

TOWNSHIP OF MONROE
Board of Fire Commissioners
Fire District No. 2
Minutes of the Agenda and Regular Meetings
Wednesday, May 12, 2010

The Monroe Township Board of Fire Commissioners of District No. 2 met at the Applegarth Volunteer Engine Company No. 1 Firehouse, Applegarth Road, Monroe Township, New Jersey for an Agenda 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, Edward Mitnowsky and Lawrence Reisch.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary.

There were two career firefighters present: Chief Carbin and Firefighter Grande.

There were two volunteer firefighters present: Mark Davis and Dave Lesser.

There were six members of the public present: Brian Moore - Epic, Doug Martin, Charlie DiPierro, Harold Dower, Robert LeBrun and Jason Martin.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 9, 2010 newspaper, posted on the bulletin board of the Office of the Township Clerk, and notices sent to those requesting such.

AGENDA MEETING

Chairman Mahler announced the vote to adopt the budget will take place at the regular meeting.

Chairman Mahler asked if there were any corrections to last month's minutes. Corrections were discussed to various pages from Commissioners Borsuk and Chairman Mahler.

Chairman Mahler asked the board to review the Claims against the Board. Commissioner Reisch mentioned the board is still waiting from reimbursement for Les Barta from the State. Chief Carbin has sent two letters to the state and will continue to pursue.

7:10pm Dave Shapter arrived.

Chairman Mahler reported that the Treasurer's report, Building Committee update and correspondence will be read at the regular meeting.

Chairman Mahler stated that there will be a closed session tonight.

UPON MOTION MADE by Martin Berkowitz and seconded by Maurice Mahler, the agenda meeting was adjourned at 7:12pm.

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

REGULAR MEETING

Chairman Mahler called the regular meeting to order with a Salute to the Flag at 7:30 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, Edward Mitnowsky and Lawrence Reisch.

ALSO PRESENT: Board Attorney Richard J. Shaklee, Esquire, and Val Cier, Recording Secretary.

There were two career firefighters present: Chief Carbin and Firefighter Grande.

There were two volunteer firefighters present: Mark Davis and Dave Lesser.

There were seven members of the public present: Brian Moore - Epic, Doug Martin, Charlie DiPierro, Harold Dower, Robert LeBrun, Jason Martin and Dave Shapter.

Chairman Mahler announced that the meeting was being held in accordance with the Open Public Meeting Act, having been published in the April 9, 2010 newspaper, 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 14, 2010 agenda and regular meetings, as amended.

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

CLAIMS AGAINST THE BOARD

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

Commissioner Reisch reported:

General Operating Claims Total	\$216,995.68
Capital Project Claims Total	\$407,369.39
Net Payroll Claims Total	\$ 63,807.43
Total Claims Against the Board	\$688,172.50

April 17, 2010 - May 14, 2010

UPON MOTION MADE by Lawrence Reisch and seconded by Glenn Borsuk, claims against the Monroe Township Board of Fire Commissioners of District No. 2 were approved in the amount of \$688,172.50.

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

7:32pm Les Barta arrived.

TREASURER'S REPORT

Chairman Mahler asked for the treasurer's report.

Commissioner Reisch reported the following as of May 14, 2010

Hudson City Savings Bank:

Unrestricted Funds	\$394,347.10
Restricted Funds	\$404,296.13
Capital Projects	\$784,009.71
Cash on Hand	\$170.00
Total Balance	\$1,582,822.94

Commissioner Reisch reported that the board is low on funds in capital project account. Commissioner Reisch stated Chief Carbin received a check from the township today.

BUILDING COMMITTEE REPORT

Chairman Mahler reported that Chief Carbin, two people from EMS were at the new building and turned on showers, which then flooded the floor. Attorney Shaklee sent a letter to Spiezle. Chairman Mahler stated Mr. Moore is now on monthly retainer. What expectation can be set for Mr. Moore regarding the amount of time it will take to be done, and knowing that it will be done. Attorney Shaklee stated the board has the same recourse we have now in validating it's completed. Chairman Mahler stated the board has nothing in writing from Spiezle stating they will take care of this.

Mr. Moore explained that there are 5 showers in the facility; 4 are handicap. The selection of the shower basin allows water to flood to changing area. So 4 out of 5 showers have his issue. Speaking to Mr. Bartel from Spiezle, they have a few methods on how to handle the correction. There is also discussion to speak to the township about the need for so many handicap showers. They may need one handicap per gender. Therefore, you need only 2 rather than 4 handicaps. Chairman Mahler is concerned with the timing of talking to building department and that can take a month for the decision.

Mr. Moore stated if they come up with a sketch and solution, turnaround is not that long. Spiezle is the architect of record and may recommend staying with all handicaps. They can do this while building is functional. Chairman Mahler asked Attorney Shaklee to talk to Mr. Downey. Commissioner Reisch asked how long should the correction take. Mr. Moore stated it

depends on method: Prefab shower base or one that needs to be manufactured. It would require tearing out what's there and sink in a new basin. Spiezle is the architect and has to make the design. It depends on how long it takes them to come up with the drawing. Is Spiezle going to deal with Santorini or with board. Chairman Mahler stated the board has a contract with Santorini, they have to answer to us, not Spiezle.

Chairman Mahler asked to do all the building resolutions, as a consent agenda.

Attorney Shaklee read the resolutions, by title, resolutions authorizing change orders GC39 to GC48 for the construction of Halsey Reed Road Fire House/Emergency Medical Services Facility:

- GC39 - as a credit amount of \$4100.00 issued for balance of non-used unsuitable soil allowance
- GC40 - in the amount of \$9318.00 for the soil stabilization due to the Senior Center property

Chairman Mahler remarked on GC40 with Wayne Hamilton as to why the board should pay for the full amount of that. It is currently under review by Mr. Fiest.

- GC41 - in the amount of \$3066.00 to supply/install lighting, outlet, sprinkler head for mezzanine
- GC42 - in the amount of \$701.00 to modify kitchen hood layout
- GC43 - as a credit amount of \$950.00 for the installation/labor cost of Township supplied trees
- GC44 - in the amount of \$4390.00 to supply and install exterior lighting for building signage and flag pole
- GC45 - in the amount of \$3394.00 to supply and install replacement exterior louvers for kitchen hood exhaust
- GC46 - in the amount of \$815.00 for labor and material to install conduit between storage rooms
- GC47 - in the amount of \$320.00 to install additional lighting in men's locker room
- GC48 - in the amount of \$4461.00 to install electrical circuit to Fire Sprinkler air pump and fire alarm monitoring devices

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, to approve the consent agenda resolutions GC39 through GC48, as presented.

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

Chairman Mahler mentioned Mr. Moore's term with the board ended. Board is paying Mr. Moore a percentage per month. Attorney Shaklee read the resolution for extending contract for services to Epic Management for construction during which Epic would be compensated \$18,100 per month for additional month of services rendered.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to approve extension of contract services to Epic Management, as read.

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

Chairman Mahler mentioned he has two invoices for the building; one is for the kiosk for the solar panel of \$2825.00.

UPON MOTION MADE by Martin Berkowitz and seconded by Glenn Borsuk, to approve the bid for the installation of the solar panel kiosk.

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

Chairman Mahler also has a quote for memorial garden around the flag pole from Lark's Nursery for \$1934.00. It will start after construction personnel are gone.

UPON MOTION MADE by Ed Mitnowsky and seconded by Martin Berkowitz, to accept the bid for Lark' Nursery to put in the memorial garden.

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

Mr. Moore reporting on building:

- All solar panels are installed-going through inspections.
- Schedule SATCOM for the startup
- Monroe News mentioned they are looking at putting solar panels in Monroe
- Interior-working on ceilings; they will be cleaning and waxing
- Truck bay floor is scheduled for next week

Chairman Reisch questioned the tanks. Chairman Mahler stated that Chief Carbin and Mr. Moore went through the specs and there are items that need to be added (receptacle, on step on each side, modify fencing, stone instead of grass in area). Mr. Moore stated the enhancements and safety devices will increase the price. Chairman Reisch questioned this is all part of the capital projects. Mr. Moore stated it is. There is \$99,000 left on contingency, but doesn't subtract new items, so it's about \$95,000. In soft cost, there is \$52 or \$56,000 built into the contingency.

Chairman Mahler stated they are looking at having a training wall graphic. Majority of board like the large graphic. It would cost \$5,000 for the graphic. If it's more than \$3150, the board will need quotes. President Mark Davis asked if the graphic will it scratch or fade. Chairman Mahler stated it's laminated and the quality will not be impacted.

CORRESPONDENCE

Chairman Mahler asked if there was any additional correspondence, other than that discussed at the agenda meeting.

8:07pm Brian Moore left.

Commissioner Berkowitz read a letter from the board regarding the thermostats that heat up and cause fires in Clearbrook. Chief Carbin advised the members of the public from District 1 and 3 about the problem with the Lin-Stat and PSG thermostats. Chief Carbin stated there is someone still installing these models and had installed in Clearbrook and feels there is nothing wrong with the thermostats. Chief Carbin is willing to speak about it in Clearbrook.

FIRE PREVENTION BUREAU REPORT

Chairman Mahler asked Chief Carbin for the Fire Prevention Report.

