

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



**Meeting Minutes**

<b>Date &amp; Time:</b>	Tuesday, March 12, 2019
<b>Location:</b>	Colonial Oaks Firehouse
<b>Facilitator:</b>	Commissioner Bowne
<b>Scribe:</b>	Linda Nicholas
<b>Meeting Objective:</b>	Monthly Meeting

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

**MINUTES / NOTES**

Meeting called to order at 19:40 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 13, 2018, 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.

**REORGANIZATION MEETING (lead by Commissioner Bowne)**

- Commissioners Miller and Fenstermaker were sworn in by Commissioner Bowne for another term.
- Commissioner Miller then read the 2019 Resolutions. After each resolution was read, a roll call vote was taken. All resolutions were passed.
  - Authorizing Appointment of Attorney (Resolution #02-19)
  - Authorizing Appointment of Accountant (Resolution #03-19)
  - Authorizing Appointment of Auditor (Resolution #04-19)
  - Adoption of Cash Management Plan (Resolution #05-19)
  - Authorization of regular Meeting Schedule (Resolution #06-19)
  - Designation of Official Newspapers for Publications in 2019 – 2020 (Resolution #07-19)
  - Authorizing Approval and Payment of Claims (Resolution #08-19)

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- Designating Surety Bonding for Commissioners (Resolution #09-19)
- Resolution Accepting Annual Audit (Resolution #10-19)
- LOSAP Agreement (Resolution #11-19)
- Commissioner Miller read the Fire Protection Agreement. A motion was made by Commissioner Duffy and seconded by Commissioner Miller to accept the agreement. Commissioners Bowne and Miller signed the agreement and gave it to Firefighter Mike Duffy to have the Fire Company sign it.

**CORRESPONDENCE (reported by Commissioner Miller)**

- Received a memorandum from our attorney, Richard Braslow regarding the NJ Local Unit Pay-to-Play Law.
- Received two letters from Solitario & Tierney:
  - 2018 Audit Report Synopsis
  - 2019 Resolutions
- Commissioner Bowne reminded the Commissioners that a Financial Disclosure must be completed
- Received vehicle registrations for the '72 Dodge pick up and the Brush Truck

**PUBLIC PORTION**

**Fire Chief's Report (reported by Chief Umbach)**

- There were 15 fire calls in the month of February.
- Total calls for the year 2019 is 24.
- We were contacted by POSHA for an inspection. I will schedule a date to have this completed.
- Congratulations to the Commissioners for their re-election

**Engineers Report (reported by Ken Skalla)**

- (See attached report)

**COMMITTEES**

**Riva Avenue Project (reported by Commissioner Duffy)**

- Punch list has been executed. All has been fixed with the exception of the gase line. Waiting on PSE&G
- Railing guy came down and will install the railing the week of March 25, 2019.
- The lock company came and fixed the locks, so we don't get locked in.
- The back hall was spackled, cleaned then painted.
- Grab bar was replaced in the rest room.
- Once railings are installed, they along with the Hardware are set for C of O.
- Received a letter from Speedy Lien Inc regarding a lien EJ Electrical Contractor LLC would like to file against J&M Quality Contracting. J&M is disputing it.
- Holding \$30,971.79 (check # 2095) from J & M Contracting. This does not reflect the \$22,900.00 to be paid to them.
- Commissioner Wood received a quote for the antenna - \$10,000.00. He is waiting for a second quote. The antenna will include a stainless-steel platform and two lines, at minimum.

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**INSURANCE (reported by Commissioner Duffy)**

- Two new member Beneficiary Designation forms were submitted. They were for FF Murabito and FF Donnelly.

**LOSAP (reported by Commissioner Fenstermaker)**

- Commissioner Fenstermaker stated that the 2018 LOSAP will be funded \$38,136.00.
- A motion to approve this was made by Commissioner Miller; it was seconded by Commissioner Duffy. All were in favor; it was so moved.

**TREASURY REPORT (reported by Commissioner Wood)**

Beginning balance in account as of 2/15/19 which includes interest income of \$368.61 is \$\$576,146.92. After tonight's disbursements, balance as of today is \$517,446.31.

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

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

**NEW BUSINESS**

- Nothing to report.

**OLD BUSINESS:**

- Discussed election districts. Attorney Braslow will be coming to a future meeting to discuss the election.

