

THE COMMISSIONERS OF FIRE DISTRICT 2
 IN THE TOWNSHIP OF EAST BRUNSWICK
COUNTY OF MIDDLESEX
 216 JOSEPH STREET * EAST BRUNSWICK * NEW JERSEY 08816

Minutes of the Meeting of March 8th, 2022

I. CALL TO ORDER:

Commissioner Lyons called the meeting to order at 8:00 PM at the District office Meeting Room located at 216 Joseph Street, East Brunswick, New Jersey.

II. SALUTE TO THE FLAG:

Commissioner Lyons opened the meeting with the salute to the flag.

III. READING OF THE OFFICIAL NOTICE OF THE MEETING:

Commissioner Lyons read the official notice of the meeting. [Attachment I]

IV. ROLL CALL:

Roll Call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons were in attendance.

V. ELECTION RESULTS:

	YES	NO	
Budget Mail-In	337	251	
Budget Election Day	28	2	
Commissioner Dennis DeGraw Mail-In	531		
Write In Mail-In			12
Commioner Dennis DeGraw Election Day	27		
Budget Question Mail-In	386	197	
Budget Question Election Day	28	2	

Total Final results as of 2/28/2022

Commissioner Dennis DeGraw	558		
Budget	365 Yes	253 No	
Budget Question	414 Yes	199 No	

VI OATH OF OFFICE

Dennis DeGraw

VII ELECTION OF OFFICIAL POSITIONS:

On a motion by Commissioner Degraw, seconded by Commissioner Colon, Board members were nominated for and elected to the following positions:

Wayne T. Lyons, Sr.	Chairman
Paul Colon	Vice-Chairman
Dennis A. DeGraw	Treasurer
Richard Jewett	Clerk
William C. Grande	Asst Clerk/Treasurer

Roll call showed Commissioners Colon, DeGraw, and Lyons all voting Aye, with Commissioner Grande and Jewett voting no.

VIII APPOINTMENT OF FIRE MARSHAL 2022:

On a motion by Commissioner DeGraw, seconded by Commissioner Grande, board members nominated Sean J. Verdi for position of Fire Marshal. Roll Call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

XI FIRE PREVENTION BUREAU:

Fire Marshal Verdi was in attendance, he presented the following report:

Fire Prevention Bureau Inspection Progress February 2022:

Period/Activity	Month Qty	YTD Qty
February 2022 Inspections	126	295
February 2022 Re-Inspections	24	50
February 2021 Inspection	135	360
February 2021 Re-Inspections	72	88
February 2022 Smoke Detectors	25	73
February 2021 Smoke Detectors	45	74
Fees 2022 Bureau Collected		\$11,762.32

Site Plans:

None at this time

- The grids and inspections are up to date
- The Fire Marshall and Deputy Fire Marshall attended the conference
- The Jeep has been sold through Gov.deals
- The new bureau vehicle has been completed and is in service
- Mailing of the annual registration has gone out, fees are being received

X. APPROVAL OF MINUTES:

The approval of the minutes of February 8, 2022 Monthly Meeting is being postponed as the February Minutes were not available for review

XI. COMMUNICATIONS:

No communications received

XII. TREASURERS REPORT: [Attachment III for details]

Commissioner DeGraw reported the following as of February 28, 2022:

Operating Account	\$	179,196.15
Cash Mgmt Fund - General	\$	552,549.71
Cash Mgmt Fund - Fire App.	\$	776,492.84
Cash Mgmt Fund - Dedicated Penalty FC	\$	5,021.66
Cash Mgmt - LOSAP	\$	<u>6,037.42</u>
Total of Accounts Funds	\$	1,519,297.78

The Treasurer's Report was accepted, on a motion by Commissioner Colon, seconded by Commissioner Jewett. Roll call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

IX COMMITTEE REPORTS:

1. Apparatus Replacement Committee

Review of all specs and changes has been completed. Production of the new apparatus is scheduled to begin in July with a projected completion date of October

Starting the process for the new ladder purchase as soon as possible to avoid and possible production cost increases. There is currently a 23-month delay in delivery time. Discussion was held on bonding now for the apparatus to get the best rate available and avoid cost increases

X UNFINISHED BUSINESS:

1. ANNUAL INVENTORY

No progress

2. MONTHLY INJURIES:

No injuries

3. MONTHLY APPARATUS ACCIDENTS:

No incidents have occurred

4. NEW MEMBERS /OR TERMINATIONS:

Discussion on applicants' procedures and paperwork to streamline the process

4 members will be graduating from Fire School

5. Stand-by Program:

No discussion at this time, under review

6. Willow Street Boiler:

Nothing to report at this time

7. Willow Street Apparatus Room Lighting:

Still trying to determine the fault with the lights and how to remedy the problem with the lights

8. Upgrading of the Computers and IT System

A complete inventory of all existing equipment and computers is being done presently. Once completed we will receive a proposal for upgrades and new equipment

XI **NEW BUSINESS:**

The following annual resolutions were reviewed by the Board for Action:

2022-02	Designating the Official Newspapers for Publication for 2022/2023 Year
2022-03	Setting the Date and Time of the Annual Election
2022-04	Adopting Cash Management Plan
2022-05	Authorizing Approval and Payment of Claims
2022-06	Fire Protection Agreement
2022-07	Designating Surety Bonding for Commissioners
2022-08	Authorizing Appointment of Auditor for 2022/2023 Year
2022-09	Closing of Meeting Pursuant to Open Public Records Act
2022-10	Authorizing Disposal of Personal Property
2022-11	Authorizing Appointment of Fire Marshal
2022-12	Setting the Dates & Times of the Monthly Meetings
2022-13	Authorizing Appointment of Attorney for 2022/2023 Year
2021-14	Authorizing Appointment of Accountant for 2022/2023 Year
2022-15	Authorizing transfer of Monies

2021-16 Establishing the Compensation for Members of the Board
of Fire Commissioners

Resolutions 2022-02 – 2022-16, were passed on a motion by Commissioner DeGraw, seconded by Commissioner Colon. Roll Call showed Commissioners Colon, DeGraw, Grande, Jewett and Lyons all voting Aye.

Copies of the Resolution are attached hereto.

XII FIRE CHIEF/PRESIDENT REPORT:

East Brunswick Independent Fire Company President Roger's was attendance, and gave the following report:

- The updated membership list should be completed by March 31st and submitted to the Commissioners

East Brunswick Independent Fire Company Chief Rosa was in attendance, and gave the following report:

- The Chief stated that there is nothing to report at this time
- Discussion was held on radio procedures. Chief Rosa informed the Board that there will be a meeting held with the other Township Fire District Chiefs and the Township OEM rep to review on scene radio practices and policies. Emergency/Mayday button on walkies is a priority for safe operations on a fire scene. District 2 & District 3 operate similarly with what radios and channels are used to ensure proper operation of the emergency/mayday button. District 1 operates with fire ground radios that do not utilize the frequency for this button.

XIII. PUBLIC PORTION:

Nothing from the public at this time

XIV ADJOURNMENT:

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner DeGraw that the public meeting be adjourned at 8:52 PM. Roll call showed Commissioners Colon, DeGraw, Jewett and Lyons all voting Aye. Commissioner Grande was absent

Respectfully submitted,

Richard D. Jewett
Clerk