Chief Carbin reported:

- Incident Run Log
- Mr. Medina is high scorer
- Waiting for quotes on 57-1 for brakes

Chief Carbin distributed a blue print for a vehicle specs. Firefighter Grande reviewed the specs for the three trucks: Crimson, E-one and Pierce:

- This truck will be a 100 foot rear mount climb latter, which allows for a continuous means of bringing people down the ladder (Current bucket allows only a few people at a time)
- Illuminated ladder - Each section of ladder has different colors so they know where they are in smoking conditions
- Increased weight and load capacity
- Can install 2nd monitor (large monitor for water): Most of senior communities, houses are close together; Radiant heat next to siding can cause damage. 2 monitors on platform work house fire and exposure with same manpower.
- Can control from top and bottom
- Stokes basket to secure to bucket
- Anchor points for rope rescue
- 2000 gallon per minute pump with foam
- 300 gallon water tank with 30 gallons of foam; foam gives 4 times rate, use less water, less water damage, less weight in line
- 6 man cab with thermal imaging and ability to sit with Scott pack
- Gas monitors, deliberator and thermal imaging stored within truck now
- Newer cab designs- better use of space; rollover; open cab-better communication; hands free intercom
- Computers and laptops in the truck, old trucks were not designed for that; design is looking at truck on the way to the fire - mobile data terminals and radios
- Side view cameras for blind spots; as well as behind the truck
- 500 ft ldh supply house available
- Rear mount advantage over mid mount allows for more storage
- 182 ft ground ladder storage available

- 6 speed transmission-better fuel and emissions

Pierce-can save money on diesel; additive on the truck to exhaust over the life of the truck; avoid additive if 2009 Detroit engine is used. Regardless of which truck, it could cost \$1.2 and \$1.6 million for the truck. It will go out as a bid package. Of the 3 trucks reviewed, Pierce is the only one that gives everything. Crimson is close, but smaller cab. Crimson has Independent suspension.

Firefighter Grande feels the truck come in under \$1.375 million for the truck and equipment (hoses, etc). Life expectancy of the truck should last 20 years.

E-one, due to weight, cannot give dual monitors. Going to Harrisburg Fire Expo to look at Crimson. Would like to know when the committee can go out to bid to lock in pricing.

Chairman Mahler questioned timing. Chief Carbin stated it depends on if the board is going to bond or lease. Attorney Shaklee stated there must be 50 days notice to comply with election for bond; lease - still pending timeframe from Financial Advisors.

Pierce recommended Independent Bank which does a 10 year lease. The board needs to determine if we lease or purchase (bond). Chairman Reisch stated the last item was 8 ½ year lease. Lease purchase still had to be bonded.

Chairman Reisch stated there are three options: bond; lease purchase; or finance through a bank. Going through a bank, the board still needs to go to vote with the public. The same time element regardless of what is decided. Timeframe on Lease is unknown at this time. If the conclusion is decided by the end of June, the board didn't intend to go to the public by August/September timeframe. This gives the board time to look into leasing and financing. Therefore, the board needs to determine how to finance by the end of June. Commissioner Borsuk stated the board wants to be able to pick truck and award by September/October before price goes up. Can we award without financing in place. Attorney Shaklee stated it cannot be done without financing in place. Firefighter Grande suggested awarding bid, lock price and chase down financing.

Commissioner Reisch stated the board will go out to bid and bond referendum; the public may not be happy and the board will need to sell it. Timeline would be bid by end of August; Bond in September; we have end of October; July notification would be needed.

Chairman Reisch suggested asking for a 15 year program for the tax payers. Commissioner Reisch met with VP of Prudential - John Falco and Dolly Harris; for 15 year outright purchase, gave terms of 4.40% for 10 years, and balloon for next 5. Commissioner Reisch wanted a lower rate. Hudson City doesn't handle this type of transaction. Amboy Bank may handle something like this. Commissioner Reisch is looking for a 15 year purchase with a bank. We should come in 4% or less; even at 4.25%; 15 year at 4 to 4.25%. It would be \$133-\$137,000 with principal and interest per year. That cost would be 1 cent or less for tax payers.

What would we save going the bond rate. Commissioner Reisch reviewed past bills from 2001 and what the board paid regarding the bond:

- \$11,585.98 paid to McCarter English
- \$875 paid out for something

- \$3038 paid to Attorney's firm
- \$5,000 paid to Phoenix advisors
- \$5,00 paid to Furey and Company
- Over \$25,000 paid out total

Attorney Shaklee stated some of those costs were based on percentages based on what was bonded. Under that logic, it should be less - 5.9 million bond (building) vs. 1.4 million bond (truck). Chairman Reisch stated the board will need a decision by June 30. Chairman Mahler suggested by the commissioner meeting June 9th.