Meeting adjourned at 21:00.

#	Action Item	Lead Resource	Target Date	Priority	Comments
1	Fire Protection agreement to be signed by Fire Company	Mike Duffy	ASAP	High	
2	PSE&G – gas line	Commissioner Duffy	TBD	High	
3	Antenna – 2 <sup>nd</sup> quote	Commissioner Wood	Next meeting	High	

Items / Issues to discuss at a future meeting (Parking Lot):	
#	Description
1	Election
2	

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**Decisions / Agreements:**

<b>#</b>	<b>Description</b>
1	Resolutions Adopted
2	Fire Protection Agreement signed by Commissioners
3	LOSAP Funding for 2018

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## Oath of Allegiance

I, Scott Miller do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this state, under the authority of the people.

I do further solemnly swear (or affirm) that I will impartially and justly perform all the duties of the office of Fire Commissioners according to the best of my ability.

A handwritten signature in black ink that reads "Scott Miller".

Address 118 Church Lane  
East Brunswick, NJ 08816

Sworn and subscribed before me this  
12 Day of March, 2019

A handwritten signature in black ink that reads "Lynne Rine".

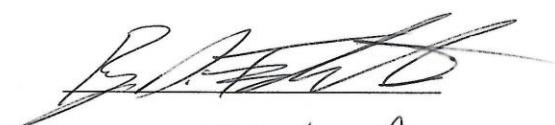
THE BOARD OF COMMISSIONERS OF FIRE  
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## Oath of Allegiance

I, Ryan D. Fenstermacher do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this state, under the authority of the people.

I do further solemnly swear (or affirm) that I will impartially and justly perform all the duties of the office of Vice Chairman according to the best of my ability.



Address 5 Quaker Drive  
East Brunswick, NJ 08816

Sworn and subscribed before me this  
3<sup>rd</sup> Day of March, 2019



THE BOARD OF COMMISSIONERS OF FIRE  
DISTRICT NO. 3  
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MONTHLY MEETING



**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution #02-19**

**Authorizing Appointment of Attorney  
for the 2019-2020 Year**

WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2019-2020; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

- (1) Richard M. Braslow, Esq., and Sclar & Sclar LLC are hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.
- (2) This resolution and the notice of award of contract shall be available for public inspection.

THE BOARD OF COMMISSIONERS OF FIRE  
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RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-02

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution #03-19**

**Authorizing Appointment of Accountant  
for the 2019-2020 Year**

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2019-2020 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

(1) Solitario&Tierney CPA's PLLC is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

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RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-03

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution #04-19**

**Authorizing Appointment of Auditor  
for the 2019-2020 Year**

WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2019-2020 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

(1) Solitario&Tierney CPA's PLLC is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2019 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

THE BOARD OF COMMISSIONERS OF FIRE  
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RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-04

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution # 05-19**

**Adoption of Cash Management Plan**

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be The State Cash Management Fund and/or TD Bank.

THE BOARD OF COMMISSIONERS OF FIRE  
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RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-05

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.

  
Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution # 60-19**

**Authorizing Regular Meeting Schedule  
for the 2019-2020 Year**

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

(1) All regular meetings of the Commissioners shall take place on the SECOND TUESDAY of every month at 7:30 PM with caucus meetings to be held at 7:30PM p.m. at the Colonial Oaks Firehouse, 361 Dunhams Corner Road, East Brunswick, New Jersey, 08816.

(2) A summary of this resolution shall be mailed to the Home News Tribune and the Sentinel.

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of East Brunswick, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

THE BOARD OF COMMISSIONERS OF FIRE  
DISTRICT NO. 3  
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**NOTICE OF REGULAR MEETING SCHEDULE**

PLEASE TAKE NOTICE that the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, shall hold regular meetings at 7:30 P.M. on the second Tuesday of every month, unless otherwise noted below, at the Colonial Oaks Firehouse, 36B Dunhams Corner Road, East Brunswick, New Jersey:

Tuesday, April 9, 2019  
Tuesday, May 14, 2019  
Tuesday, June 11, 2019  
Tuesday, July 9, 2019  
Tuesday, August 13, 2019  
Tuesday, September 10, 2019  
Tuesday, October 8, 2019  
Tuesday, November 12, 2019  
Tuesday, November 19, 2019  
Tuesday, December 10 2019  
Tuesday, January 14, 2020  
Tuesday, February 11, 2020  
Tuesday, March 10, 2020 (Reorganization Meeting)

