

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting

Third Monday at 7:30 P.M.

Monmouth Junction Fire House

P.O. Box 114

Monmouth Junction, N.J. 08852

AGENDA

June 17, 2013

7:30 PM

1. Notice of Compliance

This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of annual notice filed with the Township Clerk, The South Brunswick Post, The Home News & Tribune and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2013.

2. Roll Call

3. Address from the Floor

4. Approval of Minutes

A. May 20, 2013 Regular Meeting

5. Professional Reports

A. Fire Chief

B. District Coordinator

C. Insurance Chairman

D. Treasurer

E. Legislative Report

6. Order of Business

A. Discussion on Station 21 Engine Bay Floor Resurfacing

B. Items Timely and Important

7. Voucher List

(See Attached)

8. Address From Floor

9. Adjournment

Voucher List

A	Kleen-Tec Maintenance, LLC	415.00
B	Midco Waste #689	220.46
C	Verizon Wireless	302.90
D	PSE&G	1,276.23
E	Verizon	282.96
F	Alan Landscaping, LLC	668.75
G	Alan Landscaping, LLC	970.00
H	Affiliated Computer Services	800.00
I	VFIS	2,154.54
J	Quaker Safety Products Corporation	248.75
K	Approved Fire Protection Company	416.00
L	Approved Fire Protection Company	289.50
M	Empire Fitness Services, Inc.	173.75
N	Diversified Inspection, Inc.	1,202.00
O	K.C. Service	21.00
P	Trugreen Processing Center	100.00
Q	Monmouth Junction Volunteer Fire Department	8,527.50
R	Monmouth Junction Volunteer Fire Department	645.40
S	So. Brunswick Fire Dist. No. 2 – Acct. # 7863064833	50,000.00
T	Accredited Lock Supply Co.	950.00
U	South Brunswick Township Water & Sewer Revenue	1,377.54
V	Home News Tribune	66.30
W	Uni Select USA	206.01
X	OK Enterprises, LLC	1,750.00
Y	Independent-Edison Door Company	48.00
Z	Scott Smith	100.62
AA	Nat Alexander Company	108.00
BB	<i>The Princeton Book-T</i>	<i>71.42</i>

approved 7-15-13 JS

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
June 17, 2013

1. CALL TO ORDER

The meeting was called to order by Chairman Spahr at 7:30 pm followed by a salute to the flag.

2. NOTICE OF COMPLIANCE

Chairman Spahr read the Public Laws Meeting Notice of the Public Laws of 1975.

3. ROLL CALL

Present: Comm. Bellizio (arrived during Chief's Report at 7:40 pm)
 Comm. Potts
 Comm. Smith
 Comm. Young
 Chairman Spahr

4. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

5. APPROVAL OF MINUTES

A motion made by Comm. Young seconded by Comm. Smith to approve the minutes of the May 20, 2013 regular meeting. Roll call Comm. Bellizio-not present, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

6. PROFESSIONAL REPORTS

Chief's Report

Chief Scott Smith reviewed the May 2013 Activity Report (see attached).

Chief Smith reported that the Fire Department completed the practical portion of the CAFS refresher training with the CAFS Institute on May 30th.

Chief Smith reported that Matt Sacco has resigned from the Fire Department effective June 1st, after moving out of town due his job. Chief Smith further reported that member Scott Michelson has taken a 4-month leave of absence from the Fire Department while he is in training for a new job.

Chief Smith requested permission to purchase one Motorola portable radio that would be used for mutual aid responses outside of South Brunswick Township. Chief Smith obtained two quotes, with the lowest quote from Mid-State Mobile Radio in Trenton at a cost of \$1,543.86. The Chief's request will be brought up for discussion under Timely & Important.

Chief Smith reported that for the last several months, the line officers have been discussing whether or not the Fire Department will continue to provide trench rescue services. Chief Smith compiled a document which outlines the team's current training level, the training

recommendations under the NFPA standard on technical rescue, options for training should the Department maintain the team, and agencies in the area that provide this service should the team be disbanded. Chief Smith further reported that the line officers from all three Township Fire Departments met with members from the Middlesex County Technical Rescue team, who reviewed their training levels and trench rescue equipment. Chief Smith reported that no final decision has been reached at this time, and that he anticipates discussing the topic further at this month's Chief's meeting. After some discussion, Chief Smith will provide copies of his research to the Commissioners, and will report further on this topic next month.

District Coordinator's Report

Coordinator Smith reviewed the June 2013 Coordinator's Report (see attached).

Coordinator Smith also reported that Engine #208 was taken to Absolute Fire Protection on June 10th for its annual preventive maintenance service. Coordinator Smith further reported that Absolute has completed the regular service, with the only remaining work being to diagnose the problem with the air conditioning system.

Insurance Chairman's Report

Coordinator Smith reviewed the June 2013 Insurance Report (see attached).

Treasurer's Report

Comm. Young distributed the latest monthly financial reports to the Commissioner's mailboxes earlier this afternoon.

Comm. Young reported that there have been two deposits since the last meeting. The first deposit was made on May 23, 2013 in the amount of \$180,014.00 from the Department of Homeland Security Treasury for the Assistance to Firefighters Grant award. The second deposit was made on June 13, 2013 in the amount of \$207,216.25 from South Brunswick Township for the second quarter taxation.

Legislative Report

Comm. Potts reviewed the June 2013 Legislative Report (see attached).

7. ORDER OF BUSINESS

Discussion on Station 21 Engine Bay Resurfacing

Coordinator Smith reported that he, Comm. Smith and Chairman Spahr met with four different vendors at Station 21 to take measurements and explain their preparation and application process to resurface the engine bay floor in the original section of the building. Coordinator Smith provided a document to the Commissioners which summarizes the recommendations and quotes from the four vendors.

Chairman Spahr expressed his opinion that due to the closeness of the four quotes, and the fact that some of the quotes exceed the funds allotted in the 2013 budget, he recommends postponing the project until 2014 when sufficient funds can be budgeted and specifications can be generated in order to go out to bid.

Timely and Important

A motion made by Comm. Smith seconded by Comm. Bellizio to approve the renewal of the Bauer breathing air compressor maintenance contract with Air & Gas Technologies at a cost of \$1,373.00. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

A motion made by Comm. Potts seconded by Comm. Bellizio to approve the Chief's request to purchase a portable radio for mutual aid use from Mid-State Mobile Radio at a cost of \$1,543.86. Roll call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

Comm. Potts reported that he received a letter from the Fire Department's contract committee requesting a meeting on July 15th at 6:30 PM to begin negotiations for a new fire protection contract between organizations. Comm. Potts and Comm. Young will be negotiating for the Fire District and will be in attendance.

8. VOUCHER LIST

Comm. Young reported that the voucher list has been amended to include one additional item; Item #BB to the Princeton Packet in the amount of \$71.42.

A motion made by Comm. Bellizio seconded by Comm. Smith to approve the voucher list as amended. Roll Call Comm. Bellizio-yes, Comm. Potts-yes, Comm. Smith-yes, Comm. Young-yes, Chairman Spahr-yes.

9. ADDRESS FROM THE FLOOR

No one from the floor desired to address the Board.

10. ADJOURNMENT

A motion to adjourn was made by Comm. Young seconded by Comm. Bellizio and by a voice vote all voted in affirmative. Meeting adjourned at 8:36 pm.

Respectfully Submitted

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
May 2013

FIRE RUNS

18	System Malfunctions
10	Unintentional system/ Detector operation
1	Wrong location/ No problem found
1	Accident
1	False Calls
3	Structure Fires
5	Vehicle Fires
-	Refuse Fires
2	Spill / Leak No Ignition
6	Arcing / Shorted Electrical Equipment
1	Rubbish Fire
-	Assist Police / EMS
2	Trees, Brush, Grass Fires
-	Extrications/ Rescue
2	Hazardous Condition
1	Smoke Scare
-	Excessive Heat (Scorch Burns)
2	Smoke / Odor Removal
-	Service Call
-	Stand-By / Cover Assignment
-	Dispatched & cancelled in route

55 Total Runs for 328.38 Man-Hours

DEPARTMENT ACTIVITIES

1	Regular Department Monthly Meeting
-	Chiefs Meeting
1	Line Officer Meeting
-	BOFC Regular Monthly Meeting
2	Work Night
2	Stand-By Assignments
4	Training Sessions/Drills
-	Committee Functions
-	Viewing
-	Public Relations

