

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

Regular Meeting

July 28, 2020

Chairman John Toutouchi called the regular meeting of the Board of Fire Commissioners to order at 7:30pm. 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, Andrew Story and Stephen Lengyel. Commissioner Michael Fogarty joined the meeting via phone. 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 following meetings: June 23rd (regular & executive) and July 14th (special workshop to pay bills).

Second: Mr. Story

Roll call vote: 4-0 all in favor

Treasurer's Report: Commissioner Fogarty read the July 28, 2020 Treasurer's Report into record.

Motion was made by Mr. Fogarty to transfer \$32,000 from Ocean First money market to Ocean First checking and to pay the bills in the amount of \$31,659.46

Second: Mr. Story

Roll call vote: 4-0 all in favor

Correspondence: (none)

Insurance: VFIS is sending a representative to do a survey on exposures.

Buildings: Commissioner Lengyel reported that the plymovent is fixed. Permits are in for generator at Smithburg—two weeks to install. AC in Chief's office needs new compressor. Board discussed and decided to get a window unit for now.

Motion was made by Mr. Fogarty to purchase an air conditioning unit for the Chief's office, not to exceed \$1,000.

Second: Mr. Lengyel

Roll call vote: 4-0 all in favor

Mr. Lengyel further reported that the bays need to be vented properly due to the ceiling getting wet. Mr. Youssef suggested contacting insurance. Mr. Lengyel will contact the architect-Jack Purvis to get a quote.

Commissioner Story updated the Board on the flooring.

Commissioner Toutouchi indicated that the CAD system at District is still being worked on. Smithburg CAD system just came in. Verizon account is up and running at Smithburg, but TV is not working. He sent an email to get it fixed. Mini fan is needed for IT Room.

Website: Up to date.

Legal: Mr. Youssouf discussed the procedure for the bids for the resurfacing of the floors. Bids will be received on August 25, 2020, at 7:30pm at headquarters. Mr. Youssef will advertise in the Asbury Park Press and receive bids at the August 25th meeting.

Chief's Report: Chief Dan Spicuzza read his report into record. The 36" exhaust fan is not needed anymore, and he provided a surplus letter.

Motion was made by Mr. Story to deem the 36-inch exhaust fan as surplus property, no longer needed by the Fire District and to donate it to the Freehold Township Department of Public Works.

Second: Mr. Fogarty

Roll call vote: 4-0 all in favor

Chief Spicuzza requested to donate the air trailer to the Monmouth County Fire Academy, with 24-hour notification if we need it. Board will discuss at next workshop.

Chief Spicuzza provided a \$4,877.73 quote for tablet for Chief's car. Board will discuss at next workshop.

Board agreed to order one tool pouch at \$275.

Chief Spicuzza also read the Maintenance Report into record.

Commissioner Fogarty requested Chief Spicuzza to have the Officer's budget in by the end of August.

President's Report: President Neil Timo reported that the LED lights at Smithburg are on the way. Concrete pad added in the back.

Old Business: Mr. Lengyel provided the Board with the certified copy of the 2020 Certification of Amounts to be Raised by Taxation to Support the 2020 Fire District Budget.

Mr. Fogarty reported that the prepayments are being made on 16-1-90. Mailbox will be transitioned out of P.O. box and over to 330 Stillwells Corner Road as of January 1st, and he is in the process of updating addresses on checks and mail.

New Business:

- Workshop is scheduled for August 11th at 7pm.
- Harassment class with Jonathan Cohen, Esq. is scheduled for August 20th at 7pm at the Smithburg Fire House.

Audience: (none)

There being no further business, Mr. Lengyel made a motion to adjourn the meeting at 8:22pm.

Second: Mr. Fogarty

4-0 all in favor

Respectfully submitted,

John Toutouchi, Chairman

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