

**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 Regular Meeting of September 13, 2011**

- 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 Regular meeting. [Attachment I]
- IV.**    **ROLL CALL:** Roll Call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman to be in attendance.
- V.**     **FIRE PREVENTION BUREAU:**

Acting Fire Marshal Verdi was unable to attend the meeting; Chairman Lyons reported the following items for the Bureau of Fire Prevention:

Inspections are still lagging slightly behind schedule however the Bureau believes all inspection will be completed by the November target date.

Multiple Dwelling Inspections are also slightly behind schedule. Bureau is considering adding additional minimum part time staff to supplement the inspection schedule.

Bureau has hired Jason Kuzmack on a part time basis, 30 hours per week, to perform inspections of businesses and life hazards.

Bureau will obtain pricing for hydrant markers. District is investigating the possibility of having installation being done by Boy Scouts who need to perform community service projects to obtain Eagle Scout. Chief Withum will work with the Bureau to seek candidates for the program.

The grant for a new Fire Prevention Demonstration Trailer was denied. Board will check with District 1 for an update.

Following site plans have been reviewed and returned to the Township of East Brunswick. Copies have been provided to the respective Fire Company Chiefs:

Z11-17 – Residential Property – 86 Fresh Ponds Road  
11-16V – Summerhill Marketplace – Arthur Street

**VIII. APPROVAL OF MINUTES:**

The minutes of August 9, 2011 Regular Meeting, were approved on a motion by Commissioner Colon, seconded by Commissioner LeBuis. Roll call showed Commissioners Colon, DeGraw, LeBuis, Lyons, and Weissman all voting Aye.

**IX. COMMUNICATIONS:**

The District has been advised that members of the Fire Company have been requested to provide depositions related to a response to a motor vehicle accident that occurred 2008. District has contacted the insurance carrier who in turn assigned Richard Braslow, Esq to represent the members during the depositions. A meeting with Mr. Braslow has been established to prepare for the depositions.

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

Commissioner Weissman reported the following as of July 31, 2011:

Operating Account	\$	150,010.88
Cash Mgmt Fund - General	\$	565,615.57
Cash Mgmt Fund – Fire App	\$	62,298.83
Cash Mgmt Fund LOSAP	\$	35,401.98
Cash Mgmt Dedicated Penalty FC	\$	26,238.09
Cash Mgmt New Bldg	\$	51,968.74
Cash – New WS Bldg: BOA	\$	1,411.55

A review of the accounts revealed an error within the reporting for Account No. 5735, Supplemental Fire Grant. Error will be corrected to reflect actual ending balance.

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

**XI. COMMITTEE REPORTS:**

1. Willow Street Expansion:

Leak in roof has not been found and no further water flow in the building has been detected.

Noisy pump has not been resolved and will remain open.

Hot water has been restored to the kitchen and bunk room lavatory areas.

## XII

### UNFINISHED BUSINESS:

1. Grant Status:

Grant submittal date has been established as 23-Sep-11. Fire Company has applied for a grant to purchase Rapid Intervention equipment with a purchase price of \$120,000.00. If awarded the District will be responsible to fund 10% of the purchase price.

2. Annual Inventory

Inventory is in progress however slightly behind schedule. New target completion date is October 1, 2011.

3. Monthly Injuries

None

4. LOSAP Policy Update

No Progress

5. Computer Problems

Chief Withum has requested path for gaining access to ESP programs through the internet. District will provide.

6. New Radio System

Commissioners Lyons and DeGraw along with Chief Withum and Asst Chief Zelehoski met with a representative from Motorola to discuss the purchase of portable radios that are programmable to the narrow band system. A review of our current radios is being conducted to determine the number of radios required to meet the new Federal Mandate of narrow band.

If costs are excessive, Board will need to consider a bond to accommodate the purchase of new portable radios. Chief Withum has advised all radios in the vehicles are adaptable to the new system. If a bond is required, a special election will need to be conducted for public approval. Per State statute the public must be give a sixty (60) day notification prior to the election. The election must be completed in 2011 to allow for purchase in 2012. New system is scheduled to be in service by October 2012.

District will review the inclusion of a back up repeater with the new portable radios.

7. Sale of Engine 803

Engine 803 has been sent to KME to effect repairs to the broken frame.

8. Grant for New Radios

No Progress

9. Fire Watch Program

No Progress

10. Shared Service

No progress.

11. PEOSHA

Meeting with PEOSHA representatives was held on 23-Aug-11. One item remains open and a completion target date of 22-Sep-11 has been established and agreed to by the State.

12. New Jersey State Firemans Convention

Members of the East Brunswick Independent Fire Company will be attending the New Jersey State Firemans Convention in Wildwood from 15-Sep-11 through 18-Sep-11. To assure coverage within the District a stand-by crew from the Fire Company's sister Company in Maryland will be stationed at the Willow Street Complex during this time frame. The District will provide a per diem stipend of \$46.00 per day per individual to cover the cost of food. Firefighters will use sleeping accommodations at the Willow Street complex.

**XIII NEW BUSINESS:**

None

**XIV FIRE CHIEF/PRESIDENT REPORT:**

Chief Withum reported the following:

Fire Company will be applying to FEMA for reimbursement of costs associated with the responses during Hurricane Irene.

President Vojir reported the following:

The emergency generator for the 1980 addition of the Willow Street Complex failed during Hurricane Irene and will require replacement. Application for funds to accomplish same will be included with the FEMA submittal.

Board stated that if the application was unsuccessful than the replacement of the generator will be placed in the District 2012 budget.

**XV. PUBLIC PORTION:**

No comments from the public.

**XVI ADJOURNMENT:**

Being no further discussion or business at this time, Commissioner Colon moved, seconded by Commissioner LeBuis that the public meeting be adjourned at 9:05 PM. Roll call showed Commissioners Colon, DeGraw, Lyons, and Weissman all voting Aye.

Respectfully submitted,

Dennis A. DeGraw  
Clerk