

SOUTH FIRE DISTRICT
of the City of Middletown
445 Randolph Road
Middletown, CT 06457

NOTICE OF COMMISSIONERS MEETING

WHEN: Monday, November 14, 2022

WHERE: Firehouse

TIME: 7:00 P.M.

SUBJECT: Regular Monthly Meeting

Members of the public may attend the meeting at the firehouse.
Alternatively, they may view/listen to the meeting as follows:

1. Follow the link: <https://us02web.zoom.us/j/83115954443>
2. Going to <https://zoom.us> and joining the meeting using the meeting I.D. number located below.
3. Via telephone at 646-558-8656

Meeting I.D. 831 1595 4443

**SOUTH FIRE DISTRICT BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING AGENDA
MONDAY, NOVEMBER 14, 2022 at 7:00 p.m.
SOUTH FIRE DISTRICT MEETING ROOM & VIRTUAL VIA ZOOM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ACCEPT/AMEND AGENDA**
- 4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA**
- 5. CLOSE PUBLIC SESSION**
- 6. MINUTES TO BE APPROVED**
 - a. Regular Meeting of October 11, 2022
 - b. Special Meeting of October 17, 2022
- 7. TAX COLLECTOR’S REPORTS – OCTOBER 2022**
 - a. Refunds: \$217.65
 - b. Tax Collector’s Reports
- 8. FINANCIAL REPORTS**
 - a. Monthly Expense Detail: September and October 2022
 - b. Profit & Loss Budget vs. Actual: July 2022 through October 2022
 - c. Cash Balance Report: October 2022
- 9. ADMINISTRATIVE REPORTS – OCTOBER 2022**
- 10. COMMISSIONER REPORTS**
 - a. Pension Committee: Commissioner Kleckowski
 - b. Public Safety Telecommunications: Commissioner Giuliano
 - c. Riverfront Redevelopment Update: Commissioner Pessina
- 11. OLD BUSINESS**
 - a. Health Insurance for Retirees and their Dependents
 - b. Lyceum Road
 - c. Sumner Brook
 - d. Firehouse Gutters/Flooding
 - e. Marine 3
- 12. NEW BUSINESS**
 - a. Entry Level Firefighter Hiring Process
- 13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA**
- 14. CLOSE PUBLIC SESSION**
- 15. ADJOURNMENT**

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Meeting I.D. 831 1595 4443

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT

Board of Fire Commissioners
REGULAR MONTHLY MEETING MINUTES
Tuesday, October 11, 2022 – 7:00 p.m.

Held at the firehouse and via Zoom - Meeting I.D. 846 5192 4228

Present: Commissioners Kleckowski, Giuliano (arrived at 7:04 p.m.), Thazhampallath, and Penney;
Chief James Trzaski, staff members.

Absent: Commissioner Pessina

1. CALL TO ORDER

Commissioner Kleckowski called the meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

3. ACCEPT/AMEND AGENDA

MOTION to amend the agenda to add *Item 12 b. Discussion of Paycheck Services and South Fire District Related Fiscal Policies and Procedures* by Comm. Penney/Comm. Thazhampallath. Voting was as follows:

Commissioner Kleckowski	Nay
Commissioner Thazhampallath	Aye
Commissioner Penney	Aye

The motion passed with two Ayes and one Nay.

Commissioner Giuliano arrived at 7:04 p.m.

4. OPEN PUBLIC SESSION

Commissioner Kleckowski opened the public session at 7:08 p.m.

5. CLOSE PUBLIC SESSION

There were no members of the public present. Commissioner Kleckowski closed the public session at 7:08 p.m.

6. MINUTES TO BE APPROVED

a. SPECIAL MEETING OF AUGUST 11, 2022

MOTION to approve the minutes of the special meeting of August 11, 2022 as presented by Comm. Giuliano/ Comm. Thazhampallath. Unanimously approved.

b. REGULAR MEETING OF SEPTEMBER 12, 2022

MOTION to approve the minutes of the regular meeting of September 12, 2022 as presented by Comm. Giuliano/ Comm. Thazhampallath. Unanimously approved.

7. TAX COLLECTOR'S REPORTS – SEPTEMBER 2022

a. REFUNDS: \$4,454.63

MOTION to approve tax refunds valued at \$4,454.63 by Comm. Thazhampallath/ Comm. Giuliano. Unanimously approved.

b. TAX COLLECTOR'S REPORTS

MOTION to accept the tax collector's reports, pages 8 and 9 of 36, by Comm. Thazhampallath/ Comm. Giuliano. Unanimously approved.

8. FINANCIAL REPORTS

a. MONTHLY EXPENSE DETAIL: AUGUST AND SEPTEMBER 2022

b. PROFIT & LOSS BUDGET VS. ACTUAL: JULY THROUGH SEPTEMBER 2022

c. CASH BALANCE REPORTS: SEPTEMBER 2022

MOTION to approve Monthly Expense Detail: August and September 2022, Profit and Loss Budget vs. Actual: July through September 2022, and Cash Balance Report: September 2022 by Comm. Thazhampallath/Comm. Giuliano. Unanimously approved.

9. ADMINISTRATIVE REPORTS – SEPTEMBER 2022

Chief Trzaski's report was not available for the meeting; however, he gave an overview of September 2022 activities as follows:

- There was a very challenging extrication on Route 9 which took over an hour to complete. A local tow truck company was called to tow the vehicle away from a tree with staff members inside the vehicle – a very unusual situation.
- Open House was well-attended and a great success despite the inclement weather.
- Engine 32 is at the station. Staff members are continuing to place equipment on the apparatus and it should be placed in service in 2-3 weeks.
- Brush 36 is currently in Massachusetts and will arrive at the station soon.
- SFD received an ARPA (American Rescue Plan Act of 2021) grant to reimburse SFD for expenses incurred for the recent Tactical Emergency Casualty Care training.
- SFD was awarded a \$62,312 FEMA grant to be used for rope rescue training.
- SFD received a \$1,000,000 grant from the State Bond Commission to be used for Phase 2 of the building renovation project. Commissioner Thazhampallath will send a letter to notify the City of Middletown and to request the resurrection of the Building Committee.
- The Fire Marshal's office and staff members have been visiting schools for Fire Prevention Week.

10. COMMISSIONER REPORTS

a. PENSION COMMITTEE: COMMISSIONER KLECKOWSKI

The Committee will likely meet in November.

b. PUBLIC SAFETY TELECOMMUNICATIONS: COMMISSIONER GIULIANO

Commissioner Giuliano provided an update of the Public Safety Telecommunications meeting.

c. RIVERFRONT REDEVELOPMENT UPDATE: COMMISSIONER PESSINA

Commissioner Pessina was not present to provide an update.

11. OLD BUSINESS

a. HEALTH INSURANCE FOR RETIREES AND THEIR DEPENDENTS

We have a special meeting 10/17. More definitive information to discuss.

- b. **LYCEUM ROAD – Nothing new to report.**
- c. **SUMNER BROOK – Nothing new to report.**

d. DEPUTY CHIEF POSITION

Four members have submitted letters/emails of intent: Captain Fischer, Lieutenant Gamache, Lieutenant Gregorio, and Firefighter Seifert. Chief Trzaski is in the process of making arrangements for the testing process.

e. FIREHOUSE GUTTERS/FLOODING

Chief Trzaski submitted a written proposal to correct the drainage problem to, and was accepted by, James Sipperly, City of Middletown Environmental Planner. The proposal was to install new piping across the rear parking lot and to ultimately deposit the water into the pond adjacent to the parking lot. One proposal has been submitted and another is pending. The project will be financed by the FY22 Municipal Grants-in-Aid funds.

12. NEW BUSINESS

a. PUBLIC DISCUSSION OPPORTUNITIES

MOTION to add *Public Discussion Opportunities* at end of the meeting by Comm. Penney/Comm. Giuliano.

MOTION to amend the motion to include that the second public hearing is for items not on the agenda and each speaker be limited to five minutes unless by a super majority vote of the Commission to allow an extension Comm. Giuliano/Comm. Kleckowski. Unanimously approved.

MOTION to amend the motion to also include “each speaker speaks once” by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

The main motion made by Commissioner Penney with the amendments made to the main motion by Commissioner Giuliano and Commissioner Kleckowski were voted on and unanimously approved.

Commissioner Thazhampallath departed at 8:00 p.m.

b. DISCUSSION OF PAYCHECK SERVICES AND SOUTH FIRE DISTRICT RELATED FISCAL POLICIES AND PROCEDURES

Commissioner Penney asked for a copy of the service agreement between South Fire District and Paychex (the SFD payroll vendor) which outlines check delivery fees and fees associated with uncashed Commissioner stipend checks and SFD fiscal policies and procedures related to such, if any.

13. ADJOURNMENT

MOTION to adjourn by Comm. Giuliano/Comm. Penney. Unanimously approved.

The meeting adjourned at 8:10 p.m.

Submitted by,

Alyse McEwen
Recording Secretary

The recording of this meeting is available upon request, according to Connecticut Freedom of Information Act requirements.

**SOUTH FIRE DISTRICT
445 Randolph Road
Middletown, CT 06457**

**Board of Fire Commissioners
Special Meeting Minutes
Monday, October 17, 2022 at 6:30 p.m.**

Held at the firehouse and via Zoom - Meeting I.D. 871 2156 1964

Present: Commissioners Kleckowski, Giuliano, and Thazhampallath; Chief Trzaski; Staff Members;
Matthew J. Flor, Employee Benefits Producer, Brown & Brown Insurance

Absent: Commissioners Penney and Pessina

1. CALL TO ORDER

Chairwoman Kleckowski called the meeting at 6:43 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

3. EMPLOYEE INSURANCE OPTION

Matthew J. Flor gave a presentation on the IAFF Health & Wellness Trust as an alternate health insurance option for South Fire District eligible employees.

MOTION to adopt the Trust Plan, subject to a Memorandum of Understanding acceptable to the district the Union, and the insurance provider by Comm. Giuliano/Comm. Thazhampallath.
Unanimously approved.

4. ADJOURNMENT

MOTION to adjourn by Comm. Giuliano/Comm. Kleckowski. Unanimously approved.

The meeting adjourned at 7:20 p.m.

Submitted by,

Alyse McEwen
Recording Secretary

The recording of this meeting is available upon request, according to Connecticut Freedom of Information requirements.

SOUTH FIRE DISTRICT TAX COLLECTORS REPORT	
COLLECTIONS OCTOBER 2022	
REAL ESTATE	\$ 15,381.91
MOTOR VEHICLE	\$ -
PERSONAL PROPERTY	\$ 261.84
SUPPLEMENTAL MOTOR VEHICLE	\$ -
BACK TAXES	\$ 8,181.78
CURRENT INTEREST	\$ 909.71
BACK INTEREST	\$ 2,812.41
FEES PAID	\$ 350.91
LIENS RELEASED	\$ 192.00
COLLECTIONS 2022/2023	\$ 28,090.56
JULY	\$ 4,676,757.10
AUGUST	\$ 949,921.85
SEPTEMBER	\$ 144,803.09
OCTOBER	\$ 28,090.56
NOVEMBER	
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
COLLECTED YEAR TO DATE	\$ 5,799,572.60
GRANTS RECEIVED	
MUNICIPAL GRANTS-IN-AID	\$ -
MUNICIPAL GRANTS AND REVENUE SHARING	\$ -
NRG	\$ -
TOTAL GRANTS	\$ -
TOTAL YEAR-TO-DATE	\$ 5,799,572.60
Respectfully submitted by:	
Lee Matterazzo, CCMC, Tax Collector	
South Fire District	

Tax Collections October 2022

	TOTAL COLLECTABLE TAX (GRAND RATE BOOK)	TOTAL TAXES PAID (GRAND RATE BOOK)	CURRENT YEAR REFUNDS (GRAND RATE BOOK)	PERCENTAGE COLLECTED	PRIOR YEAR REFUNDS (GRAND RATE BOOK)
RE	\$ 4,866,694.68	\$ 4,724,410.30	\$8,933.16	97.26%	\$1,760.94
PP	\$ 1,003,911.80	\$ 991,286.74	\$0.00	98.74%	\$0.00
MV	\$ -	\$ -	\$0.00		\$194.93
MVS	\$ -	\$ -	\$0.00		\$125.15
TOTAL	\$ 5,870,606.48	\$ 5,715,697.04	\$ 8,933.16	97.51%	\$ 2,081.02

Submitted by:
Lee Matterazzo, CCMC
Tax Collector

2018-01-0003219	2	DARCY MICHAEL R05038		-15.87	0.00	0.00	0.00	0.00	-15.87 10/06/2022
2018-01-0003220	2	DARCY MICHAEL R05380	SFD	-26.80	0.00	0.00	0.00	0.00	-26.80 10/06/2022
TOT REAL ESTATE	# Of Accts: 2		SFD	-42.67	0.00	0.00	0.00	0.00	-42.67
YEAR 2018	# Of Accts: 2		SFD	-42.67	0.00	0.00	0.00	0.00	-42.67
2020-01-0001876	2	CACACI NICHOLAS V R03167	SFD	-174.98	0.00	0.00	0.00	0.00	-174.98 10/12/2022 90
TOT REAL ESTATE	# Of Accts: 1		SFD	-174.98	0.00	0.00	0.00	0.00	-174.98
YEAR 2020	# Of Accts: 1		SFD	-174.98	0.00	0.00	0.00	0.00	-174.98
GRAND TOTAL	# Of Accts: 3		SFD	-217.65	0.00	0.00	0.00	0.00	-217.65

South Fire District

Monthly Expense Detail

September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7201 · Electricity					
	09/01/2022	Earthlight Power, LLC.	1,012.50		1,012.50
	09/15/2022	KS Statebank	402.82		1,415.32
	09/28/2022	Eversource	489.21		1,904.53
	10/10/2022	Earthlight Power, LLC.	822.60		2,727.13
	10/15/2022	KS Statebank	402.82		3,129.95
	10/27/2022	Eversource	669.71		3,799.66
			<u>3,799.66</u>	<u>0.00</u>	<u>3,799.66</u>
Total 7201 · Electricity					
7202 · Water and Sewer					
	09/01/2022	Middletown Water & Sewer Dept	125.19		125.19
	10/01/2022	Middletown Water & Sewer Dept	125.19		250.38
			<u>250.38</u>	<u>0.00</u>	<u>250.38</u>
Total 7202 · Water and Sewer					
7203 · Heating					
	09/02/2022	Eversource	516.30		516.30
	10/04/2022	Eversource	833.66		1,349.96
			<u>1,349.96</u>	<u>0.00</u>	<u>1,349.96</u>
Total 7203 · Heating					
7204 · Telephone					
	09/15/2022	Frontier Communications	230.54		230.54
	10/15/2022	Frontier Communications	224.10		454.64
			<u>454.64</u>	<u>0.00</u>	<u>454.64</u>
Total 7204 · Telephone					
7401 · Fuel					
	10/12/2022	Dime Oil, LLC.	5,041.10		5,041.10
	09/23/2022	WEX Bank - Small Bus. Card	1,744.64		6,785.74
	10/23/2022	WEX Bank - Small Bus. Card	1,011.57		7,797.31
			<u>7,797.31</u>	<u>0.00</u>	<u>7,797.31</u>
Total 7401 · Fuel					
7403 · Vehicle Repairs					
	09/29/2022	ProTech Automotive L.L.C.	35.79		35.79
	10/06/2022	Firematic Supply Co. Inc.	1,612.48		1,648.27
	10/07/2022	ProTech Automotive L.L.C.	1,236.32		2,884.59
	10/17/2022	First Line Emergency	21.26		2,905.85
	10/21/2022	ProTech Automotive L.L.C.	1,107.84		4,013.69
	10/27/2022	ProTech Automotive L.L.C.	290.58		4,304.27
			<u>4,304.27</u>	<u>0.00</u>	<u>4,304.27</u>
Total 7403 · Vehicle Repairs					
7404 · Annual OSHA Inpection					
	10/04/2022	Encore Fire Protection	946.00		946.00
	10/12/2022	TSI Incorporated	877.39		1,823.39
	10/24/2022	Grainger	200.29		2,023.68
			<u>2,023.68</u>	<u>0.00</u>	<u>2,023.68</u>
Total 7404 · Annual OSHA Inpection					

South Fire District

Monthly Expense Detail

September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7501 · Insurance-Workers Compensation					
	09/01/2022	Benchmark Insurance Company	14,018.00		14,018.00
	10/01/2022	Benchmark Insurance Company	14,018.00		28,036.00
Total 7501 · Insurance-Workers Compensation			28,036.00	0.00	28,036.00
7502 · Insurance - Commercial Package					
	09/01/2022	HD Segur Insurance	11,080.00		11,080.00
	10/10/2022	HD Segur Insurance	3,180.00		14,260.00
Total 7502 · Insurance - Commercial Package			14,260.00	0.00	14,260.00
7512 · Pension - Defined Contribution					
	09/08/2022	Lincoln Financial - Pension 401	30,710.56		30,710.56
	09/08/2022	Lincoln Financial - Pension 401	18.47		30,729.03
	10/06/2022	Lincoln Financial - Pension 401	30,377.95		61,106.98
Total 7512 · Pension - Defined Contribution			61,106.98	0.00	61,106.98
7701 · Tax Collector's Expense					
	09/30/2022	Bank of America	38.30		38.30
	09/30/2022	Bank of America	30.25		68.55
Total 7701 · Tax Collector's Expense			68.55	0.00	68.55
7703 · Office Expenses					
	09/30/2022	Bank of America	39.69		39.69
	09/30/2022	Bank of America	92.13		131.82
Total 7703 · Office Expenses			131.82	0.00	131.82
7706 · Postage					
	09/18/2022	Purchase Power	604.50		604.50
	10/10/2022	FedEx	22.27		626.77
	10/24/2022	FedEx	10.25		637.02
Total 7706 · Postage			637.02	0.00	637.02
7708 · Commissioner's Compensation					
	09/02/2022	Paychex		108.53	-108.53
	09/28/2022	Daniel J. Penney	108.53		0.00
	09/28/2022	Daniel J. Penney	108.53		108.53
	10/05/2022	Paychex	750.00		858.53
Total 7708 · Commissioner's Compensation			967.06	108.53	858.53
7709 · Activity Expense					
	09/06/2022	Avenue Awards	300.00		300.00
Total 7709 · Activity Expense			300.00	0.00	300.00

South Fire District

Monthly Expense Detail

September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7710 · Professional Services					
7711 · Legal Expense					
7711A · Legal Expense - General/Labor					
	09/13/2022	Summa & Ryan, PC	146.25		146.25
	10/04/2022	Summa & Ryan, PC	97.50		243.75
Total 7711A · Legal Expense - General/Labor			243.75	0.00	243.75
7711B · Legal Expense - H & H					
	10/05/2022	Nuzzo & Roberts, LLC.	60.00		60.00
Total 7711B · Legal Expense - H & H			60.00	0.00	60.00
Total 7711 · Legal Expense			303.75	0.00	303.75
7710 · Professional Services - Other					
	09/01/2022	Paychex	119.04		119.04
	09/01/2022	Paychex	55.02		174.06
	09/01/2022	Paychex	71.90		245.96
	09/08/2022	Paychex	119.04		365.00
	09/08/2022	Paychex	56.96		421.96
	09/15/2022	Paychex	120.98		542.94
	09/15/2022	Paychex	55.02		597.96
	09/22/2022	Paychex	120.98		718.94
	09/22/2022	Paychex	55.02		773.96
	09/29/2022	Paychex	120.98		894.94
	09/29/2022	Paychex	55.02		949.96
	09/30/2022	Merrick & Associates, LLC	400.00		1,349.96
	10/06/2022	Paychex	137.92		1,487.88
	10/06/2022	Paychex	55.02		1,542.90
	10/06/2022	Paychex	71.90		1,614.80
	10/13/2022	Paychex	119.04		1,733.84
	10/13/2022	Paychex	55.02		1,788.86
	10/19/2022	Paychex	119.04		1,907.90
	10/20/2022	Paychex	55.02		1,962.92
	10/27/2022	Paychex	119.04		2,081.96
	10/27/2022	Paychex	55.02		2,136.98
Total 7710 · Professional Services - Other			2,136.98	0.00	2,136.98
Total 7710 · Professional Services			2,440.73	0.00	2,440.73
7716 · Archive Services					
	09/30/2022	Hartford Despatch & Storage	195.00		195.00
Total 7716 · Archive Services			195.00	0.00	195.00
7717 · Software Support					
	09/01/2022	websolutions	337.50		337.50
	09/30/2022	Bank of America	142.00		479.50
	10/01/2022	websolutions	105.00		584.50
Total 7717 · Software Support			584.50	0.00	584.50

South Fire District

Monthly Expense Detail

September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7801 · Repairs Building					
	09/06/2022	Air Cleaning Specialists of New England	2,300.00		2,300.00
	09/13/2022	Salafia Electric, LLC.	5,095.85		7,395.85
	09/26/2022	Air Cleaning Specialists of New England	419.80		7,815.65
	10/04/2022	Grainger	786.15		8,601.80
	10/06/2022	Grainger	179.98		8,781.78
	10/11/2022	Grainger		62.27	8,719.51
			<u>8,781.78</u>	<u>62.27</u>	<u>8,719.51</u>
Total 7801 · Repairs Building					
7802 · Supplies Maintenance					
7802C · COVID-19					
	09/12/2022	W.B. Mason Company, Inc.	171.58		171.58
	09/12/2022	W.B. Mason Company, Inc.	107.96		279.54
	10/04/2022	W.B. Mason Company, Inc.	171.58		451.12
	10/04/2022	W.B. Mason Company, Inc.	107.96		559.08
			<u>559.08</u>	<u>0.00</u>	<u>559.08</u>
Total 7802C · COVID-19					
7802 · Supplies Maintenance - Other					
	09/12/2022	W.B. Mason Company, Inc.	440.26		440.26
	09/28/2022	Ace Home Center	35.96		476.22
	09/28/2022	Ace Home Center	37.46		513.68
	09/28/2022	Ace Home Center	8.99		522.67
	09/28/2022	Ace Home Center	105.51		628.18
	09/28/2022	Ace Home Center	39.98		668.16
	09/30/2022	Bank of America	29.22		697.38
	10/04/2022	W.B. Mason Company, Inc.	27.56		724.94
			<u>724.94</u>	<u>0.00</u>	<u>724.94</u>
Total 7802 · Supplies Maintenance - Other					
Total 7802 · Supplies Maintenance					
			<u>1,284.02</u>	<u>0.00</u>	<u>1,284.02</u>
7803 · Services					
	09/01/2022	A & A Office Systems, Inc. - Usage	34.11		34.11
	09/06/2022	Comcast	100.80		134.91
	09/07/2022	Comcast	19.14		154.05
	09/09/2022	JP Bellamo & Sons, Inc.	50.00		204.05
	09/10/2022	De Lage Landen Financial Services, Inc.	121.00		325.05
	09/17/2022	De Lage Landen Financial Services, Inc.	183.44		508.49
	09/23/2022	All Waste	180.00		688.49
	09/25/2022	Pitney Bowes Inc. - Quarterly	217.86		906.35
	10/06/2022	Comcast	100.80		1,007.15
	10/07/2022	Comcast	19.14		1,026.29
	10/08/2022	De Lage Landen Financial Services, Inc.	121.00		1,147.29
	10/25/2022	All Waste	180.00		1,327.29
			<u>1,327.29</u>	<u>0.00</u>	<u>1,327.29</u>
Total 7803 · Services					

South Fire District
Monthly Expense Detail
September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7901 · Emergency Medical Equipment					
7901C · COVID-19					
	10/05/2022	Common Cents EMS Supply, LLC.	68.85		68.85
	10/05/2022	Common Cents EMS Supply, LLC.	68.85		137.70
Total 7901C · COVID-19			137.70	0.00	137.70
7901 · Emergency Medical Equipment - Other					
	09/14/2022	Common Cents EMS Supply, LLC.	684.00		684.00
	09/21/2022	Common Cents EMS Supply, LLC.	35.19		719.19
	10/03/2022	Common Cents EMS Supply, LLC.	189.00		908.19
	10/05/2022	Common Cents EMS Supply, LLC.	123.53		1,031.72
	10/21/2022	Common Cents EMS Supply, LLC.	70.09		1,101.81
	10/21/2022	Common Cents EMS Supply, LLC.	8.28		1,110.09
	10/24/2022	Common Cents EMS Supply, LLC.	91.92		1,202.01
Total 7901 · Emergency Medical Equipment - Other			1,202.01	0.00	1,202.01
Total 7901 · Emergency Medical Equipment			1,339.71	0.00	1,339.71
7903 · Training					
	09/02/2022	CT Fire Academy Bookstore	74.95		74.95
	09/06/2022	CT Fire Academy Bookstore	437.70		512.65
	09/30/2022	EMS Pro, Inc.	250.00		762.65
	10/11/2022	Yale New Haven Hospital, Inc.	2,800.00		3,562.65
	10/18/2022	Water Training Resources, LLC.	1,200.00		4,762.65
	10/20/2022	Zajac, Robert	47.50		4,810.15
Total 7903 · Training			4,810.15	0.00	4,810.15
7904 · Public Fire Education					
7904A · Open House					
	09/27/2022	Minuteman Press	217.50		217.50
	09/28/2022	Ace Home Center	18.99		236.49
	09/30/2022	Bank of America	148.25		384.74
	10/02/2022	Ana's Face and Body Art	300.00		684.74
	10/04/2022	Connecticut Rental Center, Inc.	348.71		1,033.45
	10/06/2022	Auto Spa of Middletown, LLC.		250.00	783.45
Total 7904A · Open House			1,033.45	250.00	783.45
7904 · Public Fire Education - Other					
	10/13/2022	Commission on Fire Prevention and Control	300.00		300.00
	10/27/2022	Misc Payer		30.00	270.00
Total 7904 · Public Fire Education - Other			300.00	30.00	270.00
Total 7904 · Public Fire Education			1,333.45	280.00	1,053.45

South Fire District

Monthly Expense Detail

September and October 2022

Page 14 of 48

	Date	Name	Debit	Credit	Balance
7905 · Fire Fighting Equipment					
	09/09/2022	Municipal Emergency Services/Shipman's	423.00		423.00
	09/09/2022	Municipal Emergency Services/Shipman's	423.00		846.00
	09/09/2022	Municipal Emergency Services/Shipman's	423.00		1,269.00
	09/09/2022	Municipal Emergency Services/Shipman's	423.00		1,692.00
	09/09/2022	Municipal Emergency Services/Shipman's	423.00		2,115.00
	09/09/2022	Municipal Emergency Services/Shipman's	414.00		2,529.00
	09/09/2022	Municipal Emergency Services/Shipman's	32.00		2,561.00
	09/09/2022	Municipal Emergency Services/Shipman's	36.50		2,597.50
	09/09/2022	Municipal Emergency Services/Shipman's	130.26		2,727.76
	09/20/2022	Hall's Power Equipment	27.99		2,755.75
	09/30/2022	Bank of America	439.08		3,194.83
	10/18/2022	Hall's Power Equipment	134.19		3,329.02
			<u>3,329.02</u>	<u>0.00</u>	<u>3,329.02</u>
Total 7905 · Fire Fighting Equipment					
7909 · Uniforms					
	09/07/2022	Security Uniforms, Inc.	190.00		190.00
	09/19/2022	Security Uniforms, Inc.	447.00		637.00
	09/22/2022	Security Uniforms, Inc.	79.00		716.00
	10/04/2022	Security Uniforms, Inc.	100.00		816.00
	10/06/2022	Liberty Screen Print Co., LLC.	984.00		1,800.00
	10/20/2022	Liberty Screen Print Co., LLC.	492.00		2,292.00
	10/27/2022	Kleckowski, Deborah		13.00	2,279.00
	10/27/2022	Mastroianni, James		65.00	2,214.00
	10/27/2022	McEwen, Alyse		26.00	2,188.00
	10/27/2022	Penney, Daniel		26.00	2,162.00
	10/27/2022	Ziomek, Stanley		13.00	2,149.00
	10/27/2022	Matterazzo, Lee Renee		26.00	2,123.00
	10/27/2022	Matterazzo, Lee Renee		13.00	2,110.00
			<u>2,292.00</u>	<u>182.00</u>	<u>2,110.00</u>
Total 7909 · Uniforms					
7910 · Protective Clothing					
	09/30/2022	Bank of America	99.99		99.99
	09/30/2022	Bank of America	64.41		164.40
			<u>164.40</u>	<u>0.00</u>	<u>164.40</u>
Total 7910 · Protective Clothing					
7911 · Communications					
	10/14/2022	Sigtronics Corporation	185.68		185.68
	10/18/2022	NorcomCT	192.00		377.68
			<u>377.68</u>	<u>0.00</u>	<u>377.68</u>
Total 7911 · Communications					
7912 · Cellular Phones					
	09/11/2022	AT&T Mobility	469.80		469.80
	10/11/2022	AT&T Mobility	466.88		936.68
			<u>936.68</u>	<u>0.00</u>	<u>936.68</u>
Total 7912 · Cellular Phones					

South Fire District
Monthly Expense Detail
September and October 2022

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7915 · Medical Testing					
	10/12/2022	Atwell, Jesse	91.00		91.00
	10/17/2022	Seifert, Clifton E.	95.00		186.00
	10/26/2022	DeFrancesco, Geoffrey.	91.00		277.00
Total 7915 · Medical Testing			<u>277.00</u>	<u>0.00</u>	<u>277.00</u>
7916 · Breathing Apparatus-Test Repair					
	09/06/2022	Interstate All Battery Center	63.80		63.80
	09/30/2022	Bank of America	49.94		113.74
	10/17/2022	Municipal Emergency Services/Shipman's	71.18		184.92
Total 7916 · Breathing Apparatus-Test Repair			<u>184.92</u>	<u>0.00</u>	<u>184.92</u>
8999 · CNR Current Year					
	09/14/2022	Fire Alarm Specialty Design, LLC	6,200.00		6,200.00
	09/16/2022	Municipal Emergency Services/Shipman's	2,543.56		8,743.56
	09/23/2022	FIRETECH Engineered Systems	6,830.00		15,573.56
	09/29/2022	Command School, Inc.		103,500.00	-87,926.44
	09/29/2022	Command School, Inc.		11,500.00	-99,426.44
	09/30/2022	Bank of America	59.13		-99,367.31
	10/31/2022	Mylchreest Construction Services LLC	18,400.00		-80,967.31
Total 8999 · CNR Current Year			<u>34,032.69</u>	<u>115,000.00</u>	<u>-80,967.31</u>
TOTAL			<u>189,178.35</u>	<u>115,632.80</u>	<u>73,545.55</u>

Purchase Date	Vendor	Description of Purchase	Line Item	P.O. #	Amount
Account # -4253					
10/5/22	Prime Video	Credit for item charged to wrong account in September 2022	9999		(21.26)
Account # -6599 (Chief)					
9/29/22	Sam's Club	Refreshments-Post Traumatic Purpose	7709	22-007	117.22
9/29/22	Sam's Club	Refreshments-Open House	7904	22-016	135.28
		Tide Pods	7802	22-011	107.94
10/1/22	Sam's Club	Refreshments-Post Traumatic Purpose Seminar	7709	22-007	156.34
10/1/22	Home Depot	Scotch blue painter's tape (2)	7802	22-011	10.76
		HDMI extension adaptor	7902	22-014	10.98
10/4/22	Walmart	Replacement TV	7801	22-010	298.00
10/6/22	Staples	Reimbursement for tax charged	7703	22-004	(82.55)
10/7/22	WPY	2022 Providence Safety & Survival Conference (FFs DeFrancesco and Smith)	7903	22-015	350.00
10/7/22	Home Depot	(4) rolls of Velcro	7802	22-011	31.72
10/7/22	Restaurant Depot	Disposable coffee cups, trash can liners	7802	22-011	114.50
10/11/22	Amazon	Filterbuy HVAC AC Furnace replacement air filter	7801	22-010	92.77
10/11/22	Amazon	(3) Filter H replacement for Winix air purifier, includes 2 pk HEPA filters	7801	22-010	140.97
10/11/22	SP Bulletproof Hitch	Hitch – E32	8999	22-026	179.73
10/12/22	Alternate Force	Conterra hitch-plate with case	8999	22-026	256.50
10/17/22	Founders Technology	Monthly cloud services – Month of November	7717	22-009	142.00
10/23/22	White Pages	Address subscription service	7701	22-002	30.25
10/24/22	Staples	Binder clips; ink for printer (Chief)	7703	22-004	114.68
10/25/22	Sam's Club	Misc. house supplies Paper towels (COVID)	7802	22-011	167.26 76.34
		Candy – Trick or Trunk event	7709	22-007	71.52
				TOTAL	\$2500.95

South Fire District
Profit & Loss Budget vs. Actual
 July through October 2022

Page 17 of 48

	<u>Jul - Oct 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4101 · Property Tax Revenue	5,715,697.04	5,793,283.00	-77,585.96	98.66%
4102 · Interest and Liens	23,167.48	30,000.00	-6,832.52	77.23%
4103 · Tax Refunds	-11,014.18	0.00	-11,014.18	100.00%
4104 · Fees	1,436.60	0.00	1,436.60	100.00%
4105 · Prior Year Tax Collections	58,438.73	0.00	58,438.73	100.00%
4208 · State MV Fire District Grant	521,885.00	521,885.00	0.00	100.00%
4210 · NRG Tax Revenue	0.00	201,650.00	-201,650.00	0.00%
4301 · Investment Income	4,911.24	2,000.00	2,911.24	245.56%
4901 · Miscellaneous Income	120.00	0.00	120.00	100.00%
Total Income	<u>6,314,641.91</u>	<u>6,548,818.00</u>	<u>-234,176.09</u>	<u>96.42%</u>
Expense				
7201 · Electricity	7,856.46	22,500.00	-14,643.54	34.92%
7202 · Water and Sewer	696.18	2,500.00	-1,803.82	27.85%
7203 · Heating	2,524.19	12,000.00	-9,475.81	21.04%
7204 · Telephone	920.05	3,000.00	-2,079.95	30.67%
7401 · Fuel	16,584.31	30,000.00	-13,415.69	55.28%
7403-1 · Apparatus Preventative Maint.	3,077.00	12,000.00	-8,923.00	25.64%
7403 · Vehicle Repairs	21,167.33	50,000.00	-28,832.67	42.34%
7404 · Annual OSHA Inpection	2,023.68	1,200.00	823.68	168.64%
7406 · Vehicle Supplies	81.32	2,000.00	-1,918.68	4.07%
7501 · Insurance-Workers Compensation	73,470.00	190,000.00	-116,530.00	38.67%
7502 · Insurance - Commercial Package	25,340.00	51,000.00	-25,660.00	49.69%
7503 · Insurance - Medical	268,582.36	911,911.00	-643,328.64	29.45%
7504 · Insurance - Cyber	6,250.00	6,250.00	0.00	100.00%
7509 · Insurance - Life and Disability	15,814.57	55,504.00	-39,689.43	28.49%
7512 · Pension - Defined Contribution	121,873.36	370,040.00	-248,166.64	32.94%
7513 · Unused Sick Time	0.00	20,000.00	-20,000.00	0.00%
7601 · Salaries - Fire Department	956,361.66	2,964,700.00	-2,008,338.34	32.26%
7602 · Salaries - Administrative	54,650.76	185,000.00	-130,349.24	29.54%
7603 · Replacement / Call Backs	238,721.17	520,000.00	-281,278.83	45.91%
7604 · Fringe Benefits	31,426.35	123,600.00	-92,173.65	25.43%
7606 · PEB-Uncompensated Absences Exp	31,344.24	10,000.00	21,344.24	313.44%
7607 · PEB-Heart and Hypertension	15,496.36	206,489.00	-190,992.64	7.51%
7609 · Employer - Social Security	78,781.83	236,038.00	-157,256.17	33.38%
7610 · Employer - Medicare	18,425.11	55,203.00	-36,777.89	33.38%
7701 · Tax Collector's Expense	6,578.01	23,000.00	-16,421.99	28.60%
7702 · Professional Org / Periodicals	851.00	2,205.00	-1,354.00	38.59%
7703 · Office Expenses	555.44	3,500.00	-2,944.56	15.87%
7704 · Auditor	0.00	7,750.00	-7,750.00	0.00%
7705 · Professional Development	182.85	4,500.00	-4,317.15	4.06%
7706 · Postage	1,241.52	4,000.00	-2,758.48	31.04%

South Fire District
Profit & Loss Budget vs. Actual
 July through October 2022

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	<u>Jul - Oct 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense, continued				
7707 · Contingency	0.00	50,000.00	-50,000.00	0.00%
7708 · Commissioner's Compensation	3,000.00	9,000.00	-6,000.00	33.33%
7709 · Activity Expense	469.30	3,500.00	-3,030.70	13.41%
7710 · Professional Services	4,819.47	35,000.00	-30,180.53	13.77%
7712 · Office Equipment	0.00	1,200.00	-1,200.00	0.00%
7713 · Actuarial Services	0.00	3,300.00	-3,300.00	0.00%
7714 · Advertising / Voting	0.00	4,500.00	-4,500.00	0.00%
7715 · Lien Fees	0.00	1,200.00	-1,200.00	0.00%
7716 · Archive Services	195.00	978.00	-783.00	19.94%
7717 · Software Support	46,124.20	53,100.00	-6,975.80	86.86%
7801 · Repairs Building	11,475.93	20,000.00	-8,524.07	57.38%
7802 · Supplies Maintenance	3,499.31	8,900.00	-5,400.69	39.32%
7803 · Services	6,687.89	18,000.00	-11,312.11	37.16%
7805 · Equipment	1,561.09	4,600.00	-3,038.91	33.94%
7901 · Emergency Medical Equipment	3,248.89	12,500.00	-9,251.11	25.99%
7902 · Computer Equip & Supplies	533.90	2,000.00	-1,466.10	26.70%
7903 · Training	20,330.72	30,500.00	-10,169.28	66.66%
7904 · Public Fire Education	1,053.45	4,500.00	-3,446.55	23.41%
7905 · Fire Fighting Equipment	3,789.21	14,000.00	-10,210.79	27.07%
7906 · Special Service Units	5,906.97	5,500.00	406.97	107.40%
7907 · Fire Marshal's Office	1,590.50	4,000.00	-2,409.50	39.76%
7909 · Uniforms	2,110.00	27,150.00	-25,040.00	7.77%
7910 · Protective Clothing	27,463.66	30,000.00	-2,536.34	91.55%
7911 · Communications	895.18	4,500.00	-3,604.82	19.89%
7912 · Cellular Phones	1,944.69	5,200.00	-3,255.31	37.40%
7913 · Breathing Air & Oxygen	427.50	1,500.00	-1,072.50	28.50%
7915 · Medical Testing	277.00	3,800.00	-3,523.00	7.29%
7916 · Breathing Apparatus-Test Repair	477.42	4,500.00	-4,022.58	10.61%
8999 · CNR Current Year	752,786.45	100,000.00	652,786.45	752.79%
Total Expense	<u>2,901,544.84</u>	<u>6,548,818.00</u>	<u>-3,647,273.16</u>	<u>44.31%</u>

South Fire District
Cash Balance Report
October 2022

CASH Unrestricted:

Cash Balances:	Tax Collector - Savings	\$	5,340,839.64
	Operating - Checking	\$	<u>174,090.43</u>
	Total:	\$	5,514,930.07

Restricted Funds:

CNR	\$	1,841,768.28
Post-Employment Benefits	\$	620,539.17



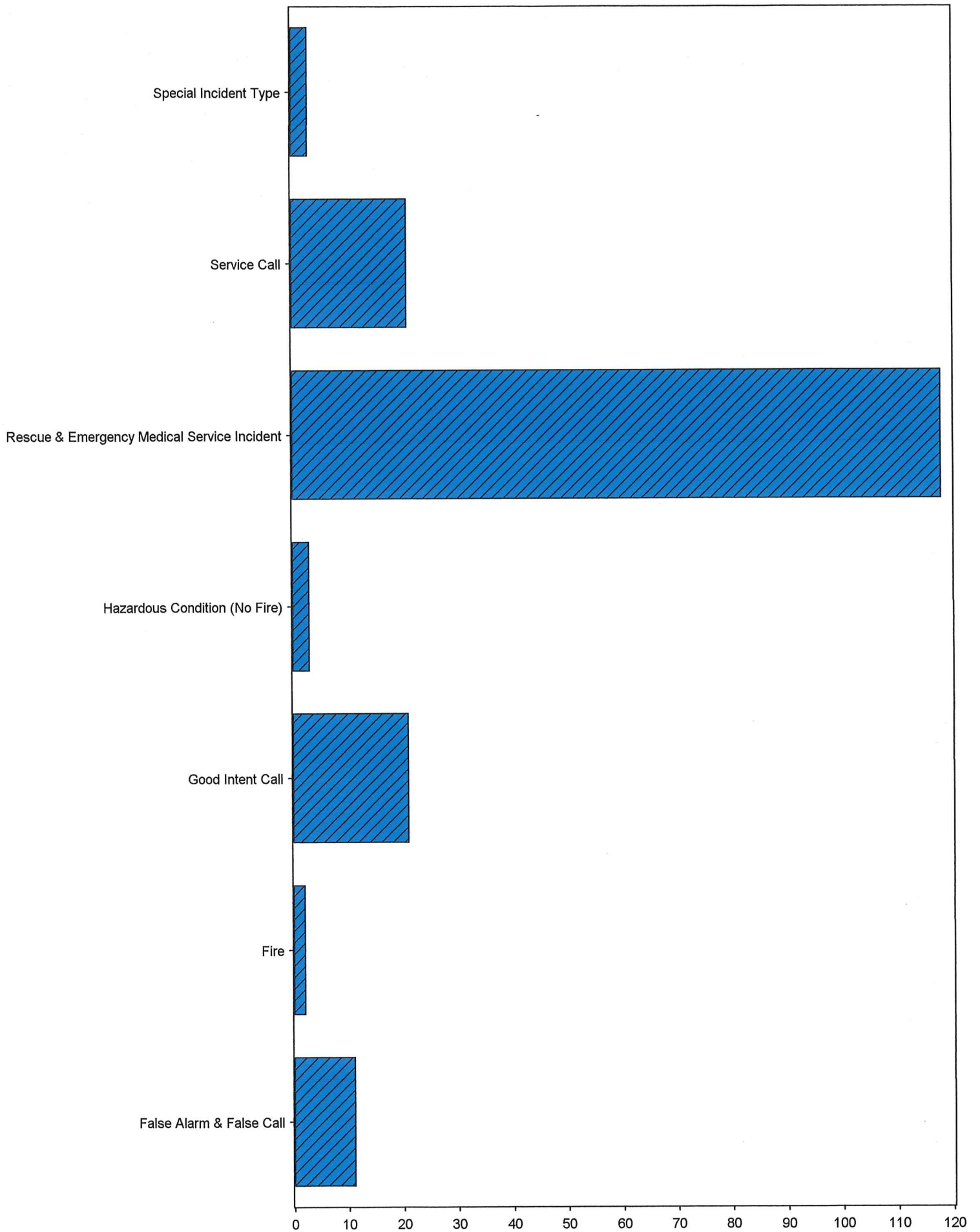
**SOUTH FIRE DISTRICT
MONTHLY REPORT TO
South Fire District Board of Commissioners
From: Chief James Trzaski**

I am submitting for your review the following items completed for the Month of October 2022

- Attended monthly telecommunications meeting
- Continued efforts with apparatus replacement of Engine 32 and Brush 36
- Attended Middlesex Chamber of Commerce meetings
- Participated in annual fire prevention activities
 - Assisted with Annual Open House
 - Attended visits to local schools
- Assisted with Deputy Chief Jacob's retirement activities
- Participated in Middlesex Health "Duck" fundraiser
- Participated in Community Health Center walk against domestic violence
- Participated in "Roberts Rules" training held at SFD
- Participated in TECC training with Middletown Fire
- Solicited bids and awarded rear drainage "gutter" project
 - Completed replacement of rear gutter
- Attend Connecticut Fire Chief's meeting
 - Attended Connecticut Fire/EMS Pro
 - Attended Middlefield FD banquet
- Scheduled routine preventive maintenance for vehicles
 - Scheduled annual pump testing
- Met with vendor for deputy chief test
 - Reviewed criteria and set test dates
- Continued efforts with uniform upgrades
- Continued meetings with reporting software vendor
- Met with Kleen Energy to review incident
 - Facilitated decontamination of SFD and mutual aid department's equipment and PPE

Chief James Trzaski

Incident Type Summary
Alarm Date Between {10/01/2022} And {10/31/2022} Page 21 of 48



Incident List by Alarm Date/Time

Alarm Date Between {10/01/2022} And {10/31/2022}
 and FDID = "07121" and District = "MO2 " and
 Census = "5418.00"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
22-0001495-000	10/01/2022	11:19:38	1 LABELLA CIR /CVH - EDDY	321 EMS call, excluding vehicle
22-0001529-000	10/07/2022	14:26:19	1244 RIVER RD /01244 RIVE	745 Alarm system activation, no
22-0001532-000	10/08/2022	11:11:22	1 LABELLA CIR /CVH - EDDY	611 Dispatched & cancelled en ro
22-0001563-000	10/13/2022	10:51:11	112 BOW LN /SHEPERD HOME/	321 EMS call, excluding vehicle
22-0001565-000	10/13/2022	13:57:29	144 HOLMES DR /CVH - BATT	611 Dispatched & cancelled en ro
22-0001578-000	10/14/2022	12:33:26	39 TYNAN CIR /CVH - MERRI	745 Alarm system activation, no
22-0001581-000	10/15/2022	01:40:16	1 LABELLA CIR /CVH - EDDY	311 Medical assist, assist EMS c
22-0001584-000	10/15/2022	18:56:59	112 BOW LN /SHEPERD HOME/	744 Detector activation, no fire
22-0001593-000	10/17/2022	17:44:39	39 TYNAN CIR /CVH - MERRI	321 EMS call, excluding vehicle
22-0001596-000	10/19/2022	07:33:56	87 HOLMES DR /CVH - PAGE	743 Smoke detector activation, n
22-0001609-000	10/20/2022	16:38:38	399 SILVER ST /CVH - LEAK	611 Dispatched & cancelled en ro
22-0001617-000	10/21/2022	22:19:41	1 LABELLA CIR /CVH - EDDY	611 Dispatched & cancelled en ro
22-0001647-000	10/26/2022	18:07:33	1 LABELLA CIR /CVH - EDDY	321 EMS call, excluding vehicle
22-0001649-000	10/27/2022	00:01:36	1 LABELLA CIR /CVH - EDDY	311 Medical assist, assist EMS c
22-0001665-000	10/30/2022	16:49:25	144 HOLMES DR /CVH - BATT	651 Smoke scare, odor of smoke
22-0001670-000	10/31/2022	07:00:18	135 HOLMES DR /CVH - WOOD	311 Medical assist, assist EMS c

Total Incident Count 16



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

October 25, 2022

Lieutenant Owen Moss,

On October 9, 2022, as the Lieutenant of Engine 30, you were dispatched to an infant experiencing lethargic episodes. The keen awareness of you and the crew noticed that the 6 week old premature baby was not breathing and no palpable pulse was obtainable. The immediate initiation of CPR and airway interventions maintained perfusion allowing the infant the best chance for a positive outcome.

Engine 30's crew quickly updated the Middlesex Medic along with Hartford Hospital's Ambulance. Acknowledging the urgency of the incident, patient care was quickly transferred and the patient was transported to Connecticut Children's Hospital for critical urgent care.

As noted in the attached document, the patient was diagnosed with RSV and was in very critical condition. Because of the quick BLS lifesaving interventions by you and the members of Engine 30 the patient appears to have no significant hypoxic brain injuries.

Accordingly, Lieutenant Owen Moss, you are commended for your life saving actions both personally and as a member of Engine 30's crew.

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

October 25, 2022

Firefighter Terrence Keenan,

On October 9, 2022, as a member of Engine 30, you were dispatched to an infant experiencing lethargic episodes. The keen awareness of you and the crew noticed that the 6 week old premature baby was not breathing and no palpable pulse was obtainable. The immediate initiation of CPR and airway interventions maintained perfusion allowing the infant the best chance for a positive outcome.

Engine 30's crew quickly updated the Middlesex Medic along with Hartford Hospital's Ambulance. Acknowledging the urgency of the incident, patient care was quickly transferred and the patient was transported to Connecticut Children's Hospital for critical urgent care.

As noted in the attached document, the patient was diagnosed with RSV and was in very critical condition. Because of the quick BLS lifesaving interventions by you and the members of Engine 30 the patient appears to have no significant hypoxic brain injuries.

Accordingly, Firefighter Keenan you are commended for your life saving actions both personally and as a member of Engine 30's crew.

James Trzaski
Fire Chief

cc / file



**Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661**

October 25, 2022


Firefighter K Kelly,

On October 9, 2022, as a member of Engine 30, you were dispatched to an infant experiencing lethargic episodes. The keen awareness of you and the crew noticed that the 6 week old premature baby was not breathing and no palpable pulse was obtainable. The immediate initiation of CPR and airway interventions maintained perfusion allowing the infant the best chance for a positive outcome.

Engine 30's crew quickly updated the Middlesex Medic along with Hartford Hospital's Ambulance. Acknowledging the urgency of the incident, patient care was quickly transferred and the patient was transported to Connecticut Children's Hospital for critical urgent care.

As noted in the attached document, the patient was diagnosed with RSV and was in very critical condition. Because of the quick BLS lifesaving interventions by you and the members of Engine 30 the patient appears to have no significant hypoxic brain injuries.

Accordingly, Firefighter Kelly you are commended for your life saving actions both personally and as a member of Engine 30's crew.


James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

October 25, 2022

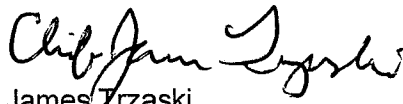
Firefighter Tirrell Cox,

On October 9, 2022, as a member of Engine 30, you were dispatched to an infant experiencing lethargic episodes. The keen awareness of you and the crew noticed that the 6 week old premature baby was not breathing and no palpable pulse was obtainable. The immediate initiation of CPR and airway interventions maintained perfusion allowing the infant the best chance for a positive outcome.

Engine 30's crew quickly updated the Middlesex Medic along with Hartford Hospital's Ambulance. Acknowledging the urgency of the incident, patient care was quickly transferred and the patient was transported to Connecticut Children's Hospital for critical urgent care.

As noted in the attached document, the patient was diagnosed with RSV and was in very critical condition. Because of the quick BLS lifesaving interventions by you and the members of Engine 30 the patient appears to have no significant hypoxic brain injuries.

Accordingly, Firefighter Cox you are commended for your life saving actions both personally and as a member of Engine 30's crew.


James Trzaski
Fire Chief

cc / file

James Trzaski

From: Santacroce, Jim <jim.santacroce@midhosp.org>
Sent: Wednesday, October 19, 2022 11:31 AM
To: James Trzaski
Cc: Jim Santacroce; Nicholas Fischer; Alyse McEwen
Subject: Re: [EXTERNAL] Patient update

Jim,

Here is the follow up from CCMC, received today. Excellent job by your team:

Hello Jim,

Thank you for reaching out to me about this case. Given the recent explosion of RSV and other respiratory illnesses, I am sure that you may encounter similar presentations in the future.

This patient appeared stable when they first arrived to the ED. Vitals were stable but he was found to be hypothermic. I sepsis work-up was initiated with collection of blood and urine samples. He unfortunately started to have periods of apnea and was placed on high flow nasal cannula for respiratory support. Carter was treated with broad spectrum antibiotics to cover for potential sepsis. He was transferred to the PICU where he continued to have episodes of apnea prompting intubation. The evaluation showed blood and urine cultures to be negative. An LP was completed on the second day of admission which also showed no evidence of meningitis.

Carter turned out to have RSV, which actually makes sense given he is only 6 weeks old with prematurity. This is the typical age range when we see CNS effects of RSV which leads to apnea and eventually cardiac depression. He remained intubated for several days until he was successfully extubated on 10/16. He is now doing better, feeding well and weaning from sedation that was used during his prolonged intubation period. Carter has been evaluated by Neurology who does not expect him to have any significant hypoxic brain injury (a credit to your initial care). I would expect that he will remain admitted for at least a few more days to wean from sedation and I believe he is still being supported with 1-2L of oxygen.

Carter has had a complicated course in the hospital which is typical for many of these infants with RSV, but I think the care provided by your team during the initial respiratory/cardiac arrest was critical in him having a successful outcome.

Thank you to you and your team for their care of this patient. Please let me know if you have any further questions.

LT O. MOSS
FF Keenan
FF Kelly
FF Cox



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Lieutenant Anthony Lancia,

On November, 2022, as Lieutenant of Engine 30, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

The patient was quickly transferred to Hartford Hospital via ambulance with the assistance of Middlesex Medic, Firefighter Kelly and Firefighter Cox.

It is obvious that your individual efforts, along with the team effort of all responding agencies, the patients had the best possible chance for a positive outcome. I am continually impressed by the display of South Fire District member's knowledge, skills and abilities.

Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Lieutenant Robert Zajac,

On November, 2022, as Lieutenant of Truck 34, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

The patient was quickly transferred to Hartford Hospital via ambulance with the assistance of Middlesex Medic, Firefighter Kelly and Firefighter Cox.

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Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Firefighter Clif Seifert,

On November, 2022, as a member of Engine 30, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

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Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Tzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Firefighter Kelly,

On November, 2022, as a member of Truck 34, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

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Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Firefighter Kevin McDonnell,

On November, 2022, as a member of Truck 34, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

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Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

Firefighter Steve Tyrseck,

On November, 2022, as a member of Engine 30, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

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Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file



Office of the Fire Chief
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661

October 25, 2022

On November, 2022, as a member of Engine 30, you were dispatched to a head-on MVA with reported injuries at the intersection of Saybrook Road and Reservoir Road. The accident was serious with two patients involved. One person was trapped and in cardiac arrest and the other patient was breathing and unconscious. Truck 34 and Engine 30 members quickly stabilized the scene and performed lifesaving interventions on the patients, including CPR and administering the AED.

The patient was quickly transferred to Hartford Hospital via ambulance with the assistance of Middlesex Medic, Firefighter Kelly and Firefighter Cox.

It is obvious that your individual efforts, along with the team effort of all responding agencies, the patients had the best possible chance for a positive outcome. I am continually impressed by the display of South Fire District member's knowledge, skills and abilities.

Attached is a description of the incident sent by Lieutenant Zajac.

Sincerely,

James Trzaski
Fire Chief

cc / file

James Trzaski

From: Rob Zajac
Sent: Sunday, November 6, 2022 5:34 PM
To: James Trzaski
Subject: Call 22-1682

Dear Chief,

On the afternoon of Nov. 2nd at approximately 1632hrs, E32 was dispatched for a head on MVA with injuries and possible rollover. T34 was already on the air and started that way due to dispatch report. On arrival T34 observed 2 cars on opposite sides of road, approximately 50 yards apart, with debris covering the roadway. T34's crew broke into two teams to evaluate the cars.

FFs Kelly and McDonnell attended to the Toyota Camry. I assessed the patient in the Chevy Cobalt. He was unresponsive but breathing. A bystander was with them securing c-spine. FF Kelly advised that the patient in Camry was in traumatic arrest. I advised dispatch to send two more ambulances, as a bystander said there was a 3rd patient. E32 was advised on arrival to begin patient care on the victim in the Cobalt. Completing a 360 degree survey of the scene determined only two patients on scene.

I went to assist FF Kelly and McDonnell with their patient. Performing a rapid extrication of the patient, we began CPR. Two Middletown Police officers assisted us as well as a bystander, who is a member of Middletown Emergency Management. Defib pads were placed and a shock was advised. Shock was delivered, CPR and rescue breathing were continued.

E32 arrived and began removing the patient from their vehicle and delivering BLS care. Hunter's Ambulance arrived and assisted the T34 crew. Middlesex's Medic arrived and was directed to E32 crew. CPR was continued on the T34 patient with the Hunter's Medic handling ALS. The second Hunter's Ambulance arrived, and with the help of E32, they quickly loaded their still unresponsive patient in the rig.

