

## **AGENDA**

**SOUTH FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MONTHLY MEETING  
MONDAY, JUNE 10, 2024 at 7:00 p.m.**

- 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 ACCEPTED**
  - a) Regular Monthly Meeting of May 13, 2024
  - b) Special Meeting of June 3, 2024
- 7) TAX COLLECTOR'S REPORTS – JUNE 2024**
  - a) Refunds: \$8,548.34
  - b) Tax Collector's Reports
- 8) FINANCIAL REPORTS**
  - a) Monthly Expense Detail: April 2024 and May 2024
  - b) Profit & Loss Budget vs. Actual: July 2023 through May 2024
  - c) Cash Balance Reports: May 2024
- 9) ADMINISTRATIVE REPORTS – MAY 2024**
- 10) COMMISSIONER REPORTS – MAY 2024**
  - a) Building Committee: Commissioner Thazhampallath
  - b) Pension Committee: Commissioner Gregorio
  - c) Public Safety Telecommunications: Commissioner Giuliano
  - d) Riverfront Redevelopment Update: Commissioner Pessina
- 11) OLD BUSINESS**
  - a) By-Laws Committee Update
  - b) Commissioner Representation for Union Negotiations – Local 3918 and Local 3919
- 12) NEW BUSINESS**
  - a) Employment Status: Firefighter Matthew Pantera – Date of Hire June 5, 2023
  - b) Discussion of the possible cancellation of the July 2024 and August 2024 regular monthly meetings.
- 13) OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA**
- 14) CLOSE PUBLIC SESSION**
- 15) ADJOURNMENT**

**HYBRID MEETING - South Fire District Meeting Room AND via Zoom Video Conferencing**

**Link to Zoom: <https://us02web.zoom.us/j/86404216915?pwd=elkzREoyTWY1ekljb3ZpdUFUYTdvdz09>**

**Via telephone: 646-558-8656**

**Meeting I.D. 864 0421 6915**

**Passcode: SFD**

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

**Board of Fire Commissioners**  
**REGULAR MONTHLY MEETING MINUTES**  
**Monday, May 13, 2024 at 7:00 p.m.**

**Held at the firehouse and via Zoom - Meeting I.D. 864 7374 6846**

**Present:** Commissioners Kleckowski, Thazhampallath, and Gregorio; Deputy Chief Fischer

**Absent:** Commissioners Giuliano and Pessina

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE** was recited.

**3. ACCEPT/AMEND AGENDA**

The agenda was accepted as presented.

**4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA**

Chairwoman Kleckowski opened the public session at 7:02. No one wished to speak.

**5. CLOSE PUBLIC SESSION** Chairwoman Kleckowski closed the public session at 7:02 p.m.

**6. MINUTES TO BE ACCEPTED**

- a. Budget Workshop of April 2, 2024
- b. Public Hearing of April 2, 2024
- c. Special Meeting of the Electors of April 8, 2024
- d. Regular Monthly Meeting of April 8, 2024
- e. Special Meeting of April 11, 2024
- f. Special Meeting of April 22, 2024

**MOTION** to accept the minutes by Comm. Gregorio/Comm. Thazhampallath. Unanimously approved.

**7. TAX COLLECTOR'S REPORTS – APRIL 2024**

**a. Refunds: \$1,594.47**

**MOTION** to accept refunds in the amount of \$1,594.47 by Comm. Gregorio/ Comm. Thazhampallath. Unanimously approved.

**b. Acceptance of the Tax Collector's Reports**

The Tax Collector's Reports were accepted as received.

**c. Approval of the Negative Balance Purge**

**MOTION** to approve the Negative Balance Purge by Comm. Gregorio/Comm. Thazhampallath. Unanimously approved.

**d. Approval to transfer uncollectible tax bills to the Suspense Tax Book as of June 2024**

**MOTION** to approve the transfer of uncollectible tax bills to the Suspense Tax Book as of June 2024 by Comm. Gregorio/Comm. Thazhampallath. Unanimously approved.

## 8. FINANCIAL REPORTS

- a. Monthly Expense Detail: March 2024 and April 2024
- b. Profit & Loss Budget vs. Actual: July 2023 through April 2024
- c. Cash Balance Report: April 2024

The financial reports were accepted as submitted.

## 9. ADMINISTRATIVE REPORTS – APRIL 2024

Deputy Chief Fischer provided an overview of the administrative reports and elaborated on the entry level job Policies, hiring CFA 10 candidates for chief's interviews (beginning August here for orientation, January or so) ISO reevaluation process, FMO final inspections for Big Y, safety event with Elks, county-wide FM meetings juvenile fire setting class.

## 10. COMMISSIONER REPORTS

- a. **Building Committee: Commissioner Thazhampallath**  
Commissioner Thazhampallath advised the next Building Committee meeting is on May 15<sup>th</sup> at 5:30 p.m.
- b. **Pension Committee: Commissioner Gregorio**  
Commissioner Gregorio -no changes. Meeting in September.
- c. **Public Safety Telecommunications: Commissioner Giuliano**  
Chairwoman Kleckowski provided an update in Commissioner Giuliano's absence.
- d. **Riverfront Redevelopment Update: Commissioner Pessina**  
Commissioner Pessina was not present to provide an update.

## 11. OLD BUSINESS

## 12. NEW BUSINESS

### a. Discussion of Rescue 35 – 1992 Peterbuilt Rescue Truck

The truck was listed on Public Surplus but no bids were received. First Line Emergency Services will purchase the truck for \$20,000; payment will be in the form of a \$20,000 credit to be applied to future services performed (a copy of the letter from First Line in this regard is attached).

**MOTION** to accept First Line Emergency Service's proposal dated May 13, 2024 for \$20,000 credit for the 1992 Peter by Comm. Gregorio/Comm. Thazhampallath. Unanimously approved.

### b. Bonding Opportunity

Chairwoman Kleckowski was advised by the city's finance director and Attorney Joe Summa that using a bond as a financial opportunity for the building renovation project will cost the district \$40,000 just to start the process. Discussions with Liberty Bank have resumed.

## 13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Chairwoman Kleckowski opened the public session at 7:30 p.m.

*Dan Penney, 1101 Chamberlain Hill Road*

Mr. Penney requested that the budget documents be made available for public review well in advance of the meetings. He also asked that the notices and agendas for the By-Law Committee and the Health & Safety Committee meetings be properly noticed per FOIC. He asked for the name of the By-Law Committee members. Mr. Penney said capital assets are governed by the Connecticut General Statutes which the district should investigate prior to selling the old Rescue 35 to First Line.

**14. CLOSE PUBLIC SESSION**

Chairwoman Kleckowski closed the public session at 7:34 p.m.

**15. ADJOURNMENT**

**MOTION** to adjourn by Comm. Gregorio/Comm. Thazhampallath. Unanimously approved.

The meeting was adjourned at 7:34 p.m.

Submitted by,

*Alyse McEwen*

Alyse McEwen  
Recording Secretary

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



5/13/24

Dear South Fire District,

First Line Emergency Service, LLC will purchase the old Rescue 35 (1992 Peterbilt 320, Vin#1XPZHA8X1ND705993) for \$20,000. The payment will be in the form of a \$20,000 credit to be applied to future services performed.

Sincerely,

John Sullo  
First Line Emergency Service, LLC  
10 Progress Dr.  
Cromwell, CT 06416

**RECEIVED**

5/13/2024  
J. Igari

**SOUTH FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
445 RANDOLPH ROAD  
MIDDLETOWN, CT 06457**

**SPECIAL MEETING – ADOPT BUDGET/SET MILL RATE  
Monday, June 3, 2024 – 6:30 p.m.**

**Held at the firehouse and available via Zoom - Meeting ID 826 1809 2916**

**Present:** Commissioners Kleckowski, Giuliano, Thazhampallath, and Pessina (arrived at 6:34 p.m.);  
Chief Trzaski, Deputy Chief Fischer, staff members

**Absent:** Commissioner Gregorio

**1. CALL TO ORDER**

Chairwoman Kleckowski called the meeting to order at 6:32 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. OPEN PUBLIC SESSION** Chairwoman Kleckowski opened the public session at 6:33 p.m.

*Dan Penney, 1101 Chamberlain Hill Road*

Mr. Penney told the commission that it is a disservice to the electors of the district that the proposed budget documents were not made available prior to the meeting as he has repeatedly requested.

**4. CLOSE PUBLIC SESSION** Chairwoman Kleckowski closed the public session at 6:34 p.m.

**5. BUDGET REVIEW**

Chief Trzaski and Deputy Chief Fischer gave an overview of changes made to the proposed budget since the last budget meeting and answered questions of the commission.

**6. ADOPT BUDGET/SET MILL RATE FOR FISCAL YEAR JULY 1, 2024 – JUNE 30, 2025**

**MOTION** to accept the proposed budget and set the mill rate for motor vehicles at 2.630 and 5.311 for real estate and personal property by Comm. Thazhampallath/Comm. Pessina. Unanimously approved.

**7. SET DATE AND HOURS FOR BUDGET REFERENDUM**

**MOTION** to set the date of the budget referendum to June 18, 2024 by Comm. Pessina/Comm. Giuliano. Unanimously approved.

**MOTION** to set the hours for the budget referendum to 8:00 a.m. to 8:00 p.m. by Comm. Thazhampallath/Comm. Giuliano. Unanimously approved.

**8. ADJOURNMENT**

**MOTION** to adjourn by Comm. Giuliano/Comm. Thazhampallath. Unanimously approved.

The meeting was adjourned at 7:12 p.m.

Submitted by,

*Alyse McEwen*

Alyse McEwen

Recording Secretary

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

**DRAFT****As of 06/03/2024**

**South Fire District**  
**Budget 2024 and Proposed 2025**  
**Special Meeting - Adopt Budget/Set Mill Rate 06/03/2024**

	<b>2024 Budget</b>	<b>Proposed 2025</b>	<b>Change</b>	<b>% Change</b>
<b>Motor Vehicle Property Tax Calculation</b>				
Motor Vehicle Grand List	115,473,300	108,563,992	-6,909,308	-5.98%
Motor Vehicle Grand List @ 99%	114,318,567	107,478,352	-6,840,215	-5.98%
<b>Motor Vehicle Mill Rate *</b>	<b>4.160</b>	<b>2.360</b>	<b>-1.800</b>	<b>-43.27%</b>
Motor Vehicle Taxes Billed	480,369	256,211	-224,158	-46.66%

\* Fixed rate based on proposed City of Middletown 30.1 mill rate, and CT motor vehicle 32.46 mill rate cap.

**Real Estate and Personal Property Tax Calculation**

Grand List	1,312,670	1,312,020	-650,015	-0.05%
Grand List @ 99%	1,298,543	1,298,900	-643,515	-0.05%
<b>Mill Rate *</b>	<b>5.311</b>	<b>5.311</b>	<b>0.000</b>	<b>0.00%</b>
Real Estate and Personal Property Taxes Billed **	6,420,861	6,968,345	547,484	8.53%

\*\* Total Expenses minus 99% Motor Vehicle Taxes Billed minus Additional Income divided by Grand List @ 99%

**Income**

Property Tax Revenue at 99%	6,901,230	7,152,310	251,080	3.64%
Tax Supplement	15,000	15,000	0	0.00%
Interest and Liens	30,000	30,000	0	0.00%
Investment Income	10,000	15,000	5,000	50.00%
Municipal Grants and Revenue Sharing	0	0	0	0.00%
NRG	201,650	201,650	0	0.00%
State MV Fire District Grant	0	0	0	0.00%
	7,157,880	7,413,960	256,080	3.58%

**Expenses**

<b>Utilities</b>				
7201 • Electricity	22,500	22,500	0	0.00%
7202 • Water and Sewer	2,500	2,500	0	0.00%
7203 • Heating	15,000	15,000	0	0.00%
7204 • Telephone	3,000	3,000	0	0.00%
<b>Total</b>	<b>43,000</b>	<b>43,000</b>	<b>0</b>	<b>0.00%</b>

**Apparatus / Vehicles**

7401 • Fuel	45,000	45,000	0	0.00%
7403 • Vehicle Repairs	40,000	20,000	-20,000	-50.00%
7403-1 • Apparatus Preventative Maint.	12,650	12,650	0	0.00%
7404 • NFPA/OSHA Compliance	9,850	25,000	15,150	153.81%
7406 • Vehicle Supplies	2,000	2,000	0	0.00%
<b>Total</b>	<b>109,500</b>	<b>104,650</b>	<b>-4,850</b>	<b>-4.43%</b>

**Insurance**

7501 • Insurance - Workers Compensation	177,685	202,016	24,331	13.69%
7502 • Insurance - Commercial Package	55,000	55,000	0	0.00%
7503 • Insurance - Medical	995,447	1,067,446	71,999	7.23%
7504 • Insurance - Cyber	6,515	6,515	0	0.00%
7509 • Insurance - Life and Disability	56,586	31,075	-25,511	-45.08%
7512 • Pension - Defined Contribution	364,055	392,913	28,858	7.93%
7513 • Unused Sick Time	23,796	20,321	-3,475	-14.60%
<b>Total</b>	<b>1,679,084</b>	<b>1,775,286</b>	<b>96,202</b>	<b>5.73%</b>



**DRAFT****As of 06/03/2024****Salaries and Wages**

7601 · Salaries - Fire Department	3,107,984	3,157,136	49,152	1.58%
7602 · Salaries - Administrative	190,000	182,000	-8,000	-4.21%
7603 · Replacement / Call Backs	671,539	707,884	36,345	5.41%
7604 · Fringe Benefits	132,942	136,885	3,943	2.97%
7606 · PEB - Uncompensated Absences	10,000	10,000	0	0.00%
7607 · PEB - Heart and Hypertension	206,489	206,489	0	0.00%
7609 · Employer - Social Security	255,202	259,961	4,759	1.86%
7610 · Employer - Medicare	59,685	60,798	1,113	1.86%
<b>Total</b>	<b>4,633,841</b>	<b>4,721,153</b>	<b>87,312</b>	<b>1.88%</b>

**Administration**

7701 · Tax Collector's Expense	24,000	24,000	0	0.00%
7702 · Professional Org / Periodicals	2,675	3,281	606	22.65%
7703 · Office Expenses	3,500	3,500	0	0.00%
7704 · Auditor	7,750	7,750	0	0.00%
7705 · Professional Development	8,500	8,500	0	0.00%
7706 · Postage	4,000	4,000	0	0.00%
7707 · Contingency	50,000	50,000	0	0.00%
7708 · Commissioner's Compensation	9,000	9,000	0	0.00%
7709 · Activity Expense	3,500	4,000	500	14.29%
7710 · Professional Services	35,000	30,100	-4,900	-14.00%
7712 · Office Equipment	1,200	1,200	0	0.00%
7713 · Actuarial Services	3,300	3,300	0	0.00%
7714 · Advertising / Voting	6,200	8,400	2,200	35.48%
7715 · Lien Fees	1,200	1,400	200	16.67%
7716 · Archive Services	1,000	1,000	0	0.00%
7717 · Software Support	53,100	59,010	5,910	11.13%
<b>Total</b>	<b>213,925</b>	<b>218,441</b>	<b>4,516</b>	<b>2.11%</b>

**Physical Plant**

7801 · Repairs Building	20,000	24,000	4,000	20.00%
7802 · Supplies Maintenance	8,900	8,900	0	0.00%
7803 · Services	13,000	13,000	0	0.00%
7805 · Equipment	4,600	4,600	0	0.00%
<b>Total</b>	<b>46,500</b>	<b>50,500</b>	<b>4,000</b>	<b>8.60%</b>

**Fire Department Operations**

7901 · Emergency Medical Equipment	12,500	12,500	0	0.00%
7902 · Computer Equip & Supplies	2,000	8,000	6,000	300.00%
7903 · Training	37,500	37,500	0	0.00%
7904 · Fire Education and Prevention (renamed)	4,500	7,500	3,000	66.67%
7905 · Fire Fighting Equipment	14,000	28,000	14,000	100.00%
7906 · Special Service Units	7,000	10,000	3,000	42.86%
7907 · Fire Marshal's Office	4,000	4,000	0	0.00%
7909 · Uniforms	31,000	40,000	9,000	29.03%
7910 · Protective Clothing	35,000	61,000	26,000	74.29%
7911 · Communications	4,500	4,500	0	0.00%
7912 · Cellular Phones	5,600	5,600	0	0.00%
7913 · Breathing Air & Oxygen	1,500	1,500	0	0.00%
7915 · Medical Testing	4,180	12,080	7,900	189.00%
7916 · Breathing Apparatus-Test & Repair	2,800	2,800	0	0.00%
<b>Total</b>	<b>166,080</b>	<b>234,980</b>	<b>68,900</b>	<b>41.49%</b>

8999 · CNR Contribution

265,950	265,950	0	0.00%
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**Total Expense**

7,157,880	7,413,960	256,080	3.58%
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## **South Fire District**

### **2024 – 2025 Budget Notes**

#### **Income**

Motor Vehicle Property Tax Revenue and Tax Supplement – This calculation is estimated based on the Common Council's approval of the proposed 30.1 mill rate and the State of Connecticut motor vehicle 32.46 mill rate cap, allowing South Fire District to collect motor vehicle taxes using a maximum 2.36 mill rate.

Investment Income – a conservative increase due to the increase in interest rates on unrestricted funds.

#### **Expenses**

7403 – Vehicle Repairs – Reduced for services in-kind on the sale of the 1992 Peterbilt (Rescue 35).

7404 – NFPA/OSHA Compliance – Increase due to additional OSHA requirements being imposed.

7501 – Insurance – Workers Compensation – Estimated using a 9% increase. Actual quoting process closer to July 1.

7502 – Insurance – Commercial Package – Estimated using a 6% increase. Actual quoting process closer to July 1.

7503 – Insurance – Medical – Increase due to staffing and family status changes based on current premiums. An estimated increase of 5% has been used for the period of 01/01/2025 – 06/30/2025, however, we are still awaiting quotes from our carrier.

7509 – Insurance – Life and Disability – Decrease due to our broker shopping our policy.

7512 – Pension – Defined Contribution – Increase due to staffing changes and salary increases.

7513 – Unused Sick Time – Decrease due to staffing changes.

7601 – Salaries – Fire Department – Increase due to staffing changes and salary increases.

7602 – Salaries – Administrative – Decrease due to projected increases.

7603 – Replacements/Call Backs – Calculated based on overtime hours in previous fiscal year and using new salary rates. *As of the payroll of June 6<sup>th</sup> we are currently at \$540,836.25 which is 80.5% of budget. When underfunding this line, it also affects the following:*

- 7609 – Employer – Social Security
- 7610 – Employer – Medicare
- 7501 – Insurance - Workers Compensation – Each year we submit our expected payroll for our worker's comp carrier to provide a quote for the next fiscal year. However, when audited annually and we are over the expected payroll, we are billed for the difference.

Unfortunately, we cannot anticipate emergencies, illness, or injuries. Regardless, it is fiscally irresponsible to underfund this line. This causes a strain on the rest of the budget and makes it more difficult to operate within our lines.

7604 – Fringe Benefits – Increase due fringe benefits paid associated with salary and staffing changes.

7609 – Employer – Social Security, and 7610 – Employer – Medicare – Increase due to salary increases, and increase in 7603 – Replacements/Call Backs.

7702 – Professional Org/Periodicals - Increase due to increase in professional memberships and fees.

7709 – Activity Expense – Increase due to increased participation in activities/events.

7710 – Professional Services – Decrease due to reduction of entry level and promotional exams.

7714 – Advertising/Voting - Increase due to increase in advertising costs, printing costs (tri-fold brochure), additional voting card, card programming and voting machine setup.

7715 – Lien Fees – Increase due to increased number of delinquent real estate accounts requiring liens.

7717 – Software Support – Estimated Increase due to increase in software and support.

7801 – Repairs Building – Increase due to potential multiple exterior door replacement.

7904 – Fire Education and Prevention – Increase due to increasing number of requests for external events.

7905 – Fire Fighting Equipment – Increase due to modifications required for foam.

7906 – Special Service Units – Increase due to maintenance and repair costs and possible gear replacement.

7909 – Uniforms – Estimated. Current increase due to price some quotes received, and anticipated hiring of two new firefighters.

7910 – Protective Clothing – Increase due to price increases, and anticipated hiring of two new firefighters.

7915 – Medical Testing – Increase due to anticipated NFPA 1582 physical requirement and anticipated hiring of two new firefighters.

## South Fire District - Budget for Fiscal Year 2024-2025

<b>Utilities</b>		<b>Administration</b>	
7201 Electricity	\$ 22,500	7701 Tax Collector's Expenses	\$ 24,000
7202 Water and Sewer	\$ 2,500	7702 Professional Org/Periodicals	\$ 3,281
7203 Heating	\$ 15,000	7703 Office Expenses	\$ 3,500
7204 Telephone	\$ 3,000	7704 Auditor	\$ 7,750
Total Utilities	\$ 43,000	7705 Professional Development	\$ 8,500
		7706 Postage	\$ 4,000
		7707 Contingency	\$ 50,000
		7708 Commissioners Compensation	\$ 9,000
<b>Apparatus/Vehicles</b>		7709 Activity Expense	\$ 4,000
7401 Fuel	\$ 45,000	7710 Professional Services	\$ 30,100
7403 Repairs	\$ 20,000	7712 Office Equipment	\$ 1,200
7403-1 Apparatus-Preventative Maint.	\$ 12,650	7713 Actuarial Services	\$ 3,300
7404 NFPA/OSHA Compliance	\$ 25,000	7714 Advertising/Voting	\$ 8,400
7406 Vehicle Supplies	\$ 2,000	7715 Lien Fees	\$ 1,400
Total Apparatus/Vehicles	\$ 104,650	7716 Archive Services	\$ 1,000
		7717 Software Support	\$ 59,010
		Total Administration	\$ 218,441
<b>Insurance</b>		<b>Physical Plant</b>	
7501 Insurance - Workers Compensation	\$ 202,016	7801 Repairs Building	\$ 24,000
7502 Insurance - Commercial Package	\$ 55,000	7802 Supplies - Maintenance	\$ 8,900
7503 Insurance - Medical	\$ 1,067,446	7803 Services	\$ 13,000
7504 Insurance - Cyber	\$ 6,515	7805 Equipment	\$ 4,600
7509 Insurance - Life and Disability	\$ 31,075	Total Physical Plant	\$ 50,500
7512 Pension - Defined Contribution	\$ 392,913		
7513 Unused Sick Time	\$ 20,321		
Total Insurance	\$ 1,775,286		
		<b>Fire Department Operations</b>	
<b>Salaries</b>		7901 Emergency Medical Equipment	\$ 12,500
7601 Salaries - Fire Department	\$ 3,157,136	7902 Computer Equip. and Supplies	\$ 8,000
7602 Salaries - Administrative	\$ 182,000	7903 Training	\$ 37,500
7603 Replacement/Call-Backs	\$ 707,884	7904 Public Fire Education	\$ 7,500
7604 Fringe Benefits	\$ 136,885	7905 Firefighting Equipment	\$ 28,000
7606 PEB-Uncompensated Absences	\$ 10,000	7906 Special Service Units	\$ 10,000
7607 PEB-Heart and Hypertension	\$ 206,489	7907 Fire Marshal's Office	\$ 4,000
7609 Employer - Social Security	\$ 259,961	7909 Uniforms	\$ 40,000
7610 Employer - Medicare	\$ 60,798	7910 Protective Clothing	\$ 61,000
Total Salaries	\$ 4,721,153	7911 Communications	\$ 4,500
		7912 Cellular Phones	\$ 5,600
		7913 Breathing Air & Oxygen	\$ 1,500
		7915 Medical Testing	\$ 12,080
		7916 Breathing Apparatus-Test & Repair	\$ 2,800
		Total Fire Dept. Operations	\$ 234,980
<b>Summary of Expenditures</b>		<b>Summary of Revenue</b>	
Utilities	\$ 43,000	Est.Receipts from Tax Coll RE & PP. @ 5.311	\$ 6,898,661
Apparatus/Vehicles	\$ 104,650	Est.Receipts from Tax Coll. MV @ 2.36	\$ 253,649
Insurance	\$ 1,775,286	Tax Supplement	\$ 15,000
Salaries	\$ 4,721,153	Interest and Liens	\$ 30,000
Administration	\$ 218,441	Investment Income	\$ 15,000
Physical Plant	\$ 50,500	Municipal Grants and Revenue Sharing	\$ -
Fire Department Operations	\$ 234,980	NRG	\$ 201,650
Capital Non-Recurring	\$ 265,950		
Total Expenditures	\$ 7,413,960	Total Estimated Revenue	\$ 7,413,960

### Account Transfers

Excess of revenue over expenses for year ended June 30, 2024 shall be expensed in the 2024-2025 budget as follows, 50% to the general fund, and 50% to the CNR fund.

### Mill Rates for Fiscal Year 2024-2025

**Real Estate and Personal Property: 5.311**

**Motor Vehicle: 2.36**



**South Fire District**  
**Capital Non-Recurring Account Proposed 2024 - 2025**

	2022-2023	2023-2024	2023-2024	2023-2024	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025	2024-2025	2024-2025
	Remaining Balance	Proposed Contribution	Proposed Expenditure	Actual Expenditure	* Net Change Revenue	CNR Accrued Interest 04/30/2024	Remaining Balance	Proposed Contribution	Proposed Expenditure	Remaining Balance	
Self-Contained Breathing Apparatus (SCBA)	\$ 77,866.91	\$ 22,000.00					\$ 99,866.91			\$ 99,866.91	
Training Equipment	\$ 15,000.00						\$ 15,000.00			\$ 15,000.00	
Computers and Peripherals	\$ 5,396.98	\$ 10,000.00				\$ 15,000.00	\$ 30,396.98		\$ 15,000.00	\$ 15,396.98	
Rescue Tools	\$ 7,455.23						\$ 7,455.23			\$ 7,455.23	
Defibrillators/ALS Equip.	\$ 6,188.50						\$ 6,188.50			\$ 6,188.50	
Fire Fighting Equipment	\$ 5,145.38						\$ 4,413.96			\$ 4,413.96	
Health & Safety	\$ 7,600.00			\$ 731.42			\$ 7,600.00	\$ 5,000.00	\$ 12,600.00	\$ -	
Facility Equipment	\$ 2,513.50					\$ 20,000.00	\$ 22,513.50		\$ 20,000.00	\$ 2,513.50	
Facility Improvements/Repairs	\$ 31,521.04						\$ 31,521.04		\$ 15,000.00	\$ 16,521.04	
Furniture	\$ 1,550.08						\$ 1,550.08	\$ 45,000.00	\$ 45,000.00	\$ 1,550.08	
Apparatus	\$ 332,860.24	\$ 18,000.00	\$ 5,000.00	\$ 5,000.00		\$ 16,200.93	\$ 362,061.17			\$ 362,061.17	
Emergency Response Vehicles	\$ 183,167.34	\$ 165,950.00	\$ 329,918.44				\$ 349,117.34	\$ 165,950.00	\$ 165,950.00	\$ 349,117.34	
Staff Vehicle	\$ 239,145.22			\$ 179,805.55		\$ 36,000.00	\$ 95,339.67		\$ 80,000.00	\$ 15,339.67	
SFD Building Project Repayment	\$ 30,000.00	\$ 50,000.00					\$ 80,000.00	\$ 50,000.00		\$ 130,000.00	
Total	\$ 1,169,070.42	\$ 265,950.00	\$ 334,918.44	\$ 185,536.97	\$ -	\$ 87,200.93	\$ 1,336,684.38	\$ 265,950.00	\$ 353,550.00	\$ 1,249,084.38	

**2024 - 2025 Expenditures**

- Computers and Peripherals - Media for community room.
- Health & Safety - Gym equipment
- Facility Equipment - New kitchen equipment.
- Facility Improvements/Repairs - Women's dormitory
- Furniture - New addition outfitting.
- Emergency Response Vehicles - Final boat payment.
- Staff Vehicles - Replace 2010 Ford F250 Pickup (C37)

\* No positive net change determined after prior fiscal year audit.



2020-01-0008022	2	MANISCALCO STEVEN M	-449.77	0.00	0.00	0.00	0.00	0.00	-449.77	05/30/2024	81	10 COUNTRYSIDE LA 05
		R06876										
TOT REAL ESTATE	# Of Accts: 1	SFD	-449.77	0.00	0.00	0.00	0.00	0.00	-449.77			
2020-03-0051689	2	BALDYGA DAENVA T	-37.15	0.00	0.00	0.00	0.00	0.00	-37.15	05/02/2024		AA08016 2HNYD2H21BH500301
		51689										841BMW WEABJ5327RJC78420
2020-03-0052557	2	BERNSTEIN LYNN S	-7.59	0.00	0.00	0.00	0.00	0.00	-7.59	05/02/2024		2GKFLXK0F6407213
		52557										AA65342 XYKXKXK 1G1YY25W885100813
2020-03-0053261	2	BOUCHER LISA M	-54.40	0.00	0.00	0.00	0.00	0.00	-54.40	05/10/2024		40C381 5TDZA23C9S5247494
		53261										2ANSR8 YV1RRH592592723727
2020-03-0055288	2	CHARTON STEPHEN L	-13.00	0.00	0.00	0.00	0.00	0.00	-13.00	05/02/2024		AW41021 1GNLVGED9AJC202681
		55288										AR87010 4T1BF32K14U575161
2020-03-0057326	2	DAQUILA THOMAS C	-11.43	0.00	0.00	0.00	0.00	0.00	-11.43	05/02/2024		995PCM WEA3B5C50DF594617
		57326										79CAKC 4S3BH896547610240
2020-03-0059876	2	FARRELL BRIAN J JR	-8.25	0.00	0.00	0.00	0.00	0.00	-8.25	05/10/2024		AJ69275 1J8GR48R6C282468
		59876										AU89289 ZACCJBCTYFFB51586
2020-03-0061273	2	GARRISON COLE S	-11.54	0.00	0.00	0.00	0.00	0.00	-11.54	05/10/2024		AJ61277 5FNYP6H20MB019049
		61273										JEFF 33867SM422879
2020-03-0064926	2	JACKSON WILLIAM M	-2.83	0.00	0.00	0.00	0.00	0.00	-2.83	05/02/2024		AV19374 3VW4T7A04HM070884
		64926										AF30345 6G1MK5U20CL605381
2020-03-0065860	2	KEARNS LISA M	-44.49	0.00	0.00	0.00	0.00	0.00	-44.49	05/02/2024		677ZHS JTE2U5JR5D5053318
		65860										
2020-03-0067276	2	LAVENTY VERA M	-12.56	0.00	0.00	0.00	0.00	0.00	-12.56	05/02/2024		
		67276										
2020-03-0070436	2	MERRITT GEORGE H JR	-3.25	0.00	0.00	0.00	0.00	0.00	-3.25	05/02/2024		
		70436										
2020-03-0071047	2	MISLER MARYJANE	-20.57	0.00	0.00	0.00	0.00	0.00	-20.57	05/02/2024		
		71047										
2020-03-0075405	2	PRICE SELYA F	-26.92	0.00	0.00	0.00	0.00	0.00	-26.92	05/02/2024		
		75405										
2020-03-0077044	2	ROUSSEAU JEFFREY J	-2.69	0.00	0.00	0.00	0.00	0.00	-2.69	05/10/2024		
		77044										
2020-03-0078016	2	SCHAFF BENJAMIN A	-48.06	0.00	0.00	0.00	0.00	0.00	-48.06	05/10/2024		
		78016										
2020-03-0078459	2	SEVERINO MARK A	-2.55	0.00	0.00	0.00	0.00	0.00	-2.55	05/02/2024		
		78459										
2020-03-0083269	2	WEST DEBORAH J	-39.92	0.00	0.00	0.00	0.00	0.00	-39.92	05/02/2024		
		83269										
TOT MOTORVEHICLE	# Of Accts: 17	SFD	-347.20	0.00	0.00	0.00	0.00	0.00	-347.20			
2020-04-0084786	2	MILARDO SALVATORE A	-5.36	0.00	0.00	0.00	0.00	0.00	-5.36	05/02/2024		BA26120 1C4BJWEG5JL900245
		84786										9076 3CZRU6H58HM716520
2020-04-0087494	2	VIRAY CATHERINE M	-5.48	0.00	0.00	0.00	0.00	0.00	-5.48	05/02/2024		
		87494										
TOT MV SUPPLEMEN	# Of Accts: 2	SFD	-10.84	0.00	0.00	0.00	0.00	0.00	-10.84			
YEAR 2020	# Of Accts: 20	SFD	-807.81	0.00	0.00	0.00	0.00	0.00	-807.81			
2021-01-0008369	2	MAACK ERIC DAVID & LYN MASED	-1,150.11	0.00	0.00	0.00	0.00	0.00	-1,150.11	05/10/2024	90	36 HOLLY LA
		R07349										
TOT REAL ESTATE	# Of Accts: 1	SFD	-1,150.11	0.00	0.00	0.00	0.00	0.00	-1,150.11			
YEAR 2021	# Of Accts: 1	SFD	-1,150.11	0.00	0.00	0.00	0.00	0.00	-1,150.11			
2022-01-0000185	2	790 RIDGE ROAD LLC	-907.63	0.00	0.00	0.00	0.00	0.00	-907.63	05/02/2024		790 RIDGE RD
		R11716										11 CARLL RD
2022-01-0002665	2	COCHESKI ANNETTE L	-784.91	0.00	0.00	0.00	0.00	0.00	-784.91	05/02/2024	90	56 RUSSELL ST
		R08659										
2022-01-0007318	2	LAMMER JASON M & ERNEST WSEF	-925.81	0.00	0.00	0.00	0.00	0.00	-925.81			



## SOUTH FIRE DISTRICT TAX COLLECTORS REPORT

### COLLECTIONS MAY 2024

REAL ESTATE	\$ 8,678.93
MOTOR VEHICLE	\$ 4,229.80
PERSONAL PROPERTY	\$ 7.44
SUPPLEMENTAL MOTOR VEHICLE	\$ 803.55
BACK TAXES	\$ 8,643.80
CURRENT INTEREST	\$ 2,221.61
BACK INTEREST	\$ 4,458.76
FEES PAID	\$ 710.68
LIENS RELEASED	\$ 528.00

<b>COLLECTIONS 2023/2024</b>	<b>\$ 30,282.57</b>
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JULY	\$ 6,223,864.66
AUGUST	\$ 790,755.58
SEPTEMBER	\$ 159,383.13
OCTOBER	\$ 52,504.89
NOVEMBER	\$ 30,179.50
DECEMBER	\$ 20,047.46
JANUARY	\$ 74,873.65
FEBRUARY	\$ 21,063.92
MARCH	\$ 36,430.79
APRIL	\$ 26,008.54
MAY	\$ 30,282.57
JUNE	

<b>COLLECTED YEAR TO DATE</b>	<b>\$ 7,465,394.69</b>
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### GRANTS RECEIVED

MUNICIPAL GRANT IN AID	\$ -
MUNICIPAL GRANTS AND REVENUE SHARING	\$ -
NRG	\$ 201,650.00

<b>TOTAL GRANTS</b>	<b>\$ 201,650.00</b>
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<b>TOTAL YEAR-TO-DATE</b>	<b>\$ 7,667,044.69</b>
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Respectfully submitted by:

**Lee R. Matterazzo, CCMC**  
**Tax Collector, South Fire District**

## Tax Collections May 2024

	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	\$ 6,012,796.68	\$ 5,946,497.46	\$10,742.83	99.08%	\$1,654.18
PP	\$ 938,701.75	\$ 931,046.31	\$18.33	99.19%	\$3.12
MV	\$ 464,208.00	\$ 420,062.46	\$3,691.25	91.29%	\$850.79
MVS	<u>\$ 55,910.52</u>	<u>\$ 44,199.11</u>	<u>\$71.71</u>	79.18%	<u>\$67.95</u>
TOTAL	\$ 7,471,616.95	\$ 7,341,805.34	\$ 14,524.12	98.46%	\$ 2,576.04

Submitted by:  
Lee R. Matterazzo, CCMC  
Tax Collector

# South Fire District

## Monthly Expense Detail

### April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7201 • Electricity</b>					
	04/01/2024	Earthlight Power, LLC.	756.90		756.90
	04/29/2024	Eversource	465.00		1,221.90
	05/07/2024	Earthlight Power, LLC.	825.30		2,047.20
Total 7201 • Electricity			2,047.20	0.00	2,047.20
<b>7202 • Water and Sewer</b>					
	04/01/2024	Middletown Water & Sewer Dept	240.83		240.83
	05/01/2024	Middletown Water & Sewer Dept	240.83		481.66
Total 7202 • Water and Sewer			481.66	0.00	481.66
<b>7203 • Heating</b>					
	04/02/2024	Eversource	1,094.19		1,094.19
	05/02/2024	Eversource	934.55		2,028.74
Total 7203 • Heating			2,028.74	0.00	2,028.74
<b>7204 • Telephone</b>					
	04/15/2024	Frontier Communications	251.49		251.49
	05/15/2024	Frontier Communications	252.93		504.42
Total 7204 • Telephone			504.42	0.00	504.42
<b>7401 • Fuel</b>					
	04/23/2024	WEX Bank - Small Bus. Card	1,958.10		1,958.10
	05/09/2024	Dime Oil, LLC.	3,639.30		5,597.40
	05/23/2024	WEX Bank - Small Bus. Card	1,717.95		7,315.35
	05/31/2024	Bank of America	69.90		7,385.25
Total 7401 • Fuel			7,385.25	0.00	7,385.25
<b>7403 • Vehicle Repairs</b>					
	04/05/2024	Cliff's Auto & Marine, LLC.	984.45		984.45
	04/24/2024	Brake Pro, LLC	78.00		1,062.45
	04/25/2024	Firematic Supply Co. Inc.	20,369.15		21,431.60
	04/26/2024	Firematic Supply Co. Inc.	292.50		21,724.10
	04/30/2024	Barnwell House of Tires, Inc.	887.37		22,611.47
	04/30/2024	Advance Auto Parts	7.75		22,619.22
	04/30/2024	Bank of America	330.00		22,949.22
	05/01/2024	Cliff's Auto & Marine, LLC.	92.70		23,041.92
	05/09/2024	First Line Emergency	1,116.33		24,158.25
	05/17/2024	Firematic Supply Co. Inc.	3,809.67		27,967.92
	05/23/2024	VFIS Claims Management		3,809.67	24,158.25
	05/23/2024	VFIS Claims Management		1,471.84	22,686.41
	05/23/2024	First Line Emergency	335.00		23,021.41

**South Fire District**  
**Monthly Expense Detail**  
**April and May 2024**

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7403 · Vehicle Repairs, continued</b>					
	05/30/2024	Firematic Supply Co. Inc.	2,926.24		25,947.65
	05/31/2024	Bank of America	63.80		26,011.45
	05/31/2024	Ace Home Center	21.49		26,032.94
Total 7403 · Vehicle Repairs			31,314.45	5,281.51	26,032.94
<b>7403-1 · Apparatus Preventative Maint.</b>					
	04/19/2024	First Line Emergency	890.00		890.00
Total 7403-1 · Apparatus Preventative Maint.			890.00	0.00	890.00
<b>7404 · NFPA/OSHA Compliance</b>					
	04/10/2024	Municipal Emergency Services/Shipman's	1,082.37		1,082.37
Total 7404 · NFPA/OSHA Compliance			1,082.37	0.00	1,082.37
<b>7406 · Vehicle Supplies</b>					
	04/28/2024	Ace Home Center	32.36		32.36
	04/30/2024	Advance Auto Parts	51.05		83.41
	04/30/2024	Advance Auto Parts	116.80		200.21
	04/30/2024	Bank of America	186.97		387.18
	04/30/2024	Bank of America	46.42		433.60
	05/31/2024	Ace Home Center	7.19		440.79
	05/31/2024	Bank of America	88.19		528.98
Total 7406 · Vehicle Supplies			528.98	0.00	528.98
<b>7501 · Insurance-Workers Compensation</b>					
	04/01/2024	Benchmark Insurance Company	16,098.00		16,098.00
Total 7501 · Insurance-Workers Compensation			16,098.00	0.00	16,098.00
<b>7502 · Insurance - Commercial Package</b>					
	04/09/2024	HD Segur Insurance	12,491.00		12,491.00
Total 7502 · Insurance - Commercial Package			12,491.00	0.00	12,491.00
<b>7512 · Pension - Defined Contribution</b>					
	04/04/2024	Lincoln Financial - Pension 401	30,280.69		30,280.69
	05/06/2024	Lincoln Financial - Pension 401	31,049.29		61,329.98
Total 7512 · Pension - Defined Contribution			61,329.98	0.00	61,329.98
<b>7701 · Tax Collector's Expense</b>					
	04/11/2024	Quality Data Service, Inc	393.75		393.75
	04/11/2024	Quality Data Service, Inc	257.75		651.50
	04/16/2024	CT Tax Collectors' Association, Inc.	60.00		711.50
	05/06/2024	Quality Data Service, Inc	6,943.00		7,654.50
Total 7701 · Tax Collector's Expense			7,654.50	0.00	7,654.50

# South Fire District

## Monthly Expense Detail

### April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7702 · Professional Org / Periodicals</b>					
	04/23/2024	Connecticut Fire Chiefs Assoc.	60.00		60.00
Total 7702 · Professional Org / Periodicals			60.00	0.00	60.00
<b>7703 · Office Expenses</b>					
	04/30/2024	Bank of America	29.24		29.24
	04/30/2024	Bank of America	123.14		152.38
	05/31/2024	Bank of America	157.18		309.56
Total 7703 · Office Expenses			309.56	0.00	309.56
<b>7708 · Commissioner's Compensation</b>					
	04/03/2024	Paychex	750.00		750.00
	05/01/2024	Paychex	750.00		1,500.00
Total 7708 · Commissioner's Compensation			1,500.00	0.00	1,500.00
<b>7709 · Activity Expense</b>					
	04/30/2024	Bank of America	27.91		27.91
	04/30/2024	Bank of America	42.70		70.61
	04/30/2024	Bank of America	59.85		130.46
	04/30/2024	Bank of America	56.90		187.36
	05/31/2024	Bank of America	318.02		505.38
	05/31/2024	Bank of America	318.02		823.40
	05/31/2024	Bank of America	25.56		848.96
	05/31/2024	Bank of America	74.40		923.36
Total 7709 · Activity Expense			923.36	0.00	923.36
<b>7710 · Professional Services</b>					
<b>7711 · Legal Expense</b>					
<b>7711A · Legal Expense - General/Labor</b>					
	05/12/2024	Summa & Ryan, PC	146.25		146.25
Total 7711A · Legal Expense - General/Labor			146.25	0.00	146.25
<b>7711B · Legal Expense - H &amp; H</b>					
	04/09/2024	Nuzzo & Roberts, LLC.	200.00		200.00
	04/09/2024	Nuzzo & Roberts, LLC.	80.00		280.00
	05/15/2024	Nuzzo & Roberts, LLC.	220.00		500.00
Total 7711B · Legal Expense - H & H			500.00	0.00	500.00
Total 7711 · Legal Expense			646.25	0.00	646.25
<b>7710 · Professional Services - Other</b>					
	04/04/2024	Paychex	144.87		144.87
	04/04/2024	Paychex	58.58		203.45

**South Fire District**  
**Monthly Expense Detail**  
April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7710 · Professional Services - Other, continued</b>					
	04/04/2024	Paychex	62.70		266.15
	04/11/2024	Paychex	128.62		394.77
	04/11/2024	Paychex	58.58		453.35
	04/12/2024	MissionCIT, LLC.	5,500.00		5,953.35
	04/18/2024	Paychex	128.62		6,081.97
	04/18/2024	Paychex	58.58		6,140.55
	04/25/2024	Paychex	128.62		6,269.17
	04/25/2024	Paychex	58.58		6,327.75
	04/30/2024	Merrick & Associates, LLC	400.00		6,727.75
	05/02/2024	Paychex	136.25		6,864.00
	05/02/2024	Paychex	62.13		6,926.13
	05/02/2024	Paychex	66.49		6,992.62
	05/09/2024	Paychex	136.25		7,128.87
	05/09/2024	Paychex	62.13		7,191.00
	05/16/2024	Paychex	136.25		7,327.25
	05/16/2024	Paychex	62.13		7,389.38
	05/23/2024	Paychex	136.25		7,525.63
	05/23/2024	Paychex	62.13		7,587.76
	05/30/2024	Paychex	136.25		7,724.01
	05/30/2024	Paychex	68.67		7,792.68
			<u>7,792.68</u>	<u>0.00</u>	<u>7,792.68</u>
Total 7710 · Professional Services - Other					
Total 7710 · Professional Services			<u>8,438.93</u>	<u>0.00</u>	<u>8,438.93</u>
<b>7712 · Office Equipment</b>					
	05/31/2024	Bank of America	1,050.95		1,050.95
Total 7712 · Office Equipment			<u>1,050.95</u>	<u>0.00</u>	<u>1,050.95</u>
<b>7714 · Advertising / Voting</b>					
	04/08/2024	Wilson, William	50.00		50.00
	04/08/2024	Petras, Anton.	50.00		100.00
Total 7714 · Advertising / Voting			<u>100.00</u>	<u>0.00</u>	<u>100.00</u>
<b>7715 · Lien Fees</b>					
	04/04/2024	Middletown Town Clerk	1,340.00		1,340.00
Total 7715 · Lien Fees			<u>1,340.00</u>	<u>0.00</u>	<u>1,340.00</u>
<b>7717 · Software Support</b>					
	04/01/2024	websolutions DBA Exposure	105.00		105.00
	05/29/2024	Founders Technology Group, LLC	493.06		598.06
	05/31/2024	Bank of America	142.00		740.06
	05/31/2024	Bank of America	142.00		882.06
Total 7717 · Software Support			<u>882.06</u>	<u>0.00</u>	<u>882.06</u>



# South Fire District

## Monthly Expense Detail

### April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7801 • Repairs Building</b>					
	04/28/2024	Ace Home Center	199.98		199.98
	05/31/2024	Ace Home Center	230.47		430.45
Total 7801 • Repairs Building			430.45	0.00	430.45
<b>7802 • Supplies Maintenance</b>					
	04/11/2024	W.B. Mason Company, Inc.	157.20		157.20
	04/12/2024	W.B. Mason Company, Inc.	78.60		235.80
	04/28/2024	Ace Home Center	40.48		276.28
	04/28/2024	Ace Home Center	41.55		317.83
	04/30/2024	Bank of America	38.28		356.11
	04/30/2024	Bank of America	140.49		496.60
	04/30/2024	Bank of America	18.08		514.68
	04/30/2024	Bank of America	165.07		679.75
	05/06/2024	W.B. Mason Company, Inc.	240.30		920.05
	05/09/2024	W.B. Mason Company, Inc.	165.71		1,085.76
	05/31/2024	Ace Home Center	19.48		1,105.24
	05/31/2024	Ace Home Center	4.47		1,109.71
	05/31/2024	Ace Home Center	19.41		1,129.12
	05/31/2024	Bank of America	107.67		1,236.79
	05/31/2024	Ace Home Center	9.16		1,245.95
	05/31/2024	Bank of America	110.88		1,356.83
	05/31/2024	Bank of America	139.98		1,496.81
Total 7802 • Supplies Maintenance			1,496.81	0.00	1,496.81
<b>7803 • Services</b>					
	04/06/2024	De Lage Landen Financial Services, Inc.	121.00		121.00
	04/06/2024	Comcast	100.80		221.80
	04/07/2024	Comcast	22.48		244.28
	04/09/2024	JP Bellamo & Sons, Inc.	50.00		294.28
	04/25/2024	All Waste	200.00		494.28
	05/06/2024	JP Bellamo & Sons, Inc.	50.00		544.28
	05/06/2024	Comcast	100.80		645.08
	05/07/2024	Comcast	22.48		667.56
	05/11/2024	De Lage Landen Financial Services, Inc.	121.00		788.56
	05/23/2024	All Waste	200.00		988.56
Total 7803 • Services			988.56	0.00	988.56
<b>7901 • Emergency Medical Equipment</b>					
	04/10/2024	Common Cents EMS Supply, LLC.	33.17		33.17
	04/11/2024	Common Cents EMS Supply, LLC.	180.87		214.04
	04/16/2024	Common Cents EMS Supply, LLC.	1,079.10		1,293.14

# South Fire District

## Monthly Expense Detail

### April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7901 • Emergency Medical Equipment, continued</b>					
	04/18/2024	Common Cents EMS Supply, LLC.	149.00		1,442.14
	05/07/2024	CLIA Laboratory Program	248.00		1,690.14
	05/08/2024	Common Cents EMS Supply, LLC.	100.67		1,790.81
	05/22/2024	Common Cents EMS Supply, LLC.	113.49		1,904.30
	05/22/2024	Common Cents EMS Supply, LLC.	428.40		2,332.70
	05/30/2024	Common Cents EMS Supply, LLC.	147.60		2,480.30
	05/31/2024	Bank of America	22.61		2,502.91
Total 7901 • Emergency Medical Equipment			2,502.91	0.00	2,502.91
<b>7903 • Training</b>					
	04/09/2024	Commission on Fire Prevention and Control	450.00		450.00
	04/11/2024	CT Fire Academy Bookstore	42.36		492.36
	04/12/2024	Connecticut Custom Fire Training, LLC.	4,248.00		4,740.36
	04/28/2024	Ace Home Center	61.83		4,802.19
	04/30/2024	Bank of America	40.95		4,843.14
	04/30/2024	Bank of America	96.00		4,939.14
	04/30/2024	Bank of America	21.14		4,960.28
	04/30/2024	Bank of America	645.00		5,605.28
	05/13/2024	Evolution Scuba, LLC.	3,000.00		8,605.28
	05/20/2024	Town of Wethersfield	350.00		8,955.28
	05/31/2024	Bank of America	200.00		9,155.28
	05/31/2024	Bank of America	300.00		9,455.28
	05/31/2024	Bank of America	413.95		9,869.23
Total 7903 • Training			9,869.23	0.00	9,869.23
<b>7905 • Fire Fighting Equipment</b>					
	04/05/2024	Fire Equipment Headquarters	89.39		89.39
	04/15/2024	Portland Group/Middlesex Plumbing Supply	96.29		185.68
	05/01/2024	Portland Group/Middlesex Plumbing Supply	156.71		342.39
	05/02/2024	Portland Group/Middlesex Plumbing Supply	844.01		1,186.40
	05/03/2024	Portland Group/Middlesex Plumbing Supply	323.87		1,510.27
	05/08/2024	Handley, Jonathan.	63.70		1,573.97
	05/13/2024	Fire Equipment Headquarters	544.41		2,118.38
	05/31/2024	Ace Home Center	29.67		2,148.05
Total 7905 • Fire Fighting Equipment			2,148.05	0.00	2,148.05
<b>7906 • Special Service Units</b>					
	04/09/2024	Evolution Scuba, LLC.	1,092.00		1,092.00
	04/09/2024	Evolution Scuba, LLC.	1,683.00		2,775.00
	04/09/2024	Evolution Scuba, LLC.	190.00		2,965.00
Total 7906 • Special Service Units			2,965.00	0.00	2,965.00

# South Fire District

## Monthly Expense Detail

### April and May 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<b>7907 · Fire Marshal's Office</b>					
	04/30/2024	Bank of America	10.79		10.79
	05/31/2024	Bank of America	25.00		35.79
	05/31/2024	Bank of America	10.79		46.58
Total 7907 · Fire Marshal's Office			<u>46.58</u>	<u>0.00</u>	<u>46.58</u>
<b>7909 · Uniforms</b>					
	04/09/2024	EMP Apparel, LLC.	25.00		25.00
Total 7909 · Uniforms			<u>25.00</u>	<u>0.00</u>	<u>25.00</u>
<b>7910 · Protective Clothing</b>					
<b>7910A · Gear Cleaning/Inspection/Repair</b>					
	04/30/2024	Bank of America	10.16		10.16
Total 7910A · Gear Cleaning/Inspection/Repair			<u>10.16</u>	<u>0.00</u>	<u>10.16</u>
<b>7910 · Protective Clothing - Other</b>					
	04/30/2024	Bank of America	374.95		374.95
	05/02/2024	Firematic Supply Co. Inc.	1,485.00		1,859.95
	05/20/2024	Firematic Supply Co. Inc.	640.60		2,500.55
Total 7910 · Protective Clothing - Other			<u>2,500.55</u>	<u>0.00</u>	<u>2,500.55</u>
Total 7910 · Protective Clothing			<u>2,510.71</u>	<u>0.00</u>	<u>2,510.71</u>
<b>7912 · Cellular Phones</b>					
	04/11/2024	AT&T Mobility	590.79		590.79
	05/11/2024	AT&T Mobility	590.79		1,181.58
Total 7912 · Cellular Phones			<u>1,181.58</u>	<u>0.00</u>	<u>1,181.58</u>
<b>7916 · Breathing Apparatus-Test Repair</b>					
	04/15/2024	Municipal Emergency Services/Shipman's	125.08		125.08
	05/17/2024	Municipal Emergency Services/Shipman's	129.41		254.49
	05/23/2024	Municipal Emergency Services/Shipman's	329.03		583.52
Total 7916 · Breathing Apparatus-Test Repair			<u>583.52</u>	<u>0.00</u>	<u>583.52</u>
<b>8999 · CNR Current Year</b>					
	04/29/2024	Action Glass, LLC	4,094.63		4,094.63
	04/29/2024	Action Glass, LLC	1,089.25		5,183.88
	04/29/2024	Action Glass, LLC	450.00		5,633.88
	04/29/2024	Action Glass, LLC	175.00		5,808.88
	05/03/2024	Key Chevrolet	47,315.30		53,124.18
	05/13/2024	Sign Pro, Inc.	809.93		53,934.11
Total 8999 · CNR Current Year			<u>53,934.11</u>	<u>0.00</u>	<u>53,934.11</u>
<b>TOTAL</b>			<u><b>237,123.92</b></u>	<u><b>5,281.51</b></u>	<u><b>231,842.41</b></u>

