

**Board of Fire Commissioners
Fire District No 1
PO Box 6903
Freehold, NJ 07728**

Regular Meeting

February 25, 2014

The regular meeting of the Board of Fire Commissioners was called to order by Chairman Thomas Caruso at 7:32pm. The notice was read and the flag salute was led by Chief Dan Spicuzza.

Roll call was taken as follows: Mr. Story, Mr. R. Buscaglia, Mr. Joshi, Mr. C. Buscaglia and Mr. Caruso were all in attendance. Also in attendance were Joseph Yousouf, Donna Pujat, Chief Spicuzza, President Marcondes and other members of the fire company.

A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia to approve the minutes of the January meeting as prepared with one clarification. That being that the Chiefs Petty cash would be "replenished" to \$300 monthly. Some felt the minutes were unclear and being interpreted as \$300 "monthly". A roll call vote was taken, all votes in the affirmative.

Correspondence: Two pieces of outgoing mail, one to the Assessor regarding verification of budget approval of \$1,614,000 and the same letter to the State.

A letter was received from the Ladies Auxiliary requesting to use the District Headquarters meeting room for their monthly meeting, and also to use the meeting room on March 6th from 6:30-7:30pm to collect money for their upcoming fundraiser. This letter will be held until new business.

Treasurers Report: The report was read into record by Mr. C. Buscaglia. A motion was made by Mr. Story and seconded by Mr. R. Buscaglia to approve the report as presented. A roll call vote was taken all votes in the affirmative.

A motion was made by Mr. C. Buscaglia and seconded by Mr. Story to pay the bills in the total of \$119,662.39 and to transfer \$120,000 from money market into checking. Large items in the bill list include: Liberty Mutual \$26,952 and Energy Solutions \$17,386 for relamping. A \$3,000 rebate will be received once this work is completed.

Insurance: Discussion was held regarding the bill of \$501 for Mr. Santiago's visit to the ER. It was noted that previously the Board had voted to pay the bill since insurance was not going to cover the claim. A motion was again made by Mr. Joshi and seconded by Mr. R. Buscaglia to pay the bill. A roll call vote was taken. All votes were in the affirmative except Mr. C. Buscaglia who abstained.

A claim had been filed for Kevin Legravanis and his back injury.

Mr., Caruso stated that his son Ross had a mva while responding to a fire call. The vehicle was a total loss, but the coverage from the board insurance is a max of \$2,500. He added that it really is

not a high enough replacement coverage, since in his case the blue book value was much higher. Discussion followed. Mr. Caruso suggested looking into raising the coverage. He suggested having Peter Jefferies from Holmes & McDowell present at a workshop meeting to discuss this. Mr. C. Buscaglia will contact Peter and request he attend.

Building: Mr. Joshi check with numerous companies regarding a key fab system. The cost will be from between \$10,000 and \$17,000 Discussion followed.

Heating is done. The IT company finished the work in the Chiefs office.

Mr. R. Buscaglia will get prices on insulating the walls and it was suggested to insulate above the ceilings. Also, the Board must decide what they want to do with the windows.

Cavanaugh's was in to do the routine bug extermination treatment. They also left a materials sheet for chemicals used.

Legal: Mr. Youssouf put into record the results of the election:

| | | |
|----------------|---------|-------|
| Budget results | 172 yes | 66 no |
|----------------|---------|-------|

Board seats:

| | |
|------------------|-----|
| Robert Buscaglia | 128 |
| Abe Conk | 6 |
| Robert Leone | 76 |
| Larry Story | 121 |
| John Toutanuchi | 121 |

Mr Youssouf stated that although there was a tie, the Board will remain and function as in until a re-election can be held

Mr. Youssouf stated that he never had a tie in any District in the past, so he needed to research how this is handled. A Special Election must be scheduled and will be held April 26, 2014 A resolution must be prepared for Special Election. Election must be advertised, ballots printed, nominating petitions submitted and a voting machine must be ordered. Poll workers should be secure.

Mr. Youssouf will put everything into motion.

Items for the reorganization meeting were discussed; changing auditor & insurance coverages. Discussion was held regarding setting up a Special Meeting, A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia to hold the Special Closed Session Workshop at 6:00pm on March 12th Meeting will be posted. A roll call vote was taken all votes in the affirmative except for Mr C. Buscaglia and Mr. Story who both abstained.

Bids for building construction will be held on Tuesday, March 18th at 2:00pm. Twenty three packages went out to prospective bidders.

With the completion of legal, Mr Youssouf requested to leave the meeting due to a personal commitment.

Chiefs Report: Chief Spicuzza read the Chiefs report from January into record.

78 needed rear tires, 86 had pressure service, 77 had foot pedal and siren repairs, 77 & 79 had the light weight hose done. 88 broke down and was towed to Freehold Ford.

Chief Spicuzza asked if the Board wanted quotes, or to go with 6 month servicing with Fire & Safety. The Board advised the Chief to go with F&S.

Chief Spicuzza reported that Ed Mace and Matt Manzella are out of the company.

Quotes were given for the Spellman System which is the computer system compatible for the Emergency Reporting system with the state. This will replace Firehouse software. Prices are \$500 initially and \$100 annually each year after for the software, \$749 for initial set up and \$95 monthly after initial set up.

A motion was made by Mr. Joshi and seconded by Mr R. Buscaglia for the software at \$500 initially and \$100 annually after install A roll call vote was taken, all votes in the affirmative except Mr. Story who abstained.

A motion was made by Mr. Joshi and seconded by Mr. R. Buscaglia to set up the CAD system and \$749 intially and \$99 monthly after set up. A roll call vote was taken, all votes in the affirmative except Mr. Story who abstained.

The Chief reported that basic extrication will be set up for the spring.

He reported that Baltimore Expo is in July, and asked about registering now. Chief Caruso stated that discussion will be held next month on Baltimore.

The Chief stated that he had requested petty cash last month and was wondering why he hadn't received it yet. Mr. C. Buscaglia reported that he had a check for him this evening. C. Buscaglia indicated to the Chief that everything needs a voucher. The Chief stated he would put a voucher along with receipts in monthly.

Presidents Report: President Marcondes reported that there will be a 50th anniversary parade held on July 26th with a raindate the following week. He stated that previously they had requested the Board for some funding. Mr. Joshi asked if they had a budget. He indicated that they did, but was requesting that the Board fund the band and the cost of the booklet. This would be a total of \$6,000 (\$4,000 for booklet and \$2,000 for band) Some discussion followed. Noted was the construction of the building and whether it would be started or not.

Old Business: It was reported that the glass doors at the south side of the firehouse are always unlocked. Since the server crashed, it is releasing the lock.

New Business: Mr. Caruso stated the Ladies Aux are requesting to use District Meeting room for their annual meeting, since it is more conveniently located. They meet the 2nd Tuesday of the month from approx 6-10pm Discussion followed. A motion was made by Mr Joshi and seconded by Mr. Story to allow the ladies to use the meeting room. A roll call vote was taken as follows:

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

The additional request of using the meeting room on March 6th to collect funds for the fundraiser. Discussion followed, it will be suggested to them that they collect the funds of a work detail night which will be March 5th. Bryan Zucarelli is the liaison for the Auxiliary and will advise them of same.

Audience Participation: Chief Spicuzza reported that the Opticom is not working at Elton & Stillwells and Stonehurst and Schanck. Mr. C. Buscaglia advised him that there is none installed at Stillwells & Schanck, but he will have the other intersection tested.

Mr. Caruso reported that the anti-harassment class will be prior to the next fire company meeting.

Being no further business, a motion was made by Mr. Joshi and seconded by Mr. Story to close the meeting.

A roll call vote was taken, all votes in the affirmative.

Respectfully submitted:

Larry Story, Secretary of the Board

/dlp