

**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 October 8, 2013**

**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 DeGraw, Grande, Lyons, and Weissman to be in attendance. Commissioner Colon was absent

**V. FIRE PREVENTION BUREAU:**

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

Bureau Inspection Progress:

Inspection September 2013: 180      Year to Date: 1,660

Inspection September 2012: 132      Year to Date: 1,515

Re-Inspections September 2013: 33      Year to Date: 533

Re-Inspections September 2012: 67      Year to Date: 618

Smoke Detector Inspection September 2013: 23      Year to Date: 185

Smoke Detector Inspection September 2012: 17      Year to Date: 235

Multiple Family Dwellings September 2013: 50      Year to Date: 288

Multiple Family Dwellings September 2012: 32      Year to Date: 448

Multiple Family Re-Inspections September 2013: 17      Year to Date: 124

Multiple Family Re-Inspections September 2012: 8      Year to Date: 163

Outstanding Fees 2012              \$      00.00

Outstanding Fees 2013              \$11,800.00

Site plans review during the month:

13-25 Board of Education – Bus Maintenance Facility  
18 Edgeboro Road

Site Plans reviewed and returned to the Township of East Brunswick

Commissioner Lyons reported a fire hydrant request as part of the site plan review for the new CVS Store located at Rte 18 & West Ferris Street was not installed. Township of East Brunswick will issue a Certificate of Occupancy without the installation of an additional hydrants as hydrants are available within a reasonable distance to the new store both on Rte 18 and West Ferris Street.

**VIII. APPROVAL OF MINUTES:**

The minutes of September 10, 2013 Meeting were approved, on a motion by Commissioner Grande, seconded by Commissioner Weissman. Roll call showed Commissioners DeGraw, Grande, Lyons, and Weissman all voting Aye.

**IX. COMMUNICATIONS:**

1.) District received reimbursement funds from FEMA for expenses incurred during Sandy.

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

Commissioner Weissman reported the following as of September 30, 2013:

|                                |    |            |
|--------------------------------|----|------------|
| Operating Account              | \$ | 18,512.84  |
| Cash Mgmt Fund - General       | \$ | 800,450.20 |
| Cash Mgmt Fund – Fire App      | \$ | 117,398.06 |
| Cash Mgmt Fund LOSAP           | \$ | 35,440.52  |
| Cash Mgmt Dedicated Penalty FC | \$ | 5,956.72   |
| Cash Mgmt New Bldg             | \$ | 32,005.41  |
| Cash – New WS Bldg: BOA        | \$ | 1,276.50   |

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

Commissioners DeGraw and Weissman met President Dunphy and Chief Adams to review budget requests for 2014. Additional meeting will be held as necessary until the Budget proposal for 2014 is formalized. Budget workshops for Commissioners review of progress will be scheduled for November.

**XI. COMMITTEE REPORTS:**

1. Willow Street Expansion:

All remaining open items from the building punch list have been completed.

**XII**      **UNFINISHED BUSINESS:**

1.    Grant Status:

No Report

2.    Monthly Injuries

None

3.    Computer Issues

None

4.    Shared Service

Nothing to report

5.    Hydrant Markers

No Report

6.    Alarm Response

No report.

7.    Website

No Progress

8.    RFQ for Truck Maintenance

No Progress

9.    LOSAP

Commissioner DeGraw reported the process of making changes to the LOSAP Program requires that a public hearing be held on the proposed changes with advertising in one newspaper the date and time of the public hearing. Proposed changes to the current program will be distributed to the Commissioners and Fire Company for review. Targeting November for the Public Hearing to discuss and enact changes to the LOSAP Program.

10. NEW HEATERS WILLOW STREET STATION

District needs two additional proposals for the replacement of one (1) unit heater for the Willow Street Station apparatus room.

11. PURCHASE OF REPLACEMENT HOSE

Replacement hose is on order and due to be delivered shortly.

12. LETTER TO PLANNING BOARD

District received a letter from the Township of East Brunswick in response to the Commissioners letter regarding the installation of sprinkler system at the Golden Triangle complex. Installation of sprinklers throughout the complex is being considered by the owner

13. WINDOW CLEANING

Window cleaning has been completed.

14. PHYSICAL INVENTORY:

Inventory is being taken over by the paid staff and has begun with the Lawrence Brook Station.

15. Sidewalk Replacement

District replaced the sidewalk in front of Memorial Hall area of Willow Street Station.

**XIII NEW BUSINESS:**

None

**XIV FIRE CHIEF/PRESIDENT REPORT:**

Captain Fox was in attendance for Chief Adams and reported the following:

A synopsis of apparatus age for consideration in establishing a replacement schedule was provided. Fire Company is suggesting the replacement of Rescue 804 and one Engine within the next two years. Estimated cost of replacement is \$1,200,000.00. Board will review and provide input in the near future.

There were no representatives from the Fire Company administration present at the meeting.

**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 9:05 PM. Roll call showed Commissioners DeGraw, Grande, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk