been replaced.

Still working on the phone line situation at Smithburg.

Mr. Caruso asked about the I AM responding system - Mr. Joshi said he would report on that later.

Mr. Joshi reported that a plumber is needed for a drain line.

Two or three vendors came to look at the sign in the front to repair it. Discussion followed.

Mr. C. Buscaglia reported that two more trees are to be removed at Georgia Road. Wood will be left, and cut in 16" rounds. Free for the taking.

Legal: Mr. Youssouf provided a copy of a revised resolution regarding the suspension period for Mr. Goonetilleke and Mr. Lengyel.

Mr. Youssouf also reported that the rough draft of the audit report had been received and there were few recommendations and further indicates that the Boards financial position is solid and they are in compliance with state statutes.

Mr. Youssouf stated that it is imported to accept the audit report tonight.

Introduction and 1st reading of the budget must be done at the December meeting, and public hearing to be held in January.

Mr. Youssouf indicated they he recommends that the Board adopt the audit report as prepared. Resolution for same was read into record. A motion was made by Mr. Joshi

And seconded by Mr. Story to approve the audit report as received. A roll call vote was taken, all votes in the affirmative.

Affidavit was signed by all Board members. Discussion followed.

Mr. Youssouf stated that he had received a call from Jack Purvis regarding status of the construction project. Mr. Purvis has bid specs ready to go. Money for the project was appropriated in December 2012 so the Board can proceed with the project. Mr. Story stated that in a Workshop Session held in April it was decided to proceed with storage and bays. Nothing has been brought to the regular meeting for approval. Mr. Story made a motion that the Board proceed with the revised plans for the project, seconded by Mr. C. Buscaglia A roll call vote was taken as follows, Mr. Story - yes, Mr. Joshi - no, Mr. C. Buscaglia - yes, Mr. Caruso -

abstain. Mr. Caruso stated that he does not remember agreeing to proceed, or to pay Mr. Purvis last voucher. Mr. C. Buscaglia stated that the Board agreed to the revisions and payment upon receipt, which they got. Mr. Youssouf stated that the vote did not pass, so the next step is to meet with the architect to discuss. Mr. Story found that the revised plans were approved in July. The final decision is that the revised plans are temporarily accepted and the board will meet with Mr. Purvis for further discussion, not to bid on the project at this time.

Mr. Youssouf reported that bids were received earlier in the day for the installation of generator. There were no bidders. Mr. Youssouf stated that since this is the second time bid, the Board may now negotiate for the purchase and installation of the generator. Discussion followed.

Mr. Youssouf read into record, a resolution approving emergency repairs contract for unit 16-1-90 in the amounts to follow; transmission replacement \$10,310.92, ladder repairs - \$9,481.08 and waterway repairs - \$8,112.00 This apparatus is critical to the fire protection for the community. A motion was made by Mr. Story and seconded by Mr. Joshi to approve the repairs. A roll call vote was taken, all votes in the affirmative.

Mr. Youssouf offered a resolution by title for the authorization and publication of bids for the repairs to fire apparatus. A motion was made by Mr. Joshi and seconded by

Mr. Story to approve the resolution. A roll call vote was taken, all votes in the affirmative. Discussion was held on writing specifications for repair and maintenance. Dan Petersen and R. Buscaglia will work together.

Chiefs Report: Chief Prochnow read into record, the Chiefs report from September.

The Chief has a letter from the Monmouth County Fire Academy regarding surplus cameras.

77 is currently at Atlantic Detroit for cracked check valve which has been replaced. Fire & Safety is currently performing the annual pump and chassis service.

93 & 94 was added this year.

There are a lot of problems being found with the brush trucks due to lack of service. Some of the issues are; fluids haven't been changed, bolts, drive shaft, spark plugs, and battery terminals.

77 lights have been replaced. Dan Petersen recommended changing/replacing the lights on 87 with LED lights which would drop the wattage therefore allowing the generator to be more efficient. 1st Priority quoted \$9,178.64 for the two trucks.

P&L Did not quote, and Fire & Safety gave a verbal, but never followed with a written quote as requested. A motion was made by Mr. Joshi and seconded by Mr. C. Buscaglia to have the upgrade done now by 1st Priority. A roll call vote was taken, all votes in the affirmative.

Chief Prochnow asked when the Board wanted the Chiefs budget. Mr. Caruso asked by the next meeting.

Ralph Reiffer is back on active duty and doing well.

October 6 from 12-4 is the Open House. The Chief asked that all come out and support the Fire Company. He asked if the old door could be removed from the bay by then. Mr. Caruso stated that it would. Discussion followed on storage issues, the possibility of renting a container for storage. Discussion was also held

regarding getting rid of the universal and a water slide which was given to Tom Caruso for the company.

The Chief reported on two new members and some confusion about obtaining physicals. Discussion followed. These two members will be placed on limited duty until verifications made that they went to Access Health. They came to the company with their own doctor's note that they were fit for duty. They have 90 days to obtain a physical with Access Health. It was also reported that John Bihuniak had provided a doctor's note indicating that he was clear to return to active duty. This note was forwarded to access health for review, and to date has not been addressed. Mr. Caruso added that he believes in an emergency, a Class C member could drive the apparatus if needed. Some discussion followed.

President's Report: President Marcondes asked if there had been any other consideration for Andrew Goonetilleke. Mr. Caruso stated there had not been, and should be done in Executive Session. Mr. Caruso asked if other business could be addressed and then could go into Executive.

Old Business: Mr. C. Buscaglia reported that a year ago, pre-emption was installed at Gravel Hill Road, and request was made by the county to hold off on activating the system. Now they are requesting a new agreement. Mr. C. Buscaglia and Mr. Youssouf do not recall having an agreement. Now the Board will wait for further word from Traffic Safety of Monmouth County. Also Mr. C. Buscaglia asked if anyone was aware of the system at Siloam Road and if it is functioning properly since the road realignment. No one knew at this time.

Mr. C. Buscaglia brought up the Plyovent system. Discussion was held regarding having the system expanded at Georgia Road. Discussion was held on which vehicles should be included. Mr. Buscaglia will contact the company and have them look at the system and provide pricing.

Mr. Story reported that the minutes are now scanned and available if anyone needs them at any time. Website is also up to date.

Mr. Caruso will email everyone regarding setting up Workshop Session with Jack Purvis and for budget discussions.

Mr. C. Buscaglia stated that all vouchers and checks were reviewed and all contain three signatures and ready to be approved. A motion was made by Mr. C. Buscaglia to pay the bills in the total of \$71,654.23 and to transfer \$65,000 from money market to checking for same. A roll call vote was taken, all votes in the affirmative except Mr. Joshi who abstained.

New Business: Mr. Joshi made a motion which was seconded by Mr. Story that members attending/participating in "Tower Run" each year in New York, would have permission to wear their fire gear for the event. A roll call vote was taken, all votes in the affirmative.

Mr. R. Buscaglia arrived at the meeting at 8:47pm

A motion was made by Mr. Joshi and seconded by Mr. Caruso to purchase a fax machine for the Chiefs office with purchase not to exceed \$400 A roll call vote was taken, all votes in the affirmative except Mr. R. Buscaglia who abstained.

Mr. Joshi reported that the Class B Uniforms are in. He added that when the uniform was agreed on, he did not properly include the boots, so he is requesting the approval for the boots at this time. Price are: Red The Tailor - \$105, Galls - \$129.99 and LA Police Gear - \$129.99 Motion was seconded by Mr. Story. A roll call vote was taken, all votes in the affirmative.

A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia to expand the IAM Responding System. The equipment needed is \$9,437 Netlink has requested the payment for equipment up front. Mr. C. Buscaglia asked Mr. Youssouf if that was permitted. Mr. Youssouf said it was if the price was in writing. Mr. Story did have the quote with the price. Discussion followed. A roll call vote was taken, all votes in the affirmative except Mr. C. Buscaglia who voted no.

A motion was made by Mr. Joshi and seconded by Mr. Story that ALL vouchers received are included in the bill list, and if there is any question on a voucher it be discussed on the floor among all Board members. He added that he does not feel it is up to one commissioner to make the decision to NOT pay a voucher. More discussion followed. A roll call vote was taken: Mr. Story - Abstained. /R. Buscaglia - No/ Mr. Joshi - Yes/ Mr. C. Buscaglia- No / Mr. Caruso - yes Mr. Caruso commented that the vote did not pass, and will continue in the manner it is done now.

Mr. Caruso stated that it is with great sadness the Company acknowledged the loss of two members Ed Burke and Roland "Frenchie" Parenteau. Mr. Caruso requested a moment of silence in their memory.

Audience: Jack Scheurer advised the board that the parking lot lights are out.

At this time, a motion was made by R. Buscaglia and seconded by Mr. Story to enter into Executive Session for purpose of discussion of personnel matters. A roll call vote was taken, all votes in the affirmative.

At 9:10pm- Entered into Executive Session.

At 9:20pm- Returned from Executive Session.

A motion was made by Mr. Story and seconded by Mr. R. Buscasglia to reduce the suspensions of Mr. Goonetilleke and Mr. Lengyel to end on the date of Oct. 31, 2013. A vote was taken for the reduction.

R. Buscaglia- yes
C. Buscaglia- yes
Mr. Joshi- no
Mr. Caruso- no
Mr. Story- yes

Being no further business, at 9:40 pm a motion was made by Mr. Story and seconded by Mr. R. Buscaglia to adjourn the meeting. A roll call vote was taken, all votes in the affirmative.

Respectfully submitted:

Larry Story, Secy of the Board

/dlp