

Board of Fire Commissioners

Fire District #2

Township of South Brunswick

Regular Meeting
Third Monday at 7:00 P.M.
Monmouth Junction Fire House

P.O. Box 114
Monmouth Junction, N.J. 08852

AGENDA ***June 15, 2026*** ***7:00 PM***

1. Call to Order and Pledge of Allegiance

2. Notice of Compliance

This meeting is being held in compliance with the Public Law Meeting Notice of the Public Laws of 1975. Notice of this meeting was given by way of notice filed with the Township Clerk, posted on the legal notices page of the Fire District website, and posted on the bulletin board of the South Brunswick Township Municipal Building, March 2026.

3. Roll Call

4. Public Comment

5. Approval of Minutes

A. May 18, 2026 Regular Meeting

6. Professional Reports

A. Fire Chief

B. District Coordinator

C. Insurance Chairman

D. Treasurer

E. Legislative

F. Joint Firefighter Program

7. Old Business

8. New Business

A. Discussion on Renewal of Station Alarm Monitoring Contract

B. Discussion on FY 2025 Assistance to Firefighters Grant

C. Items Timely and Important

9. Voucher List

(See Attached)

10. Public Comment

11. Adjournment

Voucher List

<i>A</i>	Republic Services #689	237.03
<i>B</i>	Kleen-Tec Maintenance, LLC	480.00
<i>C</i>	Verizon Wireless	236.72
<i>D</i>	Primo Brands	164.85
<i>E</i>	Marin Landscaping LLC	695.00
<i>F</i>	Mercer County Community College	1,030.00
<i>G</i>	Continental Fire & Safety	250.00
<i>H</i>	Continental Fire & Safety	20,506.00
<i>I</i>	New Jersey Fire Equipment Co.	1,235.00
<i>J</i>	South Brunswick Township Water & Sewer Revenue	1,830.31
<i>K</i>	South Brunswick Township Fire District No. 1	1,700.00
<i>L</i>	South Brunswick Township Fire District No. 3	1,859.12
<i>M</i>	Plainsboro Fire Department	1,339.22
<i>N</i>	South Brunswick Township	350.06
<i>O</i>	South Brunswick Township	90,980.17
<i>P</i>	Cummins Sales and Service	1,113.70
<i>Q</i>	USA Today Media Corp.	74.56
<i>R</i>	GSB	2,109.00
<i>S</i>	Fire Flow Services Inc.	1,800.00
<i>T</i>	Bunker Hill Tree Service	1,500.00
<i>U</i>	Monmouth Junction Vol. Fire Department	330.47
<i>V</i>	Monmouth Junction Vol. Fire Department	12,452.84
<i>W</i>	Access Compliance, LLC	906.00
<i>X</i>	HFA Certified Public Accountants & Advisors	1,500.00
<i>Y</i>	Scott Smith	76.00
<i>Z</i>	Matt Pinter Door Company	350.00
<i>AA</i>	Discover Construction, LLC	5,500.00

BB PSE & C 1,616.12

CC VERIZON 535.16

DD FIRE SECURITY TECHNOLOGIES, INC. 1,275.00

EE TRAP ROCK INDUSTRIES LLC 13,312.19

APPROVED
7-20-2026

REGULAR MEETING
SOUTH BRUNSWICK TOWNSHIP
BOARD OF FIRE COMMISSIONERS – DISTRICT #2
June 15, 2026

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Smith at 7:09 pm followed by a salute to the flag.

2. NOTICE OF COMPLIANCE

Chairman Smith read the Public Laws Meeting Notice of the Public Laws of 1975.

3. ROLL CALL

Present: Comm. B. Spahr
Comm. C. Spahr
Comm. Wolfe
Comm. Young
Chairman Smith

4. PUBLIC COMMENT

Tyler Goldin asked the Board to consider funding two items for the Fire Department. First, Mr. Goldin asked the Board to purchase an adjustable fitness bench for the Station 20 weight room at a cost of \$350.00. Lastly, Mr. Goldin asked if the Board would fund the painting of the member's room at Station 21. The requests will be brought up for discussion under Timely & Important.

5. APPROVAL OF MINUTES

A. May 18, 2026 Regular Meeting

Comm. C. Spahr made a motion to approve the minutes of the May 18, 2026 regular meeting, seconded by Comm. B. Spahr.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

6. PROFESSIONAL REPORTS

A. Fire Chief's Report

Chief Scott Smith read the May 2026 fire department activity report.

Chief Smith reported that the fire department participated in the police department's Developmental Disabilities Support Day event at the Senior Center on May 23rd.

Chief Smith reported that the fire department held a live-burn drill at the Mercer County Fire Academy on May 28th.

Chief Smith reported that the department participated in a touch-a-truck event for the school district pre-school program on April 25th.

Chief Smith reported that he attended a meeting for chief officers earlier today at the Middlesex County Fire Academy to review the Division of Fire Safety's new electronic certification and licensing system.

B. District Coordinator's Report

Coordinator Scott Smith reviewed the June 2026 Coordinator's report.

C. Insurance Chairman's Report

Coordinator Smith reviewed the June 2026 insurance report.

D. Treasurer's Report

Comm. Young reported that there was one deposit since the last meeting. The deposit was made on May 26th in the amount of \$7,528.85 from the County of Middlesex for reimbursement of expenses for the response to a hazardous materials incident. The expenses to District #2 were \$2,280.45 for the incident, with the remaining balance to be disbursed to mutual aid agencies as listed on the voucher list.

Comm. Young reported that he distributed the latest financial reports to the Commissioner's mailboxes earlier today.

Comm. Young reported that copies of the 2025 financial audit were received and distributed.

E. Legislative Report

Comm. Young reported that he virtually attended the last meeting of the State Association of Fire Districts. Legislative topics discussed during that meeting included regulations concerning junior firefighters, changes to fire official/fire inspector certification and licensing, and increasing the length of financing terms for the purchase of fire apparatus.

F. Joint Firefighter Program

Chairman Smith reported that there was no meeting this month, with the next meeting to be held on July 7th.

7. OLD BUSINESS

There was no old business to discuss.

8. NEW BUSINESS

A. Discussion on Renewal of Station Alarm Monitoring Contract

Coordinator Smith reported that he received the renewal of the burglar and fire alarm system monitoring contracts for the fire stations from Fire Security Technologies at a cost of \$1,275.00.

Comm. Young made a motion to approve the renewal of the station alarm monitoring contracts by Fire Security Technologies at a cost of \$1,275.00, seconded by Comm. Wolfe.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

B. Discussion on FY 2025 Assistance to Firefighters Grant

Coordinator Smith reported that the application period for FEMA's fiscal year 2025 Assistance to Firefighters Grant program is open from May 19th to June 22nd. Coordinator Smith recommended submitting an application to replace the current inventory of self-contained breathing apparatus and cylinders. Based on the grant definitions, the equipment is considered obsolete and non-compliant as the NFPA standard that they were manufactured to is two revisions behind the current edition. Coordinator Smith reported that he has obtained quotes from three vendors, with the lowest quote provided by Firefighter One in the amount of \$412,822.48.

Comm. C. Spahr made a motion to approve the application to the Assistance to Firefighters Grant for the purchase of self-contained breathing apparatus, seconded by Comm. Wolfe.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

C. Items Timely and Important

Chairman Smith reported that with the completion of the paving project at Station 20, thank you letters will be sent to the Township Manager and K&A Excavating for their assistance.

Comm. Young thanked Chairman Smith for his work on the paving project.

Chairman Smith reported that a letter was received regarding a public hearing to be held at the Township Zoning Board of Adjustment to review a proposed change to the use of the property neighboring Station 20.

Comm. Young made a motion to approve the purchase of an adjustable fitness bench at a cost of \$350.00, seconded by Comm. B. Spahr.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

Comm. C. Spahr made a motion to approve the painting of the Station 21 member's room at a cost not to exceed \$1,000.00, seconded by Comm. Wolfe.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

9. VOUCHER LIST

Comm. Young reported that the voucher list has been amended to include four additional items: Item BB to PSE&G Co. in the amount of \$1,616.12; Item CC to Verizon in the amount of \$535.16; Item DD to Fire Security Technologies, Inc. in the amount of \$1,275.00; and Item EE to Trap Rock Industries LLC in the amount of \$13,312.19.

