

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

Regular Meeting

August 23, 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.

Motion made by Mr. Toutouchi to approve the regular minutes from the June 28, 2016 meeting.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to approve the executive minutes from the June 28, 2016 meeting.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to approve the regular minutes from the July 26, 2016 meeting.

Second: Mr. Joshi

Roll call vote: 4-1 (Mr. Caruso abstained)

Motion made by Mr. Toutouchi to approve the executive minutes from the July 26, 2016 meeting.

Second: Mr. Joshi

Roll call vote: 4-1 (Mr. Caruso abstained)

Correspondence:

- Chairman Buscaglia gave Vice President Lagravenis the LOSAP paperwork to hand out.
- Mr. Caruso shared an e-mail from DOE/DEP regarding all public buildings being water tested. Mr. Youssouf said to ignore.

Treasurer's Report:

Read into record by Mr. Joshi (attached).

Motion made by Mr. Joshi to pay the bills in the amount of \$102,992.11.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

Insurance:

- Waiting to hear on a couple claims.
- Mr. Joshi advised everyone to report it if they get hurt, no matter how small, make sure they let an officer and a commissioner know so it can be documented.

Buildings:

District:

- Floors were waxed;
- Rugs shampooed next Sunday 8am;
- Met with camera guy today;
- Still waiting to replace AC units;
- Chair rail, shelving and conference room door within next couple weeks;
- Write up specs for bay floor within next month or two;
- Exhaust fans for bay—update next month.

Georgia:

- Waiting on air compressors;
- Generators to be serviced;
- Everyone should put garbage in the dumpster and keep it locked;
- Gas line is going in.

Chief's Report:

Read into record by Chief Wayne Prochnow (attached).

- National Night Out went well;
- 911 ceremony—don't know times yet;
- Little League send-off reception went well;
- Smithburg issue was addressed at company meeting—it's a work in progress. Vice President Lagravenis said open house sign made up and applications handed out; members trying something new—doing a stand-by crew at night once a week.

2nd Assistant Chief Ken Lucas read his report into record (attached) and also added that the open House for the fire company is October 2nd.

Captain Craig Haas discussed ten pagers ordered; working on sizing and reworking the spec for gear. Board stressed that it must be ordered no later than October 1st and then paid by November 1st.

Maintenance Report:

Read into record by Lieutenant Dan Petersen (attached).

Mr. Buscaglia inquired about gear washing and inspection—how many have been done? Officer said approximately 20. Also asked about inventory—Chief said progress. Chairman Buscaglia reminded Chief that it must get done by the end of the year to satisfy the accountant.

Chairman Buscaglia asked about lettering being redone on 98. Lt. Petersen said he has an e-mail out to the company and is waiting to hear back.

Lt. Petersen also added that 85 is going out on September 6th for fab work.

September 12-13th Fire & Safety will be picking up 76 for Wildwood, tentatively, until we hear back with confirmation. Chairman Buscaglia said to take pictures of everything.

President's Report:

Vice President Kevin Lagravenis represented the fire company and asked about discrepancies on LOSAP sheets. Board acknowledged problem and said everyone is affected by it. Members must check for discrepancies every year and check their individual call sheets.

Chairman Buscaglia addressed various issues with VP Lagravenis regarding a fire company function that was recently held. Those issues were chair return, propane bottles being left out and beer left in cooler. VP Lagravenis said he impressed the issues on the membership at their monthly meeting.

Legal:

(nothing to report)

Website:

Up to date, once minutes approved.

All policies are listed under Resources tab: harassment, social media, etc.

Old Business:

Mr. Joshi discussed Acclaim Inventory, LLC quote, which is excel, not ERS. Would rather get an ERS quote.

Motion made by Mr. Joshi to interview and hire an outside person/team not to exceed \$4,500 to do a full inventory of all three fire houses per specs.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Youssouf read attached Resolution Cancelling Previous Approved Capital Project, dated August 23, 2016, into the record.

Motion made by Mr. Colón to accept the Resolution Cancelling Previous Approved Capital Project.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Mr. Caruso confirmed with the Board that the \$65,000 will be put back into the capital expenses, and if we want to reevaluate the generator at a later time, we can.

New Business:

(none)

Audience:

Chief asked about Nov. 12th festival down in Georgia—is the Board going to send anyone down to keep the bond that we started with them? Chief expressed interest in going. Would the Board help out? Board to consider it and get back.

Ex-Chief Reifner asked about Smithburg generator—what if a catastrophe at Smithburg area happened and people needed a place to go with generator? Board said that they're not aware of it not working. Last time it was serviced, it was working. Chairman Buscaglia asked if anyone was aware of it not working. No one was aware that it was not working.

Motion made by Mr. Joshi to go into executive session at 8:34pm for the purpose of discussing personnel matters.

Second: Mr. Toutounchi

Roll call vote: 5-0 all in favor

(back from executive session at 9:06pm)

Being no further business, a motion was made by Mr. Colón to adjourn the meeting at 9:06pm.

Second: Mr. Toutounchi

Roll call vote: 5-0 all in favor

Respectfully submitted,

John Toutounchi, Secretary
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