

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 May 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, LeBuis, and Weissman to be in attendance.

- V.** **FIRE PREVENTION BUREAU:**

Fire Marshal Verdi was not in attendance, Commissioner Lyons reported the following:

Multiple housing inspections are on schedule.

Bureau reviewed a site plan for the Golden Triangle on Rte 18. Comments were returned to the Township. Chief Withum reported that he was not given the opportunity to review the plans. Board will ask Fire Marshal Verdi to assure that Chief has an opportunity to review and comment on all site plans prior to returning comments.

Chief Withum advised the Fire Company will be conducting a program for the general public relative to operations, displaying fire apparatus and conducting various demonstrations related to fire control and prevention. Chief would like to include the Fire Prevention trailer for the event. Board requested Chief contact Fire Marshal Verdi to make arrangements to have the trailer available for the occasion. Program scheduled for October 3rd.

Fire Prevention Bureau has hired Daniel Costa as a part time Inspector to assist with building inspections. Mr. Costa is scheduled to work two (2) days per week.

VII. APPROVAL OF MINUTES:

The minutes of April 10, 2012 Regular Meeting, were approved on a motion by Commissioner Colon, seconded by Commissioner Weissman. Roll call showed Commissioners Colon, LeBuis, and Weissman all voting Aye. Commissioner DeGraw and Lyons abstained as they were not in attendance for the April meeting.

IX. COMMUNICATIONS:

Board received a thank you from Commissioner DeGraw for flowers provided by the District upon the death of his father.

X. TREASURERS REPORT: [Attachment II for details]

Commissioner Weissman reported the following as of April 30, 2012:

Operating Account	\$ 300,830.51
Cash Mgmt Fund - General	\$ 577,074.16
Cash Mgmt Fund – Fire App	\$ 62,315.55
Cash Mgmt Fund LOSAP	\$ 35,411.47
Cash Mgmt Dedicated Penalty FC	\$ 21,356.24
Cash Mgmt New Bldg	\$ 31,979.18
Cash – New WS Bldg: BOA	\$ 4,166.32

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

Commissioner Colon questioned the credit entries shown on the “Year to Date” column of the monthly account balance report. Commissioner Weissman will review and provide an explanation next meeting.

XI COMMITTEE REPORTS:

1. Willow Street Expansion:

District received correspondence from ATS offering to the replace the noisy pump located in the mechanical room next to the dormitory. Offer is acceptable to the District provided the replacement unit has the same noise level as the first pump replaced. ATS has not responded to the stipulation.

XII UNFINISHED BUSINESS:

1. Grant Status:

No Progress

2. Monthly Injuries

None

3. LOSAP

Board needs additional information from the Fire Company to complete LOSAP distribution for 2011. President Vojir stated he will work to provide information as soon as possible.

4. Computer Problems

Issues reported from last month have been resolved, no new issues reported.

5. New Radios

Commissioner Lyons reported the Federal Communications Commission (FCC) has restricted use of the frequencies East Brunswick Township proposes to use for the new radio system. Restriction is being issued as a result of a bill passed by Congress forcing same. As a result the purchase of new portable radios ordered to work with the new systems has been placed on hold with Motorola until such time as the issue of frequency assignment can be resolved.

6. Sale of Engine 803

Board will advertise the sale of Engine 803 through GovDeals next month.

7. Shared Service

No Report

8. Disposal of Equipment

Board will advertise the sale of surplus equipment through GovDeals next month.

9. Memorial School Asbestos Contamination

Board has requested attorney Richard Braslow to issue a Freedom of Information letter to the Board of Education requesting any and all information they have relative to asbestos found in Memorial School. Information has been requested by Chief Withum.

Above issue was raised previously wherein the Board provided a report obtained by the Bureau of Fire Prevention relative to asbestos. Board understood at that time the issue was closed. Chief reported the information provided did not answer the question of where asbestos was located in the building. All information provided by the Board of Education will be given to the Chief.

10. Dunhams Corner Station Floor

District insurance carrier has examined the cracks in the floor of the Dunhams Corner Station apparatus room floor. Insurance company has advised they have no responsibility relative to this issue.

Fire Company is retaining a contractor to remove a portion of the floor to determine the cause of the cracks. Board requested the Fire Company proceed as quickly as possible to determine the cause to avoid any further issues.

11. Hydrant Markers

Chief Withum reported additional hydrant markers were needed to complete installation on all hydrants within the District. Board will have staff review quantity remaining in stock and order amount needed to complete the task.

XIII NEW BUSINESS:

1. Resolution 2012-16 was introduced for the purpose of purchasing an emergency generator to replace the existing unit located at the Willow Street Fire Station. Resolution was to award the contract to Environcon of Hackettstown, NJ as the low bid technically acceptable supplier. Contract awarded in the amount of \$ _____ in compliance with bid documents issued by the District. All proposals were reviewed by Richard Braslow for Commercial acceptability and Omdex Consulting Engineers for technical acceptability.

Resolution was passed on a motion by Commissioner LeBuis, seconded by Commissioner Weissman. Roll Call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

2. Commissioner Lyons reported the Willow Street Station parking lot paving project was included in the Township of East Brunswick annual paving program. Scope of work description, bid process and analysis was done by the Township staff resulting in a proposal to perform work for \$44,037.90. On a motion by Commissioner LeBuis, seconded by Commissioner Weissman Board will notify the Township to proceed with the work described in the bid package. Roll Call showed Commissioners, Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.
3. Commissioner Lyons reported that the District will be receiving funds from FEMA for the replacement of the emergency generator at the Willow Street Station in the amount of \$16,000.00. Funds will be applied to capital improvement projects stated above.

4. Commissioner Lyons reported that PEOSHA received a complaint against the Bureau of Fire Prevention from an employee for the following reasons:

Lack of Proper Personal Protective Equipment for Fire Investigations;
turnout gear not fitting properly

Lack of Respiratory Protection for smoke/dust during investigation

Never received training for Workers right to Know

Never received policy and procedures for above in employee hand book

PEOSHA conducted an investigation and will issue a report which will advise actions required by the Bureau. Bureau will take the appropriate action upon receipt of the report issued.

5. Commissioner DeGraw reported that the Board received a request for information relative to the annual election. Request was made through the Freedom of Information statutes. Request was forwarded to Richard Braslow, Board attorney, who provided information allowed by statute. Requests were made in February and responded to in March. Issue not recorded earlier as Commissioner DeGraw was not in attendance at the April meeting.

XIV FIRE CHIEF/PRESIDENT REPORT:

Chief Withum reported the following:

Annual review of fire extinguishers has been conducted.

Chief reported the passing of fire company member William C. Peck.

Commissioner DeGraw asked Chief Withum if there was a current inventory of Scott Air Packs which included dates requiring replacement. Chief reported a list of all air packs is maintained and Fire Company will be purchasing bottles this year to replace out of date items.

Chief discussed the reimbursement for equipment utilized at alarms by insurance companies. Program exists wherein application to insurance companies can be made either thorough the Township or the County. Board will work with the Chief to establish a policy.

President Vojir had nothing to report.

XV. PUBLIC PORTION:

No comments from the public.

XVI ADJOURNMENT:

Being no further discussion or business at this time, Commissioner LeBuis moved, seconded by Commissioner Weissman that the public meeting be adjourned at 9:45 PM. Roll call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk