

**TOWNSHIP OF MONROE**  
**Board of Fire Commissioners**  
**Fire District No. 2**  
**Minutes of the Agenda and Regular Meetings**  
**Wednesday, May 9, 2012**

The Monroe Township Board of Fire Commissioners of District No. 2 met at the Monroe Township Fire District #2 & EMS building, 10 Halsey Reed Road, Monroe Township, New Jersey for an Agenda and Regular Meeting.

Chairman Mahler called the meeting to order with a Salute to the Flag at 7:00 pm. Chairman Mahler asked for a moment of silence for all firefighters and military who have died in the performance of their duties.

**UPON ROLL CALL** made by Commissioner Martin Berkowitz, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Martin Berkowitz, Glenn Borsuk, Maurice Mahler and Edward Mitnowsky. Commissioner Reisch was not present.

**ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary. There was one career firefighters present: Chief Carbin.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the newspapers, posted on the bulletin board of the Office of the Township Clerk, and ten public locations within the district and notices sent to those requesting such.

**AGENDA MEETING**

Chairman Mahler asked if there were any corrections to last month's minutes. Commissioners Borsuk had a correction on page 2 of the minutes.

Chairman Mahler asked Chief Carbin for a report on the building:

- Chief Carbin is waiting to hear back from Santorini. The roof still needs to be repaired and to have the floor company come back. Chief Carbin will email Attorney Shaklee a list of open items.
- Phone system - Company was paid. Mr. Martin was looking into it so the district can take care of the phone issues from within.

Chairman Mahler asked if there has been an update from Satcom on the kiosk and when it will be back up. Chief Carbin is still waiting upon a reply.

Chairman Mahler mentioned that if the board can get photos of the 9/11 Memorial in by May 23<sup>rd</sup> it will be in the 9/11 commission publication of all memorials that have been erected.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, the agenda meeting was adjourned at 7:18pm.

**ROLL CALL:** Aye Berkowitz  
Aye Borsuk  
Aye Mahler  
Aye Mitnowsky

## REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:34 pm.

Chairman Mahler asked for a moment of silence for all firefighters and military who have died in the performance of their duties.

**UPON ROLL CALL** made by Commissioner Martin Berkowitz, the following members of the Monroe Township Board of Fire Commissioners of District No. 2 were present: Martin Berkowitz, Glenn Borsuk, Maurice Mahler and Edward Mitnowsky. Commissioner Reisch was not present.

**ALSO PRESENT:** Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary. There was one career firefighter present: Chief Carbin.

There was one volunteer firefighter/support present: Dennis Cronin.

There was one member of the public present: John O'Brian.

Chairman Mahler wishes Commissioner Reisch well since he is not present due to surgical reasons.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the newspapers, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

## MINUTES

Chairman Mahler asked for a motion on the Minutes.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, a motion was adopted to approve the minutes of the April 11, 2012 agenda and regular meetings, as amended.

**ROLL CALL:** Aye Berkowitz  
Aye Borsuk  
Aye Mahler  
Aye Mitnowsky

## CLAIMS AGAINST THE BOARD

Chairman Mahler asked the board to review the claims against the board.

Commissioner Mitnowsky read the report:

General Operating Claims Total	\$161,647.93
Capital Project Claims Total	\$0.00
Net Payroll Claims Total	\$34,542.62
Total Claims Against the Board	\$196,190.55

April 14, 2012 - May 9, 2012

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$196,190.55.

**ROLL CALL:** Aye Berkowitz  
                  Aye Borsuk  
                  Aye Mahler  
                  Aye Mitnowsky

### **TREASURER'S REPORT**

Chairman Mahler reported the treasurer's report was not available at this time. Recording secretary will obtain and post to minutes. Treasurers Report as provided by Board Accountant Dan Carlstrom:

- Unrestricted Fund Balance – Hudson City Bank - \$451,002.36
- Cash on Hand - \$170
- Restricted Fund Balance – Hudson City Bank - \$246,080.15
- Capital Projects Fund Balance – Hudson City Bank \$58,054.41 (although this Fund owes the Unrestricted Fund \$52,425.99 and the Restricted Fund \$12,799.50 – so it actually is a deficit. Which will be reflected when project is deemed complete by the Board)

### **BUILDING COMMITTEE REPORT**

Chairman Mahler asked Chief Carbin for a report on the building.