By: The Commissioners of Fire District No. 3  
Township of East Brunswick, Middlesex County

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

for Resolution #19-06

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution # 07-19**

**Designation of Official Newspapers for  
Publications for the 2019-2020 Year**

WHEREAS, the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the <sup>19 - 2020</sup>  
2014-2015 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No.3, in the Township of East Brunswick, County of Middlesex, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2019-2020 year pursuant to New Jersey statutes shall be Home News Tribune and/or Sentinel, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

THE BOARD OF COMMISSIONERS OF FIRE  
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RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-07

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

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**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution # 07-19**

**Authorizing Approval and Payment of Claims**

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganization meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No.3, in the Township of East Brunswick, County of Middlesex, as follows:

(1) The checks as issued by the Commissioners for payment of claims shall be signed by the President, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

(2) No more than one stamp facsimile shall be used on any particular check in place of a handwritten signature.

(3) The manner in which and the time in which compensation for services rendered by employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.

THE BOARD OF COMMISSIONERS OF FIRE  
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MONTHLY MEETING



RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-08

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



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Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
DISTRICT NO. 3  
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MONTHLY MEETING



**THE COMMISSIONERS OF FIRE DISTRICT NO. 3  
IN THE TOWNSHIP OF EAST BRUNSWICK, COUNTY OF MIDDLESEX**

**Resolution # 09-19**

**Designating Surety Bonding for Commissioners**

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, deem it necessary to provide bonding for the Commissioners.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, as follows:

- (1) All Commissioners shall be bonded in the amount as reflected in the insurance documents.

THE BOARD OF COMMISSIONERS OF FIRE  
DISTRICT NO. 3  
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## RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-09

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

**CERTIFICATION:**

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.

  
Commissioner Scott Miller

THE BOARD OF COMMISSIONERS OF FIRE  
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MONTHLY MEETING



**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF EAST BRUNSWICK FIRE DISTRICT NO.3**

**RESOLUTION ACCEPTING ANNUAL AUDIT**

*10 - 19*

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, the Annual Audit Report for the fiscal year ending December 31, 2018 has been completed and filed with the Treasurer of the Board of Fire Commissioners of the Township of East Brunswick Fire District No.3 and a copy has been received by each member of the Board of Fire Commissioners; and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit report, certify by Resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received and have personally reviewed the annual audit report, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17. and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of the Local Government Services), under the provisions of the Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, and in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Township of East Brunswick Fire District No.3 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the Annual Audit Report for the fiscal year ended December 31, 2018, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the Secretary of the Board of Fire Commissioners of the Township of East Brunswick Fire District No.3 is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE  
MEETING HELD ON 3/12/19**

x *Jeff Miller*  
Secretary  
x 3/12/19  
Date

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



**BOARD OF FIRE COMMISSIONERS  
TOWNSHIP OF EAST BRUNSWICK FIRE DISTRICT NO.3**

**AUDIT REVIEW AFFIDAVIT**

The members of the governing body of the Board of Fire Commissioners of the Township of East Brunswick Fire District No.3, in the County of Middlesex, New Jersey, being of full age and being duly sworn according to law, upon their oaths depose and say:

1. We are duly elected members of the Board of Fire Commissioners, Township of East Brunswick Fire District No 3, in the County of Middlesex, New Jersey;
2. In the performance of our duties, and pursuant to NJAC 5.30-6.5, we have familiarized ourselves with the contents of the Annual Fire District Audit filed with the Clerk pursuant to NJSA 40A:5-6 for the year ended December 31, 2018;
3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "General Comments" and Recommendations."

(Print Name)

Edward M. Bowne III

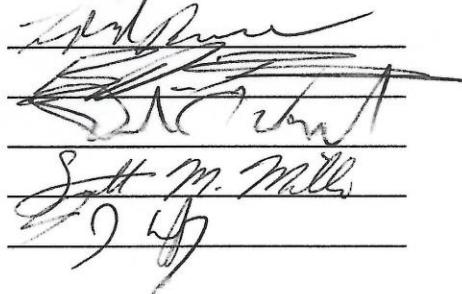
Ryan Fenstermaker

David C. Wood

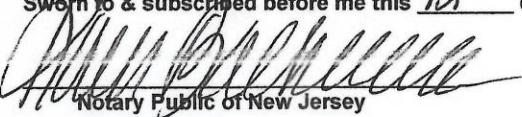
Scott M. Miller

Thomas Duffy

(Signature)



Sworn to & subscribed before me this 12<sup>th</sup> day of MARCH 2019

  
Notary Public of New Jersey

KAREN BACHMANN, I.D. 2030678  
NOTARY PUBLIC STATE OF NEW JERSEY  
MY COMMISSION EXPIRES JUNE 27, 2022



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



RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-10

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

**CERTIFICATION:**

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.

  
Commissioner Scott Miller.

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



11 - 19

3/12/2019

Whereas, the Commissioners of East Brunswick, NJ Fire District #3 desire to encourage active participation by all of our volunteer firefighters,

And Whereas, the Commissioners are permitted to implement a cost of living LOSAP increase subject to limitations determined by the state of NJ and published by the NJ Division of Local Government Services,

And Whereas, the State of NJ has established a maximum legal cost of living increase for Fire districts for 2018 as detailed below (Local Finance Notice 2019-03):

2018 .49%

Now, therefore be it resolved by the Commissioners of Fire District #3, in the Township of East Brunswick, County of Middlesex, and State of New Jersey that the 2018 LOSAP allocations be adjusted as follows:

For 100 points attainment	\$ 1,536
For 75 points attainment	\$ 1,069
For 50 points attainment	\$ 802

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



RECORD OF VOTE OF THE COMMISSIONERS

for Resolution #19-11

Member	Bowne	Fenstermaker	Duffy	Miller	Wood
Yes	✓	✓	✓	✓	✓
No					
Absent					

CERTIFICATION:

I, Scott Miller, Clerk of the Commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, hereby certify that the foregoing resolution was passed at the regular meeting of the Commissioners held on March 12, 2019.



\_\_\_\_\_  
Commissioner Scott Miller

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



**FIRE PROTECTION AGREEMENT**

THIS AGREEMENT, made this 12 day of March 2019, between

**THE BOARD OF COMISSIONERS OF FIRE DISTRICT NO. 3**

IN THE Township of East Brunswick, County of Middlesex, and State of New Jersey, (hereinafter referred to as "Commissioners"); and

**BROOKVIEW VOLUNTEER FIRE COMPANY**

(Hereinafter referred to as "Fire Company")

**WITNESSETH:**

WHEREAS, N.J.S. 40a:14 70.1(B) authorizes the fire district of a municipality to contract with a volunteer fire company for the purpose of extinguishing fires, upon such terms and conditions as shall be deemed proper; and

WHEREAS, the commissioners of Fire District No. 3 in the Township of East Brunswick, County of Middlesex, have negotiated an agreement with the Fire Company within its jurisdiction upon terms that are fair and proper for the provision of fire protection services to the fire district;

NOW, THEREFORE, the Commissioners and Fire Company, in consideration of the payment to be made as herein described and the exchanges of mutual promises, represent and agree as follows:

- 1) Fire Company will extinguish fires within the fire district or in such other areas or territories as may be contracted for by commissioners or pursuant to mutual aid agreements. For purposes hereof, the term "extinguishing fires" shall be used in its broadest and most universal sense.
- 2) Nothing herein shall be construed to increase any liability on the part of Fire Company to the public for errors or omissions in the performance or nonperformance of its duties hereunder or pursuant to any other requirement.
- 3) The members of Fire Company, in performing fire duty, shall be deemed to be exercising a government function.
- 4) The members of Fire Company shall operate under the supervision and control of Commissioners, and Fire Company may not take any action which is contrary to law or to the by-laws or official actions of Commissioners.

