

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

Regular Meeting

August 22, 2017

Board Chairman Joseph Colón called the regular meeting of the Board of Fire Commissioners to order at 7:33pm, the notice was read and Chief Wayne Prochnow led the flag salute. Roll call was taken: Andrew Story, John Toutouchi, Shyamal Joshi, Thomas Caruso and Joseph Colón were all present. Board Attorney-Joseph Youssouf and Board Secretary-Rachel Davis were also present.

Chairman Colón asked for a moment of silence for the ten sailors, who tragically passed away on the USS John S. McCain.

Motion made by Mr. Toutouchi to approve the regular and executive minutes from the July 25, 2017 meetings.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to approve the edited minutes from the August 8, 2017 special workshop regular meeting.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to approve the edited minutes from the August 8, 2017 special workshop executive meeting.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Correspondence:

- Email from Cindie Thompson, Secretary of the Jackson Twp. Board of Education, attaching a letter from Michelle Richardson thanking the district for the donation of the cordless tools, batteries and battery chargers to the Jackson Memorial High School (attached).

Treasurer's Report (attached):

Read into record by Mr. Joshi.

Motion made by Mr. Joshi to pay monthly bills for August 2017 in the amount of \$51,752.27.

Second: Mr. Story

Roll call vote: 5-0 all in favor

Preliminary budget totals are being worked on.

Insurance:

- Possible claims not going through insurance;
- Reminder to do paperwork and report to the proper people.

Buildings:

- District—bay doors fixed; garage belts maintenance in three weeks; closet lock cylinder fixed tomorrow.
- All building flags back to full staff.
- Georgia Road—garbage being piled up outside

Purchasing:

(nothing)

Officer Reports:

The Chief's report was read into record by Chief Wayne Prochnow (attached).

- National Night Out was a success. Chief thanked those who showed for their support.
- Chief asked if it was okay to possibly use district conference room and kitchen to host on September 5th. Board agreed.
- Tyler McNamara is a probationary member now.

Mr. Joshi reminded the Chief about getting a plan together to implement the high-band radios. Mr. Caruso expressed a life safety concern with regard to serious communication issues they were experiencing at the last fire call at CentraState Hospital, where there was no communication available due poor radio reception, and they had no radio contact with the Chief on the scene. Numerous members agreed that there was poor communication with their radios and pagers as well, which prevented them from contacting one another. Members discussed the success of the early testing on the newer radios. The new radios have exponentially increased communication in the buildings where there was no ability for radio communication. The Board reminded the chief to write letters to the fire official for repeaters at the mall, hospital, Applewood Manor and 895. Chairman Colón stressed how important it is to keep on the project of implementing new radios.

Mr. Joshi also reminded the Chief about the horse trough and propane tank.

2nd Asst. Chief Ken Lucas' report read into record (attached).

Captain Craig Haas reported that the gear maintenance was started—eight sets were picked up to be cleaned and inspected. He will keep track of the e-mail notifications as each one is done.

Lieutenant Dan Petersen read his maintenance report into record (attached).

Chairman Colón conveyed appreciation for all the work the officers have done.

President's Report:

Secretary Brian Budd represented the fire company and reported that the contract with the district has been signed. He also confirmed the new members coming in, and one resignation from John Marcondes, who is moving out of the area.

Website:

Up to date.

Legal:

Mr. Youssouf reviewed a Court case, which states that OPRA requests for any documents from the volunteer fire company must be turned over to the district, who is obligated to release those records to the requestor.

Mr. Youssouf notified the Board that election law—Title 19 states that it is now optional to move elections to November, which would give the County Clerk charge over the elections as well as politicize the fire district's elections.

Old Business:

- Mr. Toutouchi received a call from Verizon's insurance company requesting the pole incident report.
- Mr. Joshi reminded everyone of the proper purchasing procedures in order to legitimize every purchase: report purchase to an officer, who then reports it to a Board member. Board asked Chief to pass the information to all officers.
- SOG's progress.
- Mr. Caruso and Mr. Toutouchi are working on a protocol for incorporating the drug screening into SOG's.
- Mr. Joshi mentioned the district joining the Hunterdon County Educational Services Commission Co-op, which will be beneficial in purchasing such things as security cameras.

Motion made by Mr. Joshi to adopt a Resolution Authorizing the Fire District to join the Hunterdon County Educational Services Commission Purchasing Cooperative.

Second: Mr. Toutouchi

Roll call vote: 5-0 all in favor

Board discussed an offer, which was made of \$32,000 to purchase 16-1-96, the 1985 Mack tractor and 6,000 gallon Heil tanker trailer. Board reviewed the maintenance cost to keep

the truck. Lt. Petersen said it would roughly cost almost \$15,000 for tires and also added that next year NFPA will require more stringent trailer maintenance. After reviewing this matter on numerous occasions the Board made a decision to sell said vehicle. The Chief expressed his concern about protecting that area of the district, but understands that times have changed. Board stated the tanker has not responded to a call within the district for over six years. There are only three drivers able to drive the truck: the Chief, associate/auxiliary firefighter who needs to maintain 5% of calls, and a life member that has no minimum response requirements. The past fires where tankers were needed mutual aid companies responded with their tankers. Most towns prefer a straight tanker for mutual aid for ease of use. The district still has a 3,000 gallon straight tanker in service. Chief Prochnow will update the box alarm plan for tankers. Chairman Colón acknowledged that it is important in moving forward with a new truck, and this sale will help with that purchase. Mr. Youssouf will prepare a resolution.

Motion made by Mr. Toutouchi to adopt a Resolution declaring one 1985 Mack tractor and Heil 6,000 gallon tanker trailer excess property, no longer needed for firefighting purposes within Fire District No. 1 and authorizing it's sale at auction to the highest bidder on Brindlee Mountain, located in Georgia.

Second: Mr. Joshi

Roll call vote: 5-0 all in favor

Motion made by Mr. Toutouchi to accept the bid for \$32,000 from James O'Halloran from Maine for the 1985 Mack tractor and Heil 6,000 gallon tanker trailer, minus the radios, tools and firefighting equipment.

Second: Mr. Story

Roll call vote: 5-0 all in favor

New Business:

Email from Peggy Haas, Freehold EMS, regarding a CPR class. Chairman Colón referred to officers, if they're interested.

Audience:

(none)

Motion made by Mr. Joshi to go into executive session at 8:40pm for the purpose of discussing personnel and lawyer/client privileged material.

Second: Mr. Caruso

Roll call vote: 5-0 all in favor

(Back from executive session at 9:15pm)

Being no further business, a motion was made by Mr. Toutouchi to adjourn the meeting at 9:15pm.

Second: Mr. Joshi

5-0 all in favor

Respectfully submitted,

John Toutouchi, Secretary
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