The Hunter's Medic requested a FF to assist to Hartford Hospital. FF Cox rode with and assisted on the ride to Hartford Hospital. The T34 crew was able to get their patient on the scoop stretcher and moved to the ambulance's stretcher in a matter of minutes. The Middlesex Medic and Hunter's Medic both requested that a FF to ride with them to Hartford Hospital to assist. FF Kelly rode with them and continued lifesaving efforts to Hartford Hospital.

E32 and T34 secured hazards from vehicles and assisted the PD on scene while they completed their investigation. At the time that both FF's were leaving Hartford Hospital, both patients were alive but in critical condition.

I am writing this letter to you to commend the efforts of all on scene. They performed in a professional and rapid fashion due to the severity of both patients. Everyone knew their job and roll, and accomplished it in a way that made me proud to be their leader. Training for scenarios like this makes for a seamless and safe operation. I am proud of their dedication and love of the job, and it showed on this call.

E32 Crew
 LT Lancia
 FF Seifert
 FF Tyrseck
 FF Cox

T34 Crew
 LT Zajac
 FF Kelly
 FF McDonnell

Respectfully Submitted,
 LT Robert Zajac

November 7, 2022

Dear Chief Trzaski,

I am confirming my last 24-hour shift with South Fire District. It's hard to believe that after 47 years enjoying my profession as a South Fire District firefighter, I now must retire. While my age doesn't prevent me from doing a job I love, the Union contract does. I will work my last 24-hour shift on Wednesday, November 9, 2022 and take my last day of employment on November 13, 2022 as a 24-hour vacation day. I have always enjoyed working with you at SFD and will be sure to stop in regularly to visit.

Thank you for all your kind words at my retirement party and helping me and my wife to have a wonderful last get together with my fire department friends and family.

I hope you stay safe and I'm sure you will continue the great job you are doing as chief of South Fire District.

Respectfully,



Firefighter Glen Harvey

Cc: Nick Fischer, President
IAFF Local 3918



SOUTH FIRE DISTRICT
Of the City of Middletown
MONTHLY REPORT TO

Fire Chief James Trzaski

From: Fire Marshal James M. Mastroianni

I am respectfully submitting for your review the following items completed for the month of October, 2022:

Fire Marshal Office Activities/Duties:

- Participated in and Attended South Fire District Open House
- Grace Lutheran Preschool - Fire Prevention Assembly- Day 1
- Attended Code Enforcement Meeting
- Meeting with Alarms Division
- Attended meeting with First Due
- 181 Randolph Road - conducted fire drill
- Attended Conn. Fire Dept. Instructors Assoc. Annual Meeting and Dinner
- Grace Lutheran Preschool - Fire Prevention Assembly- Day 2
- Farm Hill School Fire Prevention Assembly K-2
- Farm Hill School Fire Prevention Assembly 3-5
- Bielefield School Fire Prevention Assembly
- 261 Ridge Road - South Farms Fire Prevention Visit
- 100 Training Hill Road - conducted fire drill
- 390 Ridge Road - conducted fire drill
- 600 Highland Avenue - conducted fire drill
- Solnit Juvenile Fire Setter Class 1
- 181 Randolph Road - conducted fire drill
- Presented to Bielefield School 4th & 5th Graders Annual Fire Safety Poster Contest
- Attended CT Fire Marshal Association Conference
- 100 Randolph Rd Middlesex Health - Review Emergency Plan Book
- Attended Main Street Middletown Fall Festival – Public Education
- Solnit Juvenile Fire Setter Class 2

Fire Marshal Office Activities/Duties cont:

- Connecticut Fire Department Instructors Association Meeting
- 80 East Main Street – Pre Construction walkthrough with Building Dept.
- Presented to Farm Hill School 4th & 5th Graders Annual Fire Safety Poster Contest

Inspections:

- 410 Saybrook Road - progress inspection with Building Dept.
- 520 Saybrook Road - progress inspection with Building Dept.
- 222 Main Street Extension - Temporary Office Walk Through
- 140 Wilderman's Way - progress inspection with Building Dept.
- 1002 Saybrook Road - tent inspection
- 45 Maynard Street – assembly inspection
- 1 Wilderman's Way - Beman Middle School – educational re-inspection
- 390 Ridge Road - Farm Hill School – educational re-inspection
- 510 Saybrook Road – health care inspection
- 969 Saybrook Road - apartment building inspection
- 522 S Main Street – gas line inspection
- 274 East Main Street – business re-inspection
- 99 East Main Street – new business inspection
- 1150 South Main - apartment building inspection
- 70 Maynard Street – Bielefield School – educational re-inspection
- 100 Saybrook Road - apartment building inspection
- 131-133 Eastern - apartment building re-inspection
- 311 Hunting Hill Ave – business inspection
- 310 Hunting Hill Ave – business inspection
- 425 Hunting Hill Ave – business inspection
- 372 Hunting Hill Ave – storage inspection
- 10 Omo Street - apartment building inspection
- 18 Silver Street - apartment building inspection
- 520 Saybrook Road – final inspection with Building Dept.

Training:

- Virtual ODEM Boatyards and Marinas - NFPA 303 - Session 1
- Virtual ODEM Boatyards and Marinas - NFPA 303 - Session 2

Incidents:

- 42 Holmes Drive – Fire Investigation
- 1349 River Road – Turbine Fire Investigation

Fire Marshal James M. Mastroianni
October, 2022



SOUTH FIRE DISTRICT

Of the City of Middletown

MONTHLY REPORT TO

Fire Chief: James Trzaski

From: Deputy Fire Marshal Jason Hurlbut

I am respectfully submitting for your review the following items completed for the month of October, 2022:

Fire Marshal Office Activities/Duties:

- South District Open House
- Fire Prevention Assembly – Grace Lutheran Preschool
- Fire Prevention Assembly – Grace Lutheran Preschool
- 181 Randolph Road – Fire Drill
- Fire Prevention Assembly – Bielefield School
- Fire Prevention Assembly – South Farms School
- Fire Truck Show – Grace Lutheran Preschool
- Fire Prevention Assembly – Didato Daycare
- 100 Training Hill Road – Fire Drill
- Code Enforcement Meeting (virtual)
- 390 Ridge Road – Fire Drill
- 600 Highland Avenue – Fire Drill
- Fire setter class at Solnit
- Fire Truck Show – Grace Lutheran Preschool
- 181 Randolph Road – Fire Drill
- 522 South Main Street – Inspection with Building Department
- 100 Randolph Road – Fire Drill
- 100 Randolph Road – Emergency Plan Book Review
- 181 Randolph Road – Fire Drill
- 70 Maynard Street – Inspection with Building Department
- Assisted with Adopt a Firefighter – Bielefield School
- Fire setter class at Solnit
- Code Enforcement Meeting (virtual)

Inspections:

- 29 – 29 Woodside Circle – residential (3 units) – Inspection
- 45 Maynard Street – assembly – Inspection
- 390 Ridge Road – educational – Re-Inspection
- 510 Saybrook Road – health care – Inspection
- 969 Saybrook Road – residential (5 units) – Inspection
- 274 East Main Street – business – Re-Inspection
- 99 East Main Street – new health care – Inspection
- 1150 South Main Street – residential (91 units) – Inspection
- 70 Maynard Street – educational – Re-Inspection
- 100 Saybrook Road – residential (4 units) – Inspection
- 131-133 Eastern Drive – residential (3 units) – Inspection
- 311 Hunting Hill Avenue – business – Inspection
- 310 Hunting Hill Avenue – business – Inspection
- 372 Hinting Hill Avenue - business – Inspection
- 425 Hunting Hill Avenue – business – Inspection
- 10 Omo Street – residential (4 units) – Inspection
- 18 Silver Street – residential (3 units) – Inspection
- 520 Saybrook Road – Inspection with Building Department
- Trunk or Treat Event at Beman Middle School

Training:

- Boatyards and Marinas – NFPA 303- Session 1 (virtual)
- Attended CFMA conference
- Boatyards and Marinas – NFPA 303 – Session 2 (virtual)
- The Law and Expert Evidence - Oklahoma State University
- Building Construction – Oklahoma State University

Incidents:

- 11 Training Hill Road – Car into Building
- 1349 River Road – Gas Turbine Fire

Deputy Fire Marshal Jason Hurlbut
October, 2022



Office of the Training Captain

SOUTH FIRE DISTRICT

445 RANDOLPH ROAD

MIDDLETOWN, CT 06457

860-347-6661

Fax 860-346-6787

November 1, 2022

Greetings,

I am submitting for your review a report detailing the activities of the Training Division for the month of October 2022.

Training Activities:

- All Platoons participated in Live Fire Training (OSHA Requirement) with Middletown Fire Dept. at the New Haven Fire Academy during the week of October 17th.
- Various Company Officer Training
- All Platoon participated in Fire Prevention activities during Fire Prevention week with the FMO.