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



- 5) Fire Company shall perform such other duties, directly or indirectly related to the extinguishment of fires, as may be directed from time to time by Commissioners.
- 6) In addition to the payment to be made as hereinafter provided by Commissioners to Fire Company pursuant hereto, Commissioners shall provide Workers Compensation Insurance coverage and also liability insurance protection for fireman while engaged in fire fighting duties, including their use of apparatus, vehicles, and equipment owned by Fire Company, public liability and property damage insurance for the fire houses or structures owned by Fire Company.
- 7) Commissioners shall reimburse volunteer firemen of Fire Company for any personal losses incurred while engaged in fire duty, subject to reasonable proof of the value of such losses.
- 8) Commissioners shall pay Fire Company the amount of **TWO HUNDRED AND SIX THOUSAND FOUR HUNDRED DOLLARS (\$206,400.00)** for the services herein provided, said annual consideration shall be made in installments pro-rated to the amount received by Commissioners from the Township as the fire district's share of tax revenue, **each installment to be made within thirty (30) days following receipt of said revenues by the fire district.**
- 9) The payment to be made hereunder is dependent upon Fire Company maintaining an adequate fire fighting corps and an available manpower response during all hours of the day.
- 10) Notwithstanding anything to the contrary herein contained, Commissioners will exercise jurisdiction over Fire Company in firematic matters only and will not interfere or seek to regulate the internal administration of Fire Company. The control of the Fire Chief at the fire scene, in accordance with law, shall remain exempt from the foregoing.
- 11) Commissioners shall provide life and health insurance for the members of Fire Company, but not in excess of any statutory limit, and any insurance, once in force, may not be terminated by Commissioners without furnishing thirty (30) days notice to Fire Company.
- 12) Fire Company will house any apparatus, vehicles or equipment furnished by Commissioners in a safe and secure manner, will observe any rules or regulations promulgated by Commissioners for the maintenance, storage and use of said apparatus, vehicles, and equipment, and shall utilize same only in accordance with procedures established by Commissioners and to effectuate the purpose of this agreement.
- 13) This contract is contingent upon adequate funding being provided in the annual budget and by appropriation of Commissioners.
- 14) At the expiration of this agreement, in the absence of a new or replacement agreement, the parties may continue this agreement upon the same terms and conditions for an additional period of ninety (90) days by letter authorization, without the need for a formal contract.
- 15) Fire Company may not hire or employ any person to perform any firematic function of Fire Company, but Commissioners may provide paid

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



employees for use by Fire Company provided that the requirements of L. 1979, c.453, and subsequent amendments, if any, are observed.

- 16) Commissioners shall receive use of the office space presently provided for the Board of Fire Commissioners at Colonial Oaks Firehouse unless subsequently agreed otherwise by the parties.
- 17) The meeting room at the Colonial Oaks Firehouse shall be available for the use of the Board of Fire Commissioners for its regularly scheduled evening meetings on the 2<sup>nd</sup> Tuesday of each month, for the annual election meeting held on the 3<sup>rd</sup> Saturday in February, and for special meetings, from time to time, provided that such meetings do not conflict with other activities previously scheduled by Fire Company for said room.
- 18) All duties, obligations, and activities of the parties pursuant to this agreement shall be exercised reasonably and in good faith.
- 19) If any articles, sections, paragraph, sentence, or clause of this agreement is determined to be invalid, same shall be deemed severable, and the remainder of the agreement shall survive unless such invalidated language is material to the purpose and intentions of the parties.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals or caused their corporate presents to be affixed the day and year above written.

ATTEST:

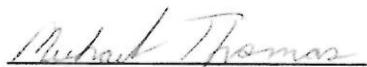
BOARD OF COMMISSIONERS  
FIRE DISTRICT NO. 3  
TOWNSHIP OF EAST BRUNSWICK  
COUNTY OF MIDDLESEX, N.J.

  
\_\_\_\_\_  
Scott Miller, Secretary/Clerk

  
\_\_\_\_\_  
Edward M. Bowne, Chairman

ATTEST:

BROOKVIEW VOLUNTEER FIRE COMPANY

  
\_\_\_\_\_  
Michael Thomas, Secretary

  
\_\_\_\_\_  
Michael Duffy, Vice President

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



# MEMORANDUM

TO: All Fire Districts

FROM: Richard M. Braslow, Esq.

DATE: March 7, 2019

SUBJECT: New Jersey Local Unit Pay-to-Play Law

Enclosed is my certification as required by the above legislation which is self-explanatory. If you have any questions please contact me.

Richard M. Braslow, Esq.  
516 Fielders Lane  
Toms River, NJ 08755  
Tel: (732) 341-7537  
Fax: (732) 341-4425

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



**BUSINESS ENTITY DISCLOSURE CERTIFICATION**

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant to N.J.S.A. 19:44A-20.8

**East Brunswick Fire District No. 3**

**Part I - Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the Law Office of Richard M. Braslow has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding March, 2019 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of East Brunswick Fire District No. 3 as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Any individuals including Commissioners relating to the Fire District	
---	--

**Part II - Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business entity:**

Partnership       Corporation       Sole Proprietorship       Subchapter S Corporation  
 Limited Partnership       Limited Liability Corporation       Limited Liability Partnership

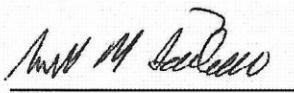
Name of Stock or Shareholder	Home Address
Richard M. Braslow	516 Fielders Lane, Toms River, NJ 08755

**Part III - Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or in part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Law Office of Richard M. Braslow.

Signed:  
Print Name:



Richard M. Braslow

Title: Owner  
Date: March 6, 2019

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



**BUSINESS ENTITY DISCLOSURE CERTIFICATION**

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant to N.J.S.A. 19:44A-20.8

**East Brunswick Fire District No. 3**

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

**"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)**

**19:44A-20.6 Certain contributions deemed as contributions by business entity.**

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

**19:44A-20.7 Definitions relative to certain campaign contributions.**

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

**Temporary and Executing**

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. The term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*  
"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2).

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



SOLITARIO & TIERNEY CPA PLLC

206 RIDGECREST AVENUE  
STATEN ISLAND, NY 10312  
P: 718-415-7118, F: 866-304-7393  
STCPAPLLC@GMAIL.COM

March 1, 2019

Mr. David Wood, Treasurer  
Board of Fire Commissioners  
Township of East Brunswick - Fire District No.3  
P.O. Box 491  
East Brunswick, N.J. 08816

Dear Mr. Wood:

We provide herewith as required by the State of New Jersey:

- 1.) A Resolution to be duly adopted by the Fire Commissioners and signed by the Secretary/Clerk; and
- 2.) The Local Authorities Group Affidavit Form to be signed by each Commissioner and properly notarized after all Commissioners have signed the affidavit.

These documents assert that all Board Members have reviewed the 2018 Audit Report as filed with the New Jersey Department of Community Affairs, Division of Local Government Services.

A certified copy of the Resolution and the original Group Affidavit form are to be submitted to the Local Finance Board. This report should be submitted in the envelope provided to:

Local Finance Board  
State of New Jersey  
Dept. of Community Affairs  
P.O. Box 803  
Trenton, NJ 08625

Please provide us with copies of the executed documents for our files.  
Should you need assistance or have any questions, do not hesitate to contact the office.

Respectfully,

*Patrick Tierney, CPA*  
Patrick Tierney, CPA  
Solitario & Tierney, CPA, PLLC

PT/cp  
encl.

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



SOLITARIO & TIERNEY CPA PLLC

206 RIDGECREST AVENUE  
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P: 718-415-7118, F: 866-304-7393  
STCPAPLLC@GMAIL.COM

March 1, 2019

Mr. David Wood, Treasurer  
Board of Fire Commissioners  
Township of East Brunswick: Fire District No.3  
P.O. Box 491  
East Brunswick, N.J. 08816

Gentlemen:

Pursuant to the terms of our engagement, we provide herewith five (5) copies of the 2018 Audit Report as required by the Local Authorities Fiscal Control Law.

A full copy of the Audit Report and the Synopsis of Audit Report has been filed directly with the Department of Community Affairs.

In addition, we enclose a "Synopsis of the Audit Report" (2 copies) for publication and filing with the Township Clerk.

If there are any questions relative to these reports, do not hesitate to contact our office.

Respectfully submitted,

*Patrick Tierney, CPA*  
Patrick Tierney, CPA  
Solitario & Tierney, CPA, PLLC

PT/cp  
encl.

