

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 November 13, 2012

- I.** **CALL TO ORDER:** Chairman Lyons called the meeting to order at 8:05 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. Commissioner LeBuis was not in attendance.
- V.** **PRESENTATION:** District insurance broker, Parker Remsen Sullivan, merged with another agency, Borden Perlman Salisbury & Kelly effective mid-October. Representatives from the new agency, Sean Kelly and Douglas Borden, were present to introduce themselves and made a brief presentation of services available from the agency.
- VI.** **FIRE PREVENTION BUREAU:**

Bureau is ahead of schedule relative to number of inspections when compared to the same period from 2011; 2129 performed in 2011, year to date 2012 is 2323.

Multiple Housing inspections are ahead of schedule when compared to the same time period for 2011; 524 in 2011, year to date 2012 is 666.

Outstanding fees for 2012 are reported to be \$6140.00.

Following site plans were reviewed with copies to the respective fire Chiefs and returned to the Township of East Brunswick:

12-19V – White Castle – 645 Route 18

12-16V – Summerhill Marketplace Retail Bldg – Arthur St.

Purchase of replacement vehicle delayed due to vehicle year change and availability of vehicle type to suit the needs of the Bureau. New inventory due at dealers within the next month with a recommendation/purchase will be made.

Bureau pick-up truck is in need tires.

Bureau Explorer is reported to be without heat; currently being repaired.

VII. APPROVAL OF MINUTES:

The minutes of October 9, 2012 Regular Meeting, were approved, on a motion by Commissioner Colon, seconded by Commissioner Weissman. Roll call showed Commissioners Colon, DeGraw, Lyons, and Weissman all voting Aye.

IX. COMMUNICATIONS:

NONE

X. TREASURERS REPORT: [Attachment II for details]

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

Operating Account	\$	255,166.07
Cash Mgmt Fund - General	\$	598,453.01
Cash Mgmt Fund – Fire App	\$	117,331.70
Cash Mgmt Fund LOSAP	\$	35,420.49
Cash Mgmt Dedicated Penalty FC	\$	4,029.38
Cash Mgmt New Bldg	\$	31,987.33
Cash – New WS Bldg: BOA	\$	1,318.38

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

Proposed 2013 budget is being formulated. A budget workshop for the Board is scheduled for Thursday, 29-Nov-12.

XI COMMITTEE REPORTS:

1. Willow Street Expansion:

Noisy pump has been replaced with the new pump being much quieter.

A new issue was discovered by representatives of Trane, manufacturer of the HVAC system, during a routine maintenance of the system. One of the dampers designed for the system was never installed. Building architect has been notified as well as the contractor APS. Retention amounts will not be released to APS until the issue has been resolved.

XII UNFINISHED BUSINESS:

1. Grant Status:

No Progress

2. Monthly Injuries

None

3. Computer Problems

None

4. New Radios

New portable radios have been delivered to the vendor, Pinnacle Wireless, and are ready for programming. District is waiting for the Township to provide frequencies to allow installation of the frequencies. Frequency list will be provided within the next week and will be transmitted to the Chief for review.

5. Sale of Engine and Equipment

The Boro of Seaside Park, NJ suffered the loss of an Engine during recent hurricane Sandy; the Boro is interested in purchasing Engine 803. An offer of \$35,000.00 was received during this meeting; Board representative will contact Seaside Park with the intention of closing a deal to sell the vehicle.

6. Shared Service

Chief Withum is working with the Township of East Brunswick for e-dispatch installation at Police Headquarters.

7. Disposal of Equipment

No Progress

8. Hydrant Markers

Fire Company is continuing to install hydrant markers.

9. Willow Street Paving

Paving contractor has a few minor items to complete.

10. Replacement of Apparatus Exhaust System – DC

Proposals for the replacement of the apparatus exhaust system in the Dunhams Corner Station are being reviewed. System replacement was included in the 2012 Capital Improvement budget. Anticipate awarding a contract within the next 30 days.

XIII NEW BUSINESS:

No New Business

XIV FIRE CHIEF/PRESIDENT REPORT:

Chief Withum reported the following:

Fire Company responded to approximately 300 alarms during recent hurricane Sandy. Chairman Lyons expressed the gratitude of Board for the work performed by the Chief, Officers and all members.

Chief requested the Board investigate the installation of power via the emergency generator to the second floor offices.

Chief will be providing a list of items utilized during the Hurricane for the purpose of issuing a claim to FEMA for reimbursement of costs realized by the District.

Vice-President Dunphy reported the following:

Requested the Board include the President's office when investigating the installation of power from the emergency generator to the second floor.

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 Colon that the public meeting be adjourned at 9:30 PM. Roll call showed Commissioners Colon, DeGraw, Lyons and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw
Clerk