**SOUTH FIRE DISTRICT**  
**Bank of America Purchase Details**  
**Billing Period: 4/1/2024 - 4/30/2024**

<b>Account # -0421 (Deputy Chief)</b>					
<b>Purchase Date</b>	<b>Vendor</b>	<b>Description of Purchase</b>	<b>Line Item</b>	<b>PO #</b>	<b>Amount</b>
3/30/2024	Illiano's	Lunch - FF written exam proctors	7709	23-007	\$ 27.91
4/10/2024	Bruegger's Bagels	Breakfast - FF oral exam panel	7709	23-007	\$ 42.70
4/17/2024	All Hands Fire Equipment	(2) Red/clear interior lamps (E30)	7406	23-001	\$ 186.97
4/20/2024	NFPA	NFPA Link monthly subscription fee	7907	23-019	\$ 10.79
4/22/2024	Amazon	Blades for push mower.	7802	23-011	\$ 38.28
4/25/2024	United Ag & Turf	John Deere maintenance kit, mower deck spindle	7802	23-011	\$ 140.49
4/26/2024	Appleton Awning	Male end of seat belt buckles, orange pull down strap (2 of ea)	7406	23-001	\$ 46.42
4/29/2024	Best Cleaners	Decon Sweatshirt - FF Russo	7910	23-021	\$ 10.16
<b>Account # -6809 (Chief)</b>					
<b>Purchase Date</b>	<b>Vendor</b>	<b>Description of Purchase</b>	<b>Line Item</b>	<b>PO #</b>	<b>Amount</b>
4/1/2024	Home Depot	Refund - furring strip boards	7802	23-011	\$ (12.74)
4/2/2024	Home Depot	1/2" x 10' Rebar. Golf Umbrella	7903	23-015	\$ 40.95
4/2/2024	Home Depot	Construction screws; furring strip boards	7802	23-011	\$ 18.08
4/9/2024	Illiano's	Lunch - FF oral exam panel	7709	23-007	\$ 59.85
4/10/2024	Illiano's	Lunch - FF oral exam panel	7709	23-007	\$ 56.90
4/12/2024	Town Fair Tire	Tire replacement - flat tire Chief Trzaski 2020 Chevrolet Traverse (C30)	7403		\$ 330.00
4/16/2024	Laird Plastics	(6) pieces of polycarbonate material for training prop	7903	23-015	\$ 96.00
4/1/2024	Staples	Paper dividers, report covers	7703	23-004	\$ 29.24
4/22/2024	Laird Plastics	Freight Charge - (6) pieces of polycarbonate material for training prop	7903	23-015	\$ 21.14
4/24/2024	National Honor Guard Academy	Registration - Capt. Turenne	7903	23-015	\$ 645.00
4/23/2024	Staples	Copy paper, sheet protectors	7703	23-004	\$ 123.14
4/26/2024	WPSG (The Fire Store)	(6) Helmet fronts (Russo, Atwell, Davis-Penta, Tyrseck, 2 Probationary)	7910	23-021	\$ 374.95
4/26/2024	G&H Equipment	Mower blades, v-belts	7802	23-011	\$ 165.07
		<b>TOTAL</b>			<b>\$ 2,451.30</b>



**South Fire District**  
**Profit & Loss Budget vs. Actual**  
July 2023 through May 2024

	<u>Jul '23 - May 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
4101 · Property Tax Revenue	7,297,606.23	6,901,230.00	396,376.23	105.74%
4102 · Interest and Liens	52,468.14	30,000.00	22,468.14	174.89%
4103 · Tax Refunds	-17,370.16	0.00	-17,370.16	100.00%
4104 · Fees	6,358.44	0.00	6,358.44	100.00%
4105 · Prior Year Tax Collections	63,445.92	0.00	63,445.92	100.00%
4107 · Tax Supplemental MV	44,199.11	15,000.00	29,199.11	294.66%
4109 · Grants - FEMA	62,312.38	0.00	62,312.38	100.00%
4125 · Grants	37,501.65	0.00	37,501.65	100.00%
4126 · Contributions - Individuals	25.00	0.00	25.00	100.00%
4127 · Contributions - Corporate	5,250.00	0.00	5,250.00	100.00%
4204 · Municipal Grants & Rev. Sharing	710,643.93	0.00	710,643.93	100.00%
4210 · NRG Tax Revenue	201,650.00	201,650.00	0.00	100.00%
4301 · Investment Income	120,200.74	10,000.00	110,200.74	1202.01%
4901 · Miscellaneous Income	31,896.35	0.00	31,896.35	100.00%
<b>Total Income</b>	<u>8,616,187.73</u>	<u>7,157,880.00</u>	<u>1,458,307.73</u>	<u>120.37%</u>
<b>Expense</b>				
7201 · Electricity	16,590.69	22,500.00	-5,909.31	73.74%
7202 · Water and Sewer	2,201.08	2,500.00	-298.92	88.04%
7203 · Heating	9,611.56	15,000.00	-5,388.44	64.08%
7204 · Telephone	2,602.90	3,000.00	-397.10	86.76%
7401 · Fuel	34,880.25	45,000.00	-10,119.75	77.51%
7403-1 · Apparatus Preventative Maint.	11,074.76	12,650.00	-1,575.24	87.55%
7403 · Vehicle Repairs	64,612.11	40,000.00	24,612.11	161.53%
7404 · NFPA/OSHA Compliance	15,527.08	9,850.00	5,677.08	157.64%
7406 · Vehicle Supplies	1,665.06	2,000.00	-334.94	83.25%
7501 · Insurance-Workers Compensation	174,976.00	177,685.00	-2,709.00	98.48%
7502 · Insurance - Commercial Package	51,319.00	55,000.00	-3,681.00	93.31%
7503 · Insurance - Medical	886,367.05	995,447.00	-109,079.95	89.04%
7504 · Insurance - Cyber	6,515.00	6,515.00	0.00	100.00%
7509 · Insurance - Life and Disability	48,011.54	56,586.00	-8,574.46	84.85%
7512 · Pension - Defined Contribution	329,075.79	364,055.00	-34,979.21	90.39%
7513 · Unused Sick Time	0.00	23,796.00	-23,796.00	0.00%
7601 · Salaries - Fire Department	2,802,926.53	3,107,984.00	-305,057.47	90.19%
7602 · Salaries - Administrative	158,307.36	190,000.00	-31,692.64	83.32%
7603 · Replacement / Call Backs	530,642.13	671,539.00	-140,896.87	79.02%
7604 · Fringe Benefits	129,663.42	132,942.00	-3,278.58	97.53%
7606 · PEB-Uncompensated Absences Exp	0.00	10,000.00	-10,000.00	0.00%
7607 · PEB-Heart and Hypertension	42,891.99	206,489.00	-163,597.01	20.77%
7609 · Employer - Social Security	217,759.81	255,202.00	-37,442.19	85.33%
7610 · Employer - Medicare	50,927.94	59,685.00	-8,757.06	85.33%

**South Fire District**  
**Profit & Loss Budget vs. Actual**  
July 2023 through May 2024

	<u>Jul '23 - May 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense, continued				
7701 · Tax Collector's Expense	21,958.97	24,000.00	-2,041.03	91.50%
7702 · Professional Org / Periodicals	2,099.41	2,675.00	-575.59	78.48%
7703 · Office Expenses	3,113.06	3,500.00	-386.94	88.95%
7704 · Auditor	8,475.00	7,750.00	725.00	109.36%
7705 · Professional Development	8,500.00	8,500.00	0.00	100.00%
7706 · Postage	1,628.64	4,000.00	-2,371.36	40.72%
7707 · Contingency	0.00	50,000.00	-50,000.00	0.00%
7708 · Commissioner's Compensation	8,250.00	9,000.00	-750.00	91.67%
7709 · Activity Expense	3,635.90	3,500.00	135.90	103.88%
7710 · Professional Services	26,939.38	35,000.00	-8,060.62	76.97%
7712 · Office Equipment	1,148.35	1,200.00	-51.65	95.70%
7713 · Actuarial Services	3,150.00	3,300.00	-150.00	95.46%
7714 · Advertising / Voting	2,998.66	6,200.00	-3,201.34	48.37%
7715 · Lien Fees	1,340.00	1,200.00	140.00	111.67%
7716 · Archive Services	585.00	1,000.00	-415.00	58.50%
7717 · Software Support	48,116.95	53,100.00	-4,983.05	90.62%
7801 · Repairs Building	19,130.67	20,000.00	-869.33	95.65%
7802 · Supplies Maintenance	8,854.34	8,900.00	-45.66	99.49%
7803 · Services	10,170.93	13,000.00	-2,829.07	78.24%
7805 · Equipment	4,439.85	4,600.00	-160.15	96.52%
7901 · Emergency Medical Equipment	11,368.67	12,500.00	-1,131.33	90.95%
7902 · Computer Equip & Supplies	1,179.44	2,000.00	-820.56	58.97%
7903 · Training	39,018.80	37,500.00	1,518.80	104.05%
7904 · Fire Education and Prevention	4,323.24	4,500.00	-176.76	96.07%
7905 · Fire Fighting Equipment	18,602.01	14,000.00	4,602.01	132.87%
7906 · Special Service Units	7,182.59	7,000.00	182.59	102.61%
7907 · Fire Marshal's Office	3,925.66	4,000.00	-74.34	98.14%
7909 · Uniforms	34,235.96	31,000.00	3,235.96	110.44%
7910 · Protective Clothing	34,991.37	35,000.00	-8.63	99.98%
7911 · Communications	2,753.87	4,500.00	-1,746.13	61.20%
7912 · Cellular Phones	6,836.50	5,600.00	1,236.50	122.08%
7913 · Breathing Air & Oxygen	1,270.37	1,500.00	-229.63	84.69%
7915 · Medical Testing	4,341.00	4,180.00	161.00	103.85%
7916 · Breathing Apparatus-Test Repair	1,556.10	2,800.00	-1,243.90	55.58%
8999 · CNR Current Year	250,587.97	265,950.00	-15,362.03	94.22%
<b>Total Expense</b>	<u>6,194,857.71</u>	<u>7,157,880.00</u>	<u>-963,022.29</u>	<u>86.55%</u>

South Fire District  
Cash Balance Report  
May 2024

**CASH Unrestricted:**

Cash Balances:

Tax Collector - Savings	\$	4,238,613.78
Operating - Checking	\$	<u>225,546.42</u>
<b>Total:</b>	\$	4,464,160.20

Restricted Funds:

CNR	\$	1,995,391.35
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Post-Employment Benefits	\$	672,298.82
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## Chief Officer Activity Trzaski

EVENT NAME	START DATE	LAST NAME	NOTES
SFD / Union negotiations	2024-05-06 18:00:00	Trzaski	Negotiation meeting with Local 3918
Fire Response	2024-05-12 18:30:00	Trzaski	Responded to structure fire on 397 East Street Westfield.
Big Y Walk through	2024-05-13 08:30:00	Trzaski	Walk through of Big Y. Identifying utility shut offs and emergency access points
SFD Fire Commission Meeting	2024-05-13 19:00:00	Trzaski	Attended the meeting virtually
Meet with Southington FD	2024-05-14 08:00:00	Trzaski	Meeting at Southington HQ to discuss First Due response software.
Connecticut Career Chief's Meeting	2024-05-14 09:00:00	Trzaski	Attended Connecticut Career Chief's Meeting
Adopt-A-Firefighter Graduation	2024-05-14 11:00:00	Trzaski	Assisted with the Bielfield School Adopt-A-Firefighter graduation, event held at SFD
SFD Building Committee Meeting	2024-05-15 16:30:00	Trzaski	Attended the SFD Building Committee meeting
St Sabastian celebration	2024-05-19 10:00:00	Trzaski	Represented South Fire District at the St Sabastian feast.
St Sebastian Feast Parade	2024-05-19 10:30:00	Trzaski	Participated in The St Sabastian Mass and parade
First Due Reporting System	2024-05-20 10:00:00	Trzaski	Participated in First Due Reporting System review and progress
Adopt-A-Firefighter Farm Hill	2024-05-20 11:00:00	Trzaski	Graduation and department tour for Farm Hill Adopt-A-Firefighter
Lockheed Martin Presentation	2024-05-21 10:00:00	Trzaski	Attended presentation held at Lockheed Martin. Presentation was a review of the protest incident at Pratt and Whitney and was given by Capt Turenne.
Millers Pond Dive Training	2024-05-21 18:00:00	Trzaski	Attended dive rescue training at Millers Pond in Durham
Meet with Hartford Hospital Representative	2024-05-23 10:00:00	Trzaski	Met with representatives from Hartford Health / Hunters. Discussed operations and interoperability with SFD crews
Kiwanis Pasta Dinner Fund Raiser	2024-05-23 11:00:00	Trzaski	Attended the Kiwanis Past Fund Raiser
Middlefield Golf Tournament	2024-05-24 08:00:00	Trzaski	Represented South Fire District in the Middlefield FD charity Golf Tournament
Flag Placement Bow Lane	2024-05-25 08:00:00	Trzaski	Assisted with flag placement at Veteran's Cemetery on Bow Lane

