

**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 January 8, 2012**

**I. CALL TO ORDER:** Chairman 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:** Chairman Lyons opened the meeting with the salute to the flag.

**III. READING OF THE OFFICIAL NOTICE OF THE MEETING:**  
Chairman Lyons read the official notice of the meeting. [Attachment I]

**IV. ROLL CALL:** Roll Call showed Commissioners Colon, DeGraw, Lyons, and Weissman to be in attendance.

**V. FIRE PREVENTION BUREAU:**

Bureau reported all Periodic Inspections for 2012 have been completed. Records indicate a total of 2,735 were performed compared to 2,604 for 2011.

Multiple Housing inspections for 2012 have been completed. Records show 732 inspections were completed compared to 647 for 2011.

Bureau reported outstanding fees of \$1,459.00 remain uncollected for 2012.

First area grids for 2013 have been issued with inspections beginning as of Jan-13.

**VII. APPROVAL OF MINUTES:**

The minutes of December 11, 2012 Regular Meeting, were approved, on a motion by Commissioner Weissman, seconded by Commissioner DeGraw. Roll call showed Commissioners DeGraw, Lyons, and Weissman all voting Aye. Commissioner Colon abstained as he was not in attendance for this meeting.

The minutes of December 31, 2012 Budget Workshop Meeting, were approved, on a motion by Commissioner Weissman, seconded by Commissioner Colon. Roll call showed Commissioners Colon, DeGraw, and Weissman all voting Aye. Commissioner Lyons abstained as he was not in attendance for this meeting.

**IX. COMMUNICATIONS:**

None

**X. TREASURERS REPORT:** [Attachment II for details]

Commissioner Weissman reported the following as of December 31, 2012:

Operating Account	\$	72,218.82
Cash Mgmt Fund - General	\$	598,526.59
Cash Mgmt Fund – Fire App	\$	117,346.13
Cash Mgmt Fund LOSAP	\$	35,424.85
Cash Mgmt Dedicated Penalty FC	\$	4,029.88
Cash Mgmt New Bldg	\$	31,991.26
Cash – New WS Bldg: BOA	\$	1,295.38

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

Commissioner Weissman reported the New Jersey State Department of Community Affairs has questions items shown in the proposed 2013 budget. Upon review of the issues raised the District was able to remove some items in the budget and reduce others which lead to an overall reduction in the amounts required for 2013. The net result appears to be a reduction in the tax rate.

On a motion by Commissioner Colon, seconded by Commissioner Weissman the Board adopted Resolution 2013-03 reflecting the budget amendments. Roll Call showed Commissioners Colon, DeGraw, Lyons, and Weissman voting Aye.

**XI COMMITTEE REPORTS:**

1. Willow Street Expansion:

District received an estimate from Trane to install the missing duct work and actuator in the HVAC system. In addition, Trane issued an additional quote to replace a failed supply fan in the amount of \$2,301.00. Vendor will be released to effect repairs and back charge the building contractor for all costs related to the installation of the missed damper and failed equipment cause by the missing damper.

**XII UNFINISHED BUSINESS:**

1. Grant Status:

No Progress

2. Monthly Injuries

None

3. Computer Problems

None

4. New Radios

Pinnacle Wireless, supplier of the new radios, will be released to begin programming of portable radios which are now in their possession. Two (2) units delivered to the District will be assigned to the Fire Company to assure all channels are operating properly.

5. Shared Service

No update available at this time.

6. Disposal of Equipment

No Progress

7. Hydrant Markers

Additional hydrant markers were ordered and delivered. Installation will continue until the project is completed.

8. Willow Street Paving

Paving contractor has a few minor items to complete.

9. Replacement of Apparatus Exhaust System – DC

System is in the process of being installed. Minor electrical items need to be completed, anticipate completion within the next few days.

**XIII NEW BUSINESS:**

Review of Board Policies – Commissioner DeGraw issued re-formatted Board policies for review by all Commissioners. Comments will be incorporated with final versions being issued to all parties.

Resolution 2013-01 and 2013-02 were introduced for the purpose of authorizing an inter-local agreement with the Township of East Brunswick to provide funding through bonding for the purchase of new portable radios. Resolutions were passed on a motion by Commissioner DeGraw, seconded by Commissioner Colon. Roll Call showed Commissioners Colon, DeGraw, Lyons, and Weissman all voting Aye.

Resolutions recognizing the service of Ex-Chief Jeff Withum and Past President Steve Vojir were adopted on a motion by Commissioner Colon, seconded by Commissioner Weissman. Roll Call showed Commissioners Colon, DeGraw, Lyons, and Weissman all voting Aye.

Commissioner DeGraw asked Board members if there were any issues with the proposed change in Board Policy relative to purchasing and use of requisitions previously distributed. As there were no comments, the policy will be placed in effect.

**XIV FIRE CHIEF/PRESIDENT REPORT:**

Chief Adams was not in attendance.

President Dunphy reported the following:

Fire Company anticipates accepting 5 to 6 new members during the January meeting.

Building fire alarm malfunctions experienced over the past few weeks has been linked to a defective heat detector located in the attic over the Robert Frey Hall. Detector has been changed.

Sprinkler System in the Willow Street complex has been serviced due to an alarm activation in early January.

President Dunphy asked the status of capital improvements that were not accomplished from the 2012 budget. Commissioner Weissman advised the funds have been encumbered and the work will be done over the next few months.

**XV. PUBLIC PORTION:**

No comments from the public.

**XVI ADJOURNMENT:**

Being no further discussion or business at this time, Commissioner Weissman moved, seconded by Commissioner DeGraw that the public meeting be adjourned at 8:50 PM. Roll call showed Commissioners Colon, DeGraw, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk