

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

Regular Meeting

April 28, 2015

The regular meeting of the Board of Fire Commissioners was called to order at 7:33pm by Mr. Caruso. The notice was read, and the flag salute was lead by Chief Zuccarelli. Roll call was taken, present were John Toutouchi, Shayamal Joshi, Joseph Colón, Thomas Caruso. Robert Buscaglia was absent. Also in attendance were Mr. Joseph Youssouf and Rachel Davis.

Motion made by Mr. Joshi to accept the minutes from last meeting.

Second: Mr. Toutouchi
4-0 all in favor (1 absent)

Correspondence:

- From Albright Volunteer Fire Co. to Dan Peterson thanking for donating cascade system
- From Enigma Fire Dept., GA thanking Board for donation of gear
- From Freehold Twp. to complete forms re: property tax exemption
- From Asbury Park Fire Dept. thanking for generator
- From Liberty Mutual re: survey
- Email re: construction, job change orders and deletions of items
- From Terry Warner re: financial disclosures due 30th

Treasurer's Report (attached):

Motion made by Mr. Joshi to pay bills for April totaling \$96,091.08.

Second: Mr. Toutouchi
4-0 all in favor (1 absent)

Insurance:

- Mr. Colón sent roster.
- Mr. Joshi and Mr. Caruso will be doing a full audit on the LOSAP requirements next month.

Buildings:

- District: Mr. Joshi said construction to start Friday morning. Move lockers, brush truck, enter through side door.
- Georgia Road: monitor in bay; computer must be logged back in to lamResponding.
- Smithburg: not too many firefighters responding for work details.

- Violations from Code Inspectors for Siloam Road and Georgia Road. Did not receive Township yet.

Legal:

Motion made by Mr. Joshi to accept Resolution Designating Official Depositories of Fire District Funds for 2015 (attached).

Second: Mr. Colón

4-0 all in favor (1 absent)

Mr. Youssouf provided attached documents to the Board:

- Copy of letter to Mr. Stankiewicz
- April 28th letter closing bids on 2015 Chevrolet Suburban
- Notice and Invitation to Bidders for the Submission of Bids for the Purchase of One Model Year 2015 Chevrolet Suburban 4 x 4 Motor Vehicle, which he will publish in Star Ledger. (Changed date to May 13th 3pm).

Chief's Report:

- Maintenance: all vehicles to go for 6-month maintenance (report attached).
- Light tower upgrade estimates (3) attached.
- Radios ready to go in trucks and portables. As of Friday, May 1st—new radio system.
- Chief Zuccarelli thanked Board for allowing himself and Captain Lucas to attend the FDIC convention.

President's Report:

(nothing at this time)

Old Business:

Motion made by Mr. Joshi to increase the office furniture amount from \$11,012 to \$11,042.

Second: Mr. Colón

4-0 all in favor (1 absent)

Motion made by Mr. Joshi to spend \$2,550 on a longer conference room table and 40 heavy-duty meeting chairs (quotes attached).

Second: Mr. Colón

4-0 all in favor (1 absent)

Motion made by Mr. Joshi to increase the amount of 22 cameras to \$13,462 (quote attached).

Second: Mr. Colón

4-0 all in favor (1 absent)

- January minutes tabled until next month, when reviewed by all.

- Furniture, carpet and paint in Chief's office—need all furniture off floor by May 19th.
- Chief Zuccarelli requested to send seven members to Baltimore convention. Board approved.

New Business:

Motion made by Mr. Joshi to hire a QuickBooks consultant, not to exceed \$2,100.

Second: Mr. Toutouchi

4-0 in favor (1 absent)

- Mr. Caruso mentioned SCBA policy, adding requirement of advanced SCBA. Mr. Youssouf will do a resolution for next month.
- Mr. Youssouf discussed Board's capability of appointing officers
- Mr. Youssouf discussed contract proposal received from Pearce Manufacturing, specifically the chase prepayment option.

Motion made by Mr. Joshi to accept Resolution Authorizing Exercise of the Chase Prepayment Option Provided for in the Pearce Contract, Chase Prepayment being in the amount of \$327,435, upon receipt of signed voucher and invoice.

Second: Mr. Colón

4-0 in favor (1 absent)

- Mr. Youssouf discussed April 1st letter from firefighter requesting to retain helmet after he retires.

Resolved that once Board receives a hold harmless letter from said firefighter, the Board declares the helmet in question as excess property, as it is no longer needed, and authorize its conveyance to said firefighter for no consideration.

Vote: 3 in favor, 1 abstain

Audience:

- Ross: Advanced SCBA policy question.
- Jack: Any handicapped parking spots? Once construction is done, Township will be redoing parking lot lines. Need to talk to Township about sidewalk.
- Frank: Will we have access to driveway when construction starts? Park on side lot until done.

Gerard Stankiewicz, CPA from the firm of Samuel Klein and Company, arrived to meeting and discussed Report of Audit (attached).

Motion made by Mr. Joshi to move to Executive Session at 8:50pm.

Second: Mr. Colón

4-0 in favor (1 absent)

Regular meeting of the Board of Fire Commissioners resumed at 10:14pm.

Motion made by Mr. Buscaglia to adopt a Social Media Policy based on the NLRB Social Media Policy from 2012 (attached).

Second: Mr. Joshi

Roll call: Mr. Toutouchi, Mr. Colón, Mr. Joshi, Mr. Buscaglia, Mr. Caruso

5-0 all in favor

Motion made by Mr. Joshi to adopt the Resolution Establishing a Part Paid Fire Department (attached).

Second: Mr. Caruso

Roll call: Mr. Toutouchi, Mr. Colón, Mr. Joshi, Mr. Buscaglia, Mr. Caruso

5-0 all in favor

Mr. Youssouf explained that this is a two-step process—first step was adopting it tonight by title and must be published in its entirety in the newspaper; then schedule it for a second reading. After published, we conduct a public hearing on the Resolution. At the conclusion of the hearing, the Board then adopts it a second time, and it's in place.

Mr. Joshi thanked Andy for taking care of the flags outside.

Motion made by Mr. Joshi to reimburse Fontana for personal property damage to clothing in the amount of \$200 for his suit pants and convey to him that this will be the final time.

Second: Mr. Buscaglia

5-0 all in favor

Motion made by Mr. Joshi to adjourn meeting at 10:22pm.

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary

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Attachments