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



**TOWNSHIP OF EAST BRUNSWICK FIRE DISTRICT NO. 3**

**SYNOPSIS OF AUDIT REPORT**  
**DECEMBER 31, 2018 AND 2017**

**COMBINED COMPARATIVE BALANCE SHEET**

	<b>2018</b>	<b>2017</b>
<b>ASSETS:</b>		
Cash	\$ 810,291	\$ 2,097,014
Amount to be Provided for Payment of Debt	1,450,000	1,700,000
General Fixed Assets	<u>1,893,525</u>	<u>1,893,525</u>
 Total Assets	 <u>\$ 4,153,816</u>	 <u>\$ 5,690,539</u>
<b>LIABILITIES &amp; FUND BALANCES</b>		
<b>Liabilities:</b>		
Accounts Payable	\$ 106,666	\$ 75,572
Loan Payable: Inter-Local Service Agreement (#2)	1,450,000	1,700,000
Loan Payable: Inter-Local Service Agreement (#3)	<u>375,000</u>	<u>500,000</u>
 Total Liabilities	 <u>\$ 1,931,666</u>	 <u>\$ 2,275,572</u>
<b>FUND BALANCES:</b>		
Investment in General Fixed Assets	\$ 1,518,525	\$ 1,393,525
Funds Designated for I/L/S/A (#1)	14,102	14,102
Fund Balance-Committed	403,159	1,663,483
Fund Balance-Unassigned	<u>286,364</u>	<u>343,857</u>
 Total Liabilities & Fund Balances	 <u>\$ 4,153,816</u>	 <u>\$ 5,690,539</u>

**GENERAL FUND**

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE**

	<b>2018</b>	<b>2017</b>
<b>REVENUES:</b>		
District Taxes	\$ 799,658	\$ 728,952
Unrestricted Fund Balance Appropriated	139,000	100,000
Miscellaneous Income	<u>6,157</u>	<u>22,563</u>
 Total Revenues	 <u>\$ 944,815</u>	 <u>\$ 851,515</u>
<b>EXPENDITURES:</b>		
Operating & Maintenance	\$ 468,381	\$ 478,723
Capital Outlay	-	55,000
Debt Service	<u>403,619</u>	<u>232,613</u>
 Total Expenditures	 <u>\$ 872,000</u>	 <u>\$ 766,336</u>
Excess of Revenue Over Expenditures	\$ 72,815	\$ 85,179
Fund Balance, Beginning	343,857	345,976
Utilization of Fund Balance	(139,000)	(100,000)
Adjustment To Fund Balance	<u>8,692</u>	<u>12,702</u>
 Fund Balance, Ending	 <u>\$ 286,364</u>	 <u>\$ 343,857</u>

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



TOWNSHIP OF EAST BRUNSWICK FIRE DISTRICT NO. 3

The above synopsis was prepared from the report of the audit of the Board of Fire Commissioners, Township of East Brunswick, Fire District No. 3, County of Middlesex for the years ended December 31, 2018 and 2017.

This report of audit, submitted by Patrick M. Tierney, CPA of Solitario & Tierney, CPA, PLLC, is on file at the Township of East Brunswick Clerk's office and may be inspected by any person.

3/12/19  
DATE

Scott Miller  
CLERK

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



TOWNSHIP OF EAST BRUNSWICK FIRE DISTRICT NO. 3

SYNOPSIS OF AUDIT REPORT  
DECEMBER 31, 2018 AND 2017

COMBINED COMPARATIVE BALANCE SHEET

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GENERAL FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

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 Fund Balance, Ending	 <u>\$ 286,364</u>	 <u>\$ 343,857</u>

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



Brookview Volunteer Fire Company  
Monthly Engineer Report  
2018 March 2019

General Items: SCBA flow tests completed. Semi annual SCBA batteries change needs to be done.

- 901 2009 Pierce Engine:  
Driver window adjusted.
- 902 2003 Pierce Engine:
- 903 1997 Pierce Engine:
- 904 2016 Pierce Rescue Truck:  
Light tower controller out for repair.
- 905 1994 Ford F 250 Water / Ice Rescue Truck:
- 906 1994 Ford Bronco Utility Truck:
- 907 1972 Dodge Brush Truck:
- 908 2016 Chevrolet Tahoe:
- 909 2016 Ford F250:  
Emergency light malfunction. Frayed wire repaired.
- 912 1994 Ford F250 Pick Up:

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



## SPEEDY LIEN INC.

"THE MECHANIC'S LIEN CLEARING HOUSE"

