

The Board of Fire Commissioner Fire District #1 Borough of Englishtown, State of New Jersey, convened on Thursday August 7th, 2025, in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main Street Englishtown, New Jersey.

The meeting was called to order by G. Maresca at 8:11pm

· Sunshine Statement by Board Attorney Joe Youssouf:

Statement is hereby given that adequate notice of this meeting was given by:

- The mailing of said notice to the Asbury Park Press
- The prominent posting of said notice at the Englishtown Fire Department

Roll Call showed the following members in attendance:

Present: M. Scarrone and B. Stonaker, G. Maresca, and T. Kirkland, F. Botti

Minutes: July minutes excepted by a motioned by F. Botti and seconded by G. Maresca.  
July Executive minutes excepted by motion from B. Stonaker and seconded by T. Kirkland followed by roll call vote.

Ayes: M. Scarrone, B. Stonaker, G. Maresca and T. Kirkland, F. Botti

Financial: motioned to except bill list by B. Stonaker seconded by F. Botti followed by a roll call vote. Motion to except HVAC service maintained contract for \$1500 annually motioned by T. Kirkland and seconded by G. Maresca.

Ayes: M. Scarrone, B. Stonaker, G. Maresca and T. Kirkland, F. Botti

Legal: nothing to report

Chief's Report: See Attached. Would like to attend swift water rescue class with Millstone. 4 members at \$385 per member. Motion to approve gear for firefighter Krause \$ 4,477.04 and chainsaw purchase excepted by a motion from B. Stonaker and seconded by F. Botti followed by a roll call vote.

Ayes: M. Scarrone, B. Stonaker, G. Maresca and T. Kirkland, F. Botti

District Engineer Report: See Attached

Presidents Report: Working on roof over gear washing machine and dryer.

Fire Bureau: See attached

Audit/ Bookkeeping: Should be a completed draft by next month's meeting.

IT Report: nothing to report

Insurance: nothing to report

Membership: No activity

LOSAP: Transitioning to a new person to take over LOSAP after P. Cooke resigned. T. Frueh will be our new point of contact.

Old Business: Continuing to work on Verizon and T. Frueh transition to LOSAP point of contact.

New Business: firefighter B. Stonaker and T. Kirland and Chief O'Brien will meet with Manalapan to discuss coverage for the fire department.

Public Open Portion: Local Finance Board for new fire truck. Public, please attend if available.

Meeting Adjournment: at 8:46 pm after a motion by B. Stonaker and seconded by T. Kirkland

Certified at the September 4th, 2025, regularly scheduled meeting \_\_\_\_\_

Clerk, Melissa Scarrone

---

# ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726  
732-446-4818 • FAX 732-446-8285

## Chief's Report Englishtown Fire District #1 Meeting September 4<sup>th</sup>, 2025

### Incidents for August 2025

| Zone                               | Incident Count                    |
|------------------------------------|-----------------------------------|
| Englishtown (12-1)                 | 8                                 |
| Manalapan Primary Response (26-2P) | 6                                 |
| Manalapan (26-2)                   | 14                                |
| Gordon's Corner (26-1)             |                                   |
| Freehold (16-1)                    |                                   |
| Freehold (15)                      |                                   |
| Monroe Township                    |                                   |
| Millstone (32-1)                   |                                   |
| <b>Total</b>                       | 28 Incidents for over 39 Manhours |

**See attached staffing response level report.**

### Significant Incidents for August 2025:

- 8-12-2025 – Kitchen Fire on Ramble Way in Manalapan
- 8-29-2025 – Vehicle Fire on Inwood Drive in Manalapan

### Training

- Forcible Entry Training was held throughout the month
- (4) Members are expected to attend Swift Water Operations Level Training in September

# ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726  
732-446-4818 • FAX 732-446-8285

## Building

- Fernandes will be installing hose bibs on Monday.
- Commissioner Botti installed cabinets above the Washer and Dryer – Thank you.

## Purchase Requests (4 Items)

- **Large Area Search Bags:** Looking to purchase (2) Large Area Search Bags for the front-line engines. Our previous order for (1) from the Fire Store last year has been canceled since it was never delivered.
- **New Engine Loose Equipment:** Looking to purchase loose equipment for the new Engine such as Hooks, Halligan Bars, Axe's, Flashlights, and a Little Giant Ladder. We will also be reusing some of the stuff from the current engine.
- **New Saw for New Engine:** Looking to purchase a K12 Saw Kit, Diamond Blade, and Blade Holder for new Engine. We will Take the current saw on 75 and place it on 12-74 as the new forcible entry saw. The current forcible entry saw on 12-74 has been having issues and will be placed in reserve.
- **Home Depot Supplies:** Looking to purchase Cut-off Blades for the 4 ½ Inch Grinder on 12-75 and a blade holder for the tool bag. Also looking to Purchase a 10 ¼ Inch Circular Saw for cutting Wedges and 4x4's. Currently we do not have a circular saw this size and would like to keep it on 12-74 for use on scenes as well.

# ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726  
732-446-4818 • FAX 732-446-8285

## Quotes for Items:

| Item                       | All Hands                      | MES                                     | Continental                                 |
|----------------------------|--------------------------------|---|---|
| Large Area Search Bags     | \$1,729.62                     | \$1,701.66                              | \$1,192.36<br>(Unable to provide all items) |
| New Engine Loose Equipment | \$4,563.09                     | \$4,120.24<br>(Incorrect item provided) | \$3,921.00<br>(Unable to provide all items) |
| New Saw                    | \$2,790.19                     | \$2,577.20<br>(Incorrect item provided) | \$2,724.25                                  |
| Home Depot Supplies        | Looking Not to Exceed \$350.00 |   |   |

## Purchase Updates

- New Engine Equipment
  - The Hose has been ordered with an expected ship date of October 17th.
  - New Nozzles were ordered – still no word on ETA.
- The set of turnout gear for Captain Krauss has been Ordered
- Still need to look into purchasing new helmets.

# ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726  
732-446-4818 • FAX 732-446-8285

- Chief O'Brien will be purchasing C Batteries for the SCBA Packs. Most likely from Tractor Supply.

## Other Notable Mentions

- The Fuel Pumps at the School District are back up and running. All apparatus shall be utilizing these. The Fuel Log for usage at 26-2 has been turned over to Commissioner Tom Kirkland.
- We need to have someone evaluate the integrity of the roof prop in the back lot.
- Staffing – the department continues to struggle with having adequate personnel to answer fire calls. Very few members have joined in recent years, and the ones who have - have not stayed long. The district should look into alternative options to mitigate this issue. I am willing to assist with these plans. Some possible solutions could include shared services, consolidation, or hiring personnel. I met with Commissioners Kirkland and Stonaker to discuss some possible solutions, and provided him with details on how we may be able to afford some of these changes.

## Items for Surplus Declaration

N/A

Regards,  
Chief O'Brien



## Bureau of Fire Prevention of the Borough of Englishtown

3 South Main St., P.O. Box 2

Englishtown, NJ. 07726

Phone: 732-786-4477 / Fax: 732-446-8285

firemarshal@englishtownfd.com

**Ken Marr, Jr., Fire Marshal**



TO: Board of Fire Commissioners  
Englishtown Fire District #1.

From: Ken Marr, Jr.  
Fire Marshal

Ref: Month of August 2025

Date: September 4, 2025

**Please see attached.**

|                     |   |        |
|---------------------|---|--------|
| Registration Report | 4 |        |
| Smoke-CO Report     | 1 |        |
| Inspections Report  | 8 |        |
| Fire Permits Report | 5 | + INSP |

*2 CALL OUTS*

---

109 Non- Life Hazards registered

14 Life Hazard Uses registered

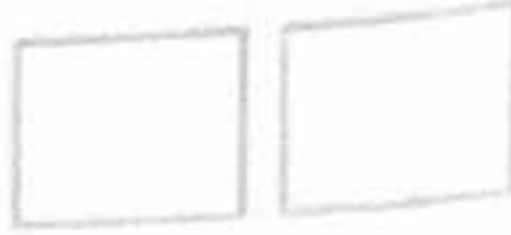
Total- 123

---

Questions or comments-

Respectfully, Submitted.

*Ken Marr Jr.*



# Englishtown Fire Prevention Bureau Monthly Payment Report

From 08/01/2025 to 08/31/2025

## Report Summary

| Fee Type           | District Total  | Total Payment   | Waived | Refund |
|--------------------|-----------------|-----------------|--------|--------|
| Registration       | \$374.00        | \$374.00        |        |        |
| Permit             |                 | \$270.00        |        |        |
| Smoke-CO Cert      | \$45.00         | \$45.00         |        |        |
| <b>GRAND TOTAL</b> | <b>\$419.00</b> | <b>\$689.00</b> |        |        |

## Registration

| #           | Payment              | Invoice    | Payment For               | Payment Type | District Fee | Permit Fee | Total Payment | Total Waived | Refund |
|-------------|----------------------|------------|---------------------------|--------------|--------------|------------|---------------|--------------|--------|
| 1           | 08/22/2025 - \$93.50 | R2025-0113 | VK Agency                 |              | \$93.50      | 0          | \$93.50       | 0            | 0      |
| 2           | 08/22/2025 - \$93.50 | R2025-0114 | Roller Law, LLC           | Check        | \$93.50      | 0          | \$93.50       | 0            | 0      |
| 3           | 08/22/2025 - \$93.50 | R2025-0115 | Englishtown Armory & Toys | Check        | \$93.50      | 0          | \$93.50       | 0            | 0      |
| 4           | 08/22/2025 - \$93.50 | R2025-0116 | Nail Box -2               | Check        | \$93.50      | 0          | \$93.50       | 0            | 0      |
| Grand Total |                      |            |                           |              | \$374.00     |            | \$374.00      |              |        |

## Permit

| #           | Payment              | Invoice    | Payment For   | Payment Type | District Fee | Permit Fee | Total Payment | Total Waived | Refund |
|-------------|----------------------|------------|---------------|--------------|--------------|------------|---------------|--------------|--------|
| 1           | 08/06/2025 - \$54.00 | P2025-0005 |               | Check        | 0            | \$54.00    | \$54.00       | 0            | 0      |
| 2           | 08/11/2025 - \$54.00 | P2025-0006 |               |              | 0            | \$54.00    | \$54.00       | 0            | 0      |
| 3           | 08/12/2025 - \$54.00 | P2025-0007 | Peoples Pizza |              | 0            | \$54.00    | \$54.00       | 0            | 0      |
| 4           | 08/20/2025 - \$54.00 | P2025-0008 | Bud It Up     |              | 0            | \$54.00    | \$54.00       | 0            | 0      |
| 5           | 08/23/2025 - \$54.00 | P2025-0009 | Bud It Up     |              | 0            | \$54.00    | \$54.00       | 0            | 0      |
| Grand Total |                      |            |               |              |              | \$270.00   | \$270.00      |              |        |

## Smoke-CO Cert

| #           | Payment              | Invoice    | Payment For       | Payment Type | District Fee | Permit Fee | Total Payment | Total Waived | Refund |
|-------------|----------------------|------------|-------------------|--------------|--------------|------------|---------------|--------------|--------|
| 1           | 08/11/2025 - \$45.00 | S2025-0023 | 78 HERITAGE DRIVE | Check        | \$45.00      | 0          | \$45.00       | 0            | 0      |
| Grand Total |                      |            |                   |              | \$45.00      |            | \$45.00       |              |        |

Inspection Calendar

Filter

Search for Inspections that match ALL criteria

Property Registration equals

Inspection Date equals

Certificate Date greater or equal

Inspection Date greater or equal

Inspector equals

Inspection Date less or equal

Type of Inspection equals

PID equals

Workflow Status equals

PID\_ID equals

INSP ID contains

Search

Clear

All Inspections [New Inspection](#)

Monthly Inspections 1-6 of 6

| Business Name                        | Inspection Date | Type      | Inspector    | Notes   | Workflow Status | Inspection Actions                             | Inspection   |
|--------------------------------------|-----------------|-----------|--------------|---|-----------------|--|--|
| Brandywine Senior Living Residence   | 08/28/2025      | Periodic  | Ken Marr Jr. | 2025- 3rd qtr.<br>No obvious violations at time of inspection.<br>Elevator 06-16-2025. Cooking 07-15-2025 Cleaning 07-2025. | COMPLETE        | View Certificate<br>Email Certificate          | Brandywine Senior Living Residence Ken Marr Jr. 08/28/2025   |
| Englishtown Industrial Park          | 08/20/2025      | Complaint | Ken Marr Jr. | 12-66 O'B.<br>Yard Hydrant System<br>FDC Pipe at main entrance to R.<br>Riser Room 7 Roof issue<br>Storage outside.         | OPEN            | Re-Inspection<br>Time Extension<br>Pay Penalty | Englishtown Industrial Park Ken Marr Jr. 08/20/2025          |
| Walgreens                            | 08/18/2025      | Periodic  | Ken Marr Jr. | No obvious violations at time of inspection.  | COMPLETE        | View Certificate<br>Email Certificate          | Walgreens Ken Marr Jr. 08/18/2025                            |
| Quick Check Pumps                    | 08/18/2025      | Periodic  | Ken Marr Jr. | NO obvious violations at time of Inspection.  | COMPLETE        | View Certificate<br>Email Certificate          | Quick Check Pumps Ken Marr Jr. 08/18/2025                    |
| Englishtown Automotive Inc.          | 08/18/2025      | Periodic  | Ken Marr Jr. | No obvious violations at time of Inspection.  | COMPLETE        | View Certificate<br>Email Certificate          | Englishtown Automotive Inc. Ken Marr Jr. 08/18/2025          |
| New Life Pentecostal Ministries, Inc | 08/15/2025      | Periodic  | Ken Marr Jr. | No obvious violations at time of Inspection.<br>Cooking/Ext- 07/30/2025.<br>Clean 8/2025<br>Fire Detection- 01/30/2025      | COMPLETE        | View Certificate<br>Email Certificate          | New Life Pentecostal Ministries, Inc Ken Marr Jr. 08/15/2025 |

## ENGINEERS REPORT FOR AUGUST 2025

Fire Flow pump testing completed passed some minor issues

Fire Flow Hose testing completed no hose lost

1275 major repairs pending picked up 8/20/25 found additional issue advised to fix

1275 step cylinder replaced on officer side

Bay 3 door issue ASAP repair made no charge

Air pack #9 pass alarm not working NJFE notified.