

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

NOTICE OF COMMISSIONERS MEETING

WHEN: Monday, December 13, 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/82863253580>

or Dial In – 646-558-8656

Meeting I.D. 828 6325 3580

**SOUTH FIRE DISTRICT OF THE CITY OF MIDDLETOWN
COMMISSIONERS REGULAR MONTHLY MEETING AGENDA
MONDAY, DECEMBER 13, 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 November 8, 2021
- 7. TAX COLLECTOR'S REPORTS – NOVEMBER 2021**
 - a. Refunds: \$6,595.97
 - b. Tax Collector's Report
- 8. MONTHLY FINANCIAL REPORTS – NOVEMBER 2021**
- 9. ADMINISTRATIVE REPORTS – NOVEMBER 2021**
- 10. COMMISSIONER REPORTS**
 - a. Building Committee: Commissioner Thazhampallath
 - b. Pension Committee: Commissioner Kleckowski
 - c. Public Safety Telecommunications: Commissioner Giuliano
 - d. Riverfront Redevelopment Update: Commissioner Pessina
- 11. OLD BUSINESS**
 - a. Health Insurance for Retirees and their Dependents
 - b. Discussion of Badge and SFD Fire Commissioner Plates
- 12. NEW BUSINESS**
 - a. Hiring of Entry Level Firefighter
- 13. ADJOURNMENT**

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Meeting I.D. 828 6325 3580

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

**MONDAY, NOVEMBER 8, 2021, 7:00 p.m.
Via Zoom Meeting I.D. 813 2908 9430**

MINUTES

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

Absent: Commissioner Pessina

1. **CALL TO ORDER** Chairwoman Kleckowski called the meeting to order at 7:04 p.m.
2. **PLEDGE OF ALLEGIANCE** was recited.
3. **ACCEPT/AMEND AGENDA**
Motion to accept the agenda as posted by Comm. Giuliano/Comm. Thazhampallath. Unanimously approved.
4. **OPEN PUBLIC SESSION** Chairwoman Kleckowski opened the Public Session at 7:05 p.m. No one wished to speak.
5. **CLOSE PUBLIC SESSION** Chairwoman Kleckowski closed the Public Session at 7:05 p.m.
6. **MINUTES TO BE APPROVED**
 - A. **REGULAR MEETING OF SEPTEMBER 13, 2021**
Motion to approve the minutes of the regular meeting of September 13, 2021 by Comm. Giuliano/Comm. Thazhampallath. Commissioner Penney abstained. Minutes were approved.
 - B. **REGULAR MEETING OF OCTOBER 12, 2021**
Motion to approve the minutes of the regular meeting of October 12, 2021 by Comm. Giuliano/Comm. Kleckowski. Comm. Thazhampallath voted "Aye." Comm. Penney abstained. The motion passed.

Commissioner Penney expressed his disappointment that the October 12, 2021 meeting took place without a quorum. Three out of five Commissioners were absent. Vice-Chairman Giuliano stated that no action was taken during the meeting; therefore, the meeting was in compliance with FOIA. Discussion ensued regarding whether having the meeting was a violation of the By-Laws and/or Charter. Chairwoman Kleckowski read Article VI, Section 2 of the By-Laws into the record. Chairwoman Kleckowski moved to strike the subsequent comments from the minutes.

7. TAX COLLECTOR'S REPORT

A. REFUNDS: SEPTEMBER 2021: \$7,242.72 AND OCTOBER 2021: \$5,394.43

Motion to approve tax refunds for September 2021 in the amount of \$7,242.72 and for October 2021 in the amount of \$5,394.43 by Comm. Thazhampallath/Comm. Giuliano. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

B. TAX COLLECTOR'S REPORTS: SEPTEMBER 2021 AND OCTOBER 2021

Motion to approve the Tax Collector's reports submitted by Kathy Kiley for the Months of September 2021 and October 2021 by Comm. Thazhampallath/Comm. Giuliano. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

8. FINANCIAL REPORTS**A. MONTHLY EXPENSE DETAIL: AUGUST 2021 AND SEPTEMBER 2021****B. MONTHLY EXPENSE DETAIL: SEPTEMBER 2021 AND OCTOBER 2021****C. PROFIT AND LOSS BUDGET VS. ACTUAL: JULY 2021 THROUGH SEPTEMBER 2021****D. PROFIT AND LOSS BUDGET VS. ACTUAL: JULY 2021 THROUGH OCTOBER 2021****E. CASH BALANCE REPORT: SEPTEMBER 2021****F. CASH BALANCE REPORT: OCTOBER 2021**

Motion to approve the financial reports by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed. Commissioner Penney asked for the qualifying staff to produce a draft policy with limits in place on purchasing for the Commissioners to review.

9. CHIEF'S REPORT

Motion to accept Chief Trzaski's reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

10. DEPUTY CHIEF'S REPORT

Motion to accept Deputy Chief Jacob's reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

11. FIRE MARSHAL'S OFFICE REPORTS

Motion to accept the reports submitted by FM Mastroianni and DFM Hurlbut for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

12. CAPTAIN'S REPORTS

Motion to accept Captain Fischer's reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

13. COMMISSIONER REPORTS

A. BUILDING COMMITTEE – Commissioner Thazhampallath provided an update of the building project.

B. PENSION COMMITTEE – COMM. KLECKOWSKI

Chairwoman Kleckowski advised there was nothing new to report.

C. PUBLIC SAFETY TELECOMMUNICATIONS– COMM. GIULIANO

Commissioner Giuliano provided an overview of the PST meeting. The *Monthly Call Statistics – 2021* report was attached to the meeting packet.

D. RIVERFRONT REDEVELOPMENT UPDATE – COMM. PESSINA

Commissioner Pessina was absent from the meeting. An update was not provided.

14. OLD BUSINESS

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

B. COMMENDATION/COMPLAINT FORM

Motion to postpone indefinitely by Comm. Giuliano/Comm. Penney. Unanimously approved.

C. UPDATE ON SFD CLOTHING

Commissioner Thazhampallath suggested the Middletown Public Schools' Transition Center's (provides students with opportunities to learn life skills) printing shop be contacted for information about their services.

D. COMMUNITY INVOLVEMENT ON COMMITTEES

A discussion took place about the benefits of South Fire District residents involved in community committees, city boards, and commissions.

15. NEW BUSINESS

A. DISCUSSION OF BADGE AND MIDDLETOWN SFD FIRE COMMISSIONER PLATES

Commissioner Penney spoke about and suggested transitioning into a releasable sticker as an alternative to Commissioner license plates. He distributed a sample sticker. This topic will be an agenda item for the December 13, 2021 meeting.

B. DISCUSSION OF PUBLIC ATTENDANCE AT BFC MEETINGS REPRESENTATION

It was decided that members of the public will be able to physically attend the monthly meetings effective 12/13/21. The meetings will continue to be accessible via Zoom.

16. ADJOURNMENT

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

Meeting adjourned at 8:30 p.m.

Submitted by,



Alyse McEwen

Recording Secretary

SOUTH FIRE DISTRICT TAX COLLECTORS REPORT	
COLLECTIONS NOVEMBER 2021	
REAL ESTATE	\$ 27,593.89
MOTOR VEHICLE	\$ 7,167.31
PERSONAL PROPERTY	\$ 3,414.02
SUPPLEMENTAL MOTOR VEHICLE	\$ -
BACK TAXES	\$ 9,909.27
CURRENT INTEREST	\$ 2,721.97
BACK INTEREST	\$ 3,020.70
FEE'S PAID	\$ 937.29
LIENS RELEASED	\$ 168.00
COLLECTIONS 2021/2022	\$ 54,932.45
JULY	\$ 4,569,783.26
AUGUST	\$ 1,155,412.50
SEPTEMBER	\$ 51,400.62
OCTOBER	\$ 104,457.72
NOVEMBER	\$ 54,932.45
DECEMBER	
JANUARY	
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
COLLECTED YEAR TO DATE	\$ 5,935,986.55
GRANTS RECEIVED	
PRIVATE COLLEGES AND HOSPITALS GRANT	\$ -
MUNICIPAL GRANTS-IN-AID	\$ -
MUNICIPAL GRANTS AND REVENUE SHARING	\$ -
NRG	\$ -
TOTAL GRANTS	\$ -
TOTAL YEAR-TO-DATE	\$ 5,935,986.55
Respectfully submitted by:	
Kathleen M. Kiley	
South Fire District	

efund Report
 onditions : Year 2005 To 2020 Dist To Order By Bill Number Include Susp : No Suspense Recap by Bank : No Recap by District No Tax/Def All Terminal #: All
 ill # S-D Name

SOUTH FIRE DISTRICT As Of Date 11/30/2021 Cash Type : SFD
 Tax Paid Int Paid Lien Paid Fee Paid Birt Paid

Date: 11/30/2021 Page: 1
 Tot Paid Bank Prop Loc./Vehicle
 Last Date RF

018-03-0053612	2	BRANDAY KYLE J	53612	-4.38	0.00	0.00	0.00	0.00	0.00	-4.38	11/10/2021	MNKATRK	1G1YY26W085133819
OT MOTORVEHICLE	# Of Accts: 1	SFD											
EAR 2018	# Of Accts: 1	SFD											
019-01-0010733	2	RACOW JESSE	R04720	-444.28	0.00	0.00	0.00	0.00	0.00	-444.28	11/10/2021		11 COUNTRYSIDE LA 01
OT REAL ESTATE	# Of Accts: 1	SFD											
EAR 2019	# Of Accts: 1	SFD											
020-01-0000394	2	AMADON LEE M & NASH JACQUES	R05744	-775.75	0.00	0.00	0.00	0.00	0.00	-775.75	11/10/2021		22 CEDAR ST
020-01-0000986	2	BAUMANN ROBERT JR & D ONOSFD	R02566	-721.38	0.00	0.00	0.00	0.00	0.00	-721.38	11/17/2021		175 RIDGE RD
020-01-0006428	2	JIRON ADRIANA & LOPEZ RICSFD	R13137	-718.75	0.00	0.00	0.00	0.00	0.00	-718.75	11/17/2021		10 WESTRIDGE LA
020-01-0010884	2	RANFONE FRANK E JR	R09078	-738.36	0.00	0.00	0.00	0.00	0.00	-738.36	11/10/2021		47 ARBUTUS ST
020-01-0010960	2	RED TOP MANAGEMENT LLC	R09609	-601.90	0.00	0.00	0.00	0.00	0.00	-601.90	11/10/2021		131 RIVER RD
020-01-0010961	2	RED TOP MANAGEMENT LLC	R09613	-23.13	0.00	0.00	0.00	0.00	0.00	-23.13	11/10/2021		RIVER RD
020-01-0012474	2	SNIPES STEPHEN P & MICHEL	R07110	-682.16	0.00	0.00	0.00	0.00	0.00	-682.16	11/10/2021		113 BIRDSEY AVE
020-01-0012478	2	SOBCZAK DANIEL & ZDONEK TSFD	R00135	-981.75	0.00	0.00	0.00	0.00	0.00	-981.75	11/10/2021		72 CARLL RD
020-01-0013290	2	TMG HOLDINGS LLC	R07951	-530.15	0.00	0.00	0.00	0.00	0.00	-530.15	11/10/2021		21 JULIA TERR
OT REAL ESTATE	# Of Accts: 9	SFD											
020-03-0053460	2	BRANCIFORTE SALVATORE R	53460	-4.57	0.00	0.00	0.00	0.00	0.00	-4.57	11/17/2021		951402 13AD28304BC775308
020-03-0058227	2	DIFRAZIO TARA L	58227	-55.18	0.00	0.00	0.00	0.00	0.00	-55.18	11/04/2021		AT40129 19XFC2F53GE231606
020-03-0064357	2	HUGHES PETER F	64357	-27.79	0.00	0.00	0.00	0.00	0.00	-27.79	11/04/2021		2ADVS7 4T1BK3EK0BU117728
020-03-0068942	2	MALLOY CARLTON L	68942	-9.39	0.00	0.00	0.00	0.00	0.00	-9.39	11/04/2021		AG98846 JN8AT2MV2GW142259
020-03-0068947	2	MALLOY GLORIA J	68947	-7.01	0.00	0.00	0.00	0.00	0.00	-7.01	11/04/2021		8AVWP2 3N1CE2CF0FL408077
020-03-0077701	2	SANSONE KIMBERLY M	77701	-11.85	0.00	0.00	0.00	0.00	0.00	-11.85	11/04/2021		450YBT 4S4BRBGCA3371057
020-03-0080884	2	THE PORTLAND GROUP INC	80884	-81.05	0.00	0.00	0.00	0.00	0.00	-81.05	11/04/2021		AF29471 JALC4W165G7001328
020-03-0080887	2	THE PORTLAND GROUP INC	80887	-73.71	0.00	0.00	0.00	0.00	0.00	-73.71	11/04/2021		C175414 3C6LR5AT3FG566433
020-03-0080888	2	THE PORTLAND GROUP INC	80888	-4.00	0.00	0.00	0.00	0.00	0.00	-4.00	11/04/2021		C186020 5NPE24AF8GH304040
020-03-0080889	2	THE PORTLAND GROUP INC	80889	-99.43	0.00	0.00	0.00	0.00	0.00	-99.43	11/04/2021		C203330 3GTU2LECOGG316441
OT MOTORVEHICLE	# Of Accts: 10	SFD											
EAR 2020	# Of Accts: 19	SFD											
RAND TOTAL	# Of Accts: 21	SFD											
				-6,595.97	0.00	0.00	0.00	0.00	0.00	-6,595.97			

South Fire District
Monthly Expense Detail
October and November 2021

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	Date	Name	Debit	Credit	Balance
7201 · Electricity					
	10/15/2021	KS Statebank	402.82		402.82
	10/27/2021	Eversource	1,012.44		1,415.26
	11/15/2021	KS Statebank	402.82		1,818.08
	11/30/2021	Eversource	1,341.78		3,159.86
Total 7201 · Electricity			3,159.86	0.00	3,159.86
7202 · Water and Sewer					
	10/01/2021	Middletown Water & Sewer Dept	218.18		218.18
	11/01/2021	Middletown Water & Sewer Dept	120.47		338.65
Total 7202 · Water and Sewer			338.65	0.00	338.65
7203 · Heating					
	10/04/2021	Eversource	561.92		561.92
	11/02/2021	Eversource	791.95		1,353.87
Total 7203 · Heating			1,353.87	0.00	1,353.87
7204 · Telephone					
	10/15/2021	Frontier Communications	218.23		218.23
	11/15/2021	Frontier Communications	217.61		435.84
Total 7204 · Telephone			435.84	0.00	435.84
7401 · Fuel					
	10/23/2021	WEX Bank	926.58		926.58
	10/31/2021	Advance Auto Parts	67.16		993.74
	11/23/2021	WEX Bank	1,131.30		2,125.04
	11/30/2021	Bank of America	67.40		2,192.44
	11/30/2021	Advance Auto Parts	73.49		2,265.93
Total 7401 · Fuel			2,265.93	0.00	2,265.93
7403 · Vehicle Repairs					
	10/14/2021	First Line Emergency	6,186.07		6,186.07
	10/18/2021	Petzold's Marine Center	214.98		6,401.05
	10/18/2021	Petzold's Marine Center		51.49	6,349.56
	10/18/2021	Petzold's Marine Center	144.61		6,494.17
	11/05/2021	Interstate All Battery Center	306.00		6,800.17
	11/18/2021	Key Chevrolet	61.57		6,861.74
	11/18/2021	Key Chevrolet	61.90		6,923.64
	11/20/2021	Middlesex Marine Sales & Repair, LLC.	644.00		7,567.64
	11/22/2021	First Line Emergency	1,320.17		8,887.81
	11/22/2021	First Line Emergency	6,203.43		15,091.24
	11/22/2021	First Line Emergency	1,155.00		16,246.24
Total 7403 · Vehicle Repairs			16,297.73	51.49	16,246.24

South Fire District
Monthly Expense Detail
October and November 2021

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	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7404 · Annual OSHA Inpection					
	10/11/2021	National Engineering & Testing Services	1,195.00		1,195.00
Total 7404 · Annual OSHA Inpection			1,195.00	0.00	1,195.00
7501 · Insurance-Workers Compensation					
	10/01/2021	Benchmark Insurance Company	14,915.00		14,915.00
	11/01/2021	Benchmark Insurance Company	14,915.00		29,830.00
Total 7501 · Insurance-Workers Compensation			29,830.00	0.00	29,830.00
7502 · Insurance - Commercial Package					
	11/30/2021	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					
	10/07/2021	Lincoln Financial - Pension 401	28,418.55		28,418.55
	11/08/2021	Lincoln Financial - Pension 401	28,141.76		56,560.31
Total 7512 · Pension - Defined Contribution			56,560.31	0.00	56,560.31
7701 · Tax Collector's Expense					
	10/28/2021	Quality Data Service, Inc.	375.00		375.00
	10/31/2021	Bank of America	30.25		405.25
	11/30/2021	Bank of America	30.25		435.50
Total 7701 · Tax Collector's Expense			435.50	0.00	435.50
7702 · Professional Org / Periodicals					
	11/15/2021	Connecticut Career Fire Chiefs Assoc	100.00		100.00
	11/16/2021	International Assoc of Arson Investigator	100.00		200.00
	11/18/2021	CT State Firefighter's Association	35.00		235.00
	11/18/2021	CT State Firefighter's Association	35.00		270.00
	11/18/2021	CT State Firefighter's Association	35.00		305.00
	11/30/2021	Bank of America	25.00		330.00
Total 7702 · Professional Org / Periodicals			330.00	0.00	330.00
7703 · Office Expenses					
	10/04/2021	McEwen, Alyse.	38.04		38.04
	10/22/2021	Minuteman Press	112.46		150.50
	10/31/2021	Bank of America	92.47		242.97
	10/31/2021	Bank of America	276.56		519.53
	10/31/2021	Bank of America	16.67		536.20
	11/30/2021	Bank of America	235.33		771.53
	11/30/2021	Bank of America	122.86		894.39
Total 7703 · Office Expenses			894.39	0.00	894.39

South Fire District
Monthly Expense Detail
October and November 2021

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	Date	Name	Debit	Credit	Balance
7706 · Postage					
	11/15/2021	FedEx	9.52		9.52
	11/18/2021	Purchase Power	604.50		614.02
Total 7706 · Postage			614.02	0.00	614.02
7708 · Commissioner's Compensation					
	10/06/2021	Paychex	750.00		750.00
	11/03/2021	Paychex	750.00		1,500.00
Total 7708 · Commissioner's Compensation			1,500.00	0.00	1,500.00
7709 · Activity Expense					
	10/04/2021	Trzaski, James	45.99		45.99
	10/31/2021	Bank of America	45.99		91.98
	10/31/2021	Bank of America	127.33		219.31
	11/30/2021	Bank of America	268.00		487.31
	11/30/2021	Bank of America	86.57		573.88
	11/30/2021	Bank of America	67.62		641.50
Total 7709 · Activity Expense			641.50	0.00	641.50
7710 · Professional Services					
	10/01/2021	OAK Solutions, LLC.	396.00		396.00
	10/07/2021	Paychex	132.31		528.31
	10/07/2021	Paychex	49.89		578.20
	10/07/2021	Paychex	68.00		646.20
	10/14/2021	Paychex	118.31		764.51
	10/14/2021	Paychex	49.89		814.40
	10/21/2021	Paychex	118.31		932.71
	10/21/2021	Paychex	49.89		982.60
	10/28/2021	Paychex	118.31		1,100.91
	10/28/2021	Paychex	49.89		1,150.80
	10/30/2021	Matterazzo, Lee Renee	323.75		1,474.55
	10/31/2021	Merrick & Associates, LLC	400.00		1,874.55
	11/04/2021	Paychex	118.31		1,992.86
	11/04/2021	Paychex	49.89		2,042.75
	11/04/2021	Paychex	68.00		2,110.75
	11/10/2021	Paychex	98.92		2,209.67
	11/10/2021	Paychex	44.18		2,253.85
	11/18/2021	Paychex	98.92		2,352.77
	11/18/2021	Paychex	44.18		2,396.95
	11/24/2021	Paychex	98.92		2,495.87
	11/24/2021	Paychex	44.18		2,540.05
	11/30/2021	Matterazzo, Lee Renee	113.75		2,653.80
Total 7710 · Professional Services			2,653.80	0.00	2,653.80

South Fire District
Monthly Expense Detail
October and November 2021

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	Date	Name	Debit	Credit	Balance
7717 · Software Support					
	10/06/2021	websolutions	105.00		105.00
	10/31/2021	Bank of America	352.00		457.00
	11/30/2021	Bank of America	352.00		809.00
Total 7717 · Software Support			809.00	0.00	809.00
7801 · Repairs Building					
	10/04/2021	Overhead Door Company of Hartford, Inc.	467.76		467.76
	10/15/2021	Air Cleaning Specialists of New England	234.48		702.24
	10/31/2021	Bank of America		37.92	664.32
	11/03/2021	Eversource Energy Sales/Compliance	14,477.00		15,141.32
	11/13/2021	Better Carpet Cleaners Co., Inc.	350.00		15,491.32
	11/30/2021	Bank of America	19.73		15,511.05
	11/30/2021	Bank of America	37.91		15,548.96
Total 7801 · Repairs Building			15,586.88	37.92	15,548.96
7802 · Supplies Maintenance					
7802C · COVID-19					
	10/28/2021	New England Maintenance Depot	57.00		57.00
	10/28/2021	New England Maintenance Depot	45.50		102.50
	11/30/2021	Bank of America	111.32		213.82
	11/30/2021	Bank of America	16.98		230.80
Total 7802C · COVID-19			230.80	0.00	230.80
7802 · Supplies Maintenance - Other					
	10/28/2021	Ace Home Center	7.99		7.99
	10/28/2021	New England Maintenance Depot	68.26		76.25
	10/31/2021	Bank of America	42.42		118.67
	10/31/2021	Bank of America	44.83		163.50
	10/31/2021	Bank of America	23.48		186.98
	11/04/2021	New England Maintenance Depot	85.83		272.81
	11/08/2021	Fischer, Nicholas.	7.01		279.82
	11/28/2021	Ace Home Center	29.96		309.78
	11/28/2021	Ace Home Center	17.98		327.76
	11/30/2021	Bank of America	9.98		337.74
	11/30/2021	Bank of America	34.70		372.44
	11/30/2021	Bank of America	70.67		443.11
	11/30/2021	Bank of America	59.34		502.45
Total 7802 · Supplies Maintenance - Other			502.45	0.00	502.45
Total 7802 · Supplies Maintenance			733.25	0.00	733.25
7803 · Services					
	10/06/2021	Comcast	100.80		100.80
	10/07/2021	Comcast	16.84		117.64
	10/13/2021	JP Bellamo & Sons, Inc.	45.00		162.64

South Fire District
Monthly Expense Detail
October and November 2021

Page 10 of 38

	Date	Name	Debit	Credit	Balance
7803 · Services, continued					
	10/25/2021	All Waste	152.00		314.64
	10/29/2021	Municipal Emergency Services/Shipman's	283.25		597.89
	11/06/2021	De Lage Landen Financial Services, Inc.	121.00		718.89
	11/06/2021	Comcast	100.80		819.69
	11/07/2021	Comcast	16.84		836.53
	11/16/2021	River Valley Oil Service	300.00		1,136.53
	11/23/2021	All Waste	152.00		1,288.53
	11/23/2021	JP Bellamo & Sons, Inc.	45.00		1,333.53
Total 7803 · Services			1,333.53	0.00	1,333.53
7805 · Equipment					
	10/12/2021	Gene's TV & Appliance, Inc.	2,219.98		2,219.98
Total 7805 · Equipment			2,219.98	0.00	2,219.98
7901 · Emergency Medical Equipment					
	10/12/2021	Common Cents EMS Supply, LLC.	2.34		2.34
	10/22/2021	Common Cents EMS Supply, LLC.	694.09		696.43
	11/01/2021	Common Cents EMS Supply, LLC.	98.72		795.15
	11/11/2021	Common Cents EMS Supply, LLC.	107.55		902.70
	11/19/2021	Common Cents EMS Supply, LLC.	48.60		951.30
Total 7901 · Emergency Medical Equipment			951.30	0.00	951.30
7902 · Computer Equip & Supplies					
	10/31/2021	Bank of America	138.24		138.24
	10/31/2021	Bank of America	123.36		261.60
	10/31/2021	Bank of America	0.01		261.61
Total 7902 · Computer Equip & Supplies			261.61	0.00	261.61
7903 · Training					
	10/15/2021	First Choice Safety Solutions, LLC.	13,715.00		13,715.00
	10/20/2021	CT Chapter IAAI# 49	300.00		14,015.00
	10/20/2021	CT Chapter IAAI# 49	300.00		14,315.00
	10/31/2021	Bank of America	275.00		14,590.00
Total 7903 · Training			14,590.00	0.00	14,590.00
7905 · Fire Fighting Equipment					
	10/22/2021	Fire Equipment Headquarters	312.84		312.84
	10/28/2021	Ace Home Center	2.79		315.63
	10/31/2021	Bank of America	14.89		330.52
	10/31/2021	Bank of America	121.24		451.76
	11/12/2021	Fire Equipment Headquarters	580.00		1,031.76
Total 7905 · Fire Fighting Equipment			1,031.76	0.00	1,031.76

South Fire District
Monthly Expense Detail
October and November 2021

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	Date	Name	Debit	Credit	Balance
7909 · Uniforms					
	10/28/2021	DeFrancesco, Geoffrey		6.00	-6.00
	10/28/2021	Seifert, Clifton E		3.00	-9.00
	10/28/2021	Tyrseck, Stephen		24.00	-33.00
	10/31/2021	Bank of America	431.85		398.85
	11/02/2021	Security Uniforms, Inc.	470.00		868.85
	11/11/2021	Brigham Industries, Inc.	825.00		1,693.85
	11/18/2021	Hurlbut, Jason M.		40.00	1,653.85
	11/18/2021	Mikos, Jacob M.		6.00	1,647.85
	11/18/2021	Harvey, Glen		20.00	1,627.85
	11/18/2021	Bodie, Christopher M		1.00	1,626.85
	11/18/2021	Fischer, Nicholas		2.00	1,624.85
	11/18/2021	Lynch, John K.		16.00	1,608.85
Total 7909 · Uniforms			1,726.85	118.00	1,608.85
7910 · Protective Clothing					
7910A · Gear Cleaning/Inspection/Repair					
	11/23/2021	U.S. Darkwater, LLC.	124.98		124.98
	11/23/2021	U.S. Darkwater, LLC.	79.99		204.97
Total 7910A · Gear Cleaning/Inspection/Repair			204.97	0.00	204.97
7910 · Protective Clothing - Other					
	10/27/2021	Municipal Emergency Services/Shipman's	119.00		119.00
	11/30/2021	Bank of America	84.00		203.00
	11/30/2021	Bank of America	102.45		305.45
Total 7910 · Protective Clothing - Other			305.45	0.00	305.45
Total 7910 · Protective Clothing			510.42	0.00	510.42
7911 · Communications					
	10/18/2021	Utility Communications, Inc.	127.40		127.40
	11/22/2021	Connecticut Communications-DBA NE Comm.	175.00		302.40
Total 7911 · Communications			302.40	0.00	302.40
7912 · Cellular Phones					
	10/11/2021	AT&T Mobility	427.57		427.57
	11/11/2021	AT&T Mobility	227.57		655.14
	11/30/2021	Bank of America	42.50		697.64
Total 7912 · Cellular Phones			697.64	0.00	697.64
7915 · Medical Testing					
	10/18/2021	Atwell, Jesse	83.00		83.00
	10/18/2021	Hurlbut, Jason	83.00		166.00
	10/18/2021	Seifert, Clifton E.	95.00		261.00
	11/08/2021	Zajac, Robert	83.00		344.00

South Fire District
Monthly Expense Detail
October and November 2021

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	Date	Name	Debit	Credit	Balance
7915 · Medical Testing, continued					
	11/15/2021	Mastroianni, James.	83.00		427.00
	11/16/2021	DeFrancesco, Geoffrey.	83.00		510.00
	11/17/2021	Velocity Urgent Care	270.00		780.00
	11/18/2021	Velocity Urgent Care	270.00		1,050.00
	11/30/2021	MH Compcare Occupational Medicine	63.00		1,113.00
Total 7915 · Medical Testing			1,113.00	0.00	1,113.00
7916 · Breathing Apparatus-Test Repair					
	10/26/2021	Municipal Emergency Services/Shipman's	100.25		100.25
Total 7916 · Breathing Apparatus-Test Repair			100.25	0.00	100.25
8999 · CNR Current Year					
	10/12/2021	Connecticut Communications-DBA NE Comm.	1,100.00		1,100.00
	10/15/2021	Chem Scope, Inc.	550.00		1,650.00
	10/18/2021	New England Yankee Construction, LLC.	15,312.96		16,962.96
	10/28/2021	Russo, Philip..	77.89		17,040.85
	10/28/2021	Russo, Philip..	356.21		17,397.06
	10/28/2021	Russo, Philip..		20.86	17,376.20
	10/28/2021	Russo, Philip..	31.20		17,407.40
	10/28/2021	Russo, Philip..	47.50		17,454.90
	10/30/2021	Smith & Bishel Company	336.00		17,790.90
	10/31/2021	Bank of America	826.72		18,617.62
	11/04/2021	Nosal Industries, Inc.	7,410.00		26,027.62
	11/12/2021	Daniels Equipment Company, Inc.	413.00		26,440.62
	11/15/2021	Russo, Philip..	57.36		26,497.98
	11/30/2021	Bank of America	96.86		26,594.84
	11/30/2021	Bank of America	2,773.00		29,367.84
	11/30/2021	Bank of America		826.72	28,541.12
	11/30/2021	Bank of America	744.05		29,285.17
	11/30/2021	Bank of America		14.17	29,271.00
Total 8999 · CNR Current Year			30,132.75	861.75	29,271.00
TOTAL			201,160.02	1,069.16	200,090.86

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

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	<u>Jul - Nov 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4101 • Property Tax Revenue	5,862,230.62	6,005,012.00	-142,781.38	97.62%
4102 • Interest and Liens	26,714.16	28,000.00	-1,285.84	95.41%
4103 • Tax Refunds	-19,388.37	0.00	-19,388.37	100.00%
4104 • Fees	3,764.03	0.00	3,764.03	100.00%
4105 • Prior Year Tax Collections	42,212.93	0.00	42,212.93	100.00%
4107 • Tax Supplemental MV	0.00	25,000.00	-25,000.00	0.00%
4125 • Grants	4,285.22	0.00	4,285.22	100.00%
4204 • Municipal Grants & Rev. Sharing	28,091.72	0.00	28,091.72	100.00%
4210 • NRG Tax Revenue	0.00	201,650.00	-201,650.00	0.00%
4301 • Investment Income	1,149.17	5,000.00	-3,850.83	22.98%
4901 • Miscellaneous Income	149.49	0.00	149.49	100.00%
Total Income	<u>5,949,208.97</u>	<u>6,264,662.00</u>	<u>-315,453.03</u>	<u>94.97%</u>
Expense				
7201 • Electricity	8,651.52	22,787.00	-14,135.48	37.97%
7202 • Water and Sewer	895.48	2,470.00	-1,574.52	36.25%
7203 • Heating	2,864.42	12,000.00	-9,135.58	23.87%
7204 • Telephone	1,098.63	3,000.00	-1,901.37	36.62%
7401 • Fuel	8,594.41	20,000.00	-11,405.59	42.97%
7403 • Vehicle Repairs	25,753.73	60,000.00	-34,246.27	42.92%
7404 • Annual OSHA Inpection	1,195.00	1,200.00	-5.00	99.58%
7406 • Vehicle Supplies	171.44	2,000.00	-1,828.56	8.57%
7501 • Insurance-Workers Compensation	92,982.00	167,746.00	-74,764.00	55.43%
7502 • Insurance - Commercial Package	31,761.00	51,000.00	-19,239.00	62.28%
7503 • Insurance - Medical	299,902.75	930,826.00	-630,923.25	32.22%
7504 • Insurance - Cyber	4,018.00	5,105.00	-1,087.00	78.71%
7509 • Insurance - Life and Disability	19,655.21	52,716.00	-33,060.79	37.29%
7512 • Pension - Defined Contribution	140,671.90	350,021.00	-209,349.10	40.19%
7513 • Unused Sick Time	0.00	24,786.00	-24,786.00	0.00%
7601 • Salaries - Fire Department	1,130,237.65	2,850,707.00	-1,720,469.35	39.65%
7602 • Salaries - Administrative	57,828.87	170,940.00	-113,111.13	33.83%
7603 • Replacement / Call Backs	255,791.69	420,000.00	-164,208.31	60.90%
7604 • Fringe Benefits	47,752.33	118,424.00	-70,671.67	40.32%
7606 • PEB-Uncompensated Absences Exp	11,259.74	10,000.00	1,259.74	112.60%
7607 • PEB-Heart and Hypertension	102,756.85	289,876.00	-187,119.15	35.45%
7609 • Employer - Social Security	94,734.24	221,984.00	-127,249.76	42.68%
7610 • Employer - Medicare	22,156.33	51,916.00	-29,759.67	42.68%
7701 • Tax Collector's Expense	8,374.13	21,000.00	-12,625.87	39.88%
7702 • Professional Org / Periodicals	1,248.00	2,205.00	-957.00	56.60%
7703 • Office Expenses	1,779.97	3,500.00	-1,720.03	50.86%
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	1,261.02	4,000.00	-2,738.98	31.53%
7707 • Contingency	0.00	50,000.00	-50,000.00	0.00%

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

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	<u>Jul - Nov 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense, continued				
7708 · Commissioner's Compensation	3,750.00	9,000.00	-5,250.00	41.67%
7709 · Activity Expense	1,407.29	3,500.00	-2,092.71	40.21%
7710 · Professional Services	9,669.13	35,000.00	-25,330.87	27.63%
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	17,694.71	26,540.00	-8,845.29	66.67%
7801 · Repairs Building	17,742.47	20,000.00	-2,257.53	88.71%
7802 · Supplies Maintenance	2,741.95	8,900.00	-6,158.05	30.81%
7803 · Services	5,582.29	18,000.00	-12,417.71	31.01%
7805 · Equipment	2,771.40	4,600.00	-1,828.60	60.25%
7901 · Emergency Medical Equipment	4,089.49	12,500.00	-8,410.51	32.72%
7902 · Computer Equip & Supplies	544.25	2,000.00	-1,455.75	27.21%
7903 · Training	22,393.14	30,500.00	-8,106.86	73.42%
7904 · Public Fire Education	0.00	3,500.00	-3,500.00	0.00%
7905 · Fire Fighting Equipment	2,861.54	14,000.00	-11,138.46	20.44%
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	2,152.65	26,500.00	-24,347.35	8.12%
7910 · Protective Clothing	19,191.92	28,275.00	-9,083.08	67.88%
7911 · Communications	477.40	4,500.00	-4,022.60	10.61%
7912 · Cellular Phones	1,941.08	4,700.00	-2,758.92	41.30%
7913 · Breathing Air & Oxygen	811.00	1,500.00	-689.00	54.07%
7915 · Medical Testing	1,113.00	3,500.00	-2,387.00	31.80%
7916 · Breathing Apparatus-Test Repair	351.16	6,000.00	-5,648.84	5.85%
8999 · CNR Current Year	98,866.48	50,000.00	48,866.48	197.73%
Total Expense	<u>2,591,076.12</u>	<u>6,264,662.00</u>	<u>-3,673,585.88</u>	<u>41.36%</u>
 Grant Purchases				
7919 · FEMA Grant - Training	11,642.01			
Total Grant Purchases	<u>11,642.01</u>			

South Fire District Cash Balance Report November 2021

CASH Unrestricted:

Cash Balances:	Tax Collector - Savings	\$	4,934,732.04
	Operating - Checking	\$	361,488.04
	Total:	\$	<u>5,296,220.08</u>

Restricted Funds:

CNR	\$	1,822,656.48
Post-Employment Benefits	\$	614,099.93

Submitted by:
Kathleen M. Kiley

Tax Collections November 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	\$ 4,644,184.61	\$ 4,555,196.32	-\$7,985.59	97.91%	-\$7,687.00
PP	\$ 926,243.17	\$ 907,124.88	-\$996.43	97.83%	-\$805.64
MV	\$ 459,878.71	\$ 399,909.42	-\$1,419.10	86.65%	-\$485.37
MVS	<u>\$ -</u>	<u>\$ -</u>	<u>\$0.00</u>		<u>-\$9.24</u>
TOTAL	\$ 6,030,306.49	\$ 5,862,230.62	\$ (10,401.12)	97.04%	\$ (8,987.25)

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 November 2021:

- Attended commissioner meeting
- Attended daily shift briefings
- Multiple meetings with vendors for building improvements
 - Carpet cleaning
 - Worked on punch list for building items
- Assisted vendor with entry level test
- Attended Middlesex County Chief's meeting hosted by South Fire
- Attended meeting at Capitol with Under Secretary Martin Heft in regards to consolidation laws
- Held an apparatus replacement meeting and completed RFP
- Attended a labor management meeting with Local 3918
- Attended a seminar in Essex on First Due reporting
- Facilitated a meeting with Firefighter APP
- Assisted with flag placement / removal at Veteran's Cemetery
- Facilitated a meeting with the violence task force.
- Assisted with South Fire involvement with Kiwanis Thanksgiving dinner project
- Attended Connecticut Fire Chief's meeting in Winsted
- Attended Durham Fire Department's awards banquet

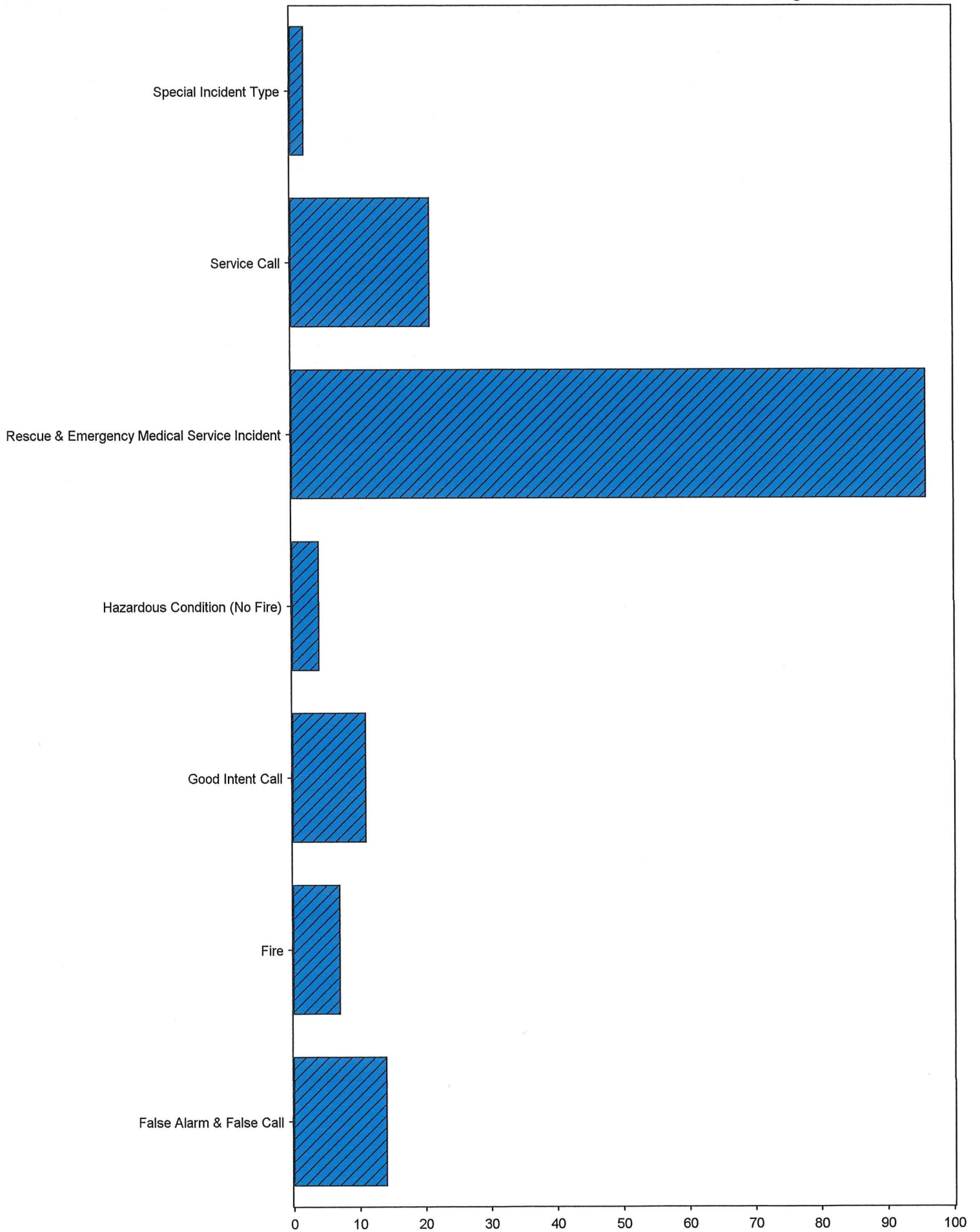
Responses:

November 17, 2021 6 Flower Street Kitchen Fire

November 20, 2021 Route 9 SB Vehicle Fire

James Trzaski

Chief James Trzaski



Incident List by Alarm Date/Time

Alarm Date Between {11/01/2021} And {11/30/2021}
 and FDID = "07121" and District = "MO2 " and
 Census = "5418.00"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
21-0001553-000	11/07/2021	21:36:37	112 BOW LN /SHEPERD HOME/	321 EMS call, excluding vehicle
21-0001556-000	11/08/2021	10:16:25	39 TYNAN CIR /CVH - MERRI	551 Assist police or other gover
21-0001576-000	11/10/2021	17:25:45	70 OBRIEN DR /CVH - WHITI	311 Medical assist, assist EMS c
21-0001579-000	11/11/2021	08:55:29	70 OBRIEN DR /CVH - WHITI	321 EMS call, excluding vehicle
21-0001588-000	11/12/2021	11:15:46	1 LABELLA CIR /CVH - EDDY	611 Dispatched & cancelled en ro
21-0001592-000	11/12/2021	15:10:28	720 Bow LA /00720 BOW LN/	440 Electrical wiring/equipment
21-0001638-000	11/22/2021	12:31:24	39 TYNAN CIR /CVH - MERRI	321 EMS call, excluding vehicle
21-0001645-000	11/24/2021	07:30:55	39 TYNAN CIR /CVH - MERRI	611 Dispatched & cancelled en ro
21-0001660-000	11/28/2021	02:39:34	12 Joyce DR	441 Heat from short circuit (wir
21-0001662-000	11/28/2021	11:15:42	5 HARVEY DR /00005 HARVEY	743 Smoke detector activation, n
21-0001665-000	11/28/2021	16:40:34	5 HARVEY DR /00005 HARVEY	733 Smoke detector activation du

Total Incident Count 11

LT. O. MOSS

FF J. Lynch

FF. N. DeBloss

FF. C. Smith

Dear South Fire District,

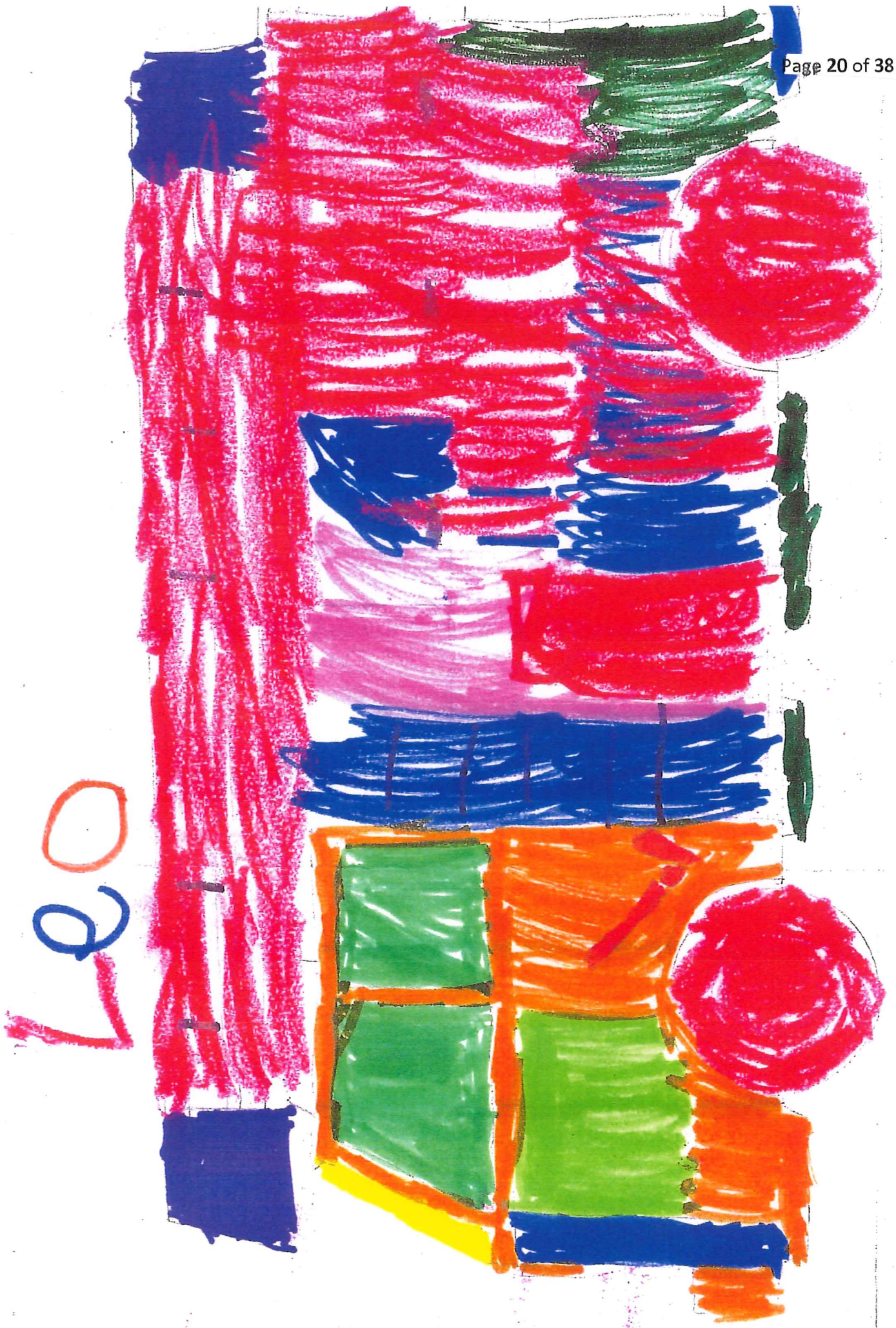
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Thank you for coming so quickly on Sunday night to help my son Leo, who was having difficulty breathing.

Sending thanks and best wishes to you and all of your families.

The Kilkelly Family

1459 Chamberlain Road



THANK YOU FOR

HELPING me

IN THE WITDL
OF THE NIGHT.

#8071100

James Trzaski

From: Wade Moss
Sent: Friday, November 19, 2021 9:16 PM
To: James Trzaski; Deputy

Good evening Chief.

As you are already aware over the past several days we have received repeated calls for service that have been technically challenging, Physically demanding and mentally taxing. I have been privileged to be the supervising officer on two of those calls and I find it necessary to comment on the exemplary performance of our crews on both occasions. The first call is #1615 and occurred on D platoon with E32 responding. E32's crew that day consisted of FF. G. Harvey, FF. G. Defrancesco and FF. C. Smith. Supported by Deputy Fire marshal J. Hurlbut. The second call ,#1622, occurred the next day on A platoon. On duty that day were E32 comprised of FF. K. Kelly, FF. N. DeBlois, and FF. A. Turenne, and T34 Lt. R. Zajac, FF. K. McDonnell, and FF. Z Terenzio. Both calls were extremely stressful and challenging! But both were handled with a uniform degree of professionalism, grace and compassion that is in keeping with the best traditions of our service.

Sincerely
Lt. W. Moss

Alyse McEwen

From: James Trzaski
Sent: Friday, November 19, 2021 1:17 PM
To: Deb Kleckowski; Alyse McEwen; Andrew Turenne; Chris Bodie; Chris Gamache; Chris Smith; Clif Seifert - SFD (clifkim@aol.com); Cody Soule; Geoff DeFrancesco; gsharvey57@gmail.com; Jacob Mikos; James Mastroianni; Jason Hurlbut; Jason Swan; Jesse Atwell; John Lynch; Jon Handley; Kathy Kiley; Kevin McDonnell; Kori Kelly; Kyle Coniglio; Kyle Dunn; Mike Cortezzo; mvd4755@comcast.net; Nick DeBlois; local3918; Owen Moss; Phil Russo; Rob Zajac; Robert James; Russ Jacobs; Ryan Parmelee; Steve Tyrseck; Terence Keenan; Tim Heiden; Anthony Lancia; Wade Moss; William Gregorio; Zac Terenzio; Sebastian Giuliano; Dan Penney; Philip J. Pessina; Geen Thazhampallath; sfdops445@gmail.com; Glen Harvey - SFD (gsharvey@gmail.com)
Subject: Job Well done.

Greetings,

I received this email today...everyday our team makes a difference in our community.

Every one of our members has an opportunity to positively influence our community we proudly serve.

Great Job !!

Good morning Jim,

I wanted to tell you how wonderful your staff were yesterday when they responded to my husband's 911 call when he fell off our garage roof. Thankfully nothing was broken (except his pride and needed 6 stitches in his leg & VERY sore today) but the men led by Glenn Harvey (a friend of my Sal's as well) were great getting him out of the house and on stretcher which at 6'4" and 280 pounds is nothing easy I am sure.

Please thank them all, one day when I am a Commissioner I'll give you all raises!! (haha)!!

I'll try to be at the Central office to see you the first morning of your arrival.

Happy holiday to you

Leslie Spatola

LT Heiden
 FF Harvey
 FF Swan

Chief James Trzaski

James P Trzaski
 Fire Chief
 South Fire District
 445 Randolph Road

HEALTH AND WELLNESS FAIR THANK YOU!

By Marie Field

The Nathaniel B. Field Memorial Foundation, Inc., together with the Polish Falcons of America Nest 519, would like to say thank you to all the local community members and participating agencies and businesses that attended the Health and Wellness Fair on Tuesday, 9/28/21 in Middletown. We were so glad to see that the rain, with some heavy downpours, did not stop people from attending the event. It was an incredible evening of sharing local resources and services of traditional and alternative wellness opportunities, with live demonstrations and interesting and upbeat talks. By the end of the evening, the general sentiment was to make this an annual event; I agree!



SOUTH FIRE DISTRICT
City of Middletown
NOVEMBER 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 November

- Facilitated daily HR requests and assisted with administration staff
- Attend engine replacement meeting
- Attended daily shift briefings
- Attended SFD Commissioner meeting
- Attend in a public service announcement with JP Maguire and NBC30.
- Attending Monthly Commissioner's meeting
- Facilitated general vehicle maintenance and needed repairs.
- Maintain house supplies with misc. vendors
- Maintain EMS supply orders
- Continue with completing misc. building construction loose ends
- Attend WebEx meeting for Central Communication
- Arrange COVID19 Booster shots with City Health Department
- Attend Chamber Awards Dinner
- Attend Labor Management meeting
- Review Cyber Liability Insurance with District agent
- Review Preparation for next PSGP on Marine 3
- Evaluate Groton Long Point Marine Vessel with Sea Trial
- Attend Durham Recognition Dinner
- Arrange Annual Apparatus Pump testing
- Arrange Marine 3 winter storage
- Arrange Station Sprinkler Heads completion

Incident Responses:

- Flower Street Structure Fire
- Rt. 9 S/B MVA
- Rt. 9 N/B MVA

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 November, 2021:

Fire Marshal Office Activities/Duties:

- Fire Extinguisher Training to Staff of 510 Saybrook Road
- 100 Training Hill Road - conducted fire drill
- Attended Code Enforcement Meeting
- 70 Maynard Street - conducted fire drill
- Attended Beman School Safety Committee Meeting
- Meeting with Building Department
- Meeting with Middletown Police Department
- Juvenile Fire Setter Meeting
- Attended CT IAAI Annual General Meeting and Conference
- Attended New NFIRS Recording Program presentation
- Juvenile Fire Setter Presentation
- Meeting with Architects concerning 1 Wildermans Way Auditorium Egress
- Attended Code Enforcement Meeting
- Juvenile Fire Setter Presentation
- 600 Highland Avenue - conducted fire drill
- Meeting with Health Department

Inspections:

- 445 Randolph Road – solar panel installation progress inspection with Building Dept.
- 282 Main Street Extension – proposed sprinkler installation
- 1150 South Main Street - apartment building final inspection with Building Dept.
- 1 Wilderman's Way - progress inspection with Building Dept.
- 181 Randolph Road – new boiler final inspection with Building Dept.

Inspections cont.:

- 1 Wilderman's Way – auditorium progress inspection with Building Dept.
- 11 Training Hill Road – oil tank progress inspection with Building Dept.

Training:

- Virtual Career Development – Determining the Origin and Classification of the Cause Part 1
- Virtual Career Development - Accessibility Requirements-ICC/ANSI A117.1 Part 1
- Virtual Career Development - Determining the Origin and Classification of the Cause Part 2
- Virtual Career Development - Accessibility Requirements-ICC/ANSI A117.1 Part 2

Incidents:

- 650 South Main Street – Investigate Dumpster Fire

Fire Marshal James M. Mastroianni
November, 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 November, 2021:

Fire Marshal Office Activities/Duties:

- 100 Training Hill Road – Fire Drill
- 445 Randolph Road – Inspection with Building Department
- 282 Main Street Extension – Sprinkler Inspection
- Code Enforcement Meeting (virtual)
- 1150 South Main Street – Inspection with Building Department
- 1 Wildermans Way – Beman Safety Committee Meeting
- 100 Randolph Road – Fire Drill
- 915 River Road – Juvenile Fire Setter Intervention Meeting
- 181 Randolph Road – Inspection with Building Department
- 1 Wildermans Way – Inspection with Building Department
- 1 Wildermans Way – Exit Sign Meeting
- Essex City Hall – First Due Fire Software Meeting
- 915 River Road – Juvenile Fire Setter Intervention Meeting with Juvenile
- Code Enforcement Meeting (virtual)
- 915 River Road – Juvenile Fire Setter Intervention Meeting with Juvenile
- 600 Highland Avenue – Fire Drill

Inspections:

- 404 South Main Street – assembly - Inspection

Training:

- Determining the Origin and Classification of the Cause (1st Session) - Online
- Accessibility Requirements (1st Session) – Online

-Determining the Origin and Classification of the Cause (2nd Session) – Online

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-Accessibility Requirements (2nd Session) - Online

-Computer Fire Modeling (Oklahoma State University)

-NFPA 921/ NFPA 1033 (Oklahoma State University)

-CT IAAI – Two-Day Training Seminar

Incidents:

-Car Fire

-Car Into Building

-Dumpster Fire

-Assisted On-Duty Crew on Saybrook Road at Incident

-Grease Fire

Deputy Fire Marshal Jason Hurlbut
November, 2021



Office of the Training Captain
SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
860-347-6661
Fax 860-346-6787

December 10, 2021

Greetings,

I am submitting for your review a report detailing the activities of the Training Division for the month of November 2021.

Training Activities:

- EMS Training (Airway Management) All Platoons
- Engine Driver Qualifications, FF Mikos & FF Smith
- Completion of Beman Middle School Preplan/Walk through-All Platoons
- Assisted with CFA Pump Operator class hosted by SFD
- Completion of Highway Incident Safety SOP-All Platoons

Other Activities:

- 11/13-Food Drive @ Stop & Shop w/L3918
- 11/16-Active Shooter Task Force meeting @ SFD
- 11/17-Labor Management Meeting w/Chiefs
- Ongoing Dive Equipment Maintenance/Vendor Coordination

Emergency Responses:

- 11/3-Motor Vehicle Accident-Route 9
- 11/3-Motor Vehicle Accident-Route 9
- 11/12-Motor Vehicle Accident-Route 9
- 11/12-Motor Vehicle Accident-Route 9
- 11/17-Motor Vehicle Accident-Route 9
- 11/17-Flower St-Possible Structure Fire
- 11/23-Motor Vehicle Accident-Route 9
- 11/26-Motor Vehicle Accident Route 9

Respectfully Submitted,

Nick Fischer
Training Captain

Training Classes by Category

Class Date Between {11/01/2021} And {11/30/2021}

							-----Default-----		
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs	Pd	Points
1.5 Extrication & Stabilization Training									
11/15/2021	13:00	Extrication & Stabilization Training	1		A	3.00		0.00	0.00
Totals for Category:						3.00		0.00	0.00
AERIAL GENER Aerial Operation Training									
11/21/2021		Aerial Operation Training	1		C	0.00		0.00	0.00
Totals for Category:						0.00		0.00	0.00
AERIAL TRAIN Aerial / Ladder Driver Training									
11/25/2021		Aerial / Ladder Driver Training	1		C	2.00		0.00	0.00
11/29/2021		Aerial / Ladder Driver Training	1		C	0.00		0.00	0.00
Totals for Category:						2.00		0.00	0.00
AIRWAY AIRWAY MANAGEMENT									
11/17/2021	10:00	AIRWAY MANAGEMENT	1		C	1.00		0.00	0.00
11/22/2021	11:00	AIRWAY MANAGEMENT	1		D	1.00		0.00	0.00
11/23/2021	14:00	AIRWAY MANAGEMENT	1		A	1.00		0.00	0.00
Totals for Category:						3.00		0.00	0.00
BFAM Building Familiarization									
11/30/2021	13:30	Building Familiarization	1		D	0.50		0.00	0.00
Totals for Category:						0.50		0.00	0.00
DT01 General Driver Training									
11/16/2021	13:30	General Driver Training	1	E32	B	1.00		0.00	0.00
11/18/2021	09:30	General Driver Training	1	E32	D	1.50		0.00	0.00
Totals for Category:						2.50		0.00	0.00
DT50 Defensive Driving									
11/10/2021	14:00	Defensive Driving	1		D	0.50		0.00	0.00
Totals for Category:						0.50		0.00	0.00

Training Classes by Category

Class Date Between {11/01/2021} And {11/30/2021}

							-----Default-----		
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs	Pd	Points
PREPLAN Prefire Preplan									
11/30/2021	11:00	Prefire Preplan	1		D	1.00	0.00		0.00
Totals for Category:						1.00	0.00		0.00
PUMP OPER. Pump Operator CFA									
11/01/2021	08:00	Pump Operator CFA	1		S	8.00	0.00		0.00
11/02/2021	08:00	Pump Operator CFA	1		S	8.00	0.00		0.00
11/03/2021	08:00	Car 37 Plow Mounting/Dismounting	1		S	8.00	0.00		0.00
Totals for Category:						24.00	0.00		0.00
PUMP TRAININ Pump Training									
11/02/2021	13:00	Pump Training	1		D	2.00	0.00		0.00
11/10/2021	10:00	Pump Training	1		D	4.00	0.00		0.00
Totals for Category:						6.00	0.00		0.00
SFAM Street Familiarization									
11/18/2021	09:30	Street Familiarization	1		D	1.50	0.00		0.00
Totals for Category:						1.50	0.00		0.00
Total Classes: 18						Grand Totals:	44.00	0.00	0.00

PUBLIC SAFETY TELECOMMUNICATIONS

LOCATION: via WebEx
MONDAY, November 1, 2021
11:00 A.M.

-----Minutes-----

Attendance:

Members Present

Chairman Ross Andrew
Commissioner Susan Bransfield (PFD)
Commissioner Seb Guiliano
Commissioner Gene Nocera

Members Absent

None

Staff Present

Wayne Bartolotta – Director of Central Communications
Robert Grauer – Deputy Director of Central Communications
Jay Woron – Chief, Middletown Fire Department
Dave Albert – Deputy Chief, Middletown Fire Department
Jim Trzaski – Chief, South Fire District
Erik Larson – Hunter's Ambulance

Public Present

Michael Agogliati

<i>CALL TO ORDER</i>

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

<i>MINUTES OF PREVIOUS MEETING</i>

Chairman Andrew made a motion to accept the minutes from the October 4, 2021 meeting, Commissioner Nocera so moved, Commissioner Bransfield seconded, and all voted in favor to accept the minutes as presented.

PUBLIC HEARING

- None

CORRESPONDENCE

- None

MONTHLY REPORT

- Director Bartolotta gave the monthly report:
 - Call statistics were emailed out
 - Telephone activity was 13,000 calls – up slightly for police & fire
 - Administrative calls up – little unusual for this time of year
 - Staffing update:
 - Dispatcher 19 in progress & progressing well
 - Completed staff training on Enhanced Caller Management for professional development and CPR re-certifications were done
 - Deputy Director Grauer working with police, fire, Middlesex Hospital, and the Board of Ed. reviewing the active shooter protocols
 - Motorola currently on scene & continuing the major upgrades to the system – no real problems with coverage reported
 - Fire Alarm panel replacement needed as it's approaching end of life – replacement parts hard to come by
 - Fire department is engaging in replacing as it falls under the Alarms Division which is under the Middletown Fire Department

OLD BUSINESS

- None

NEW BUSINESS

- None

ADJOURNMENT

Commissioner Andrew entertained a motion for adjournment, Commissioner Bransfield so moved, and the meeting was adjourned at 11:09 a.m.

****Director Bartolotta stated that it has been a pleasure working with Commission Bransfield and that she will be missed. All wished her well.*

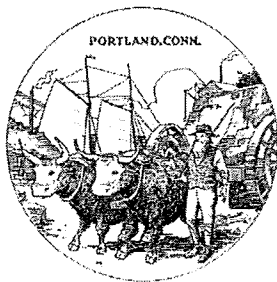
Respectfully Submitted,

Lori Ruffino

Recording Secretary

City of Middletown
Central Communications Center
Monthly Call Statistics - 2021 (estimated)

INCIDENT ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG
Middletown Police Dept.	2443	3393	4205	4210	3698	3741	3730	3608	3763	4174	3854		40819	3711
Portland Police Dept.	270	320	460	463	490	464	387	311	407	413	347		4332	394
Fire Departments (Midd.)	374	382	457	689	703	708	679	493	526	578	525		6114	556
Middletown Fire Dept.	181	212	257	371	435	410	371	276	307	335	290		3445	313
South Fire District	123	108	131	201	160	196	173	129	139	160	160		1680	153
Westfield Fire District	70	62	69	117	108	102	135	88	80	83	75		989	90
Fire Department (Portland)	39	39	63	84	85	83	89	65	71	46	56		720	65
Ambulance only Calls	488	404	768	394	225	199	291	451	446	481	404		4551	414
TOTAL INCIDENT CASE #'s	3614	4538	5953	5840	5201	5195	5176	4928	5213	5692	5186		56536	5140
TELEPHONE ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG
MIDDLETOWN	1391	1405	1542	1657	1822	1840	1878	1880	1773	1979	1761		18928	1721
Wireless & wireline originating in Middletown														
PORTLAND	187	184	184	205	289	276	262	256	263	223	232		2561	233
Wireless & wireline originating in Portland														
Transfers to Dispatch from other towns. For Midd & Port.	199	176	250	179	195	172	127	127	81	195	173		1874	170
TOTAL 911 CALLS	1777	1765	1976	2041	2306	2288	2267	2263	2117	2397	2166		23363	2124
TOTAL ADMIN. CALLS IN	5558	5356	6033	5740	6927	6685	4517	4664	6937	7373	6456		66246	6022
TOTAL ADMIN. CALLS OUT	2209	2159	2533	2341	2882	2649	2061	2116	3029	3230	2778		27987	2544
TOTAL PHONE CALLS	9544	9280	10542	10122	12115	11622	8845	9043	12083	13000	11400		117596	10691
												2020	128,562	10,714
												2019	127,979	10,665
												2018	127,008	10,584
												AVG	127,850	10,654



33 East Main Street ■ P.O. Box 71 ■ Portland, CT 06480-0071
www.portlandct.org ■ Phone: (860) 342-6715 ■ Fax: (860) 342-6714
Equal Opportunity Provider and Employer
Office of the First Selectwoman

November 2, 2021

Wayne Bartolotta, Director
City of Middletown Dispatch
169 Cross Street
Middletown, CT 06457
Wayne.Bartolotta@MiddletownCT.Gov

Dear Mr. Bartolotta:

As you are well aware, I am retiring from the position of First Selectwoman. Therefore, effective November 16, 2021, I hereby resign as representative of the Town of Portland on the Public Safety Telecommunications Commission. It has been a pleasure working with you and the Public Safety team.

I am grateful for the opportunity to have served on the Public Safety Telecommunications Commission and I offer my best wishes for its continued success.

Sincerely yours,

Susan S. Bransfield

Susan S. Bransfield
First Selectwoman
Email: sbransfield@portlandct.org

*Thank you Wayne
you're the best!
Regards to all - Susan*