

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

NOTICE OF COMMISSIONERS MEETING

WHEN: Tuesday, October 12, 2021

WHERE: Firehouse

SUBJECT: Regular Monthly Meeting

TIME: 7:00 P.M.

Members of the public can join the meeting via Zoom.

<https://us02web.zoom.us/j/88185527188>

or Dial In – 646-558-8656

Meeting I.D. 881 8552 7188

**SOUTH FIRE DISTRICT OF THE CITY OF MIDDLETOWN
COMMISSIONERS REGULAR MONTHLY MEETING AGENDA
TUESDAY, OCTOBER 12, 2021 at 7:00 p.m.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ACCEPT/AMEND AGENDA
4. OPEN PUBLIC SESSION
5. CLOSE PUBLIC SESSION
6. MINUTES TO BE APPROVED
 - A. REGULAR MEETING OF SEPTEMBER 13, 2021
7. TAX COLLECTOR'S REPORTS
 - A. TAX REFUNDS FOR THE MONTH OF SEPTEMBER: \$7,242.72
 - B. TAX COLLECTOR'S REPORT FOR THE MONTH OF SEPTEMBER
8. FINANCIAL REPORTS
 - A. MONTHLY EXPENSE DETAIL – AUGUST AND SEPTEMBER 2021
 - B. PROFIT & LOSS BUDGET VS. ACTUAL – JULY THROUGH SEPTEMBER 2021
 - C. CASH BALANCE REPORT – SEPTEMBER 2021
9. CHIEF'S REPORT
10. DEPUTY CHIEF'S REPORT
11. FIRE MARSHAL'S OFFICE REPORTS
12. CAPTAIN'S REPORT
13. COMMISSIONER REPORTS
 - A. BUILDING COMMITTEE – COMM. THAZHAMPALLATH
 - B. PENSION COMMITTEE – COMM. KLECKOWSKI
 - C. PUBLIC SAFETY TELECOMMUNICATIONS – COMM. GIULIANO
14. OLD BUSINESS
 - A. HEALTH INSURANCE FOR RETIREES AND THEIR DEPENDENTS
 - B. SOLAR PANEL PROJECT UPDATE
 - C. PILOT PAYMENTS
 - D. COMPLAINT/COMMENDATION FORM
15. NEW BUSINESS
 - A. CVH INCIDENT REPORT FOR THE MONTH OF SEPTEMBER
 - B. PENSION BOARD – ADDING CITIZEN REPRESENTATION
 - C. ECONOMIC DEVELOPMENT COMMISSION – ADDING COMMISSIONER AND CITIZEN INVOLVEMENT
 - D. SPRING ACTIVITIES FOR SFD
16. ADJOURNMENT

The firehouse is currently closed to the public. members of the public can join the meeting via Zoom. Visit <https://us02web.zoom.us/j/88185527188> or Dial In – 646-558-8656 to remotely join.
Meeting I.D. 881 8552 7188

**SOUTH FIRE DISTRICT
of the City of Middletown
445 Randolph Road, Middletown, CT
COMMISSIONERS MEETING**

**MONDAY, SEPTEMBER 13, 2021, 7:00 p.m.
Via Zoom Meeting I.D. 816 6570 2594**

MINUTES

Present: Commissioners Kleckowski, Giuliano, Penney, and Pessina; Chief James Trzaski,
Deputy Chief Russ Jacobs

Absent: Commissioner Thazhampallath

1. **CALL TO ORDER** Chairwoman Kleckowski called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE** was recited.

Chairwoman Kleckowski announced that Vice-Chairman Giuliano will be acting as chairperson this evening.

3. ACCEPT/AMEND AGENDA

MOTION to accept the agenda by Comm. Pessina/Comm. Kleckowski.

Commissioner Penney indicated that he wanted to make a motion to amend the agenda. Commissioners Pessina and Kleckowski yielded their motion to approve the agenda to allow Commissioner Penney to make a motion to amend the agenda.

MOTION to amend the agenda to add 14D under *Old Business* for discussion of MFA, gas range, and apparel link status by Comm. Penney. No one seconded the motion. The motion failed.

Voting to adopt the agenda as published was as follows:

Commissioner Penney	Nay
Commissioner Pessina	Aye
Commissioner Kleckowski	Aye
Commissioner Giuliano	Aye

The motion passed.

4. **OPEN PUBLIC SESSION** Chairman Giuliano opened the Public Session at 7:09 p.m. No one wished to speak.
5. **CLOSE PUBLIC SESSION** Chairman Giuliano closed the Public Session at 7:09 p.m.
6. **MINUTES TO BE APPROVED**
 - A. **REGULAR MEETING OF AUGUST 9, 2021**

MOTION to approve the minutes of the regular meeting of August 9, 2021 by Comm. Pessina/Comm. Kleckowski. Unanimously approved.

7. TAX COLLECTOR'S REPORT

The Commission reviewed the Tax Collector's reports submitted by Kathleen Kiley.

A. TAX REFUNDS FOR THE MONTH OF AUGUST – \$155.25

MOTION to approve the tax refunds for the Month of August by Comm. Pessina/Comm. Kleckowski.
Unanimously approved.

B. TAX COLLECTOR'S REPORT FOR THE MONTH OF AUGUST

MOTION to accept the Tax Collector's report for the Month of August by Comm. Pessina/Comm. Penney. Unanimously approved.

8. MONTHLY FINANCIAL REPORTS FOR THE MONTH OF AUGUST

MOTION to accept Items A, B, and C under *Financial Reports* for the Month of August by Comm. Pessina/Comm. Kleckowski. Unanimously approved.

9. CHIEF'S REPORT

The Commission reviewed the report for the Month of August submitted by Chief Trzaski.

MOTION to accept the Chief's report for the Month of August by Comm. Pessina/Comm. Penney.
Unanimously approved.

10. DEPUTY CHIEF'S REPORT

The Commission reviewed the report for the Month of August submitted by Deputy Chief Jacobs.

MOTION to accept the Deputy Chief's report for the Month of August by Comm. Pessina/Comm. Penney.
Unanimously approved.

11. FIRE MARSHAL'S OFFICE REPORTS

MOTION to accept the Fire Marshals' reports for the Month of August by Comm. Pessina/Comm. Penney.
Unanimously approved.

12. CAPTAIN'S REPORT

MOTION to accept the Captain's report for the Month of August by Comm. Pessina/Comm. Penney.
Unanimously approved.

13. COMMISSIONER REPORTS

A. BUILDING COMMITTEE – COMM. THAZHAMPALLATH

MOTION to postpone the Building Committee report until the next meeting by Comm. Pessina/Comm. Penney. Unanimously approved.

B. PENSION COMMITTEE – COMM. KLECKOWSKI

Chairwoman Kleckowski advised there was nothing new to report.

C. PUBLIC SAFETY TELECOMMUNICATIONS – COMM. GIULIANO

MOTION to accept the Public Safety Telecommunications report for the Month of August by Comm. Pessina/Comm. Penney. Unanimously approved.

14. OLD BUSINESS

A. HEALTH INSURANCE FOR RETIREES AND THEIR DEPENDENTS Nothing to report.

B. DAY ROOM CARPET AND CEILING

Chief Trzaski outlined the expenses to be incurred for the abatement and replacement of the ceiling, new carpet, and tile.

MOTION to approve by Comm. Pessina/Comm. Penney. Unanimously approved.

C. SOLAR PANEL PROJECT UPDATE

The Chief was advised that Eversource rejected the project because the transformer is not large enough to handle the potential energy. He is waiting to find out who is going to absorb the cost.

15. NEW BUSINESS

A. CVH INCIDENT REPORT FOR THE MONTH OF AUGUST

MOTION to accept the CVH Incident Report for the Month of August by Comm. Pessina/Comm. Penney. Unanimously approved.

B. COMPLAINT/COMMENDATION FORM

The draft Complaint/Commendation Form was discussed.

MOTION to accept the form with the addition of "name optional" and "all other forms of communication are acceptable" by Comm. Kleckowski/Comm. Pessina.

Commissioner Giuliano indicated that the form should be revised before it is approved. Commissioners Kleckowski and Pessina withdrew the motion. This item will be postponed to the October meeting.

C. ACCEPTANCE OF LETTER OF RESIGNATION – FIREFIGHTER KYLE DUNN

MOTION to accept the letter of resignation from Firefighter Kyle Dunn by Comm. Giuliano/Comm. Pessina. Unanimously approved.

D. ENTRY LEVEL FIREFIGHTER POSITION HIRING PROCESS

Chief Trzaski explained that SFD's current hiring practice is to accept applications from certified firefighters (those who have put themselves through the Fire Academy). This particular pool of applicants is quickly dwindling down. The Chief would like to consider having applicants take an entry level test and the department pay for and send new hires to the academy. Although the process would cause additional expenses to be incurred, it would open the applicant pool to local people. The Chief would like to begin vetting out this process now.

16. ADJOURNMENT

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

Meeting adjourned at 8:16 p.m.

Submitted by,



Alyse McEwen

Recording Secretary

019-01-0003201	2	DANKO CONSTANCE M & STANL	-781.02	0.00	0.00	0.00	0.00	0.00	0.00	-781.02	09/23/2021	90	399 FARM HILL RD
019-01-0003679	2	R02686 DONECKER ASHLEY N & RYAN SFD	-794.19	0.00	0.00	0.00	0.00	0.00	0.00	-794.19	09/23/2021	90	19 CLOVER ST
019-01-0006107	2	R03371 HUTTON THOMAS C & RIVERA SFD	-1,392.32	0.00	0.00	0.00	0.00	0.00	0.00	-1,392.32	09/23/2021	90	1179 ARBUTUS ST
019-01-0008286	2	R01933 MAZZOTTA JOSEPH & ROBERT SFD	-1,333.01	0.00	0.00	0.00	0.00	0.00	0.00	-1,333.01	09/29/2021	90	186 RIDGE RD
019-01-0008294	2	R07396 MAZZOTTA ROBERT (1/2 INT) SFD	-1,041.22	0.00	0.00	0.00	0.00	0.00	0.00	-1,041.22	09/29/2021	90	194 RIDGE RD
019-01-0009265	2	R07352 RANFONE FRANK E JR SFD	-704.69	0.00	0.00	0.00	0.00	0.00	0.00	-704.69	09/29/2021	90	47 ARBUTUS ST
019-01-0009505	2	R09078 NOBLE TROY & JAIME SFD	-1,196.27	0.00	0.00	0.00	0.00	0.00	0.00	-1,196.27	09/23/2021	90	1390 BARTHOLOMEW RD
OT REAL ESTATE	# Of Accts: 7	SFD	-7,242.72	0.00	0.00	0.00	0.00	0.00	0.00	-7,242.72			
EAR 2019	# Of Accts: 7	SFD	-7,242.72	0.00	0.00	0.00	0.00	0.00	0.00	-7,242.72			
RAND TOTAL	# Of Accts: 7	SFD	-7,242.72	0.00	0.00	0.00	0.00	0.00	0.00	-7,242.72			

SOUTH FIRE DISTRICT TAX COLLECTORS REPORT	
COLLECTIONS SEPTEMBER 2021	
REAL ESTATE	\$ 22,222.50
MOTOR VEHICLE	\$ 11,278.87
PERSONAL PROPERTY	\$ 4,937.30
SUPPLEMENTAL MOTOR VEHICLE	\$ -
BACK TAXES	\$ 7,061.92
CURRENT INTEREST	\$ 2,036.66
BACK INTEREST	\$ 2,512.03
FEE'S PAID	\$ 1,111.34
LIENS RELEASED	\$ 240.00
COLLECTIONS 2021/2022	\$ 51,400.62
JULY	\$ 4,569,783.26
AUGUST	\$ 1,155,412.50
SEPTEMBER	\$ 51,400.62
OCTOBER	
NOVEMBER	
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
COLLECTED YEAR TO DATE	\$ 5,776,596.38
GRANTS RECEIVED	
PRIVATE COLLEGES AND HOSPITALS GRANT	\$ -
MUNICIPAL GRANTS-IN-AID	\$ -
MUNICIPAL REVENUE SHARING ACCOUNT	\$ -
NRG	\$ -
MUNICIPAL REVENUE SHARING GRANT	\$ -
TOTAL GRANTS	\$ -
TOTAL YEAR-TO-DATE	\$ 5,776,596.38
Respectfully submitted by:	
Kathleen M. Kiley	
South Fire District	

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7201 · Electricity					
	08/15/2021	KS Statebank	402.82		402.82
	08/27/2021	Eversource	1,390.43		1,793.25
	09/15/2021	KS Statebank	402.82		2,196.07
Total 7201 · Electricity			2,196.07	0.00	2,196.07
7202 · Water and Sewer					
	08/01/2021	Middletown Water & Sewer Dept	218.18		218.18
	09/01/2021	Middletown Water & Sewer Dept	218.18		436.36
Total 7202 · Water and Sewer			436.36	0.00	436.36
7203 · Heating					
	08/03/2021	Eversource	492.12		492.12
	09/02/2021	Eversource	473.70		965.82
Total 7203 · Heating			965.82	0.00	965.82
7204 · Telephone					
	08/15/2021	Frontier Communications	221.30		221.30
	09/15/2021	Frontier Communications	220.34		441.64
Total 7204 · Telephone			441.64	0.00	441.64
7401 · Fuel					
	08/23/2021	WEX Bank	954.33		954.33
	08/28/2021	Ace Home Center	47.63		1,001.96
	08/31/2021	Bank of America	17.21		1,019.17
	09/07/2021	Yankee Boat Yard and Marina	104.10		1,123.27
	09/23/2021	WEX Bank	908.17		2,031.44
Total 7401 · Fuel			2,031.44	0.00	2,031.44
7403 · Vehicle Repairs					
	09/04/2021	Key Chevrolet	261.27		261.27
	09/07/2021	First Line Emergency	362.00		623.27
	09/08/2021	Firematic Supply Co. Inc.	1,919.57		2,542.84
	09/08/2021	Key Chevrolet	70.22		2,613.06
	09/20/2021	First Line Emergency	794.00		3,407.06
	09/23/2021	Barnwell of CT/Toce Brothers Inc	993.00		4,400.06
Total 7403 · Vehicle Repairs			4,400.06	0.00	4,400.06
7406 · Vehicle Supplies					
	08/01/2021	National Products, LLC.	143.00		143.00
	08/28/2021	Ace Home Center	28.44		171.44
Total 7406 · Vehicle Supplies			171.44	0.00	171.44
7501 · Insurance-Workers Compensation					
	08/01/2021	Benchmark Insurance Company	14,915.00		14,915.00
	09/01/2021	Benchmark Insurance Company	14,915.00		29,830.00
Total 7501 · Insurance-Workers Compensation			29,830.00	0.00	29,830.00

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7502 · Insurance - Commercial Package					
	08/31/2021	HD Segur Insurance	10,553.00		10,553.00
Total 7502 · Insurance - Commercial Package			10,553.00	0.00	10,553.00
7512 · Pension - Defined Contribution					
	08/09/2021	Lincoln Financial - Pension 401	28,709.94		28,709.94
	09/08/2021	Lincoln Financial - Pension 401	28,833.73		57,543.67
Total 7512 · Pension - Defined Contribution			57,543.67	0.00	57,543.67
7701 · Tax Collector's Expense					
	08/31/2021	Bank of America	356.78		356.78
	08/31/2021	Bank of America	30.25		387.03
	09/30/2021	Bank of America	30.25		417.28
	09/30/2021	Bank of America	229.78		647.06
Total 7701 · Tax Collector's Expense			647.06	0.00	647.06
7703 · Office Expenses					
	08/06/2021	Minuteman Press	36.64		36.64
	08/13/2021	Minuteman Press	26.30		62.94
	08/31/2021	Bank of America	206.05		268.99
	08/31/2021	Bank of America	31.59		300.58
	09/08/2021	Pitney Bowes - Supplies	45.55		346.13
	09/30/2021	Bank of America	222.78		568.91
	09/30/2021	Bank of America	79.96		648.87
	09/30/2021	Bank of America	12.99		661.86
Total 7703 · Office Expenses			661.86	0.00	661.86
7706 · Postage					
	09/30/2021	Bank of America	32.42		32.42
Total 7706 · Postage			32.42	0.00	32.42
7708 · Commissioner's Compensation					
	08/04/2021	Paychex	750.00		750.00
	09/01/2021	Paychex	750.00		1,500.00
Total 7708 · Commissioner's Compensation			1,500.00	0.00	1,500.00
7709 · Activity Expense					
	08/31/2021	Bank of America	92.83		92.83
	08/31/2021	Bank of America	100.00		192.83
	08/31/2021	Bank of America	149.88		342.71
	08/31/2021	Bank of America	242.04		584.75
	09/09/2021	SignMart	112.00		696.75
	09/30/2021	Bank of America	24.69		721.44
Total 7709 · Activity Expense			721.44	0.00	721.44

South Fire District
Monthly Expense Detail
August and September 2021

	<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					
	08/12/2021	Summa & Ryan, PC	780.00		780.00
	09/12/2021	Summa & Ryan, PC	146.25		926.25
			<u>926.25</u>	<u>0.00</u>	<u>926.25</u>
Total 7711A · Legal Expense - General/Labor					
7711B · Legal Expense - H & H					
	08/03/2021	Nuzzo & Roberts, LLC.	60.00		60.00
			<u>60.00</u>	<u>0.00</u>	<u>60.00</u>
Total 7711B · Legal Expense - H & H					
Total 7711 · Legal Expense					
			<u>986.25</u>	<u>0.00</u>	<u>986.25</u>
7710 · Professional Services - Other					
	08/01/2021	OAK Solutions, LLC.	396.00		396.00
	08/05/2021	Paychex	120.32		516.32
	08/05/2021	Paychex	51.90		568.22
	08/05/2021	Paychex	68.00		636.22
	08/12/2021	Paychex	118.30		754.52
	08/12/2021	Paychex	49.88		804.40
	08/19/2021	Paychex	118.30		922.70
	08/19/2021	Paychex	49.88		972.58
	08/26/2021	Paychex	118.30		1,090.88
	08/26/2021	Paychex	49.88		1,140.76
	08/31/2021	Matterazzo, Lee Renee	140.00		1,280.76
	08/31/2021	Merrick & Associates, LLC	400.00		1,680.76
	09/02/2021	Paychex	118.30		1,799.06
	09/02/2021	Paychex	49.88		1,848.94
	09/02/2021	Paychex	68.00		1,916.94
	09/09/2021	Paychex	118.30		2,035.24
	09/09/2021	Paychex	49.88		2,085.12
	09/16/2021	Paychex	118.30		2,203.42
	09/16/2021	Paychex	49.88		2,253.30
	09/23/2021	Paychex	118.30		2,371.60
	09/23/2021	Paychex	49.88		2,421.48
	09/30/2021	Paychex	118.30		2,539.78
	09/30/2021	Paychex	49.88		2,589.66
	09/30/2021	Matterazzo, Lee Renee	315.00		2,904.66
			<u>2,904.66</u>	<u>0.00</u>	<u>2,904.66</u>
Total 7710 · Professional Services - Other					
Total 7710 · Professional Services					
			<u>3,890.91</u>	<u>0.00</u>	<u>3,890.91</u>
7716 · Archive Services					
	09/30/2021	Hartford Despatch & Storage	195.00		195.00
			<u>195.00</u>	<u>0.00</u>	<u>195.00</u>
Total 7716 · Archive Services					

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7717 · Software Support					
	08/22/2021	Founders Technology Group, LLC	395.27		395.27
	08/31/2021	Bank of America	356.00		751.27
	09/30/2021	Bank of America	352.00		1,103.27
Total 7717 · Software Support			1,103.27	0.00	1,103.27
7801 · Repairs Building					
7801C · COVID-19					
	09/30/2021	Bank of America	63.29		63.29
Total 7801C · COVID-19			63.29	0.00	63.29
7801 · Repairs Building - Other					
	08/04/2021	Monitor Controls, Inc.	112.50		112.50
	08/16/2021	Handley, Jonathan.	146.73		259.23
	08/19/2021	Czaja Brothers, Inc.	150.00		409.23
	08/30/2021	Russo, Philip..	39.52		448.75
	08/31/2021	Bank of America	135.06		583.81
	08/31/2021	Bank of America	70.96		654.77
	08/31/2021	Bank of America	37.19		691.96
	08/31/2021	Bank of America	135.06		827.02
	09/06/2021	Gene's TV & Appliance, Inc.	584.93		1,411.95
	09/28/2021	Ace Home Center	47.84		1,459.79
	09/28/2021	Ace Home Center	2.98		1,462.77
	09/28/2021	Ace Home Center	5.12		1,467.89
	09/30/2021	Bank of America	135.06		1,602.95
	09/30/2021	Bank of America	409.35		2,012.30
	09/30/2021	Bank of America	37.92		2,050.22
Total 7801 · Repairs Building - Other			2,050.22	0.00	2,050.22
Total 7801 · Repairs Building			2,113.51	0.00	2,113.51
7802 · Supplies Maintenance					
7802C · COVID-19					
	08/05/2021	New England Maintenance Depot	160.00		160.00
	08/05/2021	New England Maintenance Depot	85.50		245.50
	08/28/2021	Ace Home Center	44.97		290.47
	09/13/2021	New England Maintenance Depot	60.12		350.59
	09/13/2021	New England Maintenance Depot	28.50		379.09
Total 7802C · COVID-19			379.09	0.00	379.09
7802 · Supplies Maintenance - Other					
	08/05/2021	New England Maintenance Depot	379.92		379.92
	08/28/2021	Ace Home Center	5.63		385.55
	08/28/2021	Ace Home Center	34.06		419.61
	08/28/2021	Ace Home Center	16.84		436.45
	08/28/2021	Ace Home Center		5.03	431.42
	08/28/2021	Ace Home Center	60.96		492.38

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7802 · Supplies Maintenance, continued					
7802 · Supplies Maintenance - Other, continued					
	08/31/2021	Bank of America	68.34		560.72
	08/31/2021	Bank of America	207.01		767.73
	08/31/2021	Bank of America	42.25		809.98
	08/31/2021	Bank of America	29.92		839.90
	09/13/2021	New England Maintenance Depot	167.13		1,007.03
	09/28/2021	Ace Home Center	8.90		1,015.93
	09/28/2021	Ace Home Center		8.90	1,007.03
	09/30/2021	Bank of America	13.28		1,020.31
Total 7802 · Supplies Maintenance - Other			<u>1,034.24</u>	<u>13.93</u>	<u>1,020.31</u>
Total 7802 · Supplies Maintenance			1,413.33	13.93	1,399.40
7803 · Services					
	08/06/2021	Comcast	171.45		171.45
	08/07/2021	Comcast	16.84		188.29
	08/07/2021	De Lage Landen Financial Services, Inc.	121.00		309.29
	08/10/2021	JP Bellamo & Sons, Inc.	45.00		354.29
	08/13/2021	Central Systems, Inc.	315.00		669.29
	08/25/2021	All Waste	232.00		901.29
	09/01/2021	A & A Office Systems, Inc. - Usage	29.70		930.99
	09/06/2021	Comcast	100.80		1,031.79
	09/07/2021	Comcast	16.84		1,048.63
	09/08/2021	JP Bellamo & Sons, Inc.	45.00		1,093.63
	09/11/2021	De Lage Landen Financial Services, Inc.	248.05		1,341.68
	09/24/2021	All Waste	152.00		1,493.68
	09/25/2021	Pitney Bowes Inc. - Quarterly	147.00		1,640.68
Total 7803 · Services			<u>1,640.68</u>	<u>0.00</u>	<u>1,640.68</u>
7805 · Equipment					
	08/31/2021	Bank of America		349.89	-349.89
	08/31/2021	Bank of America	230.00		-119.89
	08/31/2021	Bank of America	234.42		114.53
Total 7805 · Equipment			<u>464.42</u>	<u>349.89</u>	<u>114.53</u>
7901 · Emergency Medical Equipment					
	08/04/2021	Common Cents EMS Supply, LLC.	711.00		711.00
	08/06/2021	Common Cents EMS Supply, LLC.	1.76		712.76
	08/12/2021	Common Cents EMS Supply, LLC.	346.50		1,059.26
	09/03/2021	Common Cents EMS Supply, LLC.	505.01		1,564.27
	09/15/2021	Common Cents EMS Supply, LLC.	125.63		1,689.90
Total 7901 · Emergency Medical Equipment			<u>1,689.90</u>	<u>0.00</u>	<u>1,689.90</u>

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7902 · Computer Equip & Supplies					
	08/31/2021	Bank of America	112.73		112.73
	08/31/2021	Bank of America	40.40		153.13
Total 7902 · Computer Equip & Supplies			153.13	0.00	153.13
7903 · Training					
	08/17/2021	Commission on Fire Prevention and Control	20.00		20.00
	08/18/2021	CT Fire Academy Bookstore	624.84		644.84
	08/31/2021	Bank of America	75.87		720.71
	08/31/2021	Bank of America	117.00		837.71
	09/21/2021	NorthEast Squad Concepts, LLC.	2,800.00		3,637.71
	09/23/2021	Branford Fire Department	1,400.00		5,037.71
	09/24/2021	CT Fire Academy Bookstore	1,333.08		6,370.79
	09/24/2021	CT Fire Academy Bookstore	1.80		6,372.59
	09/30/2021	Bank of America	250.00		6,622.59
	09/30/2021	Bank of America	500.00		7,122.59
Total 7903 · Training			7,122.59	0.00	7,122.59
7905 · Fire Fighting Equipment					
	08/26/2021	Fire Equipment Headquarters	12.00		12.00
	08/28/2021	Fire Equipment Headquarters	312.00		324.00
	09/28/2021	Ace Home Center	7.89		331.89
Total 7905 · Fire Fighting Equipment			331.89	0.00	331.89
7906 · Special Service Units					
	09/21/2021	New England Dive, Inc. of CT	26.73		26.73
Total 7906 · Special Service Units			26.73	0.00	26.73
7907 · Fire Marshal's Office					
	08/31/2021	Bank of America	1,345.50		1,345.50
	08/31/2021	Bank of America	175.00		1,520.50
Total 7907 · Fire Marshal's Office			1,520.50	0.00	1,520.50
7909 · Uniforms					
	08/19/2021	Security Uniforms, Inc.	134.00		134.00
	08/27/2021	Turenne, Andrew		22.00	112.00
	08/31/2021	Bank of America	241.80		353.80
	09/02/2021	Security Uniforms, Inc.	24.00		377.80
Total 7909 · Uniforms			399.80	22.00	377.80
7910 · Protective Clothing					
	08/03/2021	Firematic Supply Co. Inc.	399.00		399.00
	08/09/2021	Utility Communications, Inc.	21.00		420.00
	08/20/2021	Firematic Supply Co. Inc.	399.00		819.00
	09/06/2021	Firematic Supply Co. Inc.	17,725.20		18,544.20
Total 7910 · Protective Clothing			18,544.20	0.00	18,544.20

South Fire District
Monthly Expense Detail
August and September 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7911 · Communications					
	08/12/2021	Connecticut Communications-DBA NE Comm.	175.00		175.00
Total 7911 · Communications			175.00	0.00	175.00
7912 · Cellular Phones					
	08/11/2021	AT&T Mobility	325.06		325.06
	09/11/2021	AT&T Mobility	428.05		753.11
Total 7912 · Cellular Phones			753.11	0.00	753.11
7916 · Breathing Apparatus-Test Repair					
	08/02/2021	Shipman's Fire Equipment Co., Inc.	136.66		136.66
Total 7916 · Breathing Apparatus-Test Repair			136.66	0.00	136.66
7919 · FEMA Grant Purchases					
7919C · Grant # EMW-2019-FG-03456					
	08/31/2021	Bank of America		300.00	-300.00
Total 7919C · Grant # EMW-2019-FG-03456			0.00	300.00	-300.00
Total 7919 · FEMA Grant Purchases			0.00	300.00	-300.00
8999 · CNR Current Year					
	08/05/2021	Utility Communications, Inc.	775.00		775.00
	08/06/2021	Salafia Electric, LLC.	800.00		1,575.00
	08/06/2021	Salafia Electric, LLC.	1,660.00		3,235.00
	08/06/2021	Salafia Electric, LLC.	5,835.00		9,070.00
	08/12/2021	Mystic Air Quality Consultants, Inc.	835.00		9,905.00
	08/31/2021	Founders Technology Group, LLC	150.00		10,055.00
	08/31/2021	Bank of America	318.85		10,373.85
	08/31/2021	Bank of America	40.68		10,414.53
	08/31/2021	Bank of America	152.86		10,567.39
	08/31/2021	Bank of America	57.85		10,625.24
	09/01/2021	Daniels Equipment Company, Inc.	18,000.00		28,625.24
	09/01/2021	Daniels Equipment Company, Inc.	2,255.31		30,880.55
	09/01/2021	Salafia Electric, LLC.	3,400.00		34,280.55
	09/14/2021	John DeMelis General Contracting, LLC	4,900.00		39,180.55
	09/17/2021	Connecticut Communications-DBA NE Comm.	1,219.00		40,399.55
	09/30/2021	Bank of America	34.95		40,434.50
	09/30/2021	Bank of America	40.98		40,475.48
Total 8999 · CNR Current Year			40,475.48	0.00	40,475.48
TOTAL			194,282.39	685.82	193,596.57

South Fire District
Bank of America Purchase Details

Billing Time Period: 9/01/2021 - 9/30/2021

Purchase Date	Vendor	Description of Purchase	Line Item	P.O. #	Amount
8/31/21	Staples	Ink for printer (Tax Office)	7701	21-002	229.78
		Ink for printer (Exec. Asst.)	7703	21-004	222.78
9/1/21	Eagle Leasing Co.	Container rental – 8/16/21-9/12/21	7801	21-010	135.06
9/6/21	Amazon	Easel stands (4)	7703	21-004	79.96
9/9/21	US Postal Service	First class and certified mail postage	7706		32.42
9/14/21	Amazon	Vacuum bags	7802	21-011	13.28
9/16/21	Founders Technology	Monthly billing services for October 2021	7717	21-009	352.00
9/21/21	Amazon	Replacement filter for air purifier	7801	21-010	63.29
9/21/21	Agway	Lawn maintenance supplies	7801	21-010	409.35
9/22/21	Sq. Hts. Holdings	Plaque for FF Russo	CNR-SFD Bldg. Proj.	20-065	34.95
9/23/21	EMS Pro	EMS Pro Expo (1 attendee)	7903	21-015	250.00
9/24/21	EMS Pro	EMS Pro Expo (2 attendees)	7903	21-015	500.00
9/24/21	Whitepages.com	Address subscription service	7701	21-002	30.25
9/23/21	Home Depot	Downspout for gutter	7801	21-010	37.92
9/27/21	Amazon	Wall hanging frame, curtain rod	CNR-SFD Bldg. Proj.	20-065	40.98
		Envelopes for ribbon cutting invitations	7703	21-004	12.99
9/30/21	Price Chopper	Coffee, etc. for ribbon cutting ceremony (missing receipt)	7709	21-007	24.69
			TOTAL		\$2469.70

South Fire District
Profit & Loss Budget vs. Actual
July through September 2021

	<u>Jul - Sep 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4101 · Property Tax Revenue	5,735,889.58	6,005,012.00	-269,122.42	95.52%
4102 · Interest and Liens	13,314.68	28,000.00	-14,685.32	47.55%
4103 · Tax Refunds	-7,397.97	0.00	-7,397.97	100.00%
4104 · Fees	2,331.76	0.00	2,331.76	100.00%
4105 · Prior Year Tax Collections	24,626.01	0.00	24,626.01	100.00%
4107 · Tax Supplemental MV	0.00	25,000.00	-25,000.00	0.00%
4210 · NRG Tax Revenue	0.00	201,650.00	-201,650.00	0.00%
4301 · Investment Income	169.55	5,000.00	-4,830.45	3.39%
4901 · Miscellaneous Income	149.49	0.00	149.49	100.00%
Total Income	<u>5,769,083.10</u>	<u>6,264,662.00</u>	<u>-495,578.90</u>	<u>92.09%</u>
Expense				
7201 · Electricity	4,169.86	22,787.00	-18,617.14	18.30%
7202 · Water and Sewer	556.83	2,470.00	-1,913.17	22.54%
7203 · Heating	1,510.55	12,000.00	-10,489.45	12.59%
7204 · Telephone	662.79	3,000.00	-2,337.21	22.09%
7401 · Fuel	6,328.48	20,000.00	-13,671.52	31.64%
7403 · Vehicle Repairs	9,507.49	60,000.00	-50,492.51	15.85%
7404 · Annual OSHA Inpection	0.00	1,200.00	-1,200.00	0.00%
7406 · Vehicle Supplies	171.44	2,000.00	-1,828.56	8.57%
7501 · Insurance-Workers Compensation	63,152.00	167,746.00	-104,594.00	37.65%
7502 · Insurance - Commercial Package	21,208.00	51,000.00	-29,792.00	41.58%
7503 · Insurance - Medical	179,946.63	930,826.00	-750,879.37	19.33%
7504 · Insurance - Cyber	4,018.00	5,105.00	-1,087.00	78.71%
7509 · Insurance - Life and Disability	11,909.62	52,716.00	-40,806.38	22.59%
7512 · Pension - Defined Contribution	84,111.59	350,021.00	-265,909.41	24.03%
7513 · Unused Sick Time	0.00	24,786.00	-24,786.00	0.00%
7601 · Salaries - Fire Department	701,874.29	2,850,707.00	-2,148,832.71	24.62%
7602 · Salaries - Administrative	37,053.76	170,940.00	-133,886.24	21.68%
7603 · Replacement / Call Backs	170,712.35	420,000.00	-249,287.65	40.65%
7604 · Fringe Benefits	21,389.38	118,424.00	-97,034.62	18.06%
7606 · PEB-Uncompensated Absences Exp	11,259.74	10,000.00	1,259.74	112.60%
7607 · PEB-Heart and Hypertension	95,008.67	289,876.00	-194,867.33	32.78%
7609 · Employer - Social Security	61,084.49	221,984.00	-160,899.51	27.52%
7610 · Employer - Medicare	14,286.41	51,916.00	-37,629.59	27.52%
7701 · Tax Collector's Expense	7,938.63	21,000.00	-13,061.37	37.80%
7702 · Professional Org / Periodicals	858.00	2,205.00	-1,347.00	38.91%
7703 · Office Expenses	885.58	3,500.00	-2,614.42	25.30%
7704 · Auditor	0.00	7,200.00	-7,200.00	0.00%
7705 · Professional Development	0.00	4,500.00	-4,500.00	0.00%
7706 · Postage	647.00	4,000.00	-3,353.00	16.18%
7707 · Contingency	0.00	50,000.00	-50,000.00	0.00%
7708 · Commissioner's Compensation	2,250.00	9,000.00	-6,750.00	25.00%
7709 · Activity Expense	765.79	3,500.00	-2,734.21	21.88%

South Fire District
Profit & Loss Budget vs. Actual
July through September 2021

	<u>Jul - Sep 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense, continued				
7710 · Professional Services	6,219.33	35,000.00	-28,780.67	17.77%
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	16,495.71	26,540.00	-10,044.29	62.15%
7801 · Repairs Building	2,113.51	20,000.00	-17,886.49	10.57%
7802 · Supplies Maintenance	1,873.10	8,900.00	-7,026.90	21.05%
7803 · Services	4,248.76	18,000.00	-13,751.24	23.60%
7805 · Equipment	551.42	4,600.00	-4,048.58	11.99%
7901 · Emergency Medical Equipment	2,553.35	12,500.00	-9,946.65	20.43%
7902 · Computer Equip & Supplies	282.64	2,000.00	-1,717.36	14.13%
7903 · Training	7,803.14	30,500.00	-22,696.86	25.58%
7904 · Public Fire Education	0.00	3,500.00	-3,500.00	0.00%
7905 · Fire Fighting Equipment	1,829.78	14,000.00	-12,170.22	13.07%
7906 · Special Service Units	26.73	4,560.00	-4,533.27	0.59%
7907 · Fire Marshal's Office	1,305.73	4,000.00	-2,694.27	32.64%
7909 · Uniforms	543.80	26,500.00	-25,956.20	2.05%
7910 · Protective Clothing	18,681.50	28,275.00	-9,593.50	66.07%
7911 · Communications	175.00	4,500.00	-4,325.00	3.89%
7912 · Cellular Phones	1,243.44	4,700.00	-3,456.56	26.46%
7913 · Breathing Air & Oxygen	811.00	1,500.00	-689.00	54.07%
7915 · Medical Testing	0.00	3,500.00	-3,500.00	0.00%
7916 · Breathing Apparatus-Test Repair	250.91	6,000.00	-5,749.09	4.18%
8999 · CNR Current Year	52,071.48	50,000.00	2,071.48	104.14%
Total Expense	<u>1,632,542.70</u>	<u>6,264,662.00</u>	<u>-4,632,119.30</u>	<u>26.06%</u>
 Grant Purchases				
7919 · FEMA Grant - Training	<u>11,642.01</u>			
Total Grant Purchases	<u>11,642.01</u>			

South Fire District Cash Balance Report September 2021

CASH Unrestricted:

Cash Balances:	Tax Collector - Savings	\$	5,774,398.42
	Operating - Checking	\$	277,778.33
	Total:	\$	6,052,176.75

Restricted Funds:

CNR	\$	1,822,386.62
Post-Employment Benefits	\$	614,008.99

Submitted by:
Kathleen M. Kiley

Tax Collections September 2021

	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	\$ 4,650,590.68	\$ 4,448,590.16	\$0.00	95.66%	-\$7,242.72
PP	\$ 919,397.39	\$ 903,497.18	\$0.00	98.27%	\$0.00
MV	\$ 462,816.50	\$ 383,802.24	\$0.00	82.93%	-\$155.25
MVS	\$ -	\$ -	\$0.00		\$0.00
TOTAL	\$ 6,032,804.57	\$ 5,735,889.58	\$ -	95.08%	\$ (7,397.97)

Submitted by:
Kathleen M. Kiley



SOUTH FIRE DISTRICT
City of Middletown
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 September 2021:

- Assisted with building ribbon cutting ceremony
- Attended daily shift briefings
- Attended Middlesex County Chief's meeting held in East Hampton
- Attended Connecticut Fire Chief's Association meeting in East Lyme
- Facilitated completion of building improvements
 - Drop ceiling remediation
 - Washer and clean room installation
 - Solar panel project
 - Gas meter upgrade
- Assisted with and participated in South Fire's 9/11 ceremony.
 - Attended and participated in the City's 9/11 ceremony
- Attended Webex meeting for Central Communications
- Attended meeting with State of CT Under Secretary in regards to study on consolidation of Connecticut Fire Departments
- Held an apparatus replacement meeting
- Assisted with activities with Beamon Middle School
- Assisted with planning for Open Hose
- Attended Falcon's Health and Wellness Fair

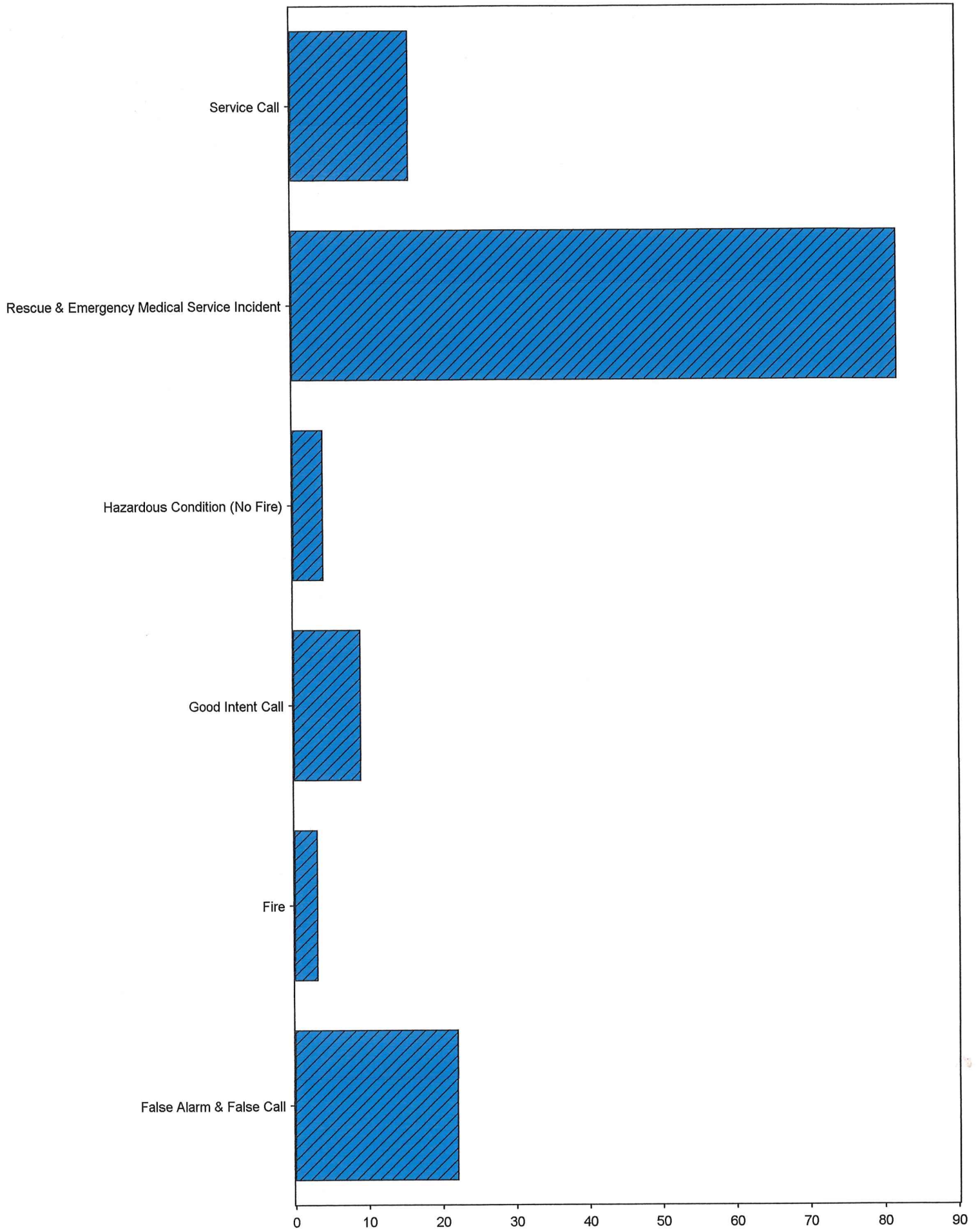
Incident response:

September 1, 2021	Various locations	Storm / flooding
September 16, 2021	Evergreen and Frisbee	Gas Leak
September 29, 2021	416 Saybrook Road	Haddam mutual aid
		Structure fire

James Trzaski

Chief James Trzaski

Incident Type Summary
Alarm Date Between {09/01/2021} And {09/30/2021}





SOUTH FIRE DISTRICT
City of Middletown
SEPTEMBER MONTHLY REPORT TO
South Fire District Board of Commissioners
Deputy Chief Russ Jacobs

Commissioners,

I am submitting a report detailing my recent activities during the Month of September.