367.96 Man-Hours

Total Man-Hours for May 2013: 696.34

Referrals To Fire Safety -21

Fire Safety Responded (On Scene) -3

Fire District Coordinator's Report

June 17, 2013

- As was discussed at last month's District meeting when I was on vacation, I have been sending out turnout gear for repair, as well as retrofit of a drag rescue device on several turnout coats. To avoid sending out all gear in one shot, I broke it out into 3 separate shipments. This included gear currently issued to firefighters in need of repair, as well as old gear that became spare when new gear was ordered at the end of 2012. I sent out a total of 10 coats and 2 pants to the manufacturer. The total cost of the (now completed) repairs/retro-fit was less than the 15% bid threshold.
- Empire Fitness Services, Inc. was on site on 5-29-2013 to repair the Smith machine and service all of the gym equipment. It was determined that the counterweight on one of the pulleys on the Smith machine became dislodged and was stuck. The machine was repaired and is back in service. All other gym equipment was serviced and is in good working condition at this time.
- Fire & Safety Services was on site on 5-31-2013 to repair the Class B foam tank level gauge and re-build 2 discharge valves which were allowing air to by-pass and "charge" the pre-connect hoselines on Engine 206. This was discovered following the practical refresher training the previous evening. Fire & Safety was back on site on 6-13-2013 to replace the sensor for the Class B foam tank level, as well as replace a drain fitting on the foam pump which was allowing a small amount of foam concentrate to leak. I have been regularly checking the coolant level in the engine following the repairs in April; everything appears to be in good condition at this time.
- The fire house was used as a polling location on 6-4-2013 from 5 AM to 8 PM. I also received an e-mail from the Clerk's office that the Governor has scheduled elections on August 13th & October 16th due to the passing of Senator Lautenberg.
- Better Security was at Station 20 on 6-6-2013 to install the electronic combination locks on the two doors. The locks were purchased from Accredited Lock Supply. Both locks have been programmed and are working well.
- All firefighters completed their physicals before the May 31st deadline.
- Following significant rainfall on 6-7 & 6-8-13, it appears that the roof issues above the gym and side entrance have not been repaired. I will be reaching out to Roth Bros. again.
- TASC was on site on 6-11-2013 to service the Hurst tools, hoses and pumps. It was observed that the blades on both sets of cutters have several nicks, most likely due to cutting reinforced metals; no repair is needed at this time. It was also found that the "pig-tail" hoses from the Honda pump to the hose reels are showing wear along the outer jacket. The hoses passed their pressure test and do not need to be replaced at this time. All equipment is in good working order otherwise.

- Four air cylinders came back from hydrostatic test by Nat Alexander Co. on 6-11-2013. These were 4 of the 7 cylinders that we did not trade-in as part of the grant.
- Alan Landscaping trimmed all of the bushes around Station 20 on 6-11-2013, which were getting overgrown.
- While leaving the station to respond to a call, a bolt that holds the torque box to the frame rails on Tower #201 broke. Doug Wolfe was able to obtain a bolt from Public Works and install it on the truck. It appears that this bolt was cracked for some time before breaking. Going forward, we will continue to monitor the condition of these bolts and look to have replaced by the next service, if not sooner.
- The inspector from PEOSHA performed the compliance inspection of Station 21 on 6-12-2013. The only items that we will need to address are the installation of signs on the compressor room doors on the side leading from the room into the two engine bay sections, and the securing of metal lockers on the side of the First Aid Squad bay. I have contacted the Squad to recommend throwing the cabinets away, due to their poor condition. The inspector will be sending a notice detailing the items found and we will have 30 days to make the corrections, at which point a re-inspection will be scheduled.
- Approved Fire Protection was on site last month to calibrate our gas meters. They determined that one 4-gas meter cannot be repaired as the unit needs a replacement sensor, board & pump, which are no longer manufactured. I will be getting the meter back and attempt to get a second opinion from another vendor. In the event the meter cannot be repaired, we will look to purchase a replacement.
- Comm. Smith and I met with the owner of Paramount Exterminating at Station 20 on 6-14-2013. I found a large number of millipedes and other bugs in the hallway and gym at the station the previous day. The exterminators will return on a dry day to treat the inside and outside of both stations. They provided a quote of \$300 for both buildings. Going forward, they recommend having the stations treated about once a year.
- Fire Department member Joe Malkiewicz has been at Station 20 for five hours each day since June 5th, and ending on June 20th. Joe has been a big help around the station, helping with taking trucks to/from service and clean-up around the station, including engine bay ceiling fans & floors, retention basin, and front apron drains.
- Nothing new to report on the FEMA Assistance to Firefighters Grant. We are still waiting on the new facemasks to complete the grant request. We will be putting together a list of equipment & prices we would like to purchase with the remaining funds.

- I am still compiling information on phone, internet & cable TV service. I have a preliminary quote of \$229.98 for upgrade to Verizon FIOS for phone & HD cable TV. I will be looking to meet with a rep from Comcast to obtain a quote for their fiber-optic service. The District paid \$282.96 this month for phone service (no charge for internet or basic cable TV; FD pays \$20/month for HD TV at stations).
- We received the maintenance contract renewal from Air & Gas Technologies for the Bauer breathing air compressor at Station 21. The contract is for two visits at a total cost of \$1,373.00. This is \$126.70 more than last year's contract. The labor cost is the same; the cost of materials & air tests went up. I recommend we renew the contract with Air & Gas.
- I completed a total of 2 pre-plans in May for a total of 59 for the year.

