

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

Meeting Minutes

Date & Time:	Tuesday, September 10, 2019
Location:	Colonial Oaks Firehouse
Facilitator:	Commissioner Bowne
Scribe:	Linda Nicholas
Meeting Objective:	Monthly Meeting

Attendees:	Status (Present / Absent)
Commissioner Edward Bowne	Present
Commissioner Thomas Duffy	Present
Commissioner Ryan Fenstermaker	Absent
Commissioner Scott Miller	Present
Commissioner David Wood	Present

MINUTES / NOTES

Meeting called to order at 19:38 by Commissioner Bowne.

Pledge of Allegiance was recited by all.

Commissioner Bowne read the Open Public Meeting Act as follows:

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE REQUIREMENTS OF THE OPEN PUBLIC MEETING ACT (L.1975, C.231, S.3-D) AND PURSUANT THERETO, A SCHEDULE OF REGULAR MEETINGS WAS ADOPTED AT THE MEETING OF MARCH 12, 2019, WHICH SCHEDULE WAS FILED WITH THE MUNICIPAL CLERK, PROVIDED TO THE HOME NEWS TRIBUNE AND THE SENTINEL, AS WELL AS POSTED IN THE MUNICIPAL BUILDING.

Commissioner Bowne indicated where the emergency exits are located.

Roll call was taken.

CORRESPONDENCE (reported by Commissioner Miller)

- Bill from Robert Wood Johnson University Hospital for \$2,507.30 for fire fighter Kevin Keen. The invoice states we have to pay \$419.42. Commissioner Duffy said he didn't even approach him for a claim. Commissioner Duffy will look into it.
- Returned registration for 1937 truck – this will be passed onto the Engineer, Ken Skalla

INSURANCE (reported by Commissioner Duffy)

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

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- Nothing to report this month.

COMMITTEES

Riva Avenue Project (reported by Commissioner Duffy)

- Plumber coming onsite on Weds (9/11) to hook up the gas.
- PSE&G – will have the guy with the generator and between him and the plumber they will make all the adjustments necessary. Then paperwork can go to the township and firehouse is complete.
- Asbuilts – waiting on these from the builder. Township will send someone out this week to give an estimate as to how much they are worth. They are needed to close out the CO. Landscaping can be planted once these are in place.
- There are still contractors looking for money. The board has told them they have to get their attorney to file a motion to us. Many have not done this.

New Company Fire Truck – replacement of Engine #903 (reported by Commissioner Bowne)

- Commissioner Wood said it is about 3 years away.
- He is going to put a mini project plan together to show when they should make the purchase.
- Before the purchase they will have to meet with the township's new financial person.
- Right now, it is in the exploration phase.
- We will not even discuss a refurb on #903 because of the state it is currently in.

Chiefs Report

- Nothing to report.

Engineers Report - reported by Ken Skalla

- A committee was formed to discuss the replacement of Engine #903. It is exploratory only and they know it is a few years down the road. They are going to look at the engines during the Fire Convention to see what is out there and what may benefit our company
- #903 – Replaced the right front directional light house.
- #904 - Replaced one light tower bulb.
- #909 – Left front driving light still has to be replaced.
- One of the firehouse electricians is looking into replacing the halogen light tower bulbs with LED bulbs.
- Please see 2019 Vehicle Repair Priorities list attached to the meeting minutes.

Commissioner Miller made a motion to get the vehicles repaired as laid out in the list attached. Commissioner Wood seconded the motion. All were in favor; it was so moved.

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

PUBLIC PORTION

- Nothing to report.

TREASURY REPORT (reported by Commissioner Wood)

Commissioner Wood stated that he paid for the annual fee for the website. He also purchased heavy duty hangers for the bunker pants. He will submit those bills next month.

Beginning balance in account as of 9/2/19 is \$258,019.28. Deposit of \$1,735.97 includes a refund from the Home News Tribune, a refund from MacNeil Insurance (we deleted things from our policy) and a refund from Workman's Comp. After tonight's disbursements, balance as of today is \$252,724.28.

(See attached reports for the breakdown of payments/disbursements)

Commissioner Duffy made a motion to pay the bills. Commissioner Miller seconded the motion. All were in favor; it was so moved.

Commissioner Wood asked when the dates for budget will be. Christine Gerbereux stated it will be either November 11th or 18th.

NEW BUSINESS

- Nothing to report.

OLD BUSINESS:

- Nothing to report.

Meeting adjourned at 20:15.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Invoice from RWJ Hospital	Commissioner Duffy	ASAP	High	Look into why a claim wasn't filed.
2	New building – meet plumber and PSEG folks to get building hooked up with gas.	Commissioner Duffy	9/11/19	High	
3	Mini project plan for new engine to be purchased	Commissioner Wood	Next meeting	Low	
4	Get all but AC repaired on vehicles	Ken Skalla	ASAP	High	

Items / Issues to discuss at a future meeting (Parking Lot):

#	Description
1	

THE BOARD OF COMMISSIONERS OF FIRE DISTRICT NO. 3
TOWNSHIP OF EAST BRUNSWICK, NEW JERSEY



MONTHLY MEETING

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Decisions / Agreements:	
#	Description
1	
2	