

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

NOTICE OF COMMISSIONERS MEETING

WHEN: Monday, February 19, 2024

WHERE: Firehouse

TIME: 7:00 P.M.

SUBJECT: Regular Monthly Meeting

Members of the public may attend the meeting at the firehouse or via Zoom:

- Direct link to Zoom:
<https://us02web.zoom.us/j/88609158203?pwd=U3VLTmdXV1g4QVZJdTFtTVNhczNrZz09>
- Visit <https://zoom.us> and join the meeting using the meeting I.D. number and passcode located below.
- Via telephone at 646-558-8656

Meeting I.D. 886 0915 8203
Passcode: SFD

AGENDA

**SOUTH FIRE DISTRICT BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING
MONDAY, FEBRUARY 19, 2024 at 7:00 p.m.**

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ACCEPT/AMEND AGENDA
- 4) OPEN PUBLIC SESSION – ITEMS ON THE AGENDA
- 5) CLOSE PUBLIC SESSION
- 6) ELECTION OF OFFICERS
- 7) MINUTES TO BE ACCEPTED
 - a) January 8, 2024 Regular Monthly Meeting
 - b) January 29, 2024 Special Meeting
 - c) February 5, 2024 Annual Meeting
- 8) TAX COLLECTOR’S REPORTS – JANUARY 2024
 - a) Refunds: \$531.28
 - b) Tax Collector’s Reports
- 9) FINANCIAL REPORTS
 - a) Monthly Expense Detail: December 2023 and January 2024
 - b) Profit & Loss Budget vs. Actual: July 2023 through January 2024
 - c) Cash Balance Reports: January 2024
- 10) ADMINISTRATIVE REPORTS – JANUARY 2024
- 11) COMMISSIONER REPORTS
 - a) Building Committee: Commissioner Thazhampallath
 - b) Pension Committee: Commissioner Kleckowski
 - c) Public Safety Telecommunications: Commissioner Giuliano
 - d) Riverfront Redevelopment Update: Commissioner Pessina
- 12) OLD BUSINESS
 - a) Entry Level Firefighter Hiring Process Update
- 13) NEW BUSINESS
 - a) Discussion of New OSHA Regulations Affecting the Fire Service
 - b) Select Commissioner Representatives for CBA Negotiations, IAFF Local 3918 & UPSEU Unit 3919
 - c) Completion of Rescue 35 Project and Apparatus Tour: Deputy Chief Fischer
- 14) OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA
- 15) CLOSE PUBLIC SESSION
- 16) ADJOURNMENT

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

- Direct link to Zoom:

<https://us02web.zoom.us/j/88609158203?pwd=U3VLTmdXV1g4QVZldTFtTVNhczNrZz09>

- Via telephone: 646-558-8656

- Meeting I.D. 886 0915 8203 Passcode: SFD

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

**Board of Fire Commissioners
REGULAR MONTHLY MEETING MINUTES
Monday, January 8, 2024 at 7:00 p.m.**

Held at the firehouse and via Zoom - Meeting I.D. 816 6615 7988

Present: Commissioners Kleckowski, Giuliano, Pessina; Deputy Chief Fischer; Chief Trzaski (arrived at 7:30 p.m. via Zoom); staff members

Absent: Commissioners Thazhampallath and Gregorio

1. CALL TO ORDER

Chairwoman Kleckowski called the meeting to order at 7:06 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

3. ACCEPT/AMEND AGENDA

The agenda was accepted as presented.

4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA

Chairwoman Kleckowski opened the public session at 7:07 p.m.

Dan Penney, 1101 Chamberlain Hill Road

Mr. Penney asked for clarification on specific expenditures listed on the Monthly Expense Detail report and for the names of the candidates on the ballot for the commissioner election. He urged the commission to set the hours for the election to 6:30 a.m. – 8:00 p.m. and to hold the election at SFD headquarters.

5. CLOSE PUBLIC SESSION

Chairwoman Kleckowski closed the public session at 7:12 p.m.

6. MINUTES TO BE ACCEPTED

a. December 11, 2023 – The minutes were accepted as presented.

7. TAX COLLECTOR’S REPORTS – DECEMBER 2023

a. Refunds: \$1,478.80

MOTION to approve refunds for December 2023 in the amount of \$1,478.80 by Comm. Giuliano/Comm. Pessina. Unanimously approved.

b. Acceptance of the Tax Collector’s Reports

The Tax Collector’s Reports were accepted as received.

8. FINANCIAL REPORTS

- a. Monthly Expense Detail: November and December 2023
- b. Profit & Loss Budget vs. Actual: July 2023 through December 2023
- c. Cash Balance Reports: December 2023

The financial reports were accepted as submitted.

9. ADMINISTRATIVE REPORTS – DECEMBER 2023

Deputy Chief Fischer provided an overview of the December 2023 administrative reports. He also answered questions raised during Public Session.

The deputy chief and the chief provided additional details about *Community Connect* and *LINKED – Autism Safety Project*.

Chairwoman Kleckowski expressed her appreciation and gave credit to Firefighter Davis-Penta for his leadership in the Adopt-A-Family program.

On behalf of the department, Deputy Chief Fischer expressed condolences to Commissioner Thazhampallath on the passing of his mother. He relayed the commissioner’s gratitude to the crew that responded to the call (C Platoon, led by LT Gamache). Commissioners Kleckowski, Pessina, and Guiliano also spoke of the professionalism, empathy, and compassion of the SFD line staff.

The administrative reports were accepted as presented.

10. COMMISSIONER REPORTS

a. Building Committee: Commissioner Thazhampallath

Commissioner Thazhampallath was not present to provide an update. Chief Trzaski advised the commission that he had a conversation with Paul Pizzo and the construction manager regarding the possibility of obtaining a waiver for the prevailing wage requirement.

b. Pension Committee: Chairwoman Kleckowski

Chairwoman Kleckowski said a meeting was being planned in the spring. She spoke of the much-improved communication with, and outreach to the staff.

c. Public Safety Telecommunications: Commissioner Giuliano

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

d. Riverfront Redevelopment Update: Commissioner Pessina

Commissioner Pessina indicated that the restaurant project is coming along nicely.

11. OLD BUSINESS None

12. NEW BUSINESS

a. Set Hours for February 5, 2024 Commissioner Election

MOTION to set the hours for the February 5, 2024 commissioner election from 8:00 a.m. to 8:00 p.m. by Comm. Pessina/Comm. Giuliano. Unanimously approved.

b. Approve Proposed Date to Begin Accepting Absentee Ballots

MOTION to approve the proposed date of January 16, 2024 to begin accepting absentee ballots by Comm. Giuliano/Comm. Pessina. Unanimously approved.

c. Discussion of Entry Level Firefighter Hiring Process

Deputy Chief Fischer explained the proposed hiring process for entry level firefighters which will significantly broaden the candidate pool. There would be a civil service test and an oral exam resulting in a certified list and a non-certified list. Candidates on the certified list could be hired in the event of an immediate need; candidates on the non-certified list would be sent

to the fire academy for certification, which would take about six months. The only two conditions to apply would be EMT certification and the passing of a CPAT test at the time of a conditional offer. The goal is to advertise at the end of January/beginning of February, with the test in mid-March. It was agreed that steps would be taken to ensure residents of the City of Middletown are made aware of this opportunity, including notifying city high schools.

13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Chairwoman Kleckowski opened the public session at 7:51 p.m.

Dan Penney

Mr. Penney asked for the status of the annual report and if an extension to file the report with the State of Connecticut has been requested. He also inquired about the Bank of America statement summary page not being included in the meeting packet. Mr. Penney suggested the use of microphones be reinstated. He also asked for clarification as to who certifies the candidates for commissioner elections and absentee ballots.

14. CLOSE PUBLIC SESSION

Chairwoman Kleckowski closed the public session at 7:55 p.m.

Executive Assistant advised that the Bank of America summary page for the Month of December was not attached to the meeting packet because the charges have not yet been processed. The moderator for the elections verifies the proper acceptance and counting of absentee ballots.

15. ADJOURNMENT

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

The meeting was adjourned at 7:55 p.m.

Submitted by,

Alyse McEwen

Alyse McEwen
Recording Secretary

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

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

**SPECIAL MEETING
Monday, January 29, 2024 – 6:30 p.m.**

Held at the firehouse and available via Zoom - Meeting ID 829 0814 6666

Present: Commissioners Kleckowski, Giuliano, and Gregorio; Chief Trzaski, Deputy Chief Fischer (via Zoom); Charles T. Costello (via Zoom)

Absent: Commissioners Thazhampallath and Pessina

1. CALL TO ORDER

Chairwoman Kleckowski called the meeting to order at 6:39 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. PUBLIC SESSION

Chairwoman Kleckowski opened the public session at 6:34 p.m.

Dan Penney, Chamberlain Hill Road

Mr. Penney asked the auditor if there was a carryover and, if so, how it is being distributed and where is it noted in the report. He also asked that there be a publicly advertised notice indicating the report, once accepted, is available for review at the fire station.

MOTION to closed public session by Comm. Giuliano/Comm. Gregorio. Unanimously accepted. Chairwoman Kleckowski closed the public session at 6:35 p.m.

4. REVIEW OF INDEPENDENT AUDITOR'S REPORT

Charles T. Costello, Costello & Company, LLC

Mr. Costello gave an overview of the draft Independent Auditor's Report/Financial Statements as of June 30, 2023.

MOTION to accept the Independent Auditor's Report/Financial Statements as of June 30, 2023 by Comm. Giuliano/Comm. Gregorio. Unanimously approved.

MOTION to authorize Costello Company, LLC to file the Independent Auditor's Report/Financial Statements as of June 30, 2023 with the State of Connecticut/Office of Policy and Management in accordance with the Connecticut General Statutes by Comm. Giuliano/Comm. Gregorio. Unanimously approved.

Vice Chairman Giuliano asked that the report be posted on the district's website and copies be made available at the fire house for public review.

Chairwoman Kleckowski thanked the entire staff for a job well done. Chief Trzaski echoed the chairwoman's sentiments adding that it is collaborative teamwork. He said that providing emergency services in a fire district is like running "a mini city" and he is unbelievably impressed about the way the staff handles their day-to-day responsibilities.

5. ADJOURNMENT

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

The meeting was adjourned at 7:01 p.m.

Submitted by,

Alyse McEwen

Alyse McEwen
Recording Secretary

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

DRAFT

**SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457**

**Board of Fire Commissioners
Annual Meeting Minutes
February 5, 2024 – 8:00 p.m.**

Held at the firehouse and via Zoom – Meeting I.D. 892 8390 8903

Present: Commissioners Giuliano, Gregorio, and Kleckowski; Chief James Trzaski, Deputy Chief Nick Fischer (via Zoom); staff members; members of the public

Absent: Commissioners Thazhampallath and Pessina

1. CALL TO ORDER

Vice Chairman Guiliano called the meeting to order at 8:13 p.m.

2. PLEDGE OF ALLEGIANCE The Pledge of Allegiance was recited.

3. ACCOUNTING OF FISCAL AFFAIRS FOR FISCAL YEAR ENDING JUNE 30, 2023

In compliance with Connecticut General Statutes, the South Fire District Independent Auditor’s Report/Financial Statements as of June 30, 2023 have been filed with the State of Connecticut/Office of Policy and Management. Copies are available on the South Fire District website and at the firehouse.

4. READING OF THE LEGAL NOTICE

Vice Chairman Giuliano read the legal notice as published in the Hartford Courant and the Middletown Press on January 26, 2024.

5. ELECTION OF COMMISSIONER

Moderator William Wilson announced the results of the fire commissioner election as follows:

	David Bauer	Deborah Kleckowski	Daniel Penney
Votes by Ballot Tabulator	15	160	135
Votes by Absentee Ballots	2	8	0
Total Number of Votes	17	168	135

Vice Chairman Giuliano declared Deborah Kleckowski as commissioner for a 5-year term commencing February 6, 2024 at 12 noon. He subsequently administered the Oath of Office.

6. ADJOURNMENT

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

The meeting adjourned at 8:18 p.m.

Submitted by,

Alyse McEwen

Alyse McEwen

Recording Secretary

Refund Report
 Conditions: Year 2007 To 2022 Dist To Order By Bill Number Include Susp : No Suspense Recap by Bank : No Recap by District No Tax/Uef All Terminal #: All
 S-D Name SFD Name Tax Paid Int Paid Lien Paid Fee Paid Bint Paid Tot Paid Bank Prop Loc./Vehicle Last Date RF

Bill #	S-D Name	SFD Name	Tax Paid	Int Paid	Lien Paid	Fee Paid	Bint Paid	Tot Paid	Bank Prop Loc./Vehicle	Last Date RF
2022-03-0059922	2	ENTERPRISE FM TRUST	-45.02	0.00	0.00	0.00	0.00	-45.02	C202199	JTEBU5JUR0K57111156
2022-03-0060614	2	59942 FERNANDEZ ALEXANDER R	-104.71	0.00	0.00	0.00	0.00	-104.71	BF97412	4TLG11BK3N0059376
2022-03-0065216	2	60614 HYUNDAI LEASE TITLING TRUSFD	-92.66	0.00	0.00	0.00	0.00	-92.66	AU95960	5XYPRDA54KG543472
2022-03-0073985	2	65216 NISSAN INFINITI LT LLC	-73.51	0.00	0.00	0.00	0.00	-73.51	BS51080	5N1AT3BB3MC720193
2022-03-0074014	2	73985 NISSAN INFINITI LT LLC	-61.05	0.00	0.00	0.00	0.00	-61.05	BD34973	5N1DR3CC5NC205815
2022-03-0077520	2	74014 NISSAN INFINITI LT LLC	-23.31	0.00	0.00	0.00	0.00	-23.31	ANL2652	19XFB2E54FE038951
2022-03-0080737	2	77520 REGULA ADRIAN R	-19.22	0.00	0.00	0.00	0.00	-19.22	AY96399	WA1CFAPF9DA015757
2022-03-0084221	2	80737 SLOUTSKIN RONALD B	-70.89	0.00	0.00	0.00	0.00	-70.89	AY43809	YV4162UK3L2320946
2022-03-0084539	2	84221 VCF5 AUTO LEASING CO	-40.91	0.00	0.00	0.00	0.00	-40.91	AM39622	3VM6T7B02LM4011560
		84539 VW CREDIT LEASING LTD		0.00	0.00	0.00	0.00			
TOT MOTORVEHICLE	# Of Accts: 9	SFD	-531.28	0.00	0.00	0.00	0.00	-531.28		
YEAR 2022	# Of Accts: 9	SFD	-531.28	0.00	0.00	0.00	0.00	-531.28		
GRAND TOTAL	# Of Accts: 9	SFD	-531.28	0.00	0.00	0.00	0.00	-531.28		

Tax Collections January 2024

	TOTAL COLLECTABLE TAX (GRAND RATE BOOK)	TOTAL TAXES PAID (GRAND RATE BOOK)	CURRENT YEAR REFUNDS (GRAND RATE BOOK)	PERCENTAGE COLLECTED	PRIOR YEAR REFUNDS (GRAND RATE BOOK)
RE	\$ 6,012,798.62	\$ 5,903,425.58	\$1,183.72	98.20%	\$0.00
PP	\$ 938,702.16	\$ 930,791.81	\$18.33	99.16%	\$3.12
MV	\$ 464,850.85	\$ 401,413.33	\$2,727.76	86.94%	\$283.45
MVS	\$ 56,222.89	\$ 31,732.72	\$0.00	56.44%	\$57.11
TOTAL	\$ 7,472,574.52	\$ 7,267,363.44	\$ 3,929.81	97.31%	\$ 343.68

Submitted by:
Lee R. Matterazzo, CCMC
Tax Collector

SOUTH FIRE DISTRICT TAX COLLECTORS REPORT	
COLLECTIONS JANUARY 2024	
REAL ESTATE	\$ 21,924.78
MOTOR VEHICLE	\$ 6,957.26
PERSONAL PROPERTY	\$ 689.39
SUPPLEMENTAL MOTOR VEHICLE	\$ 31,732.72
BACK TAXES	\$ 6,378.01
CURRENT INTEREST	\$ 3,048.84
BACK INTEREST	\$ 3,196.54
FEES PAID	\$ 706.11
LIENS RELEASED	\$ 240.00
COLLECTIONS 2023/2024	
	\$ 74,873.65
JULY	\$ 6,223,864.66
AUGUST	\$ 790,755.58
SEPTEMBER	\$ 159,383.13
OCTOBER	\$ 52,504.89
NOVEMBER	\$ 30,179.50
DECEMBER	\$ 20,047.46
JANUARY	\$ 74,873.65
FEBRUARY	
MARCH	
APRIL	
MAY	
JUNE	
COLLECTED YEAR TO DATE	
	\$ 7,351,608.87
GRANTS RECEIVED	
MUNICIPAL GRANTS-IN-AID	\$ -
MUNICIPAL GRANTS AND REVENUE SHARING	\$ -
NRG	\$ 201,650.00
TOTAL GRANTS	
	\$ 201,650.00
TOTAL YEAR-TO-DATE	
	\$ 7,553,258.87
Respectfully submitted by:	
Lee Matterazzo, CCMC, Tax Collector	
South Fire District	

South Fire District Monthly Expense Detail December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7201 · Electricity					
	12/04/2023	Earthlight Power, LLC.	489.60		489.60
	12/28/2023	Eversource	848.59		1,338.19
	01/02/2024	Earthlight Power, LLC.	292.50		1,630.69
Total 7201 · Electricity			1,630.69	0.00	1,630.69
7202 · Water and Sewer					
	12/01/2023	Middletown Water & Sewer Dept	240.83		240.83
	01/01/2024	Middletown Water & Sewer Dept	240.83		481.66
Total 7202 · Water and Sewer			481.66	0.00	481.66
7203 · Heating					
	12/04/2023	Eversource	1,040.43		1,040.43
	01/03/2024	Eversource	1,185.97		2,226.40
Total 7203 · Heating			2,226.40	0.00	2,226.40
7204 · Telephone					
	12/15/2023	Frontier Communications	233.64		233.64
	01/15/2024	Frontier Communications	231.59		465.23
Total 7204 · Telephone			465.23	0.00	465.23
7401 · Fuel					
	12/23/2023	WEX Bank - Small Bus. Card	1,627.90		1,627.90
	12/27/2023	Grainger	44.28		1,672.18
	12/27/2023	Hall's Power Equipment	57.98		1,730.16
	12/28/2023	Grainger	22.14		1,752.30
	12/31/2023	Bank of America	50.00		1,802.30
	12/31/2023	Bank of America	65.00		1,867.30
	01/18/2024	Dime Oil, LLC.	3,987.99		5,855.29
	01/23/2024	WEX Bank - Small Bus. Card	1,491.16		7,346.45
	01/31/2024	Bank of America	65.00		7,411.45
Total 7401 · Fuel			7,411.45	0.00	7,411.45
7403-1 · Apparatus Preventative Maint.					
	01/22/2024	First Line Emergency	1,399.76		1,399.76
Total 7403-1 · Apparatus Preventative Maint.			1,399.76	0.00	1,399.76
7403 · Vehicle Repairs					
	12/05/2023	Barnwell House of Tires, Inc.	1,804.70		1,804.70
	12/05/2023	Brake Pro, LLC	106.00		1,910.70
	12/08/2023	Firematic Supply Co. Inc.	131.67		2,042.37
	12/10/2023	Jerry's Marine Service	306.00		2,348.37

South Fire District
Monthly Expense Detail
December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7403 · Vehicle Repairs, continued					
	12/21/2023	First Line Emergency	330.00		2,678.37
	12/31/2023	Advance Auto Parts	64.80		2,743.17
	12/31/2023	Bank of America	29.44		2,772.61
	01/03/2024	Brake Pro, LLC	495.00		3,267.61
	01/03/2024	First Line Emergency	7,880.54		11,148.15
	01/22/2024	First Line Emergency	7,610.38		18,758.53
	01/29/2024	First Line Emergency	2,247.21		21,005.74
	01/31/2024	Advance Auto Parts	28.92		21,034.66
			<u>21,034.66</u>	<u>0.00</u>	<u>21,034.66</u>
Total 7403 · Vehicle Repairs					
7404 · NFPA/OSHA Compliance					
	01/29/2024	Municipal Emergency Services/Shipman's	325.00		325.00
			<u>325.00</u>	<u>0.00</u>	<u>325.00</u>
Total 7404 · NFPA/OSHA Compliance					
7406 · Vehicle Supplies					
	12/01/2023	Petzold's Marine Center	14.97		14.97
	12/28/2023	Ace Home Center	17.79		32.76
	01/10/2024	Grainger	43.23		75.99
	01/31/2024	Bank of America	111.92		187.91
	01/31/2024	Bank of America	75.94		263.85
			<u>263.85</u>	<u>0.00</u>	<u>263.85</u>
Total 7406 · Vehicle Supplies					
7501 · Insurance-Workers Compensation					
	12/01/2023	Benchmark Insurance Company	16,098.00		16,098.00
	01/01/2024	Benchmark Insurance Company	16,098.00		32,196.00
			<u>32,196.00</u>	<u>0.00</u>	<u>32,196.00</u>
Total 7501 · Insurance-Workers Compensation					
7502 · Insurance - Commercial Package					
	01/09/2024	HD Segur Insurance	12,490.00		12,490.00
			<u>12,490.00</u>	<u>0.00</u>	<u>12,490.00</u>
Total 7502 · Insurance - Commercial Package					
7512 · Pension - Defined Contribution					
	12/06/2023	Lincoln Financial - Pension 401	29,731.71		29,731.71
	01/08/2024	Lincoln Financial - Pension 401	30,207.51		59,939.22
			<u>59,939.22</u>	<u>0.00</u>	<u>59,939.22</u>
Total 7512 · Pension - Defined Contribution					
7701 · Tax Collector's Expense					
	01/16/2024	CT Tax Collectors' Association, Inc.	75.00		75.00
	01/16/2024	Middlesex County Tax Collectors Assoc.	20.00		95.00
	01/22/2024	Quality Data Service, Inc	82.75		177.75
	01/22/2024	Quality Data Service, Inc	401.22		578.97

South Fire District Monthly Expense Detail December 2023 and January 2024

	Date	Name	Debit	Credit	Balance
7701 · Tax Collector's Expense, continued					
	01/22/2024	Quality Data Service, Inc	199.08		778.05
	01/22/2024	Quality Data Service, Inc	67.50		845.55
	01/22/2024	Quality Data Service, Inc	67.50		913.05
	01/22/2024	Quality Data Service, Inc	709.58		1,622.63
	01/31/2024	Bank of America	119.64		1,742.27
Total 7701 · Tax Collector's Expense			1,742.27	0.00	1,742.27
7703 · Office Expenses					
	01/31/2024	Bank of America	16.88		16.88
	01/31/2024	Bank of America	10.18		27.06
	01/31/2024	Bank of America	20.98		48.04
	01/31/2024	Bank of America	305.85		353.89
	01/31/2024	Bank of America	39.56		393.45
Total 7703 · Office Expenses			393.45	0.00	393.45
7706 · Postage					
	01/08/2024	FedEx	22.36		22.36
	01/15/2024	FedEx	18.81		41.17
	01/18/2024	Purchase Power	604.50		645.67
Total 7706 · Postage			645.67	0.00	645.67
7708 · Commissioner's Compensation					
	12/06/2023	Paychex	750.00		750.00
	01/03/2024	Paychex	750.00		1,500.00
	01/31/2024	Paychex	750.00		2,250.00
Total 7708 · Commissioner's Compensation			2,250.00	0.00	2,250.00
7709 · Activity Expense					
	01/31/2024	Bank of America	161.03		161.03
	01/31/2024	Bank of America	172.94		333.97
	01/31/2024	Bank of America	65.00		398.97
Total 7709 · Activity Expense			398.97	0.00	398.97
7710 · Professional Services					
7711 · Legal Expense					
7711B · Legal Expense - H & H					
	12/05/2023	Nuzzo & Roberts, LLC.	920.00		920.00
	01/08/2024	Nuzzo & Roberts, LLC.	40.00		960.00
Total 7711B · Legal Expense - H & H			960.00	0.00	960.00
Total 7711 · Legal Expense			960.00	0.00	960.00

South Fire District
Monthly Expense Detail
 December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7710 · Professional Services, continued					
7710 · Professional Services - Other					
	12/06/2023	Paychex	62.70		62.70
	12/07/2023	Paychex	126.56		189.26
	12/07/2023	Paychex	58.58		247.84
	12/14/2023	Paychex	126.56		374.40
	12/14/2023	Paychex	58.58		432.98
	12/21/2023	Paychex	126.56		559.54
	12/21/2023	Paychex	58.58		618.12
	12/28/2023	Paychex	128.62		746.74
	12/28/2023	Paychex	58.58		805.32
	12/31/2023	Merrick & Associates, LLC	400.00		1,205.32
	01/04/2024	Paychex	128.62		1,333.94
	01/04/2024	Paychex	16.25		1,350.19
	01/04/2024	Paychex	26.00		1,376.19
	01/04/2024	Paychex	58.58		1,434.77
	01/04/2024	Paychex	62.70		1,497.47
	01/11/2024	Paychex	126.56		1,624.03
	01/11/2024	Paychex	479.50		2,103.53
	01/11/2024	Paychex	58.58		2,162.11
	01/18/2024	Paychex	128.62		2,290.73
	01/18/2024	Paychex	58.58		2,349.31
	01/25/2024	Paychex	126.56		2,475.87
	01/25/2024	Paychex	58.58		2,534.45
		Total 7710 · Professional Services - Other	2,534.45	0.00	2,534.45
		Total 7710 · Professional Services	3,494.45	0.00	3,494.45
7714 · Advertising / Voting					
	12/28/2023	Middletown Press- Hearst Media Services	167.10		167.10
	12/31/2023	Hartford Courant - Advertising	87.26		254.36
		Total 7714 · Advertising / Voting	254.36	0.00	254.36
7717 · Software Support					
	12/31/2023	Bank of America	142.00		142.00
	01/01/2024	websolutions DBA Exposure	105.00		247.00
	01/31/2024	Bank of America	142.00		389.00
		Total 7717 · Software Support	389.00	0.00	389.00
7801 · Repairs Building					
	12/28/2023	Air Cleaning Specialists of New England	518.00		518.00
	12/31/2023	Bank of America	49.46		567.46
	01/13/2024	Dependable Doors	200.00		767.46

South Fire District Monthly Expense Detail December 2023 and January 2024

	Date	Name	Debit	Credit	Balance
7801 · Repairs Building, continued					
	01/28/2024	Ace Home Center	42.99		810.45
	01/28/2024	Ace Home Center		42.99	767.46
Total 7801 · Repairs Building			810.45	42.99	767.46
7802 · Supplies Maintenance					
	12/11/2023	W.B. Mason Company, Inc.	192.84		192.84
	12/19/2023	Grainger	138.93		331.77
	12/28/2023	Ace Home Center	31.98		363.75
	12/28/2023	Ace Home Center	13.65		377.40
	12/28/2023	Ace Home Center	29.85		407.25
	12/28/2023	Ace Home Center	42.27		449.52
	12/28/2023	W.B. Mason Company, Inc.	31.40		480.92
	12/31/2023	Bank of America	46.32		527.24
	12/31/2023	Bank of America	54.79		582.03
	12/31/2023	Bank of America	59.78		641.81
	01/10/2024	W.B. Mason Company, Inc.	48.32		690.13
	01/11/2024	W.B. Mason Company, Inc.	81.92		772.05
	01/11/2024	W.B. Mason Company, Inc.	165.71		937.76
	01/22/2024	W.B. Mason Company, Inc.	89.09		1,026.85
	01/28/2024	Ace Home Center	1.72		1,028.57
	01/28/2024	Ace Home Center	27.41		1,055.98
	01/28/2024	Ace Home Center	13.46		1,069.44
	01/28/2024	Ace Home Center	16.15		1,085.59
	01/31/2024	Bank of America	17.01		1,102.60
	01/31/2024	Bank of America	150.00		1,252.60
	01/31/2024	Bank of America	49.63		1,302.23
	01/31/2024	Bank of America	101.10		1,403.33
	01/31/2024	Bank of America	44.96		1,448.29
Total 7802 · Supplies Maintenance			1,448.29	0.00	1,448.29
7803 · Services					
	12/01/2023	A & A Office Systems, Inc. - Usage	33.55		33.55
	12/05/2023	JP Bellamo & Sons, Inc.	50.00		83.55
	12/06/2023	Comcast	100.80		184.35
	12/07/2023	Comcast	22.52		206.87
	12/09/2023	De Lage Landen Financial Services, Inc.	121.00		327.87
	12/11/2023	Pitney Bowes Inc. - Quarterly	217.86		545.73
	12/22/2023	All Waste	200.00		745.73
	01/04/2024	JP Bellamo & Sons, Inc.	50.00		795.73
	01/06/2024	De Lage Landen Financial Services, Inc.	121.00		916.73
	01/06/2024	Comcast	100.80		1,017.53

South Fire District
Monthly Expense Detail
December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7803 · Services, continued					
	01/07/2024	Comcast	22.48		1,040.01
	01/08/2024	Middletown Fire Dept	250.00		1,290.01
	01/25/2024	All Waste	200.00		1,490.01
Total 7803 · Services			1,490.01	0.00	1,490.01
7805 · Equipment					
	12/31/2023	Bank of America	2,284.35		2,284.35
	01/31/2024	Bank of America	255.21		2,539.56
	01/31/2024	Bank of America		255.21	2,284.35
	01/31/2024	Bank of America	239.97		2,524.32
	01/31/2024	Bank of America	104.90		2,629.22
Total 7805 · Equipment			2,884.43	255.21	2,629.22
7901 · Emergency Medical Equipment					
	12/07/2023	Common Cents EMS Supply, LLC.	211.73		211.73
	12/27/2023	Common Cents EMS Supply, LLC.	67.63		279.36
	01/08/2024	Common Cents EMS Supply, LLC.	175.50		454.86
	01/08/2024	Common Cents EMS Supply, LLC.	62.55		517.41
	01/10/2024	Common Cents EMS Supply, LLC.	245.15		762.56
Total 7901 · Emergency Medical Equipment			762.56	0.00	762.56
7902 · Computer Equip & Supplies					
	12/28/2023	Grainger	261.92		261.92
	01/31/2024	Bank of America	35.98		297.90
Total 7902 · Computer Equip & Supplies			297.90	0.00	297.90
7903 · Training					
	12/31/2023	Bank of America	250.00		250.00
	12/31/2023	Bank of America	299.99		549.99
	12/31/2023	Bank of America	250.00		799.99
	12/31/2023	Bank of America	150.00		949.99
	12/31/2023	Bank of America	199.26		1,149.25
	01/31/2024	Bank of America	202.07		1,351.32
	01/31/2024	Bank of America	256.24		1,607.56
	01/31/2024	Bank of America	73.94		1,681.50
	01/31/2024	Bank of America	73.94		1,755.44
	01/31/2024	Bank of America		68.95	1,686.49
	01/31/2024	Bank of America	50.00		1,736.49
	01/31/2024	Bank of America	135.00		1,871.49
	01/31/2024	Bank of America	430.17		2,301.66
	01/31/2024	Bank of America	276.96		2,578.62

South Fire District Monthly Expense Detail December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7903 · Training, continued					
	01/31/2024	Bank of America	425.00		3,003.62
	01/31/2024	Bank of America	540.00		3,543.62
Total 7903 · Training			3,612.57	68.95	3,543.62
7905 · Fire Fighting Equipment					
	12/20/2023	Fire Equipment Headquarters	394.12		394.12
	12/27/2023	Hall's Power Equipment	26.99		421.11
	12/29/2023	Municipal Emergency Services/Shipman's	435.98		857.09
	12/31/2023	Bank of America	1,850.00		2,707.09
	01/04/2024	U.S. Darkwater, LLC.	64.99		2,772.08
	01/04/2024	U.S. Darkwater, LLC.	64.99		2,837.07
	01/10/2024	Municipal Emergency Services/Shipman's	514.20		3,351.27
	01/11/2024	Handley, Jonathan		65.00	3,286.27
	01/24/2024	Fire Equipment Headquarters	524.00		3,810.27
	01/31/2024	Municipal Emergency Services/Shipman's	73.13		3,883.40
	01/31/2024	Bank of America	162.99		4,046.39
Total 7905 · Fire Fighting Equipment			4,111.39	65.00	4,046.39
7906 · Special Service Units					
	12/13/2023	U.S. Darkwater, LLC.	154.98		154.98
	12/13/2023	U.S. Darkwater, LLC.	114.99		269.97
	12/13/2023	U.S. Darkwater, LLC.	39.99		309.96
	12/13/2023	U.S. Darkwater, LLC.	64.99		374.95
	01/17/2024	U.S. Darkwater, LLC.	39.99		414.94
	01/17/2024	U.S. Darkwater, LLC.	169.98		584.92
Total 7906 · Special Service Units			584.92	0.00	584.92
7907 · Fire Marshal's Office					
	12/12/2023	International Assoc of Arson Investigator	288.00		288.00
Total 7907 · Fire Marshal's Office			288.00	0.00	288.00
7909 · Uniforms					
	12/08/2023	Security Uniforms, Inc.	242.00		242.00
	12/08/2023	Security Uniforms, Inc.	6,088.00		6,330.00
	12/08/2023	Security Uniforms, Inc.	145.00		6,475.00
	12/08/2023	Security Uniforms, Inc.	119.00		6,594.00
	12/12/2023	Security Uniforms, Inc.		81.20	6,512.80
	12/19/2023	Security Uniforms, Inc.	30.00		6,542.80
	01/11/2024	DeFrancesco, Geoffrey		16.00	6,526.80
	01/11/2024	Handley, Jonathan		26.00	6,500.80
	01/30/2024	EMP Apparel, LLC.	61.00		6,561.80
Total 7909 · Uniforms			6,685.00	123.20	6,561.80

South Fire District
Monthly Expense Detail
 December 2023 and January 2024

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7910 · Protective Clothing					
7910A · Gear Cleaning/Inspection/Repair					
	12/19/2023	U.S. Darkwater, LLC.	89.98		89.98
Total 7910A · Gear Cleaning/Inspection/Repair			89.98	0.00	89.98
7910 · Protective Clothing - Other					
	12/20/2023	Firematic Supply Co. Inc.	477.40		477.40
	01/31/2024	Bank of America	283.67		761.07
Total 7910 · Protective Clothing - Other			761.07	0.00	761.07
Total 7910 · Protective Clothing			851.05	0.00	851.05
7911 · Communications					
	01/18/2024	Sigtronics Corporation	158.37		158.37
Total 7911 · Communications			158.37	0.00	158.37
7912 · Cellular Phones					
	12/11/2023	AT&T Mobility	589.74		589.74
	01/11/2024	AT&T Mobility	591.05		1,180.79
Total 7912 · Cellular Phones			1,180.79	0.00	1,180.79
7913 · Breathing Air & Oxygen					
	01/15/2024	Airgas USA, LLC	296.45		296.45
Total 7913 · Breathing Air & Oxygen			296.45	0.00	296.45
7915 · Medical Testing					
	12/18/2023	Coniglio, Kyle.	98.00		98.00
	12/20/2023	Gregorio, William F. Jr.	25.00		123.00
	12/29/2023	Smith, Christopher.	98.00		221.00
	01/12/2024	Priority Urgent Care	130.00		351.00
	01/12/2024	Priority Urgent Care	130.00		481.00
Total 7915 · Medical Testing			481.00	0.00	481.00
7916 · Breathing Apparatus-Test Repair					
	12/14/2023	Municipal Emergency Services/Shipman's	15.00		15.00
	12/14/2023	Municipal Emergency Services/Shipman's	48.57		63.57
	12/28/2023	Municipal Emergency Services/Shipman's	127.29		190.86
Total 7916 · Breathing Apparatus-Test Repair			190.86	0.00	190.86
TOTAL			175,566.13	555.35	175,010.78

South Fire District
Bank of America Purchase Details
Billing Time Period: 12/01/2023 – 12/31/2023

Purchase Date	Vendor	Description of Purchase	Line Item	P.O. #	Amount
Account # -0421 (DC)					
11/30/23	WS Darley Co.	Electric vehicle emergency plugs (received \$250 reimbursement from Liberty Bank)	7905	23-011	1850.00
12/6/23	Amazon	HEPA replacement filters for air purifier	7802	23-011	46.32
12/14/23	Engine House Training PayPal	Training class - "The New Fire Chief"	7903	23-015	250.00
12/17/23	Founders Technology	Monthly cloud services – Month of January	7717	23-009	142.00
12/18/23	NAPA Auto Parts	Windshield wipers	7403		29.44
12/21/23	Exxon	Fuel – Car 31	7401		50.00
12/23/23	AMG	Fuel – Car 31	7401		65.00
12/28/23	Amazon	Replacement ice machine	7805	23-012	2284.35
Account # -6809 (Chief)					
12/4/23	FiredUp	FiredUp Firefighter Promotional Exam Prep	7903	23-015	299.99
12/11/23	Amazon	Replacement air hose	7801	23-010	49.46
12/11/23	Amazon	Washing machine cleaner	7802	23-011	54.79
12/15/23	Home Depot	Light bulbs, mounting pads, cable ties, extension cords	7802	23-011	59.78
12/15/23	Engine House Training PayPal	Training class – "The New Fire Chief"	7903	23-015	250.00
12/22/23	Eventbrite	2024 CFDIA Instructor Development Seminar (Capt. Turenne, DFM Parmelee, FF Lynch)	7903	23-015	150.00
12/22/23	Northeastern Fire	Northeastern Fire Summit 2024 (Capt. Turenne)	7903	23-015	199.26
		TOTAL			\$5780.39

South Fire District
Bank of America Purchase Details
Billing Time Period: 1/01/2024 – 1/31/2024

Purchase Date	Vendor	Description of Purchase	Line Item	P.O. #	Amount
Account # -0421 (DC)					
12/29/23	Tractor Supply	Multi-surface push broom	7802	23-011	17.01
12/30/23	AMG Retail	Gas – C31 (<i>Missing Receipt Affidavit attached</i>)	7401		65.00
1/3/24	Rock N Rescue	Poseidon picket storage bag	7905	23-017	162.99
1/4/24	L&I Refrigeration, Inc.	Service for ice machine	7805	23-012	150.00
1/6/24	Amazon	Frigidaire water filtration filter	7802	23-011	49.63
1/7/24	Amazon	Cylinder wall mounted bracket heavy duty nitrogen tank holder	7406	23-001	111.92
1/11/24	EMP Apparel	SFD apparel for Phil Coco of Westfield FD for providing staff members EMT refresher course at no charge	7903	23-015	202.07
1/17/24	Founders Technology	Monthly cloud services – Month of February	7717	23-009	142.00
1/6/24	Vero Cucino	Meal – winter storm standby	7709	23-007	161.03
1/11/24	University of New Haven Bookstore	Exploring Psychology in Modules 12e & Achieve for Exploring Psychology in Modules 12-e (1-term access); Public Administration - DC Fischer	7903	23-015	256.24
1/15/24	At Home	(3) Office chairs (Communications)	7805	23-012	255.21
1/15/24	At Home	Canceled sale of (3) office chairs to remove tax	7805	23-012	(255.21)
1/15/24	At Home	(3) Office chairs (Communications)	7805	23-012	239.97
1/23/24	Amazon	Rubber latch with stainless steel bracket (T34); Four gas cylinder brackets (R35)	7406	23-001	75.94
1/27/24	UNH Campus Store	Cases in Public Policy and Administration (ordered but not received)	7903	23-015	73.94
1/29/24	UNH Campus Store	Cases in Public Policy and Administration (reordered)	7903	23-015	73.94
1/29/24	UNH Campus Store	Refund for Cases in Public Policy and Administration, less digital delivery fee (credit memo not received)	7903	23-015	(68.95)
Account # -6809 (Chief)					
1/2/24	EB 2024 CFDIA Instructors Assoc.	CFDIA Instructor Development Seminar (Chief Trzaski)	7903	23-015	50.00
1/3/24	Amazon	"Received" rubber stamp (DC)	7703	23-004	16.88
1/3/24	Amazon	"Approved" rubber stamp (DC)	7703	23-004	10.18
1/3/24	Amazon	Custom rubber stamp (used for invoice approval)	7703	23-004	20.98
1/4/24	Staples	Misc. office supplies	7703	23-004	305.85
1/4/24	Staples	Copy paper (2 cases)	7701	23-002	119.64
1/4/24	Sam's Club	Meals – storm standby	7709	23-007	172.94
1/10/24	Capitol Fire Training LLC	Capitol Fire Winter Symposium (Capt. Zajac, FF Pantera, FF Kelly)	7903	23-015	135.00

1/15/24	Awards of Elegance	Retirement gift for Portland fire chief	7709	23-007	65.00
1/19/24	WPSG (The Fire Store)	4 helmet devices (FFs Thurz, Tiezzi, Pantera, Dudek)	7910	23-021	283.67
1/19/24	Amazon	(5) sets of office chair caster wheels Alcase for iPhone with belt clip holster, screen protector	7805 7902	23-012 23-014	104.90 35.98
1/19/24	Amazon	Blubird air hose/Patriot air hose (2)	7802	23-011	101.10
1/22/24	Home Depot	Washers, screws, prime studs	7802	23-011	44.96
1/23/24	Washington Hilton	Lodging - 2024 National Fire & Emergency Services Symposium (Chief Trzaski)	7903	23-015	430.17
1/23/24	Southwest Airlines	Airfare - 2024 National Fire & Emergency Services Symposium (Chief Trzaski)	7903	23-015	276.96
1/23/24	Congressional Fire Services Institute	Registration - 2024 National Fire & Emergency Services Symposium (Chief Trzaski)	7903	23-015	425.00
1/23/24	Safety Priority Consultants	Trainer & OSHA Safety Courses (Capt. Turenne)	7903	23-015	540.00
1/25/24	Staples	Misc. office supplies	7703	23-004	39.56
		TOTAL			\$4,891.50

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

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Income				
4101 · Property Tax Revenue	7,235,630.72	6,901,230.00	334,400.72	104.85%
4102 · Interest and Liens	33,910.98	30,000.00	3,910.98	113.04%
4103 · Tax Refunds	-4,273.49	0.00	-4,273.49	100.00%
4104 · Fees	3,797.11	0.00	3,797.11	100.00%
4105 · Prior Year Tax Collections	45,776.75	0.00	45,776.75	100.00%
4107 · Tax Supplemental MV	31,732.72	15,000.00	16,732.72	211.55%
4109 · Grants - FEMA	62,312.38	0.00	62,312.38	100.00%
4125 · Grants	37,501.65	0.00	37,501.65	100.00%
4126 · Contributions - Individuals	25.00	0.00	25.00	100.00%
4127 · Contributions - Corporate	5,250.00	0.00	5,250.00	100.00%
4204 · Municipal Grants & Rev. Sharing	710,643.93	0.00	710,643.93	100.00%
4210 · NRG Tax Revenue	201,650.00	201,650.00	0.00	100.00%
4301 · Investment Income	67,682.67	10,000.00	57,682.67	676.83%
4901 · Miscellaneous Income	31,712.35	0.00	31,712.35	100.00%
Total Income	8,463,352.77	7,157,880.00	1,305,472.77	118.24%
Expense				
7201 · Electricity	8,359.48	22,500.00	-14,140.52	37.15%
7202 · Water and Sewer	1,455.18	2,500.00	-1,044.82	58.21%
7203 · Heating	4,905.65	15,000.00	-10,094.35	32.70%
7204 · Telephone	1,632.35	3,000.00	-1,367.65	54.41%
7401 · Fuel	24,352.34	45,000.00	-20,647.66	54.12%
7403-1 · Apparatus Preventative Maint.	10,184.76	12,650.00	-2,465.24	80.51%
7403 · Vehicle Repairs	28,668.19	40,000.00	-11,331.81	71.67%
7404 · NFPA/OSHA Compliance	11,182.19	9,850.00	1,332.19	113.53%
7406 · Vehicle Supplies	1,036.61	2,000.00	-963.39	51.83%
7501 · Insurance-Workers Compensation	126,682.00	177,685.00	-51,003.00	71.30%
7502 · Insurance - Commercial Package	38,828.00	55,000.00	-16,172.00	70.60%
7503 · Insurance - Medical	545,464.93	995,447.00	-449,982.07	54.80%
7504 · Insurance - Cyber	6,515.00	6,515.00	0.00	100.00%
7509 · Insurance - Life and Disability	30,447.98	56,586.00	-26,138.02	53.81%
7512 · Pension - Defined Contribution	207,184.43	364,055.00	-156,870.57	56.91%
7513 · Unused Sick Time	0.00	23,796.00	-23,796.00	0.00%
7601 · Salaries - Fire Department	1,805,401.23	3,107,984.00	-1,302,582.77	58.09%
7602 · Salaries - Administrative	98,094.18	190,000.00	-91,905.82	51.63%
7603 · Replacement / Call Backs	308,710.62	671,539.00	-362,828.38	45.97%
7604 · Fringe Benefits	81,116.84	132,942.00	-51,825.16	61.02%
7606 · PEB-Uncompensated Absences Exp	0.00	10,000.00	-10,000.00	0.00%
7607 · PEB-Heart and Hypertension	27,395.63	206,489.00	-179,093.37	13.27%
7609 · Employer - Social Security	138,332.30	255,202.00	-116,869.70	54.21%
7610 · Employer - Medicare	32,352.23	59,685.00	-27,332.77	54.21%
7701 · Tax Collector's Expense	13,979.16	24,000.00	-10,020.84	58.25%

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

	<u>Jul '23 - Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7702 · Professional Org / Periodicals	1,889.41	2,675.00	-785.59	70.63%
7703 · Office Expenses	2,523.86	3,500.00	-976.14	72.11%
7704 · Auditor	0.00	7,750.00	-7,750.00	0.00%
7705 · Professional Development	8,500.00	8,500.00	0.00	100.00%
7706 · Postage	1,551.54	4,000.00	-2,448.46	38.79%
7707 · Contingency	0.00	50,000.00	-50,000.00	0.00%
7708 · Commissioner's Compensation	6,000.00	9,000.00	-3,000.00	66.67%
7709 · Activity Expense	1,876.33	3,500.00	-1,623.67	53.61%
7710 · Professional Services	16,271.42	35,000.00	-18,728.58	46.49%
7712 · Office Equipment	0.00	1,200.00	-1,200.00	0.00%
7713 · Actuarial Services	3,150.00	3,300.00	-150.00	95.46%
7714 · Advertising / Voting	363.77	6,200.00	-5,836.23	5.87%
7715 · Lien Fees	0.00	1,200.00	-1,200.00	0.00%
7716 · Archive Services	390.00	1,000.00	-610.00	39.00%
7717 · Software Support	46,950.89	53,100.00	-6,149.11	88.42%
7801 · Repairs Building	7,714.64	20,000.00	-12,285.36	38.57%
7802 · Supplies Maintenance	5,165.05	8,900.00	-3,734.95	58.03%
7803 · Services	7,340.85	13,000.00	-5,659.15	56.47%
7805 · Equipment	4,096.47	4,600.00	-503.53	89.05%
7901 · Emergency Medical Equipment	7,839.96	12,500.00	-4,660.04	62.72%
7902 · Computer Equip & Supplies	1,179.44	2,000.00	-820.56	58.97%
7903 · Training	15,254.06	37,500.00	-22,245.94	40.68%
7904 · Public Fire Education	4,224.87	4,500.00	-275.13	93.89%
7905 · Fire Fighting Equipment	15,311.80	14,000.00	1,311.80	109.37%
7906 · Special Service Units	3,502.67	7,000.00	-3,497.33	50.04%
7907 · Fire Marshal's Office	2,373.50	4,000.00	-1,626.50	59.34%
7909 · Uniforms	33,110.96	31,000.00	2,110.96	106.81%
7910 · Protective Clothing	30,657.66	35,000.00	-4,342.34	87.59%
7911 · Communications	2,704.87	4,500.00	-1,795.13	60.11%
7912 · Cellular Phones	4,472.82	5,600.00	-1,127.18	79.87%
7913 · Breathing Air & Oxygen	776.45	1,500.00	-723.55	51.76%
7915 · Medical Testing	1,377.00	4,180.00	-2,803.00	32.94%
7916 · Breathing Apparatus-Test Repair	972.58	2,800.00	-1,827.42	34.74%
8999 · CNR Current Year	196,653.86	265,950.00	-69,296.14	73.94%
Total Expense	<u>3,986,478.01</u>	<u>7,157,880.00</u>	<u>-3,171,401.99</u>	<u>55.69%</u>

South Fire District
Cash Balance Report
January 2024

CASH Unrestricted:

Cash Balances:

Tax Collector - Savings	\$	6,323,677.33
Operating - Checking	\$	<u>208,438.47</u>
Total:	\$	6,532,115.80

Restricted Funds:

CNR	\$	1,960,009.19
Post-Employment Benefits	\$	660,377.60



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

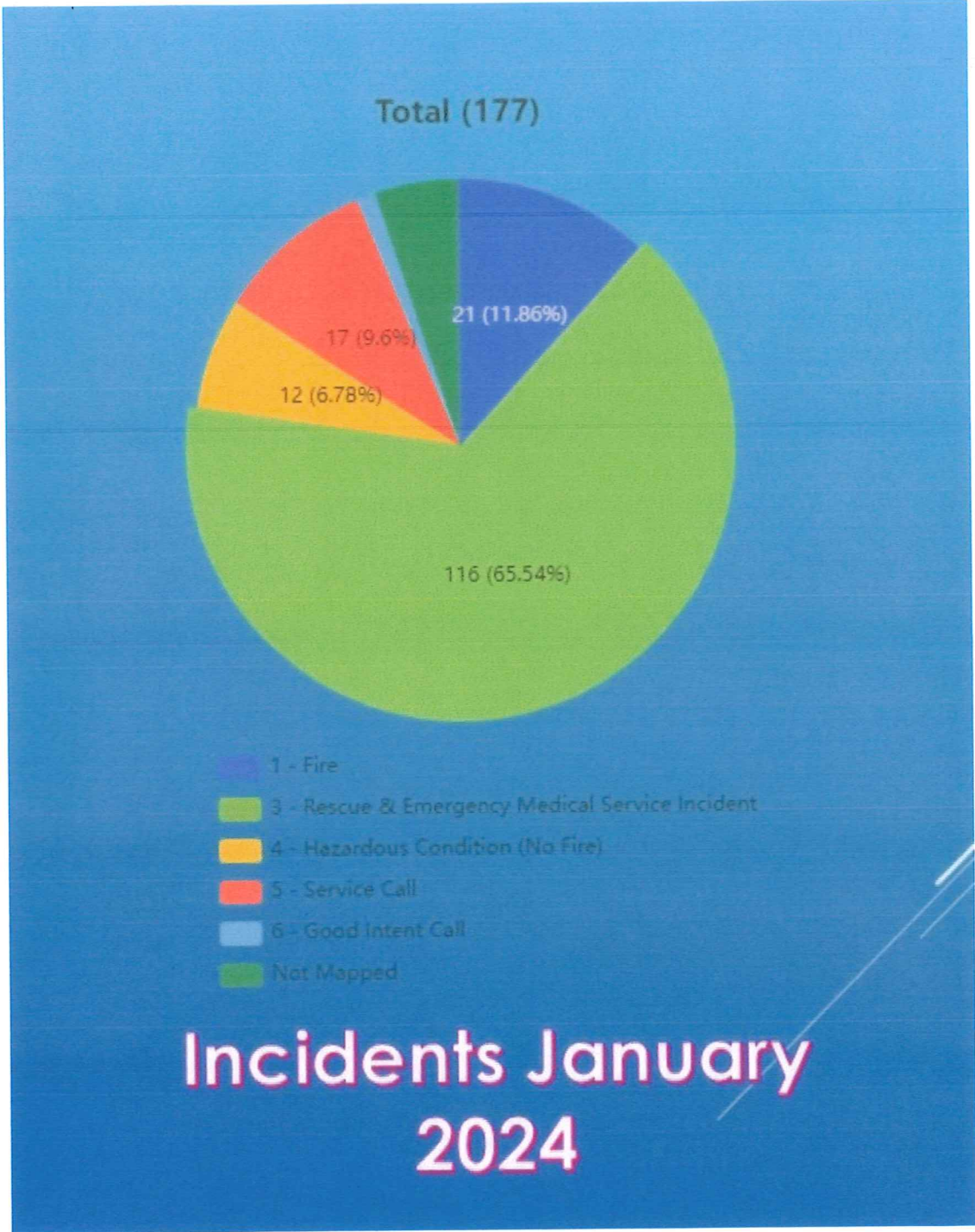
I am submitting for your review the following items completed for the Month of January 2024

- Continued efforts with First Due Reporting system
- Attended meeting with CT Dept of Labor in regards to building addition
- Attended Middlesex Chamber of Commerce meetings
- Attended Portland Fire Department appreciation dinner
- Met with MES in regards to department uniforms
- Attended Middletown School Safety meeting
- Attended the wreaths Across America event
- Meeting with Deputy Chief and ESO scan
- Attended meeting with Firefighter APP
- Attended and was keynote speaker at CFDIA meeting at Central Connecticut
- Attended meeting to discuss OSHA adopting NFPA standards.
- Attended special fire commission meeting for annual audit
- Attended Durham Fire Department post incident review of building fire
- Attended meeting at Legislative Office Building involving fire service initiatives

Respectfully submitted,

Chief James Trzaski

Chief James Trzaski



**SOUTH FIRE DISTRICT
CVH INCIDENT LOG
JANUARY 2024**

PSAP Call Date/Time	Incident Type	Address	Dispatch Type	Incident Id
1/28/2024 9:22	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	8767846
1/26/2024 13:50	321 - EMS call, excluding vehicle accident with injury	21 EASTERN DR	EMS - MEDICAL CALL - W/MEDIC	8655404
1/26/2024 7:51	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS- MEDICAL CALL- MFD/SFD	8653748
1/26/2024 5:51	733 - Smoke detector activation due to malfunction	70 HOLMES DR	FIRE ALARM - COMM (F)	8653100
1/23/2024 1:27	311 - Medical assist, assist EMS crew	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	8372289
1/19/2024 19:49	531 - Smoke or odor removal	144 HOLMES DR	ODOR - UNKNOWN TYPE (F)	8263255
1/19/2024 10:20	353 - Removal of victim(s) from stalled elevator	144 HOLMES DR	ELEVATOR RESCUE (F)	8263216
1/18/2024 17:18	311 - Medical assist, assist EMS crew	39 TYNAN CIR	EMS - MEDICAL CALL - W/MEDIC	8256565
1/17/2024 21:23	321 - EMS call, excluding vehicle accident with injury	5 HARVEY DR	EMS - MEDICAL CALL (F)	8243110
1/16/2024 11:37	611 - Dispatched & canceled en route	39 TYNAN CIR	ELEVATOR RESCUE (F)	8197230
1/14/2024 16:48	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	8185203
1/14/2024 4:46	733 - Smoke detector activation due to malfunction	175 HOLMES DR	FIRE ALARM - COMM (F)	8181575
1/13/2024 16:22	353 - Removal of victim(s) from stalled elevator	39 TYNAN CIR	ELEVATOR RESCUE (F)	8178528
1/13/2024 13:36	353 - Removal of victim(s) from stalled elevator	70 HOLMES DR	ELEVATOR RESCUE (F)	8177953
1/12/2024 15:48	311 - Medical assist, assist EMS crew	1250 SILVER ST	EMS - MEDICAL CALL - W/MEDIC	8172189
1/10/2024 10:36	311 - Medical assist, assist EMS crew	1 LABELLA CIR	EMS- MEDICAL CALL- MFD/SFD	7993774
1/10/2024 5:01	321 - EMS call, excluding vehicle accident with injury	1250 SILVER ST	EMS - MEDICAL CALL (F)	7992083
1/9/2024 15:35	321 - EMS call, excluding vehicle accident with injury	41 HOLMES DR	EMS - MEDICAL CALL - W/MEDIC	7937904
1/9/2024 4:10	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	7934564
1/8/2024 21:47	321 - EMS call, excluding vehicle accident with injury	5 HARVEY DR	EMS - MEDICAL CALL (F)	7933940
1/7/2024 11:19	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	7873518
1/6/2024 22:15	622 - No incident found on arrival at dispatch address	EASTERN DR	EMS - MEDICAL CALL (F)	7871202
1/4/2024 19:06	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	7792440
1/3/2024 19:52	743 - Smoke detector activation, no fire - unintentional	1 LABELLA CIR	FIRE ALARM - COMM (F)	7714578
1/3/2024 15:30	353 - Removal of victim(s) from stalled elevator	39 TYNAN CIR	ELEVATOR RESCUE (F)	7711601
1/3/2024 6:06	321 - EMS call, excluding vehicle accident with injury	1 LABELLA CIR	EMS- MEDICAL CALL- MFD/SFD	7675378
1/2/2024 14:25	6111 - Cancelled On-Arrival	1 LABELLA CIR	EMS - MEDICAL CALL - W/MEDIC	7672457
1/2/2024 12:24	353 - Removal of victim(s) from stalled elevator	39 TYNAN CIR	ELEVATOR RESCUE (F)	7672437



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

February 5, 2024

Greetings,

I am submitting for your review a report detailing my activities for the month of January 2024.

- *Route ordering of EMS & House supplies
- *Began second semester at University of New Haven for BS in Fire Science-Administration
- *Facilitated preventive maintenance & repairs on various apparatus.
- *Weekly mentor sessions (Hal Kaplan program) at Bielefield Elementary School
- *Initiated planning process for spring entry level firefighter exam
- *Coordinated Plymovent adjustment to accommodate new Rescue
- *Conduct bi-weekly meetings with First Due software representative
- *Oversight of annual safety inspections of dive team equipment
- *1/12-CT Fire Dept. Instructors Association-Training Seminar-CCSU
- *1/25-Safety/First Aid event planning meeting w/FMO-Middletown Elks
- *1/26-School safety meeting, Keigwin School
- *1/29-Meeting with M.E.S. for uniform vendor

Incident Responses:

1/13-Structure Fire-Durham

1/30-Ice Rescue-Freeman Road

Respectfully Submitted,

Nick Fischer
Deputy Fire Chief

**SOUTH FIRE DISTRICT
HEALTH & SAFETY COMMITTEE
Regular Meeting Minutes
September 8, 2023 at 10:00 a.m.**

A. Call to Order

The meeting was called to order at 10:04 a.m. by Deputy Chief Nick Fischer.

B. Roll Call

Present: Deputy Chief Nicholas Fischer, Captain Andrew Turenne, Firefighter Robert James,
Firefighter Geoff DeFrancesco, Kathy Kiley

Absent: Alyse McEwen, Recording Secretary

C. Accept/Amend Agenda

MOTION to accept the agenda by FF DeFrancesco/FF James. Unanimously approved.

D. Introduction of Visitors – SFD staff members.

E. Approval of Minutes – May 10, 2023 Regular Meeting

MOTION to approve the minutes of the May 10, 2023 regular meeting by Captain Turenne/FF DeFrancesco. Unanimously approved.

F. Old Business (status of outstanding issues, i.e., hazardous condition complaints and recommendations generated from previous meeting)

- **Meeting Room – Threshold leading to bay is a trip hazard.**
UNRESOLVED. To be addressed during renovation. This item can be removed from the agenda.
- **Bay – MSDS book needs updating.**
UNRESOLVED. Captain Turenne is addressing.
- **Bay – Boat hitch is not covered and is a trip hazard.**
RESOLVED. The safety cone is being consistently used. Staff members will continue to monitor the situation.
- **Floor markers on apparatus floor – Firefighter DeFrancesco suggested that stop indicator lines be placed at the farthest rear axle, midline with the tire.**
UNRESOLVED. Waiting for the weather to improve. Public Works will take care of it in the fall.
- **ATV – Only four lieutenants have gone through the training. There is a possibility that taking the ATV out of service, selling the vehicle (with approval of the Fire Commission), and using the money to reinvest into safety training and equipment for the APV.**
UNRESOLVED. Captain Turenne suggested that the VFIS training curriculum, which is very lengthy, be adapted for our needs. Deputy Chief Fischer advised he will continue to have discussions with Chief Trzaski on this topic.
- **Brush truck skid unit – application of “WARNING” labels.**
UNRESOLVED. Deputy Chief Fischer will look into stickers/signage.

G. Hazardous Conditions Complaints

- **Wheel chock on T34** – FF DeFrancesco said this topic is being revisited; it has not been replaced or repaired.
- **Floor markers for B36** – Guidelines should be painted on the driver's side of B36 to back up the new brush truck safely.
- **Discoloration of Faucet Water** – May have been caused by the ongoing construction of Big Y. The water has become clear again and the issue has been resolved.
- **Inconsistency of Water Temperature in Men's Locker Room** – Firefighter DeFrancesco reported there is an inconsistency in the temperature of the water in one of the showers in the men's locker room.
- **Locking Mechanism on Women's Locker Room** – Captain Turenne reported that the women's locker room is consistently locked, and he is concerned about the safety of the other SFD female staff members and members of the public. Chief Trzaski reminded the committee that the locker rooms/restrooms in question are not public areas. DC Fischer said the chiefs would handle the situation. It does not appear to be a health and/or safety issue.
- **Clogged Drains in Men's Locker Room** – Firefighter James advised the committee that while he was cleaning the men's locker room it appeared fecal matter was clogging the drain in the sink. He reported the sink is no longer clogged.
- **Breaker Panels** – Firefighter DeFrancesco advised the breakers are not appropriately labeled and suggested labels be affixed to not only the existing breakers, but the breakers associated with the building renovation project.

H. Review of Accidents/Incidents, Illness, or Injuries; Discussion of Preventative Measures Taken

- **Employees were responding to an overdose medical call. There was an unknown white powder and a container on the dresser, which appeared to be the drug that caused the overdose (presumably an opiate). They were asked to clean it up, exposing them to the substance. Employees were wearing proper PPE, including N95's and medical gloves.**

DC Fischer reported the individuals involved have been spoken to and told that the action taken was not an accepted practice of SFD. Although there is not a formal policy on the subject, it is almost impossible to policy against every and all circumstance. Further follow-up on the incident is pending.

Training Captain Turenne has been asked to plan a department-wide review on the appropriate action to be taken for scene cleanup. The standard practice has been to abstain from cleaning up biohazards, controlled substances, etc. in private areas. DC Fischer will review the current infection control policy. Chief Trzaski contacted the Middletown Police Department to determine what their policy is for such a scene. He was told that typically members of the narcotics team would handle it and, if needed, DEEP or a private clean-up contractor would be used. The chief and the deputy chief are confident the preventative measures being taken will prevent such a situation from recurring.

Chief Trzaski and DC Fischer spoke of the importance of staff members being able to express their concern if they've been asked to do something they're not comfortable with, without adverse effects. Safety is paramount. This topic was discussed at the officer's meeting of August 16th when the officers were told that it's acceptable for a subordinate to say "I'm not comfortable."

I. Training Information

- FF DeFrancesco spoke of the ongoing discussion of OSHA training for Health & Safety Committee and expressed his concern that to date no one has received training. DC Fischer told the committee that he will obtain information and bring it forward to the committee. It was noted that the district has repeatedly received confirmation from CONN-OSHA that the Health & Safety Committee's documentation and actions are compliant.

J. New Business (other than hazardous conditions complaints)

- DC Fischer reported the Plymovent issues have been resolved.
- Consideration of Dash Cams for the apparatus for liability prevention. Chief Trzaski is considering different options. Pros and cons were discussed.

K. Adjournment

MOTION to adjourn by FF James/FF DeFrancesco. Unanimously approved. The meeting adjourned at 10:54 a.m.

Submitted by,



Alyse McEwen

Recording Secretary

APPROVED 11/16/2023

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

James M. Mastroianni, Fire Marshal
jmastroianni@southfiredistrict.com
860-250-0042 cell

Ryan Parmelee, Deputy Fire Marshal
rparmelee@southfiredistrict.com
860-262-3277 cell

Chief James Trzaski,

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

The FMO responded to a significant amount of Carbon Monoxide Incidents with the Building and Health Departments. The three departments worked collectively at all incidents to ensure that the properties were restored to safe living conditions.

The FMO is in the planning phase of establishing a city-wide Community Risk Reduction Event in coordination with the Elks Club. The intent is to provide first aid and fire safety hands on training to residents. This is to prepare them for home emergencies and what to do while waiting for responders to arrive.

The FMO has conducted several construction inspections with the Building Department. The most notable is the progress at Big Y. The FMO signed off on their Fire Protection System test after working with the Site Supervisor to correct deficiencies.

The FMO continues to work on data entry into the First Due Inspection Module to facilitate inspection scheduling.

The FMO has worked to develop a monthly County Fire Marshal meeting. Subject matter expert guest speakers have been invited to all future meetings to cover such topics as Youth Firesetting, Fire Protection Engineering and HazMat.

Please see attached supporting documentation and feel free to contact the FMO with any questions.

Sincerely,


James Mastroianni
Fire Marshal


Ryan Parmelee
Deputy Fire Marshal

02/01/2024



FMO Inspections January 2024

INSPECTION NUMBER	COUNT(INSPECTION NUMBER)	INSPECTION COMPLETED DATE	COUNT(INSPECTION COMPLETED DATE)	INSPECTION ADDRESS	COUNT(INSPECTION ADDRESS)	INSPECTION TYPE	COUNT(INSPECTION TYPE)
SF-2024-00000 28	1	2024-01-31 13:22:34	1	850 SOUTH MAIN ST, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-00000 26	1	2024-01-25 16:00:00	1	400 SAYBROOK RD PROHEALTH PHYSICIANS, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-00000 25	1	2024-01-23 16:00:00	1	131 E MAIN ST, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-00000 24	1	2024-01-18 10:30:00	1	181 SAYBROOK RD, MIDDLETOWN, CT, 06457	1	Emergency Response with Building Dept and/ or Health Dept	1
SF-2024-00000 23	1	2024-01-15 00:00:00	1	173 SAYBROOK RD, MIDDLETOWN, CT, 06457	1	Emergency Response with Building Dept and/ or Health Dept	1
SF-2024-00000 22	1	2024-01-17 21:00:00	1	173 SAYBROOK RD, MIDDLETOWN, CT, 06457	1	Emergency Response with Building Dept and/ or Health Dept	1
SF-2024-00000 20	1	2024-01-17 13:21:14	1	400 SAYBROOK RD PROHEALTH PHYSICIANS, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-00000 19	1	2024-01-17 12:00:00	1	850 SOUTH MAIN ST, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-00000 16	1	2024-01-12 13:55:00	1	14 EVERGREEN AVE, MIDDLETOWN, CT, 06457	1	Emergency Response with Building Dept and/ or Health Dept	1



INSPECTION NUMBER	COUNT(INSPECTION NUMBER)	INSPECTION COMPLETED DATE	COUNT(INSPECTION COMPLETED DATE)	INSPECTION ADDRESS	COUNT(INSPECTION ADDRESS)	INSPECTION TYPE	COUNT(INSPECTION TYPE)
SF-2024-0000015	1	2024-01-10 12:30:00	1	173 E MAIN ST, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-0000014	1	2024-01-10 11:30:00	1	749 SAYBROOK RD CHINA CITY, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000013	1	2024-01-10 13:30:00	1	1 WILDERMANS WAY COMMUNITY HEALTH CENTER AT BEMAN, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000012	1	2024-01-09 15:00:00	1	749 SAYBROOK RD UDUPI BHAVAN, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000011	1	2024-01-09 11:30:00	1	749 SAYBROOK RD WHISKEY PETE, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000010	1	2024-01-09 11:00:00	1	749 SAYBROOK RD, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000009	1	2024-01-09 14:30:00	1	749 SAYBROOK RD INDIAN GROCERY STORE, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-0000008	1	2024-01-09 10:30:00	1	749 SAYBROOK RD SHRI SHIRDI SAI, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1

FMO Inspections January 2024

South Fire District

Address: 445 Randolph Rd, Middletown, CT, 06457



INSPECTION NUMBER	COUNT(INSPECTION NUMBER)	INSPECTION COMPLETED DATE	COUNT(INSPECTION COMPLETED DATE)	INSPECTION ADDRESS	COUNT(INSPECTION ADDRESS)	INSPECTION TYPE	COUNT(INSPECTION TYPE)
SF-2024-000007	1	2024-01-09 10:00:00	1	749 SAYBROOK RD RISE AND SHINE, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-000006	1	2024-01-09 10:30:00	1	749 SAYBROOK RD AMPAK #12, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-000005	1	2024-01-04 11:00:00	1	600 HIGHLAND AVE, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2024-000004	1	2024-01-02 10:00:00	1	400 SAYBROOK RD PROHEALTH PHYSICIANS, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-000003	1	2024-01-03 10:30:00	1	400 SAYBROOK RD 430 MIDDLESEX ORTHOPEDIC, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-000002	1	2024-01-03 08:00:00	1	512 SAYBROOK RD 510 MIDDLESEX CENTER ADVANCED ORTHOPEDIC SURGERY, MIDDLETOWN, CT, 06457	1	Construction with Building Dept and/ or Health Dept	1
SF-2024-000001	1	2024-01-02 00:00:00	1	400 SAYBROOK RD 410 ENDOSCOPY, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1
SF-2023-0000088	1	2024-01-29 14:22:02	1	99 E MAIN ST SOCIAL SECURITY, MIDDLETOWN, CT, 06457	1	Fire and Life Safety (Routine)	1



FMO Fire Investigations January 2024

INCIDENT ID	COUNT(INCIDENT ID)	PSAP CALL DATE/TIME	COUNT(PSAP CALL DATE/TIME)	ADDRESS	COUNT(ADDRESS)	PROPERTY TYPE WHERE INCIDENT OCCURRED	COUNT(PROPERTY TYPE WHERE INCIDENT OCCURRED)
7933936	1	2024-01-08 21:48:25	1	65 OAKCLIFF RD	1	1 or 2 family dwelling	1



FMO Fire Drills January 2024

INCIDENT ID	COUNT(INCIDENT ID)	PSAP CALL DATE/TIME	COUNT(PSAP CALL DATE/TIME)	ADDRESS	COUNT(ADDRESS)	PROPERTY TYPE WHERE INCIDENT OCCURRED	COUNT(PROPERTY TYPE WHERE INCIDENT OCCURRED)
8924035	1	2024-01-30 09:03:53	1	181 RANDOLPH RD	1	High school/junior high school/middle school	1
8648330	1	2024-01-25 10:02:12	1	100 RANDOLPH RD	1	24-hour care Nursing homes, 4 or more persons	1
7765170	1	2024-01-04 10:55:10	1	600 HIGHLAND AVE	1	24-hour care Nursing homes, 4 or more persons	1



FMO Misc. Activity January 2024

EVENT NAME	COUNT(EVEN T NAME)	START DATE	COUNT(START DATE)	ADDRESS	COUNT(ADDR ESS)	LAST NAME	COUNT(LAST NAME)
OSHA Meeting	1	2024-01-31 12:00:00	1		1	Parmelee	1
OSHA Meeting	1	2024-01-31 12:00:00	1		1	Mastroianni	1
Middlesex Health Fire Drill Planning	1	2024-01-16 13:00:00	1		1	Parmelee	1
MKHSD Meeting	1	2024-01-30 11:00:00	1		1	Mastroianni	1
MKHSD Meeting	1	2024-01-30 11:00:00	1		1	Parmelee	1
MKHSD Carmela Meeting	1	2024-01-31 11:00:00	1		1	Parmelee	1
MKHSD Carmela Meeting	1	2024-01-31 11:00:00	1		1	Mastroianni	1
MKHSD Activity Tent Planning (ANA)	1	2024-01-31 07:00:00	1		1	Parmelee	1
MKHSD Activity Tent Planning (ANA)	1	2024-01-31 07:00:00	1		1	Mastroianni	1
First Due Meeting	1	2024-01-09 11:30:00	1		1	Mastroianni	1
First Due Meeting	1	2024-01-09 11:30:00	1		1	Parmelee	1
First Due Data Entry	1	2024-01-31 08:00:00	1		1	Mastroianni	1
First Due Data Entry	1	2024-01-29 08:00:00	1		1	Parmelee	1
First Due Data Entry	1	2024-01-31 08:00:00	1		1	Parmelee	1
Elks Safety Night Planning	1	2024-01-30 12:00:00	1		1	Parmelee	1
Elks Safety Night Planning	1	2024-01-30 12:00:00	1		1	Mastroianni	1
Elks Safety Night Planning	1	2024-01-25 11:00:00	1		1	Parmelee	1
Elks Safety Night Planning	1	2024-01-25 11:00:00	1		1	Mastroianni	1



EVENT NAME	COUNT(EVEN T NAME)	START DATE	COUNT(START DATE)	ADDRESS	COUNT(ADDR ESS)	LAST NAME	COUNT(LAST NAME)
County	1	2024-01-03 11:00:00	1		1	Mastroianni	1
County	1	2024-01-03 11:00:00	1		1	Parmelee	1
City FMO CRR Night Planning	1	2024-01-17 10:00:00	1		1	Parmelee	1
City FMO CRR Night Planning	1	2024-01-16 08:00:00	1		1	Parmelee	1
CPR Update	1	2024-01-09 09:00:00	1		1	Mastroianni	1
CPR Update	1	2024-01-09 09:00:00	1		1	Parmelee	1
CFDIA Seminar	1	2024-01-12 08:00:00	1		1	Parmelee	1



Office of the Training Captain

SOUTH FIRE DISTRICT

445 RANDOLPH ROAD

MIDDLETOWN, CT 06457

860-347-6661

Fax 860-346-6787

01 February 2024

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

Training Activities:

- Implementation of Weekly Coffee Table Quick Tips
 - Week of Monday 1.01.2024
 - Week of Monday 1.08.2024
 - Week of Monday 1.15.2024
 - Week of Monday 1.22.2024
 - Week of Monday 1.29.2024
- Provided Monthly CME for January 2024: Geriatric Fall Patients in EMS
- Created January "In the District" Safety Bulletin for 162 Dorothy Drive
- Attended virtual seminar by Eckert Fire Tactics: The Idiots Guide to Building Construction
- Worked with Platoons for Rescue 35 Driver Training and Equipment Familiarization
- Organized and Co-Instructed Department EMT Refresher Course
- Developed/Implemented LP #24-01 pertaining to Cold Water/Ice Rescue Equipment
- Discussed and practiced updated CT OEMS Protocol changes with on duty Platoons
- Attended 2024 CFIDA Instructor Development Seminar at CCSU
- Performed Annual NFPA 1851 Inspections on issued personal protective equipment (PPE)
- Developed/Implemented LP #24-03 for Responses to Carbon Monoxide Alarm Activations
- Attended CFPC/CFDIA Meeting in WeHa regarding Public Safety Pathway Program
- Development/Implemented LP #24-05 for Hoseline Deployment Training

Incident Responses:

1.02.2024 – 39 Tynan Circle (*Merritt Hall*) for the Elevator Rescue

1.08.2024 – 65 Oak Cliff Road for the Chimney Fire

1.13.2024 – 18 Airline Road (*Durham*) for the Commercial Structure Fire

1.18.2024 – 21 East Lake Place (*Westfield*) for the Structure Fire

1.29.2024 – RT9 Southbound in the area of Exit 21 for the Vehicle Fire

1.30.2024 – 208 Freeman Road for the Animal Rescue (*on the ice*)

Respectfully Submitted, AB Turenne – Captain of Training & Safety

**SOUTH FIRE DISTRICT
TRAINING REPORT - JANUARY 2024**

ASSIGNMENT	START	DURATION	SHIFT
Apparatus Qualification -	1/2/2024 9:30	1	C
Apparatus Qualification -	1/3/2024 13:00	1	D
Air Bag Basics	1/4/2024 9:00	1	A
Apparatus Qualification -	1/4/2024 10:00	1	A
EMT Refresher	1/5/2024 8:00	8	D
EMT Refresher	1/5/2024 8:00	8	B
EMT Refresher	1/5/2024 8:00	8	A
EMT Refresher	1/5/2024 8:00	8	Day
EMT Refresher	1/5/2024 8:00	8	C
EMT Refresher	1/6/2024 8:00	8	B
EMT Refresher	1/6/2024 8:00	8	D
EMT Refresher	1/6/2024 8:00	8	Day
EMT Refresher	1/6/2024 8:00	8	C
EMT Refresher	1/6/2024 8:00	8	A
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/8/2024 9:30	0.5	A
Thermal Imaging Training	1/8/2024 10:00	0.8	A
RIT training	1/8/2024 10:45	1	A
CPR Update 2024	1/8/2024 13:15	0.5	A
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/8/2024 13:30	1	A
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/9/2024 9:30	0.5	B
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/9/2024 9:30	0.5	Day
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/9/2024 14:00	1	B
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/10/2024 10:00	0.5	C
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/10/2024 10:00	0.5	D
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/10/2024 13:00	1	C
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/10/2024 13:00	1	D
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/11/2024 8:30	0.5	D
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/11/2024 8:30	0.5	B
CT OEMS v2023.1 UPDATE: Cardiac Arrest	1/11/2024 8:30	0.5	C
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/11/2024 9:00	1	D
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/11/2024 9:00	1	B
Cold Water/Ice Rescue - Equipment Review and Refresher: Part #1	1/11/2024 9:00	1	C
2024 CFDIA Seminar: Keynote Speaker	1/11/2024 19:00	2	Day
2024 CFDIA Seminar: Keynote Speaker	1/11/2024 19:00	2	A
2024 CFDIA Instructor Development Seminar	1/12/2024 8:00	8	C
2024 CFDIA Instructor Development Seminar	1/12/2024 8:00	8	A
2024 CFDIA Instructor Development Seminar	1/12/2024 8:00	8	Day
Arizona Vortex set up	1/16/2024 10:00	2.5	A
CMC Aztek	1/16/2024 12:30	1	A
AZTEK 101 - Travel Restraint System	1/17/2024 15:00	0.8	B
AZTEK 101 - Travel Restraint System	1/17/2024 15:00	0.8	Day
AZTEK 101 - Travel Restraint System	1/17/2024 15:00	0.8	D
AZTEK 101 - Travel Restraint System	1/18/2024 10:00	0.8	C

AZTEK 101 - Travel Restraint System	1/19/2024 8:30	0.8	D
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/23/2024 11:00	1	D
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/24/2024 10:30	0.5	A
Large area search and RIT pack	1/24/2024 11:00	1	A
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/24/2024 13:00	1	A
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/25/2024 8:30	1	B
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/25/2024 8:30	1	C
A&O 5.5.10 - Response to Carbon Monoxide Alarm Activations	1/26/2024 9:30	1	C
Capitol Winter Symposium	1/28/2024 9:00	10	A
Initial Engine Company Operations	1/30/2024 9:00	1	C
Initial Engine Company Operations	1/30/2024 9:00	1	D
Initial Engine Company Operations	1/30/2024 9:00	1	B
Initial Engine Company Operations	1/31/2024 9:30	1	C



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

Public Safety Telecommunications Report
February 2024

1. Monthly Call Statistics sheet is available. Activity for January is approximately 5,382 incidents. Total 911 calls are 2,008 and 7,138 administrative calls.
2. Staffing is at 18 Dispatchers. A position vacancy process for certified Civilian Dispatcher and Dispatcher Trainee have been advertised.
3. Feasibility Study progress – awaiting final floor plans and exterior design.
4. We continue to negotiate negotiating the successor agreement for Motorola service of our radio infrastructure that ends in 12/2024. A large scale upgrade remains scheduled for March.
5. Because of continues problems at our Aircraft Rd site with transporting data to and from Cross St we are changing over form a T1 phone line to fiber. That is engineered and scheduled at the time of this report. The original installation in 2018 didn't offer the possibility of the use of fiber or microwave. There is only one other site using fiber with all others using microwave.
6. During my absence the Deputy Director came down with COVID. There were no operational issues with this as he was able to login from home and complete tasks such as payroll. Special thanks to State of CT CTS unit that were on stand-by for any potential radio issues that needed someone on site, Middletown Fire for help with some basic administrative tasks and our staff for making the period of time event free. The staff here always comes through in times like that.

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

INCIDENT ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG
Middletown Police Dept.	4021												4021	4021
Portland Police Dept.	297												297	297
Fire Departments (Midd.)	601												601	601
Middletown Fire Dept.	324												324	324
South Fire District	178												178	178
Westfield Fire District	99												99	99
Fire Department (Portland)	79												79	79
Ambulance only Calls	384												384	384
TOTAL INCIDENT CASE #'s	5382												5382	5382
TELEPHONE ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG
MIDDLETOWN	1649												1649	1649
Wireless & wireline originating in Middletown														
PORTLAND	206												206	206
Wireless & wireline originating in Portland														
Transfers to Dispatch from other towns. For Midd & Port.	233	0	0	0	0	0	0	0	0	0	0	0	233	233
TOTAL 911 CALLS	2088												2088	2088
TOTAL ADMIN. CALLS IN	4311												4311	4311
TOTAL ADMIN. CALLS OUT	2827												2827	2827
TOTAL PHONE CALLS	9226												9226	9226
												2023	128,558	10,713
												2022	142,117	11,843
												2021	128,498	10,708
												AVG	128,498	10,708