

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

Regular Meeting

September 24, 2019

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:31pm. 1st Asst. Chief Dan Spicuzza led the flag salute, and the notice was read. Roll call was taken, and the Commissioners present at the meeting were John Toutouchi, Michael Fogarty, Kevin Horan and Stephen Lengyel. Also in attendance were Board Attorney-Joseph Youssouf and Board Secretary-Rachel Davis.

Motion was made by Mr. Lengyel to approve the minutes from the August 27, 2019 regular and executive meetings.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

Motion was made by Mr. Lengyel to approve the minutes from the September 10, 2019 special workshop meeting.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

Treasurer's Report: Commissioner Fogarty read the September 24, 2019 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$10,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$9,672.13.

Second: Mr. Horan

Roll call vote: 4-0 all in favor

Mr. Fogarty also noted that the Board received the third installment from the Township in the amount of \$415,340.00.

Correspondence: (none)

Insurance:

- Accident from two months ago involving a junior firefighter's car was taken care of, and communication was made with the junior firefighter's parent.
- Fun Town invoice was received, again—Mr. Fogarty will reach out to insurance company about that.

Buildings:

- Georgia Road—Caballero & Sons will do the plumbing for the washer and dryer.
- Smithburg—Commissioner Lengyel is getting a quote for the generator.
- District—we received quotes for walkway; will bring up under new business.

Website: (up to date)

Officer's Report:

1st Asst. Chief Dan Spicuzza: 1st Asst. Chief Spicuzza read Chief Reifer's report into record. The cameras are 95% installed on all the trucks. Tuesday, November 26th for the Paratech demo. He further reported that Smithburg is officially cleaned up, and the bays are empty.

2nd Asst. Chief Craig Haas: Reported that there was a minor mistake on the radio quotes; an extra radio was ordered. He added that a credit would be given, and the matter will be documented with revised paperwork. He will send out the portable radio to be programmed. They hosted the county LDH drill, which had a good turnout, and we will be hosting it, again, next year.

Captain Dan Petersen: Read his report into record.

1st Lt. Frank Santore: (status quo) Mr. Fogarty inquired about the vehicle stabilization kit. Mr. Toutouchi confirmed the Nashville trip information with Lt. Santore.

2nd Lt. John Burmeister: Captain Petersen reported that the pump/ladder/hose testing will be over the next week or two.

Fire Company: Vice President Mike Vota advised the Board that the Fire Company is going to decline anything with the projector. Mr. Toutouchi advised Mr. Vota that the Wi-Fi at Smithburg has been upgraded with the Verizon network.

Website: Up to date.

Legal: Mr. Youssouf reviewed the walkway project bids, and the lowest, responsible quote was made by BC Masonry in the amount of \$4,750. Mr. Youssouf confirmed with the Board that they have adequate monies appropriated in the budget and that the Board made it clear to anyone soliciting a bid package that all work to be performed on this public project must be done in accordance with established standards including prevailing wage and must have a business registration certificate and insurance certificate. At this time the Board may award the contract to BC Masonry.

Motion was made by Mr. Lengyel awarding the contract to BC Masonry, 1 Charles Street, Howell, NJ, for the walkway project replacement in the amount of \$4,750.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

Mr. Youssouf confirmed that this motion will go into effect tonight, and he will prepare the resolution.

Mr. Youssouf advised the Board that the budget process would be done online, and there will be no paperwork as in the past. The schedule will be the same—the budget must be introduced in December, with a public hearing in January 2020. Mr. Youssouf cautioned the Board to be very careful on the budgetary appropriations—keep it under two percent.

Old Business: Mr. Toutouchi advised that the fire company signed the contract today. Mr. Toutouchi further confirmed that Chief Spicuzza gave the Board the SOGs, which were typed up and given back to Chief Spicuzza, who will be meeting with the Board to go over any changes.

Commissioner Fogarty spoke on behalf of Commissioner Story advising Mr. Youssouf that the Board will, again, use the services of McManimon, Scotland & Baumann, LLC for the HGAC purchase. Mr. Youssouf requested a copy of the spec sheet on the pumper truck and then he will send it over to the bond company. Mr. Fogarty requested that Captain Petersen include Commissioner Horan in the e-mails. Mr. Youssouf explained the procedure for HGAC to give the formal proposal to buy the apparatus through their office, we make the formal application to be submitted by bond counsel and then Mr. Youssouf will go to the hearing along with any Commissioners who would like to go. Mr. Youssouf further stated that by using HGAC there is a substantial cost savings.

(Commissioner Story joined the meeting at 8:04pm.)

New Business: As per the last workshop, Mr. Toutouchi researched a trailer to assist the Fire Company in transporting items. Board discussed an 8' x 16' closed trailer being purchased under a state contract for \$6,800; mid December is the turn-around time.

Motion was made by Mr. Lengyel to purchase an 8' x 16' custom cargo trailer from Stephan L. Green Trailers in the amount of \$6,800, to be used for district/fire company business only and to be pulled by district vehicles only (no personal operated vehicles).

Second: Mr. Fogarty

Roll call vote: 5-0 all in favor

October 8th workshop will be rescheduled to Monday, October 7th, 7pm.

Audience: (none)

Motion made by Mr. Fogarty to go into executive session at 8:14pm to discuss personnel matters.

Second: Mr. Horan

5-0 all in favor

(back from executive session at 8:25pm)

Line Officers addressed the Board regarding a problem with 16-1-78 possibly being overloaded due to it being a single axle truck and being underrated for the total gross vehicle weight. Officers further stated that once it is back from having the Leaf Springs repaired, it will only be a band-aid to the problem and further stated they would have to take it out of service for safety reasons and possibly get an engineer to look at it. Board agreed to have an engineer inspect it but requested that everything be documented. Mr. Youssouf agreed and advised the Board to take it out of service for liability purposes.

Mr. Youssouf left the meeting at 8:35pm.

Chief Spicuzza was going to review SOGs, but Commissioner Story suggested that he leave the book with the Board for them to review. All parties agreed.

All Board members agreed on \$2,348.50 (\$335.50/person) to cover the per diem food expenses for seven firefighters going to the FireHouse Expo in Nashville, TN.

All Board members also agreed on \$576 (\$192/person) to cover the per diem food expenses for three firefighters going to Wisconsin for the final inspection of 16-1-80.

Motion was made by Mr. Horan to pay \$1,685 to Caballero & Sons, Inc. for the washer and dryer hookup.

Second: Mr. Lengyel
5-0 all in favor

Commissioner Horan further stated that the permit cost incurred by the Commissioners will be determined at a later date.

There being no further business, Mr. Lengyel made a motion to adjourn the meeting at 8:46pm.

Second: Mr. Horan
5-0 all in favor

Respectfully submitted,

Kevin Horan, Secretary
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