



BOARD OF FIRE COMMISSIONERS

DISTRICT No. 11

20 AUTH AVENUE

ISELIN, N. J. 08830

MINUTES – November 14, 2012

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on November 14, 2012 at 7:04 p.m. Roll call was taken. Commissioners in attendance: Freeman, Rischak, Lisoski, Sandklev and Trela. Also in attendance were Chief Andy Phillips and Ron Grossberndt.

A motion was made by Commissioner Sandklev to approve the minutes from the October 10, 2012 meeting. The motion was seconded by Commissioner Rischak.

Chief's Report

Chief apologized to Board for not being more available during the rough transition period with men leaving and the shuffling of officers. Bob Scott has taken over the open Training Officer position.

1. The drill scheduled for this weekend at the Academy has been cancelled by the Academy.
2. Chief asked about the status of new manpower. The Board expressed their concern with bringing new men on with the current issues with the existing men.
3. Board informed the Chief that major repairs will be started upstairs and all personal items should be locked up.

Fire Official's Report

1 Life Hazard Use Inspections and 16 Non-Life Hazard Use Inspections were performed. One complaint and one incident were investigated.

Breakdown by Fire Marshall

Fire Marshall #1	6 Inspections
Fire Marshall #2	18 Inspections
Fire Marshall #3	7 Inspections

1. 11-3-4 running well

2. Enforsys will be enforcing a 5% price increase on the ESP Software maintenance fees in January 2014. A 2.5% increase is included on the 5 year maintenance agreement in 2013 if the Board is interested.

Communications

None

Bills

A motion was made to pay all bills by Commissioner Rischak and seconded by Commissioner Trela.

Alarms & Pagers

1. Final test on fire alarm to be done tomorrow.
2. DVR is House 2 is up and running. A Network wire is to be connected to it.

Water & Hydrants

There will be no increase this year.

House

1. Roof demo began today.
2. Radio guy is coming tomorrow to check antennas on roof
3. Roy to call to get on the schedule for new parking lots at both houses.
4. Roy to work on getting estimates for truck room floor and painting
5. Sprinklers to be blown next week
6. Lighting plan to be put together by Steve.
7. The HVAC company is to be called to fix the vents on roof

Fire Prevention

Progress

Trucks

1. Parts have been ordered for Ladder
2. Pick up to go to Bell Ford for repairs
3. 11-1 Parts have been ordered. Glenn repairing on Saturday and PM will be done

Joint Board

Good showing at the last meeting. Joint Board plans to move forward with bringing Port Reading to court.

Grants

Progress

Unfinished Business

1. Budget work being done tonight.

New Business

1. Five- Year Plan is being prepared.
2. Discussed new software to replace ESP (Mobil-eyes - \$9,278 Initial license and 1st year maintenance fees).
3. Special Capital Meeting to be held on Tuesday, November 27th at 7 pm to approve the use of existing 2013 capital to replace Chief's vehicle.
3. Commissioner Freeman thanked the other Board members for all the extra efforts put forth during the past two weeks.

Treasurer's Report

Cash Balance - \$1,283,094.24

1. Ongoing D'Italia billing issues - John is going to send a registered letter for the final billing
2. New rate for Dispatch to be started in December

A motion to adjourn and move to Budget Meeting was made by Commissioner Trela and seconded by Commissioner Sandklev. The meeting was adjourned at 7:45 pm.

Date: **November 14, 2012**
To: Board of Fire Commissioners
District No. 11

From: Bureau of Fire Prevention District No. 11

Re: Monthly Report Month of **November 2012**

The following Bureau business transpired during the month of **November 2012**

Life Hazard Use (LHU): 1 Inspections

Non-Life Hazard Use (NLHU): 16 Inspections

Breakdown by Inspector:

Inspector #1:	15 Inspections	10 hrs 21 minutes
Inspector #2:	1 Inspections	0 hrs 45 minutes
Inspector #3:	2 Inspections	1 hr 04 minutes

Complaints:

1335 Oak Tree Road Responded to a second alarm activation on arrival found the same conditions as previously encountered. Fire Alarm activated and no one evacuated. This time someone reset the alarm system prior to the arrival of the Fire Department. A nothing violation and penalty was instituted immediately.

Investigations:

Fire Prevention Bureau was requested to respond to a smoke condition situation at 47 Leslie Road, on arrival met by Chief Philips and explained that a lamp shade had come in contact with a light bulb and a smoldering fire occurred. The resident, Helen Somers, never explained or admitted what happened. Investigation reveled that clothing, a bra and other clothing, had been placed on top of the Lamp Shade and caused a smoldering fire, but the resident, removed the clothing but did not share this with her family or the emergency responders. After the situation was clarified a discussion was had with the residents' family members present who monitor her and live within a close area and who would make sure the resident understood the danger to herself, her family members and the responders. The daughter, Kathleen Curcio of 3 Annett Lane, said she would.

Classes attended:

None

Miscellaneous:

11-3-4 continues to run well

Hurricane Sandy limited the bureau members' availability for Fire Prevention responsibilities during the days and finally the last two weeks following the storm.

Enforsys, (ESP Software) is notifying the Bureau that there will be a 5% price increase on the maintenance fee for the Emergency Software Products, starting January 2014. A 2.5% increase is included on the 5 year maintenance agreement in 2013 if the Board is interested they should contact the ESP Sale Representative.