Other Activities:

- 2 members enrolled in Fire Officer II training in Fairfield
- 2 Members enrolled in Fire Officer III training in Norwich
- 10/11-Training planning meeting with MFD
- 10/13-EMT Refresher planning meeting
- Reorganization & streamlining of EMS supplies and storage area
- 10/27-NFFF Webinar w/Jim McLaughlin
- Assisted with turnout gear decon logistics after Kleen Energy Fire
- 10/26-Post Incident Review meeting with Kleen Energy

Incident Responses:

- 10/12-Structure Fire, Kleen Energy
- 10/14-Vehicle Accident, Route 9

Respectfully Submitted,

Nick Fischer
Training Captain

Training Classes by Category

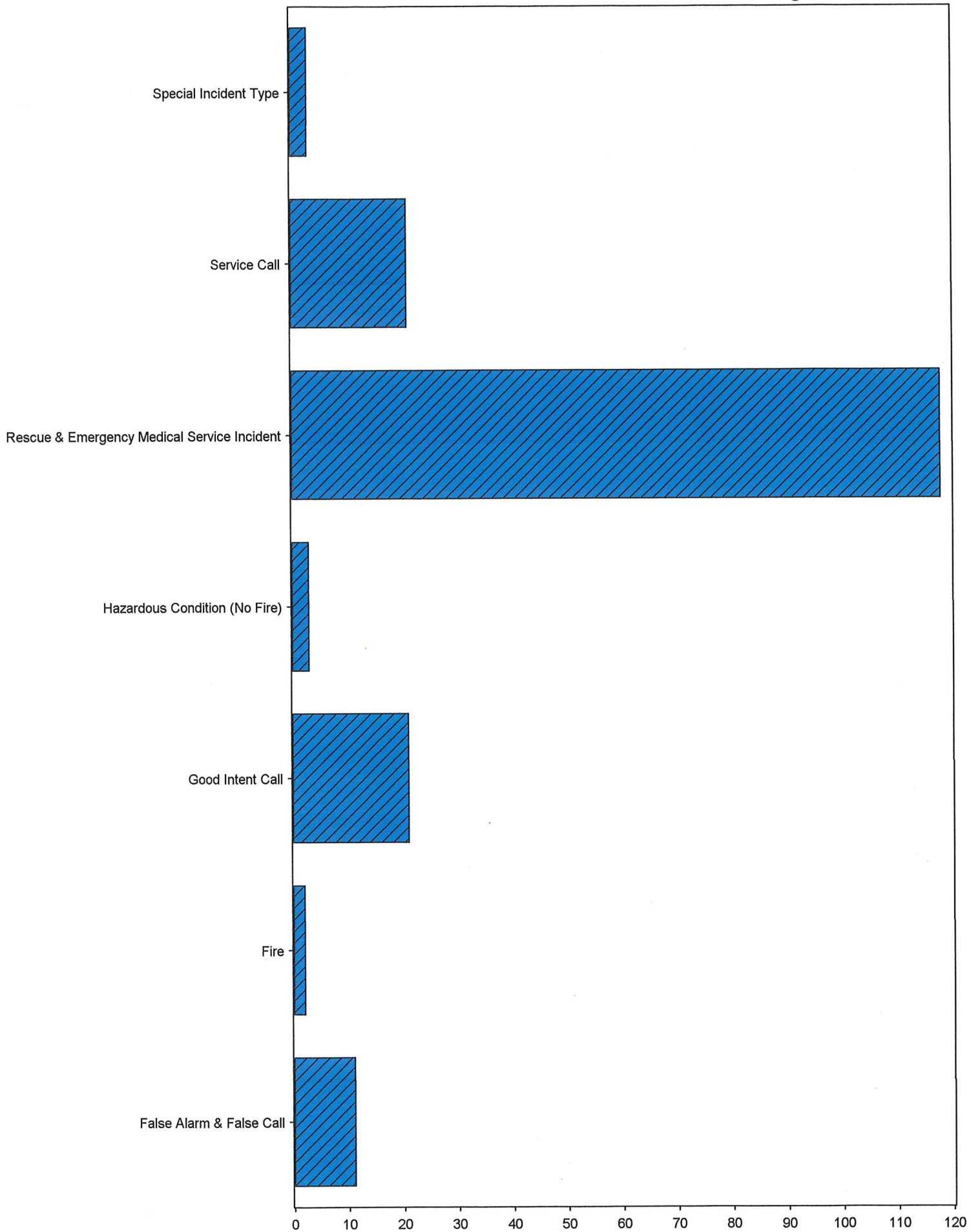
Class Date Between {10/01/2022} And {10/31/2022}

							-----Default-----	
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs Pd	Points
AERIAL GENER Aerial Operation Training								
10/25/2022	10:00	Aerial Operation Training	1	T34	A	2.00	0.00	0.00
Totals for Category:						2.00	0.00	0.00
BC01 General Building Construction								
10/29/2022	10:00	General Building Construction	1		A	1.00	0.00	0.00
Totals for Category:						1.00	0.00	0.00
BFAM Building Familiarization								
10/31/2022	14:30	Building Familiarization	1		C	1.50	0.00	0.00
Totals for Category:						1.50	0.00	0.00
ENG DRIVING Engine/operator driver training								
10/29/2022	09:00	Engine/operator driver training	1	E30	A	3.00	0.00	0.00
Totals for Category:						3.00	0.00	0.00
LF1403 Live Fire Training 1403								
10/17/2022	07:00	Live Fire Training 1403	1		D	8.00	0.00	0.00
10/18/2022	07:00	Live Fire Training 1403	1		A	8.00	0.00	0.00
10/19/2022	07:00	Live Fire Training 1403	1		B	8.00	0.00	0.00
10/20/2022	08:00	Live Fire Training 1403	1		C	8.00	0.00	0.00
Totals for Category:						32.00	0.00	0.00
PNEUMATIC Pneumatic lifting bags (air bags)								
10/05/2022	10:00	Pneumatic lifting bags (air bags)	1		A	2.00	0.00	0.00
Totals for Category:						2.00	0.00	0.00
ROPEMATRIPOD Rope, Mechanical Advantages, Tripod Review								
10/31/2022	10:00	Rope, Mechanical Advantages, Tripod	1		C	1.50	0.00	0.00
Totals for Category:						1.50	0.00	0.00
SFAM Street Familiarization								

Training Classes by Category

Class Date Between {10/01/2022} And {10/31/2022}

							-----Default-----		
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs	Pd	Points
SFAM Street Familiarization									
10/29/2022		Street Familiarization	1	E30	A	0.00	0.00		0.00
Totals for Category:						0.00	0.00		0.00
STABILIZATN Vehicle Stabilization									
10/17/2022	09:30	Vehicle Stabilization	1	E32	A	2.00	0.00		0.00
10/26/2022	10:00	Vehicle Stabilization	1		B	1.28	0.00		0.00
Totals for Category:						3.28	0.00		0.00
TECC Tactical Emergency Casualty Care									
10/05/2022	08:30	Tactical Emergency Casualty Care	1		S	8.00	0.00		0.00
Totals for Category:						8.00	0.00		0.00
Total Classes: 14						Grand Totals:			
						54.28	0.00		0.00





Page 46 of 48

CITY OF MIDDLETOWN
CENTRAL COMMUNICATIONS CENTER
911 – POLICE – FIRE – EMS
169 CROSS ST, MIDDLETOWN, CT 06457

Public Safety Telecommunications Report
November 2022

1. Monthly Call Statistics sheet is available. Activity for October is approximately 4,864 incidents. Total 911 calls are 2,372 and 9,369 administrative calls. The report is attached to this email.
2. Staffing update; Staffing is at 16 and full staffing is 21. We were in process of filling the vacant Civilian Dispatcher positions. There were no qualified applicants for that posting. We are proceeding with filling the Civilian Dispatcher Trainee position. In addition a second Trainee will also be hired as an under-fill to a vacant Dispatcher position. One Trainee was recently elevated to Civilian Dispatcher last month.
3. COVID made its presence in the Dispatch center recently. Eight staff members at various times were out sick. All have returned as of late October. The staff responded well to cover vacant shifts.
4. No Mile Lane cell site update this month.
5. Deputy Director Grauer spent two days at the request of a MacDonough School teacher on a 911 educational program for grades K-5.
6. Meeting discussion needed during New Business on agenda for Quarterly meetings proposal. Meetings would be in January, April, July and October. A call for Special Meetings for important or time sensitive issues will be an option pending proper meeting notice.

PUBLIC SAFETY TELECOMMUNICATIONS

LOCATION: via WebEx
MONDAY, October 3, 2022
11:00 A.M.

Minutes

Attendance:

Members Present

Chairman Ross Andrew
Commissioner Seb Giuliano
Commissioner Gene Nocera

Members Absent

Commissioner Ryan Curley (PFD)

Staff Present

Wayne Bartolotta – Director of Central Communications
Robert Grauer – Deputy Director of Central Communications
Jay Woron – Chief, Middletown Fire Department
Dave Albert – Deputy Chief, Middletown Fire Department
Jim Trzaski – Chief, South Fire District
Brian Hubbs – Middletown Police Department
Mike Desena – Middletown Police Department

Public Present

None

CALL TO ORDER

Chairman Andrew called the meeting to order at 11:00 a.m.

MINUTES OF PREVIOUS MEETING

Commissioner Andrew entertained a motion to accept the minutes from the September 12, 2022 meeting, Commissioner Nocera moved to accept, all voted, and the minutes were approved. Commissioner Giuliano abstained.

PUBLIC HEARING

○ *None*

CORRESPONDENCE

- None

MONTHLY REPORT

- Director Bartolotta gave the monthly report:
 - Call statistics were emailed out
 - Just over 5,100 incidents dispatched, 2,100 9-1-1 calls, and 94,000 Administrative calls – nothing unusual
 - Staffing update:
 - Not good, full staffing is 21 – currently at 16
 - Still in the process of filling vacant positions
 - Overtime high due to the staffing shortage – significant appropriation will be needed to cover this overtime
 - Mile Lane Site:
 - No further update available at this time

OLD BUSINESS

- None

NEW BUSINESS

- None

ADJOURNMENT

Commissioner Andrew entertained a motion for adjournment, Commissioner Nocera so moved, and the meeting was adjourned at 11:04 a.m.

Respectfully Submitted,

Lori Ruffino
Recording Secretary

Next meeting to be held on Monday, November 7, 2022