

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 June 11, 2013

I. CALL TO ORDER: Commissioner Grande 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 Grande opened the meeting with the salute to the flag.

III. READING OF THE OFFICIAL NOTICE OF THE MEETING:
Commissioner Grande read the official notice of the meeting. [Attachment I]

IV. ROLL CALL:

Roll Call showed Commissioners DeGraw, Grande, and Weissman to be in attendance. Commissioners Colon and Lyons were not in attendance.

V. FIRE PREVENTION BUREAU:

Fire Marshal Verdi was not in attendance. Following information was provided for the meeting.

Bureau Inspection Progress:

| | |
|---|---------------------|
| Inspection May 2013 | Year to Date: 1,006 |
| Inspection May 2012 | Year to Date: 694 |
| Re-Inspections May 2013 | Year to Date: 305 |
| Re-Inspections May 2012 | Year to Date: 290 |
| Smoke Detector Inspection 2013 | Year to Date: 94 |
| Smoke Detector Inspection 2012 | Year to Date: 128 |
| Multiple Family Dwellings May 2013 | Year to Date: 180 |
| Multiple Family Dwellings May 2012 | Year to Date: 302 |
| Multiple Family Re-Inspections May 2013 | Year to Date: 68 |
| Multiple Family Re-Inspections May 2012 | Year to Date: 104 |
| Outstanding Fees 2012 | \$ 200.00 |
| Outstanding Fees 2013 | \$18,705.00 |

Following site plans were reviewed the following site plans during the month of May:

#13-12 PNC Bank 555 Cranbury Road

VIII. APPROVAL OF MINUTES:

The minutes of May 14, 2013 Meeting were approved, on a motion by Commissioner Weissman, seconded by Commissioner DeGraw. Roll call showed Commissioners DeGraw, Grande, and Weissman all voting Aye.

IX. COMMUNICATIONS:

District has submitted a claim to FEMA for costs incurred during tropical storm Sandy. Claim value submitted is \$14,117.89.

X. TREASURERS REPORT: [Attachment II for details]

Commissioner Weissman reported the following as of May 31, 2013:

| | | |
|--------------------------------|----|------------|
| Operating Account | \$ | 354,054.39 |
| Cash Mgmt Fund - General | \$ | 598,707.42 |
| Cash Mgmt Fund – Fire App | \$ | 117,381.59 |
| Cash Mgmt Fund LOSAP | \$ | 35,435.55 |
| Cash Mgmt Dedicated Penalty FC | \$ | 4,031.09 |
| Cash Mgmt New Bldg | \$ | 32,000.92 |
| Cash – New WS Bldg: BOA | \$ | 1,205.38 |

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

XI COMMITTEE REPORTS:

1. Willow Street Expansion:

All work related to HVAC system has been completed. Invoice has been received in the amount of \$10,084.00 from Trane for work performed in replacing failed items and installing missing damper. All costs to be gathered and forwarded to the building architect. Only item remaining is the repair/replacement of the closet door located in the hallway outside public meeting room. Staff will request pricing to repair or replace the door.

XII UNFINISHED BUSINESS:

1. Grant Status:

No report as Commissioner Colon was not present.

2. Monthly Injuries

None

3. Computer Problems

None

4. New Radios

All equipment has been delivered and installed. Portable radios for officers are being distributed week of 10-Jun13. Invoices are being reviewed for accuracy and will be process for payment.

5. Shared Service

No Progress

6. Hydrant Markers

Lt. Withum is continuing to oversee the installation of the hydrant markers

7. Willow Street Paving

Repairs have not been performed as of this date. Contractor is still working within the Township and repairs are expected to be completed in the near future.

8. Alarm Response

No new progress this month

9. Website

No progress this past month. Hope to have the site up and running within the next 30 days.

10. RFQ for Truck Maintenance

District will be releasing a Request for Quotation for vehicle maintenance within the next few weeks.

11. LOSAP

Fire Company still needs to provide data to allow for the completion of LOSAP records for 2012. Commissioner DeGraw will review records to determine if missing records will affect points assigned to individuals. If there is no impact, LOSAP records will be released as is for review by Fire Company member and funding.

12. NEW HEATERS WILLOW STREET STATION

Board will replace a minimum of one heater for the Willow Street apparatus room floor during 2013. Remaining heaters will be replaced periodically over the next two years.

13. PURCHASE OF REPLACEMENT HOSE

Chief Adams reported line officers are working to purchase replacement hose which failed during annual testing.

14. LETTER TO PLANNING BOARD

No progress at this time.

15. PURCHASE OF NEW CHIEF VEHICLE

No progress as of this date. Chief Adams requested the Board consider assigning the vehicle assigned to the Fire Marshall to the Asst Chief and in turn assign the vehicle currently being utilized by the Asst Chief to the Fire Marshal.

XIII NEW BUSINESS:

- 1) Board has requested a renewal of the inter-local agreement with the Township of East Brunswick for the servicing of District owned vehicles. Request has been forwarded with a reply anticipated shortly.
- 2.) Board will investigate a contract for washing the exterior windows of the office building.

XIV FIRE CHIEF/PRESIDENT REPORT:

No issues were presented by Chief Adams or President Dunphy as all open topics were discussed and recorded above.

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 8:45 PM. Roll call showed Commissioners DeGraw, Grande, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk