

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

Regular Meeting

January 23, 2018

Vice Chairman Thomas Caruso called the regular meeting of the Board of Fire Commissioners to order at 7:33pm. The notice was read and Chief Reifer led the flag salute. Roll call was taken, present were John Toutouchi, Shyamal Joshi and Thomas Caruso. Also in attendance were Board Attorney-Joseph Youssouf and Board Secretary-Rachel Davis. Andrew Story then joined the meeting.

Motion made by Mr. Toutouchi to approve the minutes from the December 26, 2017 regular meeting.

Second: Mr. Story
4-0 all in favor

Motion made by Mr. Story to approve the minutes from January 9, 2018 Special Meeting, as edited.

Second: Mr. Joshi
4-0 all in favor

Motion made by Mr. Toutouchi to approve the minutes from the January 9, 2018 Special Workshop.

Second: Mr. Joshi
4-0 all in favor

Motion made by Mr. Toutouchi to approve the minutes from the January 9, 2018 executive session.

Second: Mr. Joshi
4-0 all in favor

Correspondence:

- Accident Report from insurance company—sent back, not our fault
- Letter from Samuel Klein Company in regards to auditing (new business)
- Checklist from the County Fire Marshal to make sure that all fire departments are being proactive in making sure that their facilities are safe and secure

Treasurer's Report: Mr. Joshi read the Treasurer's report into record (attached).

Motion made by Mr. Joshi for 2017 accounts payable in the amount of \$83,593.45.

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

Motion made by Mr. Joshi for 2018 accounts payable in the amount of \$31,113.27.

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

Buildings:

- Georgia Road: fire inspection items need attention (CO2 detector taken care of; fire extinguisher must be hanging up). Light pole that was hit—shorted out a wire, fuses were fixed. Third spotlight on the building will be fixed at the end of the month.
- District: CO2 only violation on fire inspection.
- Smithburg: fire inspection violations were given to Neil Timo. Mr. Joshi also mentioned that he checked the heat and it is working.

Insurance:

- Two claims pending
- Two medical claims outstanding
- Renewal is also on bill list

Vice Chairman Caruso interrupted the order of service to allow Matt Trembow from Sonitrol to review the spec sheet on the security camera system. Mr. Trembow discussed the difference in pricing from the 2016 quote to now. Mr. Caruso explained to Mr. Trembow that the County Fire Marshall recommended a security system, but everything is contingent on the budget this year. Mr. Joshi stated that we have \$105,000 allocated to our capital project for security cameras and controlled access system. Mr. Trembow then thanked the Board and left the meeting.

Legal: Mr. Youssouf discussed the election on February 17th, and he submitted the request for voting machines and voter id alpha lists for the district. The list and the keys for the voting machines will be ready on February 16th between the hours of 8:30am-4:30pm at the Office of the Commissioner of Registration and Superintendent of Elections. Mr. Story confirmed that he would pick them up. Voting machines will be delivered on the Thursday before the election (February 15th), and they will be picked up on February 20th. The contact person will be Mr. Toutouchi. The ballot question will be looking for a total budget amount of \$1,299,950.

The candidates for this year will be for two full 3-year terms:

- Shyamal Joshi—
- Stephen Lengyel
- Michael Fogarty

Mr. Joshi then withdrew his petition, leaving the two candidates, above.

Mr. Youssouf discussed the bond referendum to purchase a pumper truck. The entire resolution that was adopted on December 26 2017 will appear on the ballot. The question to be voted upon will be:

Shall the Board of Fire Commissioners of Fire District No. 1 Freehold Township be authorized to purchase one new custom built combination pumper tanker fire engine and to either issue bonds or notes or enter into a lease purchase agreement in an amount not to exceed one million three hundred thousand dollars ((\$1,300,000) to pay the purchase price thereof?

If approved, the Board can immediately proceed to enter into a purchase contract, and financing can be either bonds or notes or lease purchase, as determined by the Board. There will be a ballot for the election of commissioners, a ballot for the budget referendum and a ballot for the purchase of the fire engine. The polls are open between the hours of 2pm and 9pm on Election Day. The necessary notice for the referendum has already been published. The bond resolution notice needs to be posted in ten (10) public places, ten (10) days before the election and keep a record of where posted. Mr. Toutouchi will take care of posting notices. Mr. Youssouf will take care of the newspaper.

Mr. Youssouf then provided the Professional Services Contract with auditor, which he has reviewed and approved.

Chief's Report:

Chief Reifer indicated the line officer positions and responsibilities:

- 16-1-66: Chief Reifer (oversee all operations)
- 16-1-67: 1st Asst. Chief Lucas (assisting call sheets, training, computer work)
- 16-1-68: 2nd Asst. Craig Haas (radios and helping out with gear with 71)
- 16-1-69: Captain Dan Petersen (truck maintenance, pump testing, ladder testing, SCBA paks and bottles, fire extinguisher testing, assist in training, training 71 in doing maintenance)
- 16-1-71: 2nd Lt. Frank Santore (gear and accountability)
- 16-1-99: Safety Officer Wayne Prochnow

Chief Reifer then read his report into record (attached) and added that the relief meetings will be held at the district. Two new members to the district: Jared Urban and Robert Bereheiko. Chief is taking care of full turnout gear and radios. Chief or Ken will take care of lamResponding.

- 2018 Engineers—
 - Chief Engineer Howard Clesemere
 - Paul Jolicoeur
 - Willie Mersereau
- Box Alarms—Getting good feedback about box alarms that were put into effect through Monmouth County radio room.

- Accountability Tags—Let members keep red tags, but they were notified that they will also use the picture id tags—one to driver, one to accountability.
- Commended the firefighters, who were involved with a vehicle fire in Raintree.
- Thanked the Board for the snow shovels.

Mr. Caruso questioned the Chief Reifer about the limited response at Smithburg and the concern from the people in town and asked if there was any reconsidering of the location of 95. Chief said some of the members live near there. Mr. Caruso asked how many of those members are qualified to drive the tanker. Chief said currently one driver and then added two part-time. Mr. Caruso asked if the Chief feels comfortable with that. Chief said he would like to work on that situation and talk to the President to try and bring members up there. Mr. Story offered his help in recruiting members at Smithburg. Mr. Caruso explained that there was a resident, who came to one of the meetings and was concerned about the lack of response in that area.

1st Assistant Chief Ken Lucas thanked the Board and read his report into record (attached). Chief Lucas said we must process the box alarms through county and then they get the state involved.

Mr. Story asked Howard and Steve how gas card worked out, who said that other than minor issues, it worked. Mr. Story also added that we were waiting on the gas cans to be scanned in.

Mr. Joshi mentioned that the MDT in the Tahoe is out for service; will diagnose the issue, and it is under warranty.

The board is waiting for the list of equipment needed from the gear check. Will proceed as soon as they send it to the board. Status on two hoods and two gloves for each firefighter? Will report back. Reason why no rental gear has been used while gear is getting inspected, washed, and repaired? Will rent gear going forward.

Mr. Caruso asked for the approximate mileage on the Chief vehicles:

- 2012 Expedition—mileage is 93,000
- 2014 Chevy Tahoe—mileage is 74,000
- 88 is a 2001—mileage is 97,400

Chief Lucas shared that they've come up with a good protocol for putting the new radios into operation by February. The radios are working great—night and day compared to the old ones. Chief Reifer added the difference the radios make for life safety purposes and said that the old ones were going to get someone killed, because you couldn't hear anything. Vice Chairman Caruso reminded everyone that the Board was asked by the Township Committee last year not to purchase the radios, but for life safety concerns, and the fire company went along with it, we were able to move money around and delete some things in order to purchase these new radios, despite the fact that the Township cut it from

the budget. The Township said that the radios were not necessary. Chief Reifer responded that they are more than welcome to come on a ride with him to a scene.