Insurance:

- There is an invoice on the voucher list to VFIS in the amount of \$2,154.54 for the quarterly payment of the Group Term Life plan.
- I have been in contact with Quest Diagnostics to obtain the invoice for the final blood work visit for the firefighter injured as a Good Samaritan on 9-25-2012. They should be sending the invoice to VFIS for payment. This should close-out the claim once payment is issued.

FIRE DISTRICT #2 SOUTH BRUNSWICK TOWNSHIP
LEGISLATIVE REPORT 6-17-13

- A-2593 Requires designated fire command structure in municipal emergency operations
S- 1397 involving mutual aid. Passed both houses, conditional veto by the governor.
- A-2596 Bill would remove the existing requirement that all one and two family
S-1824 residential structures be equipped with fire extinguishers. Conditional veto.
Commissioner DCA to perform a study and report back to the governor.
- A-2399 Requires all State Fire Fighter Training be accredited.
S-900 Signed into law PL2013,c32
- A-2291 Requires Oxygen providers notify the Fire Departments when deliveries are
S-2273 halted. Signed into law PL 2013,c29
- S-1778 "Thomas A Canzanlla Twenty First Century First Responder Protection Act"
Concerns workers compensation for public safety workers
This bill has passed both houses and sits on the governor's desk. The bill has
been fought very hard by the League of Municipalities.
- A-1551 Makes numerous changes to the Open Public Meeting Act.
Passed in the Assembly 4-29-13 Received in the Senate 5-9-13
- S-2 Senate President Sweeny's bill on consolidation and shared services. Passed in
the senate 11-29-12, has had no movement in the Assembly.
- S-1452-S465- S-546 Make multiple changes to the Open Public Meeting Act.
These bills have been withdrawn from consideration.
- S-1774 This bill would move the Fire District elections to November The bill was
scheduled for a committee hearing on 3-11-13. With the help of many of you
we were able to have it pulled from the agenda. A special thanks to Rich
Braslow and Fire District Commissioner Aladar Komjathy of Lambertville.
- S-2812 Permits municipality, fire district, or authority to approve transfer of certain
A-1560 firefighters from PERS to PFRS.
- A-4073 This bill deals with the use of Drones by police and the Fire Service.
- A-2756 Provides surviving spouses of certain fire and police personel who die in the
Line of duty with life time workers comp. benefits. Signed into law 6-13-13.

Respectfully R. Potts/ Secretary

SOUTH BRUNSWICK TOWNSHIP FIRE DISTRICT #2
Station 21 Floor Project

Blendex Industrial Corporation – Lindenhurst, NY

- Recommends 1/4" Broadcast Floor
- Quotes: (Dated: 4-29-2013)
 - o Engine Bays: \$37,950.00 (\$16.50/sf)
 - o Compressor Room/First Aid Squad Bays: \$38,280.00 (\$16.50/sf)
 - o Quote includes prevailing wage
- No spec provided.
- Nearby Installations: All previous installations in Long Island, NY
- Warranty: 1/4" = 3 year

C.A. Reed – Canandaigua, NY

- Recommends 1/8" Broadcast Floor
- Quotes: (Dated 5-23-2013)
 - o Engine Bays: \$28,836.31 (\$13.72/sf)
 - o Engine Bays/Compressor Room/First Aid Squad Bays: \$42,265.01 (\$10.64/sf)
 - o Quote does not include prevailing wage
 - o Has own generator
- Spec provided
- Nearby Installations: Kendall Park First Aid Squad
- Warranty: 1/8" = 1 year

Criterion Floor Systems – Elkridge, MD

- Recommends 1/8" Broadcast Floor
- Quotes: ***PRELIMINARY QUOTE*** (Dated 4-9-2013)
 - o Engine Bays: 15,360.00 (\$6.40/sf)
 - o Compressor Room/First Aid Squad Bays:
 - o Quote does not include prevailing wage
- No spec provided
- Nearby Installations: List not provided
- Warranty: 1/8" = 3 year

Engine Bay Floors – Macungie, PA

- Recommends 1/4" Broadcast Floor
- Quotes: (Dated 5-2-2013)
 - o Engine Bays: \$19,720.22 (\$9.49/sf)
 - o Compressor Room/First Aid Squad Bays: \$16,680.07 (\$8.94/sf)
 - o Quote includes prevailing wage
 - o Add \$500.00 for generator for 3-phase power
- Spec provided
- Nearby Installations: East Brunswick Fire District #1, Freehold Twp.
- Warranty: 1/4" = 10-year