Chief Carbin stated the office furniture for 4 rooms ordered through state pricing. Reviewed 4 contracts for training room - A&T came in the best with all the paperwork with a bid of \$18,500.

Chief Carbin read the resolution awarding contract to A&T, not to exceed \$18,500 for equipment and installation for the training room.

UPON MOTION MADE by Glenn Borsuk and seconded by Maurice Mahler, to accept the contract bid from A&T for installation and equipment for training room.

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

Commissioner Reisch was in touch with Dan Carlstrom; Standard and Poor's needed information to keep the districts rating updated. When the board floated the original \$5.9 million bond, the rating was AA-, and now the board was upgraded to AA rating.

Chief Carbin stated the work for sanitary and storm water is complete. Does the board want to send the township a bill for \$4100. Attorney Shaklee stated there needs to be certification and draw up invoice. Chief Carbin will let Mr. Moore know what's needed.

Chief Carbin waiting on Tank specification. New command vehicle on state contract doesn't need bid.

UPON MOTION MADE by Glenn Borsuk and seconded by Ed Mitnowsky, to approve purchase of 2010 Chevy Tahoe, not to exceed \$33,000.

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

Chairman Mahler asked Les Barta to speak to grand on radio system. Les Barta reported: 2010 guidelines have changed for the AFG program. Regionalization type grant. Police are starting to upgrade. Portable in district 2 will need to be replaced.

- \$8 million upgrade to township

- Board would need to purchase of equipment
- \$3500 per portable
- 25 portables in district 2
- Fire service in township, it would be \$1.25 million for all 3 district for physical equipment upgrade
- County system receive \$1 million capital improvement process

By 2013, they want to be built up in mixed mode so you could migrate to one channel or talk through another. EMS operates on township analog system.

Looking for a 2-2 ½ million grant; there is an AFG regional grant opportunity; and you can still do a department grant opportunity. Current organizations interested:

City of New Brunswick, Jamesburg Fire, Milltown Police, Cranbury Fire, Plainsboro Police, Old Bridge Township, Dunellen, (Perth Amboy, Woodbridge, and Carteret invested in their own system). County at infancy of open sky communication. Will build additional towers 250-350 feet with \$14 ½ million grant.

Instead of paying \$27,500 to police for radio coverage, pay \$1600 to the county. The county is willing to take coverage issues and put towers up. AFG pursues regional grant; Alana will write grant. \$1900 deposit to work on the grant, 96 ½ hours of work. District 3 would be willing to make initial payment to grant writer.

Commissioner Borsuk, stated the board would be interested. Mr. Barta stated any department that wants to get into regional grant, they won't do department grant for communications. \$7000 cost for grant, it's a short time line to submit. District 1 is not interested.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, for District 2 to participate in region grant for radio services for up to 50% of grant writing cost, participation contingent upon other departments.

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

Mr. Barta expects on Monday 3pm to have poll done. The grant deadline is May 28th.

Chief Carbin reported that they were awarded a grant of \$142,000 for upgrading phone system and thanked Mr. Martin for pursuing Comcast and Verizon.

APPLEGARTH VOLUNTEER FIRE COMPANY

Chairman Mahler asked for the Applegarth Volunteer's report.

Dave Lesser reported that both himself and Mark Davis are going to Nation Fire Academy this month.

MEETING OPEN TO THE BOARD

Chairman Mahler opened the meeting to the board.

Commissioner Reisch asked for a copy of the volunteer checking account statement for last month.

OPEN TO THE PUBLIC

Chairman Mahler opened the meeting to the public.

Doug Martin asked why there are 4 handicap showers in the new firehouse. Chairman Mahler stated it's a public building and it's a requirement. Chief Carbin fought to make one handicap on each side.

Chairman Reisch reported that he has been in touch with John Meeker on insurance.

CLOSED SESSION

Chairman Mahler announced the need to hold an executive session at 9:41pm for the purpose of contract negotiations and collective bargaining.

UPON MOTION MADE by Glenn Borsuk and seconded by Martin Berkowitz, to hold an executive session for the purpose of contract negotiations and collective bargaining.

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

ADJOURN

Chairman Mahler asked for a motion to adjourn.

UPON MOTION MADE by Glenn Borsuk and seconded by Lawrence Reisch, the meeting was adjourned.

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

MARTIN BERKOWITZ
Board Secretary
MAURICE MAHLER
Chairman

NOTE: Appendixes can be obtained upon request from the Board Secretary.
PREPARED BY: Val Cier