Captain Dan Petersen said it was light on maintenance. 78's generator on order. Both chief vehicles were serviced as well as 88. Sent everyone pictures on the updates of 76. 98's bumper has to be put off due to budget.

President's Report: President Timo said progress, looking forward to a good year. Mr. Joshi asked how they made out between expenses and income last year? Mr. Timo said they were even. Board stated that the fire company had a \$20,000 surplus. Mr. Caruso reminded that the Board would need their audited expenditures before any payments can be made.

Website: Up to date.

Old Business: Mr. Joshi—no issues with the contract in regards to our audit for 2017.

Motion made by Mr. Joshi to approve Samuel Klein & Company for our audit for fiscal year 2017 in the amount of \$5,600.

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

Mr. Joshi said 28 members made their 50 points on LOSAP, as per the attached letter from Mr. Wayne Prochnow, and once the 2017 paperwork drops from the annuity company, we will fill it out and get it going.

Motion made by Mr. Joshi that we fund 28 members listed in Mr. Wayne Prochnow's letter for 2017, as they have made their 50 points per the Freehold Township Independent Fire Company.

Second: Mr. Toutouchi

Roll call vote: 4-0 all in favor

Mr. Joshi asked if we've heard from anything back in regards to the joint committee from Mayor Preston concerning Districts 1, 2 and the Borough? Mr. Caruso said he had spoken to Chip Polo from East Freehold District 2, and he said he hasn't heard anything. Mr. Caruso asked if anyone from the audience that knows anything? No response from the audience. Mr. Caruso said it has been about ten months since the Township told us that they would help us and work with us. Mr. Caruso will have Chairman Colón reach out to them.

New Business:

Fit Test Machine—we need to designate a computer for it. Right now it is installed on Assistant Chief Lucas' laptop. The goal would be to download it onto desktops/laptops for network sharing.

Board discussed moving forward with Sonitrol Security System for the district. Board will use the \$105,000 capital appropriations from 2014 and 2015. Mr. Story said we've heard

from fire officials, we've heard from the county and we've had some small incidents that would make it necessary. It is through the Hunterdon County Educational Commission, the co-op we joined a few months ago, so that is the reason why it is not being bid out.

Motion made by Mr. Toutouchi to move forward with Sonitrol Security System for the district through Hunterdon County Educational Commission.

Second: Mr. Joshi

Roll call vote: 4-0 all in favor

Mr. Joshi mentioned that the emergency contract to fix 16-1-78 was awarded to FIS in regards to the generator and PTO.

Audience:

- Mr. Fogarty asked Mr. Joshi if the heating system turned on at Smithburg. Mr. Joshi said he turned the breakers off and back on, flipped the thermostat and all went on.
- Mr. Lengyel asked Mr. Toutouchi if CSS Security ever got back to him? Mr. Toutouchi said 1-2 weeks.
- Mr. Fogarty commented that the tanker coverage hasn't changed. Mr. Caruso responded that what's changed is that it was taken away from this side, where there are drivers. Mr. Caruso also noted that 95 is more trainable, and we are hoping more people can get on it. He added that we are also proposing in the new budget, if it goes through, to make a tanker pumper out there more universal and more people can train on it and drive it.
- President Timo asked about 76. Captain Petersen said next week or mid February for 76.

Motion made by Mr. Toutouchi to go into executive session at 8:32pm to discuss personnel matters.

Second: Mr. Joshi

4-0 all in favor

(back from executive at 9:36pm)

There being no further business, Mr. Story made a motion to adjourn the meeting at 9:36pm.

Second: Mr. Toutouchi

3-1 (Mr. Caruso excused himself from the meeting during executive)

Respectfully submitted,

John Toutouchi, Secretary
/rd