Comm. Wolfe made a motion to approve the voucher list as amended, seconded by Comm. B. Spahr.

Roll call: Comm. B. Spahr – yes, Comm. C. Spahr – yes, Comm. Wolfe – yes, Comm. Young – yes, Chairman Smith – yes. Motion Passed.

10. PUBLIC COMMENT

No one from the floor desired to address the Board.

11. ADJOURNMENT

Comm. Young made a motion to adjourn seconded by Comm. C. Spahr and by a voice vote all voted in affirmative. Meeting adjourned at 7:55 pm.

Respectfully Submitted,

Scott Smith, Fire District Coordinator

Monmouth Junction Volunteer Fire Department
Monthly Activity Report
May 2026

INCIDENT RUNS

- 1 Structure Fires
- Vehicle Fires
- Dumpster/Compactor/Trash/Refuse Fires
- 3 Trees, Brush, Grass, Mulch Fires
- 2 Fires, Other
- Vehicle Extrications (Jaws)
- 5 Motor Vehicle Accident (No Extrication)
- Rescue Call (Elevator, Trench, Confined Space, High Angle, Animal, etc.)
- 8 Haz-Mat Spill / Leak No Ignition
- Arcing / Shorted Electrical Equipment / Power Line Down / Electrical Problem
- Hazardous Condition
- Service Call (Unauthorized Burning, Water Problem/Leak, Lockout, etc.)
- Assist Police / EMS / Landing Zone / Missing Person
- Stand-By / Cover Assignment
- 2 Dispatched & Cancelled En Route
- 2 Smoke Scare / Odor Removal / Problem
- 7 System Malfunctions
- 13 Unintentional System / Detector Operation
- 1 False Calls / Good Intent
- Other (Citizen Complaint)

44 Total Runs for 185.90 Man-Hours

DEPARTMENT ACTIVITIES

- 1 Board of Fire Commissioners Meeting
- Chief's Meeting
- Line Officer's Meeting
- 1 Regular Department Monthly Meeting
- Relief Association Meeting
- OEM Meeting
- Work Night
- Work Detail
- 3 Drills
- 3 Training Sessions
- Parade/Wetdown
- 1 Public Relations
- Duty Crew / Stand-by Assignment (Non-Incident)
- Viewing/Funeral
- 2 Misc. Function (Meeting, Committee Function, Recruitment, etc.)

225.52 Man-Hours

Total Man-Hours for the Month: 411.42

Fire Safety:

Referrals Sent – 9

Responded to Scene – 11

Fire District Coordinator's Report June 15, 2026

- The auctions for the computer equipment and quartz lighting that were declared surplus at the May meeting was listed for sale on Gov Deals on May 20th and ended on May 30th with no bids. The auctions were re-listed on June 1st, ending on June 11th, at reduced prices. Both auctions sold for \$125.00 each. Once auction fees are removed, each item netted \$118.75 for a total profit to the district in the amount of \$237.50. As of today we are still waiting on the winning bidders to submit payment.
- I received notification on 5-21-2026 that the \$2,500 grant application submitted to NJ American Water for their Volunteer Fire & EMS Grant Program was not selected for funding this year.
- Cummins Power Systems performed the 6-month preventive maintenance on the emergency generators at both stations on 5-22-2026.
- Bunker Hill Tree Service took down one tree and trimmed limbs on several others at Station 21 on 5-31-2026.
- Fire Flow Services performed the NFPA fire pump testing on the three engines and the aerial on 6-1-2026. Engine 206 failed testing due to an issue with the tank-to-pump valve. Fire & Safety Services has been contacted to troubleshoot. Once repairs are made the pump will be re-tested.
- Station 20 was used as a polling place for the primary election on 6-2-2026.
- Discover Construction performed the milling of the engine bay driveway at Station 20 on 6-8-2026. Public Works paved the driveway on 6-12-2026.
- Matt Pinter Door Company was at Station 20 on 6-11-2026 to repair a bay door motor.
- Support Unit 207 went to Circle Automotive on 6-12-2026 to address a power steering leak.

Insurance:

- There is an invoice on the voucher list to Glatfelter Specialty Benefits for the third installment on the Group Term Life policy in the amount of \$2,109.00.