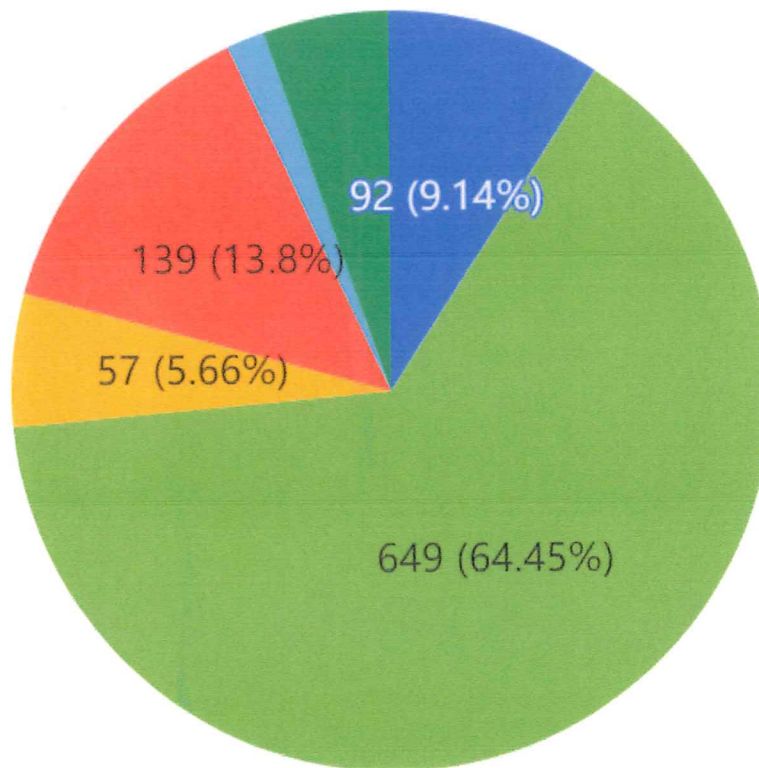
# Chief Officer Activity Trzaski

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
06457



EVENT NAME	START DATE	LAST NAME	NOTES
Westfield FD Memorial Day Parade	2024-05-26 11:00:00	Trzaski	Participated in the Westfield FD Memorial Day parade
Middletown Memorial Day Parade	2024-05-27 08:00:00	Trzaski	
Middlesex Chamber Breakfast Meeting	2024-05-29 07:00:00	Trzaski	Attended Middlesex Chamber breakfast meeting. Recognized as a Hal Kaplan Mentor
Middletown FD Swearing in	2024-05-29 15:00:00	Trzaski	Attended Middletown Fire Department swearing in ceremony

# **SOUTH FIRE DISTRICT INCIDENT LIST—MAY 2024**



**Total 165**

- 1 - Fire
- 3 - Rescue & Emergency Medical Service Incident
- 4 - Hazardous Condition (No Fire)
- 5 - Service Call
- 6 - Good Intent Call
- Not Mapped

**South Fire District**  
**CVH Incident Report - May 2024**

PSAP Call Date/Time	Incident Type	Address	Dispatch Type
5/30/2024 9:03	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS- MEDICAL CALL- MFD/SFD
5/29/2024 19:03	735 - Alarm system sounded due to malfunction	39 TYNAN CIR	FIRE ALARM - COMM (F)
5/29/2024 12:18	321 - EMS call, excluding vehicle accident with injury	144 HOLMES DR	EMS - MEDICAL CALL (F)
5/24/2024 21:13	733 - Smoke detector activation due to malfunction	1 SILVERMINE RD	SERVICE CALL (F)
5/23/2024 19:44	321 - EMS call, excluding vehicle accident with injury	915 River Rd	EMS - MEDICAL CALL (F)
5/23/2024 9:15	733 - Smoke detector activation due to malfunction	915 River Rd	FIRE ALARM - COMM (F)
5/21/2024 9:52	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS- MEDICAL CALL- MFD/SFD
5/20/2024 11:02	321 - EMS call, excluding vehicle accident with injury	63 Flood Dr	EMS - MEDICAL CALL - W/MEDIC
5/18/2024 15:28	311 - Medical assist, assist EMS crew	39 TYNAN CIR	EMS - MEDICAL CALL - W/MEDIC
5/18/2024 0:11	311 - Medical assist, assist EMS crew	39 TYNAN CIR	EMS - MEDICAL CALL (F)
5/17/2024 11:29	321 - EMS call, excluding vehicle accident with injury	1250 SILVER ST	EMS - MEDICAL CALL - W/MEDIC
5/15/2024 17:32	321 - EMS call, excluding vehicle accident with injury	70 HOLMES DR	EMS - MEDICAL CALL - W/MEDIC
5/11/2024 17:50	321 - EMS call, excluding vehicle accident with injury	39 TYNAN CIR	EMS - MEDICAL CALL (F)
5/10/2024 8:14	671 - HazMat release investigation w/no HazMat	1225 SILVER ST	GAS (OUTSIDE) LEAK/SMELL/SPILL (F)
5/8/2024 21:17	6111 - Cancelled On-Arrival	399 SILVER ST	EMS- MEDICAL CALL- MFD/SFD
5/6/2024 20:52	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC
5/4/2024 21:12	500 - Service Call, other	39 TYNAN CIR	SERVICE CALL (F)
5/1/2024 16:42	6111 - Cancelled On-Arrival	1250 SILVER ST	EMS - MEDICAL CALL - W/MEDIC

## Chief Officer Report Fischer

EVENT NAME	START DATE	LAST NAME	NOTES
Weekly Staff Meetings w/Fire Chief	2024-04-15 08:30:00	Fischer	
Weekly Mentoring-Bielefield Elementary	2024-04-05 12:00:00	Fischer	Hal Kaplan Mentor Program-Bielefield Elementary
Union Negotiations-L3918	2024-05-01 18:00:00	Fischer	Union Negotiations
Technology update meeting	2024-04-15 11:00:00	Fischer	Advisory meeting with Founders.
Technical Rescue Mtg with Middletown Fire	2024-04-24 14:00:00	Fischer	Meet & discuss technical rescue capabilities with Middletown Fire.
Senior Center Meet & Greet	2024-04-10 14:00:00	Fischer	Community outreach with seniors regarding South Fire District budget, current events and safety practices.
Oral Interviews-Entry Level FF	2024-04-10 08:00:00	Fischer	Assist Mission CIT with Oral Interviews for Entry Level FF Position.
Oral Interviews-Entry Level FF	2024-04-09 08:00:00	Fischer	Assist Mission CIT with Oral Interviews for Entry Level FF position.
New Policy Review-Brush Fires	2024-04-24 08:00:00	Fischer	Review of new brush fire policy with platoon.
New Policy Review-Brush Fires	2024-04-26 08:00:00	Fischer	Review of new brush fire policy with platoons.
New Policy Review-Brush Fires	2024-04-23 08:00:00	Fischer	Review of new brush fire policy with all platoons.
Middlesex County Chamber Breakfast	2024-05-29 07:30:00	Fischer	Monthly Chamber meeting, recognition of Hal Kaplan mentors.
Meeting w/Hunters Ambulance	2024-05-22 10:00:00	Fischer	Met with Hunter's Ambulance staff for regular operational updates.
Meeting @ City Hall	2024-04-03 13:30:00	Fischer	Meeting with Chief, FMO & Mayor about Battery Storage Facilities.
Live Burn Training w/MFD	2024-04-02 07:30:00	Fischer	Live Fire Training at New Haven Fire Academy with Middletown Fire.
Live Burn Training w/MFD	2024-04-04 07:30:00	Fischer	Live Fire Training at New Haven Fire Academy with Middletown Fire.
Live Burn Training w/MFD	2024-04-03 07:30:00	Fischer	Live Fire Training at New Haven Fire Academy with Middletown Fire.
Live Burn Training w/MFD	2024-04-05 07:30:00	Fischer	Live Fire Training at New Haven Fire Academy with Middletown Fire.
Fundraiser-Hinkas Cupboard Food Pantry	2024-04-20 17:30:00	Fischer	



# Chief Officer Report Fischer

South Fire District  
Address: 445 Randolph Rd, Middletown, CT  
06457



EVENT NAME	START DATE	LAST NAME	NOTES
First Due Demo-Southington Fire Dept	2024-05-14 10:00:00	Fischer	Assist Southington Fire Department with First Due software familiarization.
Entry Level FF Oral Boards	2024-04-10 08:00:00	Fischer	
Entry Level FF Oral Boards	2024-04-09 08:00:00	Fischer	
Contract Negotiations w/L3918	2024-04-16 09:30:00	Fischer	
Communications Meeting w/Meriden FD	2024-04-17 08:30:00	Fischer	Assist Meriden Fire with radios.
Communications Meeting	2024-05-07 10:30:00	Fischer	Met with Central Communications, MFD & WFD to discuss citywide radio changes.
Building Committee Meeting	2024-04-17 18:00:00	Fischer	
Big-Y Walkthrough	2024-05-16 11:00:00	Fischer	

**Description:** Monthly Report of Deputy Chief Fischer

**SOUTH FIRE DISTRICT**  
**of the City of Middletown**  
**Office of the Fire Marshal**  
**445 Randolph Road**  
**Middletown, CT 06457**  
**860-343-6059**

*James M. Mastroianni, Fire Marshal*  
*[jmastroianni@southfiredistrict.com](mailto:jmastroianni@southfiredistrict.com)*  
*860-250-0042 cell*

*Ryan Parmelee, Deputy Fire Marshal*  
*[rparmelee@southfiredistrict.com](mailto:rparmelee@southfiredistrict.com)*  
*860-262-3277 cell*

Chief James Trzaski,

Please see the attached Fire Marshal activity report for the month of May 2024.

The FMO oversaw the completion of the School Year 23-24 Adopt a Firefighter program. We would like to thank Firefighter Pantera for teaching the Farm Hill and Bielefield third grade students throughout the year. The program engages 75 to 100 students per year in the district on various safety topics. The students are asked to share this information with family members. This translates to an outreach of up to 500 residents receiving Community Risk Reduction intervention.

The FMO participated in the annual Middletown Kids Health and Safety Day. Both members of the office sat on the committee for approximately six months and facilitated event planning. Despite the rain the event still had a decent turnout. The FMO, along with two hired firefighters, ran the Activity Tent and interacted with approximately 200 people handing out literature and answering questions.

The FMO continued to build the Firesetter Program. The office concluded the fourth presentation at CVH and has scheduled its third program at Solnit which will begin in June. The office also had follow-up meetings with the city agencies in reference to local incidents involving youth.

The FMO has begun scheduling annual inspections of firework sales in the district in accordance with state statute. The office will be reviewing sales and storage procedures with managers.

Please feel free to contact the FMO with any questions in regard to the supporting documentation for Activity, Inspections, and Investigations.

Sincerely,



James Mastroianni  
Fire Marshal



Ryan Parmelee  
Deputy Fire Marshal

06/01/2024

## Fire Marshal's Office Misc. Activity May 2024

### Alarm Meeting

START DATE	LAST NAME	NOTES
2024-05-13 09:00:00	Mastroianni	410 Saybrook Rd
2024-05-10 09:00:00	Mastroianni	410 Saybrook

### Building Construction Class

START DATE	LAST NAME	NOTES
2024-05-28 08:00:00	Parmelee	

### CVH Firesetter

START DATE	LAST NAME	NOTES
2024-05-22 12:30:00	Mastroianni	
2024-05-08 12:45:00	Parmelee	
2024-05-08 12:45:00	Mastroianni	

### Code Enforcement Meeting

START DATE	LAST NAME	NOTES
2024-05-09 09:00:00	Parmelee	
2024-05-09 09:00:00	Mastroianni	

### Computer Setup with Founders

START DATE	LAST NAME	NOTES
2024-05-20 07:00:00	Parmelee	
2024-05-17 07:00:00	Parmelee	
2024-05-21 07:00:00	Parmelee	

### County FMO Sync

START DATE	LAST NAME	NOTES
2024-05-01 11:00:00	Parmelee	
2024-05-01 11:00:00	Mastroianni	

### County Fire Marshal Meeting Planning

START DATE	LAST NAME	NOTES
2024-05-15 13:00:00	Parmelee	DPH and MHD Coordination

### Fire Drill

START DATE	LAST NAME	NOTES
2024-05-01 07:30:00	Parmelee	510 Saybrook Rd
2024-05-01 07:30:00	Mastroianni	510 Saybrook Rd
2024-05-31 08:00:00	Parmelee	600 Highland
2024-05-14 10:00:00	Parmelee	Bielefield
2024-05-10 10:00:00	Mastroianni	



# Fire Marshal's Office Misc. Activity May 2024

South Fire District  
Address: 445 Randolph Rd, Middletown, CT, 06457



## Fire Extinguisher Meeting

START DATE	LAST NAME	NOTES
2024-05-31 08:00:00	Parmelee	Dollar General

## Fire Investigation Follow Up

START DATE	LAST NAME	NOTES
2024-05-15 08:00:00	Mastroianni	Meetings with Building and Health in ref to 1079 Saybrook Fire
2024-05-15 08:00:00	Parmelee	Meetings with Building and Health in ref to 1079 Saybrook Fire

## First Due Data Entry

START DATE	LAST NAME	NOTES
2024-05-15 10:00:00	Parmelee	
2024-05-09 08:00:00	Mastroianni	
2024-05-09 08:00:00	Parmelee	
2024-05-28 10:30:00	Parmelee	

## First Due Reporting Maint

START DATE	LAST NAME	NOTES
2024-05-31 08:00:00	Parmelee	Training Report Development

## Haveli Follow-up

START DATE	LAST NAME	NOTES
2024-05-31 13:00:00	Mastroianni	Hood inspection scheduling
2024-05-31 13:00:00	Parmelee	Hood inspection scheduling

## Health and Safety Committee Meeting

START DATE	LAST NAME	NOTES
2024-05-16 09:00:00	Parmelee	

## Life Safety Complaint Follow Up

START DATE	LAST NAME	NOTES
2024-05-06 13:00:00	Parmelee	410 Saybrook Rd
2024-05-06 13:00:00	Mastroianni	410 Saybrook Rd

## Middletown Kids Health and Safety Day

START DATE	LAST NAME	NOTES
2024-05-18 09:00:00	Parmelee	
2024-05-18 09:00:00	Mastroianni	

## Middletown Kids Health and Safety Day Logistics

START DATE	LAST NAME	NOTES
2024-05-14 08:00:00	Mastroianni	Activity Tent Supplies
2024-05-14 08:00:00	Parmelee	Activity Tent Supplies

# Fire Marshal's Office Misc. Activity May 2024

South Fire District  
Address: 445 Randolph Rd, Middletown, CT, 06457



## Middletown Kids Health and Safety Day Meeting

START DATE	LAST NAME	NOTES
2024-05-02 11:00:00	Mastroianni	
2024-05-02 11:00:00	Parmelee	
2024-05-10 14:30:00	Mastroianni	
2024-05-14 13:00:00	Mastroianni	

## Middletown Rec Center Shelter Planning Meeting

START DATE	LAST NAME	NOTES
2024-05-23 14:00:00	Mastroianni	
2024-05-23 14:00:00	Parmelee	

## OEDM Webinar

START DATE	LAST NAME	NOTES
2024-05-07 09:00:00	Parmelee	
2024-05-07 09:00:00	Mastroianni	
2024-05-14 09:00:00	Parmelee	
2024-05-14 09:00:00	Mastroianni	

## Plan Review

START DATE	LAST NAME	NOTES
2024-05-08 16:00:00	Mastroianni	410 Saybrook Rd
2024-05-08 16:00:00	Parmelee	410 Saybrook Rd

## Veterans Outreach Meet and Greet

START DATE	LAST NAME	NOTES
2024-05-09 11:00:00	Parmelee	

## Youth Firesetter Meeting with PD

START DATE	LAST NAME	NOTES
2024-05-23 11:30:00	Mastroianni	
2024-05-23 11:30:00	Parmelee	



## Fire Marshal's Office Inspections May 2024

### 1002 SAYBROOK RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Fellowship Baptist Church	Fire and Life Safety (Routine)	2024-05-23 16:30:00	Completed with fail

### 1300 S MAIN ST, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Construction with Building Dept and/or Health Dept	2024-05-21 15:00:00	Completed

### 134 MAIN ST EXT SPA CASTLE, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Spa Castle	Fire and Life Safety (Routine)	2024-05-28 15:00:00	Completed

### 134 MAIN ST EXT TUMULO FINANCIAL, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Tumulo Financial	Fire and Life Safety (Routine)	2024-05-28 15:15:00	Completed

### 139 MAIN STREET EXTENSION, MIDDLETOWN , CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Carmela's on the Extension	Fire and Life Safety (Routine)	2024-05-28 14:30:00	Completed

### 230 MAIN ST EXT, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Gilead	Construction with Building Dept and/or Health Dept	2024-05-30 11:00:00	Completed

### 253 RIDGE RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Emergency Response with Building Dept and/or Health Dept	2024-05-10 18:00:00	Completed

### 338 BARTHOLOMEW RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Fire and Life Safety (Routine)	2024-05-23 14:00:00	Completed

### 400 SAYBROOK RD PROHEALTH PHYSICIANS, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Prohealth Physicians	Construction with Building Dept and/or Health Dept	2024-05-06 16:00:00	Completed

### 480 S MAIN ST 482 S MAIN ST TAINO, MIDDLETOWN, CT, 06457

# Fire Marshal's Office Inspections May 2024

South Fire District  
Address: 445 Randolph Rd, Middletown, CT, 06457



BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Taino	Fire and Life Safety (Routine)	2024-05-31 15:00:00	Completed

## 510 SAYBROOK RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Construction with Building Dept and/or Health Dept	2024-05-20 16:00:00	Completed

## 520 SAYBROOK RD 520 MIDDLESEX HOSPITAL WOUND CENTER, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Hospital Wound Center	Fire and Life Safety (Routine)	2024-05-08 09:30:00	Completed

## 524 S MAIN ST, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Seasons Federal Credit Union	Emergency Response with Building Dept and/ or Health Dept	2024-05-23 09:30:00	Completed

## 536 SAYBROOK RD 534 MIDDLESEX HOSPITAL CARDIAC REHAB, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Hospital Cardiac Rehab	Fire and Life Safety (Routine)	2024-05-08 12:00:00	Completed

## 536 SAYBROOK RD 534 MIDDLESEX HOSPITAL OCC MED, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Hospital Occ Med	Fire and Life Safety (Routine)	2024-05-08 11:30:00	Completed

## 536 SAYBROOK RD LAB, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Health Lab	Fire and Life Safety (Routine)	2024-05-08 14:30:00	Completed

## 536 SAYBROOK RD MIDDLESEX HOSPITAL CANCER CENTER, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Hospital Cancer Center	Fire and Life Safety (Routine)	2024-05-08 10:00:00	Completed

## 536 SAYBROOK RD OCCUPATIONAL THERAPY GYM, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Fire and Life Safety (Routine)	2024-05-08 16:00:00	Completed

## 536 SAYBROOK RD RADIOLOGY, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Health Radiology	Fire and Life Safety (Routine)	2024-05-08 15:00:00	Completed

## 540 SAYBROOK RD MIDDLESEX CANCER CENTER OFFICES, MIDDLETOWN, CT, 06457



# Fire Marshal's Office Inspections May 2024

South Fire District  
Address: 445 Randolph Rd, Middletown, CT, 06457



BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Cancer Center Offices	Fire and Life Safety (Routine)	2024-05-08 13:00:00	Completed

## 540 SAYBROOK RD MIDDLESEX DIABETES/ ENDOCRINOLOGY, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middlesex Diabetes/ Endocrinology	Fire and Life Safety (Routine)	2024-05-08 13:30:00	Completed

## 550 ARBUTUS ST, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Italian Club	Fire and Life Safety (Routine)	2024-05-03 14:00:00	Completed

## 561 SAYBROOK RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Kelly Family Orthodontics	Fire and Life Safety (Routine)	2024-05-31 10:00:00	Completed

## 655 E MAIN ST, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Construction with Building Dept and/ or Health Dept	2024-05-19 16:00:00	Completed

## 715 BARTHOLOMEW ROAD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Stanley and Sons Services	Construction with Building Dept and/ or Health Dept	2024-05-20 14:00:00	Completed

## 730 RANDOLPH RD, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Pieper Memorial Vet Hospital	Fire and Life Safety (Routine)	2024-05-15 09:30:00	Completed

## 749 SAYBROOK RD MIDDLETOWN LE NAILS AND SPA, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Middletown Le Nails and Spa	Construction with Building Dept and/ or Health Dept	2024-05-22 08:30:00	Completed

## 77 SCHUYLER AVE, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Emergency Response with Building Dept and/ or Health Dept	2024-05-23 12:30:00	Completed

## 770 SAYBROOK RD COLUMBUS HOUSE, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Columbus House	Fire and Life Safety (Routine)	2024-05-30 16:00:00	Completed

## 770 SAYBROOK RD, MIDDLETOWN, CT, 06457

# Fire Marshal's Office Inspections May 2024

South Fire District  
Address: 445 Randolph Rd, Middletown, CT, 06457



BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
	Emergency Response with Building Dept and/ or Health Dept	2024-05-09 15:00:00	Completed

## 850 SOUTH MAIN ST, MIDDLETOWN, CT, 06457

BUSINESS NAME	INSPECTION TYPE	INSPECTION COMPLETED DATE	INSPECTION STATUS
Big Y	Construction with Building Dept and/ or Health Dept	2024-05-03 12:00:00	Completed
Big Y	Construction with Building Dept and/ or Health Dept	2024-05-01 17:00:00	Completed

**Fire Marshal's Office Investigations May 2024****1079 SAYBROOK RD**

INCIDENT NUMBER	PSAP CALL DATE/TIME	INCIDENT TYPE	PROPERTY TYPE WHERE INCIDENT OCCURRED (DESCRIPTION)
2400000720	2024-05-15 06:25:21	131 - Passenger vehicle fire	1 or 2 family dwelling

**1795 BARTHOLOMEW RD**

INCIDENT NUMBER	PSAP CALL DATE/TIME	INCIDENT TYPE	PROPERTY TYPE WHERE INCIDENT OCCURRED (DESCRIPTION)
2400000675	2024-05-07 20:24:21	100 - Fire, other	1 or 2 family dwelling

**39 FRISSELL TER**

INCIDENT NUMBER	PSAP CALL DATE/TIME	INCIDENT TYPE	PROPERTY TYPE WHERE INCIDENT OCCURRED (DESCRIPTION)
2400000713	2024-05-14 13:25:17	160 - Special outside fire, other	Outside or special property, other



## Office of Training & Safety

South Fire District  
445 Randolph Road  
Middletown, CT 06457  
[stureune@southfiredistrict.com](mailto:stureune@southfiredistrict.com)  
(860)759-4532

01 June 2024

I am submitting for your review a report detailing the activities of the Division of Training and Safety for the month of May 2024.

### Training Activities:

#### Implementation of Weekly Coffee Table Quick Tips

- Week of Monday 5.06.2024
- Week of Monday 5.13.2024
- Week of Monday 5.20.2024
- Week of Monday 5.27.2024
- Completed annual Fit Testing (SCBA) for SFD personnel in accordance with 29 CFR 1910.134
- Facilitated Back to Basics: Marine 30 Training – Towing and Operations for ALL Platoons
- Placed newly procured cordless Milwaukee tool ensemble on Truck 34
- Attend Canton Local 1580 Safety and Survival Conference at the Irish Cultural Centre in MA
- Organized and accompanied final Platoon walkthroughs for NEW Big Y (850 South Main)
- Organized and facilitated Strategy and Tactics: Bread & Butter Calls through CFA
- Delivered Pratt & Whitney Protest Presentation at the Sikorsky Aircraft (Lockheed Martin)
- Attended joint Dive Team exercise at Miller Pond in Durham, CT
- Hosted Andrew Kingsbury (Westport Fire – Chief, Retired) for a Building Construction lecture
- Attended Swearing In Ceremony for Middletown Fire Department at Town Hall



**Incident Responses:**

- 397 East Street (Westfield) for the residential structure fire
- RT 9 (North) in the area of Exit 22 for the motorcycle vs guardrail
- 1150 South Maine Street (Stonegate Apartments) for the elevator rescue
- 80 Round Hill Road for the resident stuck on the roof of a detached garage
- 77 Schuyler Avenue for the residential structure, struck by lightening
- 80 Schuyler Avenue for the 80 y/o male party, possibly struck by lightening

Respectfully Submitted, AB Turenne – Captain of Training & Safety

## Monthly Training Report

### 29 CFR 1910.134 - Annual Fit Testing

2024-04-29

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	0.50	Atwell, Jesse
OSHA Compliance	0.50	Zajac, Robert
OSHA Compliance	0.50	Thurz, David
OSHA Compliance	0.50	Seifert, Clifton
OSHA Compliance	0.50	Pantera, Matthew
OSHA Compliance	0.50	Hurlbut, Jason
OSHA Compliance	0.50	Gamache, Christopher

2024-04-30

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	0.50	Swan, Jason
OSHA Compliance	0.50	Gregorio, William
OSHA Compliance	0.50	Handley, Jonathan
OSHA Compliance	0.50	James, Robert
OSHA Compliance	0.50	McDonnell, Kevin
OSHA Compliance	0.50	Soule, Cody

### Brush Fire Response: Policy Review

2024-04-22

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
A&O Manual Review	0.50	Cortezzo, Michael
A&O Manual Review	0.50	Gregorio, William
A&O Manual Review	0.50	Turenne, Andrew
A&O Manual Review	0.50	Thurz, David
A&O Manual Review	0.50	Swan, Jason
A&O Manual Review	0.50	Seifert, Clifton
A&O Manual Review	0.50	McDonnell, Kevin
A&O Manual Review	0.50	Handley, Jonathan

2024-04-23

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
A&O Manual Review	0.50	Bodie, Christopher

# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
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A&O Manual Review	0.50	Davis-Penta, Michael
A&O Manual Review	0.50	Gamache, Christopher
A&O Manual Review	0.50	Handley, Jonathan
A&O Manual Review	0.50	Lynch, John
A&O Manual Review	0.50	Russo, Philip
A&O Manual Review	0.50	Coniglio, Kyle

2024-04-24

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
A&O Manual Review	0.50	Soule, Cody
A&O Manual Review	0.50	Zabulis, Paulius Stasys
A&O Manual Review	0.50	Atwell, Jesse
A&O Manual Review	0.50	DeFrancesco, Geoffrey
A&O Manual Review	0.50	Dudek, Cody
A&O Manual Review	0.50	Lancia, Anthony
A&O Manual Review	0.50	Mikos, Jacob
A&O Manual Review	0.50	Moss, Wade

2024-04-25

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
A&O Manual Review	0.50	Handley, Jonathan
A&O Manual Review	0.50	Keenan, Terence
A&O Manual Review	0.50	Pantera, Matthew
A&O Manual Review	0.50	Russo, Philip
A&O Manual Review	0.50	Seifert, Clifton
A&O Manual Review	0.50	Tyrseck, Stephen
A&O Manual Review	0.50	Gamache, Christopher