- Facilitated daily HR requests and assisted with administration staff
- Daily staff debriefing meetings with all Officers
- Attending monthly Commissioner's meeting
- Facilitated general vehicle maintenance and repairs
- Continued process for new generator installation
- Maintained house supplies with misc. vendors
- Maintained EMS supply orders
- Contact organizations for Fire Prevention Open House event
- Attended and participated in 911 ceremony
- Continue with completing misc. building construction loose ends
- Attended Webex meeting for Central Communication
- Attended engine replacement meeting
- Attend Fire Drill review at Beman Middle School
- Evaluated Beman Middle School emergency gate function
- Attend Falcon's Health and Wellness Fair
- Gas leak incident response- Evergreen and Frisbee
- Structure fire response-416 Saybrook Rd Haddam mutual aid
- MVA with powerline pole fire- Randolph Road
- Continue washer/dryer installation

Respectfully Submitted,

Deputy Chief Russ Jacobs



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 September, 2021:

Fire Marshal Office Activities/Duties:

- 430 Saybrook Road - Fire Extinguisher Placement Meeting
- Whiting Fire setter Fire Safety Education Meeting
- Meeting with Westfield Fire Marshal Office
- Middletown Kids Health and Safety Fair Meeting
- Attended Code Enforcement Meeting
- New Middle School – progress inspection with Building Dept.
- Middletown Rec Center Building Pre Building Meeting
- 100 Randolph Road - Middlesex Health Care Center - Sign Alarm Acceptance Form
- 1 Wilderman's Way - Fire Drill Procedure Meeting - Beman Middle School
- Meeting with the Health Department
- Attended Union/South Fire District 9/11 Ceremony
- 1 Wilderman's Way - conducted fire drill
- 390 Ridge Road - conducted fire drill
- Meeting with Building Department
- 181 Randolph Road - conducted fire drill
- 70 Maynard Street - conducted fire drill
- 144 Prout Hill Road - Attended Health and Wellness Fair
- 390 Ridge Road - conducted fire drill

Inspections:

- 261 Ridge Road - South Farms Nursery School - pre-school inspection
- 1960 Saybrook Road- assembly inspection
- 390 Ridge Road - Farm Hill School - pre-school inspection

Inspections cont.:

- 131 East Main Street - apartment building inspection
- 41 Silver Street - apartment building inspection
- 258 Saybrook Road - apartment building inspection
- 440 Saybrook Road - CO Inspection with Building Dept.
- 522 South Main Street - business inspection
- 1150 South Main Street - apartment building inspection
- 70 Maynard Street - Bielefield Kids Corner - business inspection
- 1160 South Main Street - apartment building inspection
- 510 Saybrook Road – health care inspection
- 390 Ridge Road - Farm Hill Kids Corner- business inspection
- 524 South Main Street - business inspection
- 181 Randolph Road – education re-inspection
- 112 Bow Lane - apartment building inspection
- 131 East Main Street - apartment building re-inspection
- 430 Saybrook Road – business progress inspection with Building Dept.

Training:

- Virtual Career Development – Construction Fire Safety/ Fire Resistance Rated Floors and Walls Part 2
- Virtual Career Development - IRC Chapter Updates Part 1
- Virtual Career Development - IRC Chapter Updates Part 2

Fire Marshal James M. Mastroianni
September, 2021



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 September, 2021:

Fire Marshal Office Activities/Duties:

- 430 Saybrook Road – Fire Extinguisher Placement Meeting
- Fire Investigation Presentation Meeting with Whiting Forensic Staff
- 1 Wildermans Way - Inspection with Building Department
- Code Enforcement Meeting (virtual)
- 430 and 440 Saybrook Road Inspection with Building Department
- 1 Wildermans Way – Gate Testing
- 100 Randolph Road – Fire Alarm Acceptance
- 510 Saybrook Road – Fire Drill
- Assisted Durham Fire Marshal with Durham Fire Inspections
- Code Enforcement Meeting (virtual)
- 1 Wildermans Way – Fire Drill
- 390 Ridge Road – Fire Drill
- 1160 South Main Street – Inspection with Building Department
- 181 Randolph Road – Fire Drill
- 70 Maynard Street – Fire Drill
- Health and Wellness Fair Demonstration and Fire Prevention Handouts

Inspections:

- 1960 Saybrook Road – assembly – Inspection
- 390 Ridge Road – educational – Inspection
- 131 East Main Street – residential – Inspection
- 41 Silver Street – residential – Inspection
- 258 Saybrook Road – residential – Inspection

- 522 South Main Street – industrial – Inspection
- 416 East Main Street – mercantile – Inspection
- 70 Maynard Street – educational – Inspection
- 1160 South Main Street – residential – Inspection
- 510 Saybrook Road – health care – Inspection
- 390 Ridge Road – educational – Inspection
- 524 South Main Street – business – Inspection
- 181 Randolph Road – educational – Re-Inspection
- 112 Bow Lane – residential – Inspection
- 131 East Main Street – residential Re-Inspection
- 228-232 East Main Street – residential - Inspection

Training:

- Dive Team Training
- Computer Fire Modeling (Oklahoma State University)
- NFPA 921/ NFPA 1033 (Oklahoma State University)
- Construction Fire Safety/Fire Resistance Rated Floors and Walls (Online)

Deputy Fire Marshal Jason Hurlbut
September, 2021



Office of the Training Captain

SOUTH FIRE DISTRICT

445 RANDOLPH ROAD

MIDDLETOWN, CT 06457

860-347-6661

Fax 860-346-6787

October 5, 2021

Greetings,

Attached is my report detailing the activities of the Training Division for the Month of September, 2021.

Training Activities:

- Engine Company Operations Class, NE Squad Concepts-All Platoons (week of 9/20.)
- Part 1 of Hazardous Materials Operations Refresher, First Choice Safety Solutions. (week of 9/27)
- 5 members completed Aerial Operator training through CT Fire Academy.

Other Activities:

- Assisted in planning for 9/11 ceremony.
- Began annual protective clothing inspections for all personnel.
- Coordinated new service vendor for Dive Team equipment.

Emergency Responses:

- 9/1-Motor Vehicle Accident-Route 9
- 9/9-Motor Vehicle Accident-Route 9
- 9/16-Motor Vehicle Accident-Route 9
- 9/16-Natural Gas Leak-Evergreen Ave.
- 9/20-Motor Vehicle Accident w/Fire-Randolph Rd.
- 9/29-Structure Fire-Saybrook Rd.-Haddam

Respectfully Submitted,

Nick Fischer
Training Captain

SouthFire

Training Classes by Category

Class Date Between {09/01/2021} And {09/30/2021}

						-----Default-----		
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs Pd	Points
+DIVE Dive Training								
09/01/2021	08:30	Dive Training	1		S	3.92	4.00	0.00
Totals for Category:						3.92	4.00	0.00
AERIAL OPER Aerial operator CFA								
09/01/2021	08:00	Aerial operator CFA	1		S	8.00	0.00	0.00
09/02/2021	08:00	Aerial operator CFA	1		C	8.00	0.00	0.00
09/07/2021	08:00	Aerial operator CFA	1		S	32.00	0.00	0.00
09/08/2021	08:00	Aerial operator CFA	1		S	8.00	0.00	0.00
09/09/2021	08:00	Aerial operator CFA	1		S	-16.00	0.00	0.00
Totals for Category:						40.00	0.00	0.00
BFAM Building Familiarization								
09/08/2021	10:00	Building Familiarization	1	E32	A	3.00	0.00	0.00
Totals for Category:						3.00	0.00	0.00
HAZMAT OPS R Hazardous Materials Operational Refresher								
09/27/2021	08:00	Hazardous Materials Operational	1		D	8.00	0.00	0.00
09/28/2021	08:00	Hazardous Materials Operational	1		A	8.00	0.00	0.00
09/29/2021	08:00	Hazardous Materials Operational	1		B	8.00	0.00	0.00
Totals for Category:						24.00	0.00	0.00
NESC NE Squad Concepts-Common Problems, Engine Co.								
09/20/2021	09:00	NE Squad Concepts-Common Problems,	1		A	3.00	0.00	0.00
09/21/2021	09:00	NE Squad Concepts-Common Problems,	1		B	3.00	0.00	0.00
09/22/2021	09:00	NE Squad Concepts-Common Problems,	1		C	3.00	0.00	0.00
09/23/2021	09:00	NE Squad Concepts-Common Problems,	1		D	3.00	0.00	0.00
Totals for Category:						12.00	0.00	0.00
PUMP TRAININ Pump Training								
09/15/2021	14:00	Pump Training	1	E32	D	1.50	0.00	0.00
Totals for Category:						1.50	0.00	0.00
Total Classes: 15						Grand Totals:		
						84.42	4.00	0.00

Monthly Call Statistics - 2021 (estimated)

2020	128,562	10,714
2019	127,979	10,665
2018	127,008	10,584
AVG	127,850	10,654



SOUTH FIRE DISTRICT
OFFICE OF JAMES TRZASKI, FIRE CHIEF
Citizen Commendation / Complaint Form

The South Fire District (SFD) provides fire and emergency medical service to our community through trained personnel who provide consistent and professional service to its constituency. As a member of the community, you can assist the department in ensuring this level of service maintains that high level of expectation. We encourage your participation and would like you to inform us when you observe actions by the fire department or individual employees you believe need to be brought to our attention. These can be actions you feel are not an acceptable level of professional service or, more likely, actions you find to be deserving of commendation.

In order for SFD to respond appropriately to citizen observations, please complete a Commendation/Complaint Form and submit it to the fire chief:

By mail or hand-delivery: Chief James Trzaski
South Fire District
445 Randolph Road
Middletown, CT 06457

By email: jamestrzaski@southfiredistrict.com

Citizens are not required to submit the form to correspond with SFD personnel; all other forms of communication are welcome and acceptable.

The fire department accepts anonymous information, but we would prefer you provide us with your identity. Anonymous reports can only be investigated to the extent which the information allows and may not be satisfactory to you or the department.

Please fill out form completely and accurately. Only include statements, or facts, of the events you have personally witnessed. If there are other witnesses, please include their proper name(s) and accurate contact information.

What to expect upon submittal of form

- The South Fire District's chief's office will contact you to arrange an interview.
- An essential part of this investigation is the direct contact with the involved fire department employee(s). In the case of a commendation, your report will become part of the employee(s) personnel file. In other cases, the employee(s) will be interviewed; the employee will be instructed not to contact you unless it is in response to a service need.
- When the investigation is completed, it will be forwarded to the chief's office for a review of findings.
- If the investigation proves to find rules and regulations were violated, the fire chief will determine the appropriate corrective actions.
- No matter the outcome of the investigation, you will receive written notification of the findings.
- If at any time you have questions concerning the process, you may contact the chief's office at 860-347-6661 Ext. 100



SOUTH FIRE DISTRICT
Citizen Complaint / Commendation Form

Involved Employee(s) Information	
Name	Click or tap here to enter text.
Name	Click or tap here to enter text.

Person Making the Complaint/Commendation			
Name <i>optional</i>	Click or tap here to enter text.	Phone	Click or tap here to enter text.
Address	Click or tap here to enter text.		

Please provide as much information about the reason you were contacted by the employee. Specific information about the date, time, and location will help in locating computer-based information if you do not know the employee's name.			
Date of Contact	Click or tap here to enter text.	Approximate Time	Click or tap here to enter text. AM / PM
Location	Click or tap here to enter text.		

Reason for the Complaint/Commendation (attach additional pages if needed)	
Click or tap here to enter text.	

Witness Information			
Name	Click or tap here to enter text.	Phone	Click or tap here to enter text.
Address	Click or tap here to enter text.		
Name	Click or tap here to enter text.	Phone	Click or tap here to enter text.
Address	Click or tap here to enter text.		

Submitted by: Click or tap here to enter text.

Date: Click or tap to enter a date.

SouthFire

Incident List by Alarm Date/Time

Alarm Date Between {09/01/2021} And {09/30/2021}
and FDID = "07121" and District = "MO2 " and
Census = "5418.00"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
21-0001225-000	09/02/2021	08:16:26	36 HARVEY DR /CVH - DIX H	520 Water problem, Other
21-0001234-000	09/03/2021	03:51:22	39 TYNAN CIR /CVH - MERRI	353 Removal of victim(s) from st
21-0001239-000	09/03/2021	17:22:37	1 LABELLA CIR /CVH - AIC/	321 EMS call, excluding vehicle
21-0001242-000	09/04/2021	21:25:21	1 LABELLA CIR /CVH - EDDY	381 Rescue or EMS standby
21-0001245-000	09/05/2021	04:53:26	70 HOLMES DR /CVH - DUTCH	381 Rescue or EMS standby
21-0001266-000	09/12/2021	23:37:35	1 LABELLA CIR /CVH - EDDY	381 Rescue or EMS standby
21-0001269-000	09/14/2021	18:33:50	1 LABELLA CIR /CVH - AIC/	321 EMS call, excluding vehicle
21-0001283-000	09/16/2021	12:20:03	70 HOLMES DR /CVH - DUTCH	743 Smoke detector activation, n
21-0001284-000	09/16/2021	12:23:41	144 HOLMES DR /CVH - BATT	733 Smoke detector activation du
21-0001286-000	09/17/2021	06:28:47	1225 SILVER ST /CT JUVENI	730 System malfunction, Other
21-0001289-000	09/17/2021	11:39:35	1 LABELLA CIR /CVH - EDDY	321 EMS call, excluding vehicle
21-0001290-000	09/17/2021	16:11:00	39 TYNAN CIR /CVH - MERRI	712 Direct tie to FD, malicious
21-0001291-000	09/18/2021	18:50:51	1 LABELLA CIR /CVH - EDDY	381 Rescue or EMS standby
21-0001302-000	09/21/2021	11:50:05	39 TYNAN CIR /CVH - MERRI	611 Dispatched & cancelled en ro
21-0001303-000	09/21/2021	13:44:18	1 LABELLA CIR /CVH - LAGA	321 EMS call, excluding vehicle
21-0001332-000	09/27/2021	08:04:14	1225 SILVER ST /CT JUVENI	744 Detector activation, no fire
21-0001335-000	09/27/2021	12:14:28	39 TYNAN CIR /CVH - MERRI	743 Smoke detector activation, n

Total Incident Count 17