200 Garden City Plaza – Suite 224

Garden City, New York 11530

TEL: 516-679-6702

FAX: 516-679-6703

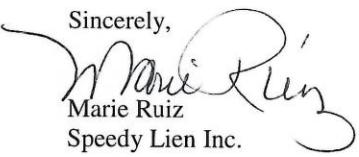
February 27, 2019

Brookview Volunteer Fire Department  
363 Dunhams Corner Road  
East Brunswick, New Jersey 08816

Att: Brookview Volunteer Fire Department

Please be advised that this office represents E.J. Electrical Contractor LLC (Claimant) who would like to file a lien against J & M Quality Contracting (Contractor). Enclosed please find copies of said lien and a stamp addressed envelope. Thank you for your attention to this matter. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

  
Marie Ruiz  
Speedy Lien Inc.

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



East Brunswick Fire District #3

4/9/2019 8:27 PM

Register: TD Bank

From 02/13/2019 through 03/12/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/15/2019			Interest Income	Interest		X	368.61	576,146.92
02/25/2019	2072	Direct Machinery, Inc.	accts payable - 05-WA...	Quote#MXJC...	13,110.00	X		563,036.92
02/27/2019	2073	Noel H Gaspar Dryw...	6640 Riva Ave Project	INV#	900.00	X		562,136.92
03/04/2019	2074	Alpha One Painting ...	6640 Riva Ave Project	INV	796.00	X		561,340.92
03/08/2019	2075	F&C Professional Al...	6640 Riva Ave Project	Railings(6640)	1,750.00	X		559,590.92
03/08/2019	2076	General Flooring	6640 Riva Ave Project	Finish Back St...	950.00	X		558,640.92
03/12/2019	2077	Middlesex County D...	6224 Election Expenses	INV#7638(6224)	1,048.73	X		557,592.19
03/12/2019	2078	Verizon Wireless	6236 Office Expenses	INV#9824972...	80.02	X		557,512.17
03/12/2019	2079	Parts Authority	6346- Vehicle M&R	Ref#30000415...	62.01	X		557,450.16
03/12/2019	2080	Access Health Systems	6340 Physical Exams	INV#30167(63...	120.00	X		557,330.16
03/12/2019	2081	Access Health Systems	6340 Physical Exams	INV#30170(63...	120.00	X		557,210.16
03/12/2019	2082	Confires Fire Protecti...	6320 Equipment M&R	INV#0271112...	586.00	X		556,624.16
03/12/2019	2083	Confires Fire Protecti...	6320 Equipment M&R	INV#0271436...	132.00	X		556,492.16
03/12/2019	2084	Richard M. Braslow	6640 Riva Ave Project	INV#20256(66...	90.00	X		556,402.16
03/12/2019	2085	The Design Collabor...	6640 Riva Ave Project	INV#17835(66...	5,197.50	X		551,204.66
03/12/2019	2086	Continental Fire & S...	6312 Equipment Purch...	INV#J1603(63...	468.00	X		550,736.66
03/12/2019	2087	Reliance Graphics, Inc	6224 Election Expenses	Ballots(6224)	745.00	X		549,991.66
03/12/2019	2088	Sunny Communicati...	6310 Radio M&R	VOID: INV#7...		X		549,991.66
03/12/2019	2089	Fire & Safety Service...	6346- Vehicle M&R	INV#SII9-059...	250.00	X		549,741.66
03/12/2019	2090	Brookview Vol. Fire ...	6320 Equipment M&R	Reim SCBA B...	99.15			549,642.51
03/12/2019	2091	Dave Wood	6236 Office Expenses	Reim for Ink C...	171.66	X		549,470.85
03/12/2019	2092	Christine Gerbereux	6250 Admin Service	INV#254(6250)	397.50	X		549,073.35
03/12/2019	2093	NJ State Assoc.of Fir...	6222 Dues & Subscript...	Dues(6222)	300.00	X		548,773.35
03/12/2019	2094	Tom Duffy	6640 Riva Ave Project	Reim Misc(6640)	95.25	X		548,678.10
03/12/2019	2095	J & M Quality Contr...	6640 Riva Ave Project	Application#21...	30,971.79			517,706.31
03/12/2019	2096	Dave Wood	6310 Radio M&R	Reim Sunny C...	260.00	X		517,446.31
03/12/2019	2097	Lincoln National Lif...	6138 LOSAP	VOID: 2018 L...		X		517,446.31