Chief Carbin reported the roof and floor still need to be repaired. Attorney Shaklee will be sending a letter to Santorini by Monday.

### **CORRESPONDENCE**

Chairman Mahler mentioned that if the board can get photos of the 9/11 Memorial in by May 23<sup>rd</sup> it will be in the 9/11 commission publication of all memorials that have been erected.

### **FIRE PREVENTION BUREAU REPORT**

Chairman Mahler asked for the Fire Prevention Report.

Chief Carbin reported the following as of May 9, 2012:

- 8% ahead on smoke detector tests from last year this time
- 22-26 new businesses in area, district #2
- Reviewed Incident run log calls

Chairman Mahler asked status on Fire Prevention vehicle. Chief Carbin stated it should be in June. Chief Carbin stated they will purchase lights, and bid out the conversion.

Chairman Mahler asked for status on the plaque. Chief Carbin went to Champion and the office was no longer there. Mr. Cronin stated the office moved its location.

## APPLEGARTH VOLUNTEER FIRE COMPANY

President Dennis Cronin mentioned he is working with Chief Carbin on computer software needs. Chairman Mahler would like to work with Mark Davis on the lease agreement with the volunteers.

**UPON MOTION MADE BY** Ed Mitnowsky and seconded by Martin Berkowitz the board has the intent to meet with volunteers to discuss a lease agreement, pending the results of the township consolidation meeting.

**ROLL CALL:** Aye Berkowitz  
Recuse Borsuk  
Aye Mahler  
Aye Mitnowsky

The next consolidation meeting at the township is May 14<sup>th</sup>.

Commissioner Borsuk mentioned that the grant program is coming up and he will be meeting with Chief Carbin to review what grants will be worth pursuing. **Chairman Mahler asked if we hear from Alana, the grant writer. Commissioner Borsuk states he has received a few notifications from Alana. Commissioner Borsuk stated American Water was not very cooperative when Commissioner had a conversation with them.**

### MEETING OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public.

Mr. O'Brian came on behalf of Mr. Olinsky to get an update on the fire police. Chairman Mahler suggested at the last meeting that the fire police should meet with police chief. Chief Carbin met with Mr. Olinsky to look over equipment and pricing. Chief Carbin is going to get quotes for the equipment (gloves, whistles, jackets, etc).

Chief Carbin reported that narrow banding radios is in effect 1/1/13 and the first priority for equipment. All radios, with an exception of a few, can be narrow banded. We operate on VHF when going to Millstone, Hightstown, and East Windsor. The department needs to narrow band the pagers. There is money in the radio budget. New pagers are between \$400-500 each. Only grant will be AFG, which won't be available until August.

Mr. Cronin stated there doesn't have to be a meeting with the police chief for the fire police organization. If the township wants to use the fire police, they can. Chief Carbin stated the fire police have to be recognized by the township chief of police. Mr. Cronin suggested having Chief Carbin meeting with police chief. Mr. Cronin invited Chairman Mahler to come to a county fire police meeting to understand the organization.

Commissioner Borsuk stated there are no standard operating guidelines out of the Applegarth volunteers for the fire police. They are working under Applegarth volunteer organization and reporting up to the fire district. Commissioner Borsuk stated, once that is done, they are not required to meet with police (not legally required), but they should as a courtesy. Mr. Cronin stated they have fire police in Millstone. Chief Carbin stated Millstone fire police met with state police and reviewed SOG.

Dennis Cronin stated timing is important and the volunteers want to be sensitive to the

Agenda/Regular Meeting  
May 9, 2012

positions in the police department. Their goal is to assist, not replace.

**ADJOURN**

Chairman Mahler asked for a motion to adjourn.

**UPON MOTION MADE** by Glenn Borsuk and seconded by Martin Berkowitz, the meeting was adjourned 8:08pm.

**ROLL CALL:** Aye Berkowitz  
Aye Borsuk  
Aye Mahler  
Aye Mitnowsky

MARTIN BERKOWITZ  
Board Secretary  
MAURICE MAHLER  
Chairman

**NOTE:** Appendixes can be obtained upon request from the Board Secretary.

PREPARED BY: Val Cier