## Department Wide Review - LSP Half Back

2024-04-09

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rescue Specialties	1.00	Keenan, Terence
Rescue Specialties	1.00	Zajac, Robert
Rescue Specialties	1.00	Keenan, Terence
Rescue Specialties	1.00	Moss, Owen
Rescue Specialties	1.00	Moss, Owen
Rescue Specialties	1.00	Pantera, Matthew

# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT 06457



Rescue Specialties	1.00	Seifert, Clifton
Rescue Specialties	1.00	Tyrseck, Stephen
Rescue Specialties	1.00	Hurlbut, Jason
Rescue Specialties	1.00	Handley, Jonathan
Rescue Specialties	1.00	Pantera, Matthew
Rescue Specialties	1.00	Seifert, Clifton
Rescue Specialties	1.00	Tyrseck, Stephen
Rescue Specialties	1.00	Zajac, Robert
Rescue Specialties	1.00	Handley, Jonathan
Rescue Specialties	1.00	Hurlbut, Jason

## 2024-04-10

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rescue Specialties	1.00	Thurz, David
Rescue Specialties	1.00	Swan, Jason
Rescue Specialties	1.00	Smith, Christopher
Rescue Specialties	1.00	Lancia, Anthony
Rescue Specialties	1.00	James, Robert
Rescue Specialties	1.00	Handley, Jonathan
Rescue Specialties	1.00	Cortezzo, Michael

## 2024-04-11

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rescue Specialties	1.00	Zajac, Robert
Rescue Specialties	1.00	Bodie, Christopher
Rescue Specialties	1.00	Coniglio, Kyle
Rescue Specialties	1.00	Davis-Penta, Michael
Rescue Specialties	1.00	Moss, Owen
Rescue Specialties	1.00	Russo, Philip
Rescue Specialties	1.00	Tiezzi, Zachary

## Haz-Mat Refresher - DOT ERG Review

## 2024-04-22

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Hazardous Materials Response	1.00	Gregorio, William
Hazardous Materials Response	1.00	Handley, Jonathan
Hazardous Materials Response	1.00	Swan, Jason



# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT  
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Hazardous Materials Response	1.00	Seifert, Clifton
Hazardous Materials Response	1.00	McDonnell, Kevin
Hazardous Materials Response	1.00	Thurz, David
Hazardous Materials Response	1.00	Cortezzo, Michael

## 2024-04-23

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Hazardous Materials Response	1.00	Bodie, Christopher
Hazardous Materials Response	1.00	Davis-Penta, Michael
Hazardous Materials Response	1.00	Gamache, Christopher
Hazardous Materials Response	1.00	Handley, Jonathan
Hazardous Materials Response	1.00	Lynch, John
Hazardous Materials Response	1.00	Russo, Philip
Hazardous Materials Response	1.00	Coniglio, Kyle

## 2024-04-24

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Hazardous Materials Response	1.00	Atwell, Jesse
Hazardous Materials Response	1.00	Zabulis, Paulius Stasys
Hazardous Materials Response	1.00	Soule, Cody
Hazardous Materials Response	1.00	Moss, Wade
Hazardous Materials Response	1.00	Mikos, Jacob
Hazardous Materials Response	1.00	Lancia, Anthony
Hazardous Materials Response	1.00	Dudek, Cody
Hazardous Materials Response	1.00	DeFrancesco, Geoffrey

## 2024-04-25

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Hazardous Materials Response	1.00	Gamache, Christopher
Hazardous Materials Response	1.00	Handley, Jonathan
Hazardous Materials Response	1.00	Keenan, Terence
Hazardous Materials Response	1.00	Pantera, Matthew
Hazardous Materials Response	1.00	Russo, Philip
Hazardous Materials Response	1.00	Seifert, Clifton
Hazardous Materials Response	1.00	Tyrseck, Stephen

## Hops & Halligans: Improving Extinguishment Culture

## 2024-04-09

# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
06457



TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Fire Suppression	0.00	Bodie, Christopher
Fire Suppression	0.00	DeFrancesco, Geoffrey
Fire Suppression	0.00	Handley, Jonathan
Fire Suppression	0.00	Mikos, Jacob
Fire Suppression	0.00	Tiezzi, Zachary
Fire Suppression	0.00	Trzaski, James
Fire Suppression	0.00	Turenne, Andrew

## MSA / Scott Compatibility Training

2024-04-15

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rapid Intervention Team (RIT) - FAST	1.00	Cortezzo, Michael
Rapid Intervention Team (RIT) - FAST	1.00	Handley, Jonathan
Rapid Intervention Team (RIT) - FAST	1.00	Hurlbut, Jason
Rapid Intervention Team (RIT) - FAST	1.00	Keenan, Terence
Rapid Intervention Team (RIT) - FAST	1.00	Moss, Owen
Rapid Intervention Team (RIT) - FAST	1.00	Smith, Christopher
Rapid Intervention Team (RIT) - FAST	1.00	Tiezzi, Zachary

2024-04-16

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rapid Intervention Team (RIT) - FAST	1.00	Dudek, Cody
Rapid Intervention Team (RIT) - FAST	1.00	Atwell, Jesse
Rapid Intervention Team (RIT) - FAST	1.00	DeFrancesco, Geoffrey
Rapid Intervention Team (RIT) - FAST	1.00	Mikos, Jacob
Rapid Intervention Team (RIT) - FAST	1.00	Moss, Wade
Rapid Intervention Team (RIT) - FAST	1.00	Smith, Christopher
Rapid Intervention Team (RIT) - FAST	1.00	Zabulis, Paulius Stasys

2024-04-17

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rapid Intervention Team (RIT) - FAST	1.00	Zajac, Robert
Rapid Intervention Team (RIT) - FAST	1.00	Davis-Penta, Michael
Rapid Intervention Team (RIT) - FAST	1.00	Keenan, Terence
Rapid Intervention Team (RIT) - FAST	1.00	Moss, Owen
Rapid Intervention Team (RIT) - FAST	1.00	Pantera, Matthew

# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
06457



Rapid Intervention Team (RIT) - FAST	1.00	Seifert, Clifton
Rapid Intervention Team (RIT) - FAST	1.00	Tyrseck, Stephen

2024-04-18

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Rapid Intervention Team (RIT) - FAST	1.00	Handley, Jonathan
Rapid Intervention Team (RIT) - FAST	1.00	Gregorio, William
Rapid Intervention Team (RIT) - FAST	1.00	Tiezzi, Zachary
Rapid Intervention Team (RIT) - FAST	1.00	Thurz, David
Rapid Intervention Team (RIT) - FAST	1.00	Soule, Cody
Rapid Intervention Team (RIT) - FAST	1.00	McDonnell, Kevin
Rapid Intervention Team (RIT) - FAST	1.00	James, Robert

## NEW Policy Review (A&O Chapter 4.1.1 - Apparatus Dash Cameras

2024-04-30

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
A&O Manual Review	0.50	James, Robert
A&O Manual Review	0.50	Gregorio, William
A&O Manual Review	0.50	Handley, Jonathan
A&O Manual Review	0.50	Thurz, David
A&O Manual Review	0.50	Turenne, Andrew
A&O Manual Review	0.50	Swan, Jason
A&O Manual Review	0.50	Soule, Cody
A&O Manual Review	0.50	McDonnell, Kevin

## NFPA 1403 - New Haven, CT

2024-04-02

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	5.50	Tyrseck, Stephen
OSHA Compliance	5.50	Atwell, Jesse
OSHA Compliance	5.50	Fischer, Nicholas
OSHA Compliance	5.50	Hurlbut, Jason
OSHA Compliance	5.50	Lancia, Anthony
OSHA Compliance	5.50	Moss, Wade
OSHA Compliance	5.50	Pantera, Matthew
OSHA Compliance	5.50	Seifert, Clifton



# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT 06457



OSHA Compliance	5.50	Turenne, Andrew
OSHA Compliance	5.50	Zajac, Robert

## 2024-04-03

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	5.50	Lancia, Anthony
OSHA Compliance	5.50	Turenne, Andrew
OSHA Compliance	5.50	Thurz, David
OSHA Compliance	5.50	Moss, Wade
OSHA Compliance	5.50	Handley, Jonathan
OSHA Compliance	5.50	Fischer, Nicholas
OSHA Compliance	5.50	Dudek, Cody
OSHA Compliance	5.50	DeFrancesco, Geoffrey
OSHA Compliance	5.50	Cortezzo, Michael

## 2024-04-04

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	5.50	Fischer, Nicholas
OSHA Compliance	5.50	Zajac, Robert
OSHA Compliance	5.50	Gamache, Christopher
OSHA Compliance	5.50	Handley, Jonathan
OSHA Compliance	5.50	Lynch, John
OSHA Compliance	5.50	Pantera, Matthew
OSHA Compliance	5.50	Tiezzi, Zachary
OSHA Compliance	5.50	Turenne, Andrew
OSHA Compliance	5.50	Russo, Philip
OSHA Compliance	5.50	Bodie, Christopher
OSHA Compliance	5.50	Coniglio, Kyle
OSHA Compliance	5.50	Davis-Penta, Michael

## 2024-04-05

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance	5.50	Zabulis, Paulius Stasys
OSHA Compliance	5.50	Atwell, Jesse
OSHA Compliance	5.50	Mikos, Jacob
OSHA Compliance	5.50	Moss, Wade
OSHA Compliance	5.50	DeFrancesco, Geoffrey
OSHA Compliance	5.50	Dudek, Cody
OSHA Compliance	5.50	Fischer, Nicholas



# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
06457



OSHA Compliance	5.50	Handley, Jonathan
OSHA Compliance	5.50	Lancia, Anthony
OSHA Compliance	5.50	Lynch, John
OSHA Compliance	5.50	Smith, Christopher
OSHA Compliance	5.50	Trzaski, James
OSHA Compliance	5.50	Turenne, Andrew

## OSHA Bloodborne Pathogens

2024-04-08

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance Training	4.00	Turenne, Andrew

## OSHA TB & Airborne Pathogens

2024-04-08

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
OSHA Compliance Training	4.00	Turenne, Andrew

## Weekly Tone and Radio Test

2024-04-16

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	DeFrancesco, Geoffrey
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Dudek, Cody
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Lancia, Anthony
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Mikos, Jacob
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Moss, Wade
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Smith, Christopher
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Zabulis, Paulius Stasys
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Atwell, Jesse

2024-04-22

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
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# Monthly Training Report

South Fire District  
Address: 445 Randolph Rd, Middletown, CT,  
06457



Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Thurz, David
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	McDonnell, Kevin
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Handley, Jonathan
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Gregorio, William
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Cortezzo, Michael
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Seifert, Clifton

2024-04-29

TRAINING CATEGORY	DURATION HOURS	ATTENDEE NAME
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Seifert, Clifton
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Hurlbut, Jason
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Pantera, Matthew
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Gamache, Christopher
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Thurz, David
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Tyrseck, Stephen
Weekly Test of Tones and Radios (MAYDAY Declared)	0.50	Zajac, Robert



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

**Public Safety Telecommunications Report  
June 2024**

1. Monthly Call Statistics sheet is available. Activity for June is approximately 6,210 incidents. Total 911 calls are 2,235 and 7,894 administrative calls.
2. Staffing currently is at 16 Dispatchers as of May 5th. A conditional offer is pending for a Dispatcher Trainee. Applications close 6/5 for certified dispatchers. The goal for first two hires is on Trainee and one certified.
3. Staff is in process of completing mandatory diversity training. This is a 4 hour class at Mile Lane.
4. Dispatch was staffed with an extra dispatcher for Pride Fest activities from 0800 to Midnight. The same will occur for Downtown Car Show (6/12 evening shift only) Juneteenth celebration (6/19) and the Fireworks on June 29<sup>th</sup> (evening shift only).
5. Routine semiannual generator maintenance performed.

**City of Middletown  
Central Communications Center  
Monthly Call Statistics - 2024 (estimated)**

INCIDENT ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG	
Middletown Police Dept.	4021	4118	4546	4095	4666								21446	4289	
Portland Police Dept.	297	296	335	376	455								1759	352	
Fire Departments (Midd.)	601	535	578	541	591								2846	569	
Middletown Fire Dept.	324	292	312	313	318								1559	312	
South Fire District	178	150	154	158	165								805	161	
Westfield Fire District	99	93	112	70	108								482	96	
Fire Department (Portland)	79	56	85	58	75								353	71	
Ambulance only Calls	384	364	417	400	423								1988	398	
TOTAL INCIDENT CASE #'s	5382	5369	5961	5470	6210								28392	5678	
TELEPHONE ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG	
MIDDLETOWN	1649	1513	1697	1590	1749								8198	1640	
Wireless & wireline originating in Middletown															
PORTLAND	206	172	228	205	205								1016	203	
Wireless & wireline originating in Portland															
Transfers to Dispatch from other towns. For Midd & Port.	233	213	247	191	281								1165	233	
TOTAL 911 CALLS	2088	1898	2172	1986	2235								10379	2076	
TOTAL ADMIN. CALLS IN	4311	3923	4601	4798	4949								22582	4516	
TOTAL ADMIN. CALLS OUT	2827	2706	2710	2694	2945								13882	2776	
TOTAL PHONE CALLS	9226	8527	9483	9478	10129								46843	9369	
													2023	128,558	10,713
													2022	142,117	11,843
													2021	128,498	10,708
													AVG	128,498	10,708