

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

Regular Meeting

May 24, 2016

Chairman Robert Buscaglia called the regular meeting of the Board of Fire Commissioners to order at 7:31pm. The notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken: present were Joseph Colón, John Toutouchi, Shyamal Joshi, Thomas Caruso and Robert Buscaglia. Also in attendance were Board Attorney-Mr. Joseph Youssouf and Rachel Davis.

District Auditor-Gerry Stankiewicz reviewed the Audit Report.

Motion was made by Mr. Joshi to adopt the Resolution Accepting the Audit Report for the Year Ended December 31, 2015.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

Mr. Youssouf reviewed the Annual Audit Review Group Affidavit, which Board signed under oath.

Legal:

Mr. Youssouf reviewed Notice and Invitation to Bidders Installation of a CCTV/CAS Security System in Two Firehouses.

Mr. Youssouf reviewed subpoena from attorney regarding May 17, 2013 accident involving Michael Confessore, requesting records. Chief Prochnow will provide Mr. Youssouf with records.

Motion was made by Mr. Caruso to approve the minutes from the April 26, 2016 regular and executive meetings.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Correspondence:

- From Freehold Township regarding mandatory water meter replacement project.
- Received signed copy back from Cranford Cooperative Purchasing along with Middlesex Regional Education Co-op.
- E-mail from Denise Santiago, President of Women's Auxiliary, regarding wagon for Memorial Day parade to be discussed in new business.

Treasurer's Report (attached):

Reviewed by Mr. Joshi.

Motion was made by Mr. Joshi to pay bills for \$177,430.19.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

Insurance:

- Workman's comp. audit came in. Updated roster numbers.
- State will come in and teach a class on harassment.

Buildings:

- New water heater.
- Thermostat moved into conference room.
- Light pole in parking lot—taking too long to repair.
- Compressors for buildings will be serviced shortly.
- Mr. Buscaglia will take care of air hose in bay.
- Georgia Road—Mr. Buscaglia to check salt.

Chief's Report (attached):

Read by Chairman Buscaglia, while Chief out on a fire call.

- New members for insurance: Jason J.; Remove Dan F.
- Matt G. is a regular probationary member.
- Juniors have been drilling with other departments, working out well.

Maintenance Report (attached):

Read by Mr. Joshi.

Website:

Up to date.

President's Report:

(no one representing)

Mr. Joshi said they're working on NJNG re-piping to accommodate 800,000 BTUs for the generator. They also re-did their camera system.

Old Business:

(Tabled until Chief gets back from fire call.)

New Business:

Ladies' Auxiliary President-Denise Santiago requested permission for a (hayride-type) wagon for Memorial Day parade for kids, with Pepper driving. No insurance rider needed. Commissioners discussed and agreed as long as a parent is with their child(ren) on the ride, everyone must remain seated at all times, parents must sign a release, and any accidents are to be reported to a Commissioner on that day. Denise will e-mail Certificate of Liability.

Mr. Joshi discussed e-mails from Wireless Communications, quotes attached. Need to act now in order to get on list for set up. Quotes attached.

Motion made by Mr. Joshi not to exceed \$20,000 for the three (3) mobile computers, accessories and installation. Vendor to be determined, but it will be from state contract.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Joshi reviewed Holmatro CORE Rescue Systems Bid Proposal, attached.

Motion made by Mr. Joshi not to exceed \$28,000 in order to equip 85 with rescue tools and accessories, as noted on the spec.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Board discussed progressing to using purchase order numbers. Mr. Joshi discussed quote forms, issuing purchase orders and getting records in order.

Motion made by Mr. Joshi to get resumés and look into Clerical Assistant to the Treasurer.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to hire CertaPro Painters, as per their quote of \$6,420.

Second: Mr. Colón

Roll call vote: 5-0 all in favor

Audience:

(no public comment)

Motion made by Mr. Joshi to go into executive session at 8:37pm to discuss personnel matters.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

(back from executive session at 8:54pm)

Being no further business, a motion was made by Mr. Caruso to adjourn the meeting at 8:54pm.

Second: Mr. Toutouchi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary

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