

**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 September 10, 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 Colon, DeGraw, Grande, Lyons, and Weissman to be in attendance.

**V. FIRE PREVENTION BUREAU:**

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

Bureau Inspection Progress:

Inspection August 2013:	109	Year to Date:	1,445
Inspection August 2012:	175	Year to Date:	1,383
Re-Inspections August 2013:	64	Year to Date:	497
Re-Inspections August 2012:	84	Year to Date:	551
Smoke Detector Inspection August 2013:	20	Year to Date:	162
Smoke Detector Inspection August 2012:	36	Year to Date:	218
Multiple Family Dwellings August 2013:	12	Year to Date:	238
Multiple Family Dwellings August 2012:	39	Year to Date:	416
Multiple Family Re-Inspections August 2013:	5	Year to Date:	107
Multiple Family Re-Inspections August 2012:	16	Year to Date:	155
Outstanding Fees 2012	\$	00.00	
Outstanding Fees 2013	\$	15,525.00	

Site plans review during the month:

12-28V: 290 Rte 18 – Golden Triangle

13-20V: 260 Rte 18 – AAA Service Center

**VIII. APPROVAL OF MINUTES:**

The minutes of August 13, 2013 Meeting were approved, on a motion by Commissioner Grande, seconded by Commissioner Colon. Roll call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.

**IX. COMMUNICATIONS:**

District received a communication from the South River Fire Department expressing their gratitude for utilizing the Willow Street Station to store their Ladder truck.

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

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

Operating Account	\$	82,298.30
Cash Mgmt Fund - General	\$	835,420.47
Cash Mgmt Fund – Fire App	\$	117,393.46
Cash Mgmt Fund LOSAP	\$	35,439.13
Cash Mgmt Dedicated Penalty FC	\$	5,956.50
Cash Mgmt New Bldg	\$	32,004.16
Cash – New WS Bldg: BOA	\$	1,151.38

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

Commissioner Weissman reported the results of the Annual Audit have been published in the Home New Tribune and the Asbury Park Press.

Affidavit issued by the Board relative to the acceptance of the results of the Annual Audit was forwarded to Bart & Bart, Board Accountant, who in turn will submit required copies to the Department of Community Affairs.

**XI. COMMITTEE REPORTS:**

1. Willow Street Expansion:

Closet door in the hallway area outside the Public Meeting Room has been repaired. All repairs have been completed and a final accounting of the cost will be forwarded to the building architect which will allow a final accounting with the contractor, APS. Board will target completing this process during the next month;

## XII

### UNFINISHED BUSINESS:

1. Grant Status:

Commissioner Colon requested alarm response information from the Line Officers which will be used in formulating the Grand narrative. In addition, Fire Company was requested to provide a list of items to be targeted for grants.

2. Monthly Injuries

None

3. Computer Issues

None

4. Shared Service

Nothing to report

5. Hydrant Markers

Additional markers have been installed during the past month. Commissioner Lyons requested the installation along major thoroughfares be completed first to avoid performing the work on these roadways in the evening hours.

6. Alarm Response

No report.

7. Website

No Progress

8. RFQ for Truck Maintenance

No Progress

9. LOSAP

Funds have been released for the funding of the 2012 LOSAP.

Proposed modifications to the program to be reviewed over the next few weeks for possible implementation.

10. NEW HEATERS WILLOW STREET STATION

District received a proposal to replace one of the heaters located in the Willow Street Station apparatus room. Encumbered funds will be used to perform the work.

11. PURCHASE OF REPLACEMENT HOSE

Fire Company released a requisition and the District purchase 5" hose to replace the amount that failed during the annual hose test.

12. LETTER TO PLANNING BOARD

The Board sent a letter to the East Brunswick Planning Board requesting the living areas planned for the Golden Triangle be fully sprinkled which exceeds the current Building Code.

13. INTER-LOCAL AGREEMENT FOR VEHICLE MAINTENANCE

No Progress

14. WINDOW CLEANING

Windows scheduled to be cleaned during the month of September.

15. PHYSICAL INVENTORY:

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

**XIII** **NEW BUSINESS:**

Firefighter Christopher Grande applied to become a member of the New Jersey State Fireman's Association, Board voted to support the application on a motion by Commissioner Colon, seconded by Commissioner Weissman. Roll Call showed Commissioners Colon, DeGraw, Grande, Lyons and Weissman all voting Aye.

Board advised the Fire Company that preparation of the 2014 Budget will begin in the near future. All spending is to be stopped by 15-Oct-13, only emergency purchases will be allowed after this date.

Commissioners will arrange to meet with both the Fire Company Administrative officers and the Line officers to discuss the proposals for 2014.

**XIV** **FIRE CHIEF/PRESIDENT REPORT:**

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

Vehicle replacement schedule is being formulated and will be presented at a later date.

President Dunphy reported the following:

Requested the Board to consider the following for the 2014 Budget:

- a.) Replace ceiling tiles in the Willow Street Station apparatus room
- b.) Replace the overhead door/s for the Willow Street Station.

**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 8:35 PM. Roll call showed Commissioners Colon, DeGraw, Grande, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk