

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

NOTICE OF COMMISSIONERS MEETING

WHEN: Monday, August 9, 2021

WHERE: Firehouse

SUBJECT: Regular Monthly Meeting

TIME: 7:00 P.M.

Members of the public can join the meeting via Zoom.

Via Zoom <https://us02web.zoom.us/j/89327922412>

or Dial In – 646-558-8656

Meeting I.D. 893 2792 2412

**SOUTH FIRE DISTRICT
of the City of Middletown
COMMISSIONERS REGULAR MONTHLY MEETING AGENDA
MONDAY, AUGUST 9, 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 JULY 12, 2021
7. TAX COLLECTOR'S REPORTS
 - A. TAX REFUNDS FOR THE MONTH OF JULY: No refunds for the Month of July
 - B. TAX COLLECTOR'S REPORT FOR THE MONTH OF JULY
8. FINANCIAL REPORTS FOR THE MONTH OF JULY
9. CHIEF'S REPORT
10. FIRE MARSHAL'S OFFICE REPORTS
11. CAPTAIN'S REPORT
12. COMMISSIONER REPORTS
 - A. BUILDING COMMITTEE – COMM. THAZHAMPALLATH
 - B. PENSION COMMITTEE – COMM. KLECKOWSKI
 - C. PUBLIC SAFETY TELECOMMUNICATIONS – COMM. GIULIANO
13. OLD BUSINESS
 - A. HEALTH INSURANCE FOR RETIREES AND THEIR DEPENDENTS
 - B. DAY ROOM CARPET AND CEILING
14. NEW BUSINESS
 - A. DISCUSSION ON EVERSOURCE METER REPLACEMENT AND GAS SERVICE AGREEMENT
 - B. CVH INCIDENT REPORT FOR THE MONTH OF JULY
 - C. MULTI-FACTOR AUTHENTICATION
 - D. PURCHASE/NOTICE OF PUBLIC SALE: FISHER & PAYKEL 36" FREESTANDING GAS RANGE
 - E. DAY ROOM CARPET AND CEILING
 - F. SOUTH FIRE DISTRICT APPAREL
15. ADJOURNMENT

The firehouse is currently closed to the public. members of the public can join the meeting via Zoom. Visit <https://us02web.zoom.us/j/89327922412> or Dial In – 646-558-8656 to remotely join.
Meeting I.D. 893 2792 2412

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

**MONDAY, JULY 12, 2021, 7:00 p.m.
Via Zoom Meeting I.D. 811 8178 1286**

MINUTES

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

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 by Comm. Giuliano/Comm. Pessina. 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. **SPECIAL MEETING OF JUNE 2, 2021**
MOTION to approve the minutes of the special meeting of June 2, 2021 by Comm. Giuliano/Comm. Pessina. Unanimously approved.
 - B. **REGULAR MEETING OF JUNE 14, 2021**
MOTION to approve the minutes of the regular meeting of June 14, 2021 by Comm. Giuliano/Comm. Pessina.

Commissioner Penney indicated that the Vendor Agreement between the South Fire District and Lee Muscattello Matterazzo should be attached to the June 14th minutes since Commissioner Giuliano read paragraph 9 into the record (first motion under New Business/Item C). The Vendor Agreement will be appended to the 6/14/21 regular meeting minutes.

Additionally, Commissioner Penney indicated that the verbiage in the second motion under New Business/Item C does not clearly reflect that he was the maker of the motion and the motion should read "MOTION by Comm. Penney to accept the Vendor Agreement contingent upon the bonding question being positively addressed by the district..."

The motion passed unanimously with the above modifications.

7. TAX COLLECTOR'S REPORT

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

A. TAX REFUNDS FOR THE MONTH OF JUNE - \$1,224.74

MOTION to approve the tax refunds for the Month of June in the amount of \$1,224.74 by Comm. Giuliano/Comm. Pessina. Unanimously approved.

B. MOTION to approval the Tax Collector's report for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

8. MONTHLY FINANCIAL REPORTS FOR THE MONTH OF JUNE

Moving forward, details of the Bank of America statement will be part of the monthly meeting packets. Additionally, Chief Trzaski will highlight specific trends related to replacements/call-backs.

MOTION to accept the monthly financial reports for the Month of June by Comm. Thazhampallath/Comm. Giuliano. Unanimously approved.

9. ACTING CHIEF'S REPORT

The Commission reviewed the report for the Month of June submitted by Acting Chief Jacobs.

MOTION to accept the Acting Chief's report for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

10. FIRE MARSHAL'S OFFICE REPORTS

Moving forward, the monthly meeting packets will include an incident report of all calls made to CVH.

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

11. CAPTAIN'S REPORT

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

12. COMMISSIONER REPORTS

A. BUILDING COMMITTEE – COMM. THAZHAMPALLATH

Commissioner Thazhampallath provided an update of the building project.

MOTION to use the excess money, if any, from the contingency building fund to purchase a new carpet and a new ceiling for the lounge by Comm. Pessina/Comm. Kleckowski. Unanimously approved.

The purchase will be separate from the building renovation project. This subject will be an agenda item for upcoming BFC monthly meetings.

MOTION by Commissioner Penney to suspend the rules to allow himself to speak about the gas range that was purchased several years ago. The motion was seconded by Chairwoman Kleckowski. Voting was as follows:

Commissioners Kleckowski and Penney	Aye
Commissioners Giuliano, Thazhampallath, and Pessina	Nay

The motion failed with two ayes and three nays.

B. PENSION COMMITTEE – COMM. KLECKOWSKI

Commissioner Kleckowski advised there was nothing new to report.

C. PUBLIC SAFETY TELECOMMUNICATIONS– COMM. GIULIANO

Commissioner Giuliano provided an overview of the June 2021 meeting. The report will be attached to these minutes.

MOTION to accept the Commissioner reports by Comm. Giuliano/Comm. Pessina. Unanimously approved.

13. OLD BUSINESS

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

B. ESO SOFTWARE UPDATE

Chief Trzaski advised the Commission that a decision regarding ESO software has not yet been made.

14. NEW BUSINESS

A. OFFICE OF THE TAX COLLECTOR

Chairwoman Kleckowski advised that a part-time tax collector had been hired but the individual decided not to accept the offer. Lee Muscattello Matterazzo has been hired as a per diem tax collector and a student from Middletown High School has been hired to assist in the Tax Office. She also indicated that she has “someone in the wings” should additional help be needed when the school begins in the fall.

B. FIRE MARSHAL’S OFFICE SCHEDULE

MOTION to continue with the Fire Marshal’s Office schedule as outlined in the current CBA by Comm. Pessina/Comm. Giuliano. Unanimously approved.

15. ADJOURNMENT

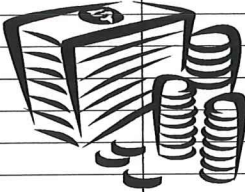
MOTION to adjourn by Comm. Pessina/Comm. Giuliano. Unanimously approved.

Meeting adjourned at 8:20 p.m.

Submitted by,



Alyse McEwen
Recording Secretary

SOUTH FIRE DISTRICT TAX COLLECTORS REPORT		
COLLECTIONS JULY 2021		
REAL ESTATE		\$ 4,032,817.24
MOTOR VEHICLE		\$ 291,106.65
PERSONAL PROPERTY		\$ 232,737.25
SUPPLEMENTAL MOTOR VEHICLE		\$ -
BACK TAXES		\$ 9,106.17
CURRENT INTEREST		\$ -
BACK INTEREST		\$ 2,969.11
FEE'S PAID		\$ 854.84
LIENS RELEASED		\$ 192.00
COLLECTIONS 2021/2022		\$ 4,569,783.26
JULY		\$ 4,569,783.26
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
COLLECTED YEAR TO DATE		\$ 4,569,783.26
GRANTS RECEIVED		
PRIVATE COLLEGES AND HOSPITALS GRANT		\$ -
MUNICIPAL GRANTS-IN-AID		\$ -
MUNICIPAL REVENUE SHARING ACCOUNT		\$ -
NRG		\$ -
MUNICIPAL REVENUE SHARING GRANT		
TOTAL GRANTS		\$ -
TOTAL YEAR-TO-DATE		\$ 4,569,783.26
Respectfully submitted by:		
Kathleen M. Kiley		
South Fire District		

South Fire District
Monthly Expense Detail
July 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7201 · Electricity					
	07/15/2021	KS Statebank	402.82		402.82
Total 7201 · Electricity			402.82	0.00	402.82
7202 · Water and Sewer					
	07/01/2021	Middletown Water & Sewer Dept	120.47		120.47
Total 7202 · Water and Sewer			120.47	0.00	120.47
7203 · Heating					
	07/02/2021	Eversource	544.73		544.73
Total 7203 · Heating			544.73	0.00	544.73
7204 · Telephone					
	07/15/2021	Frontier Communications	221.15		221.15
Total 7204 · Telephone			221.15	0.00	221.15
7401 · Fuel					
	07/29/2021	Dime Oil, LLC.	3,381.26		3,381.26
	07/23/2021	WEX Bank	867.86		4,249.12
Total 7401 · Fuel			4,249.12	0.00	4,249.12
7403 · Vehicle Repairs					
	07/07/2021	First Line Emergency	726.72		726.72
	07/13/2021	First Line Emergency	978.64		1,705.36
	07/22/2021	Key Chevrolet	85.97		1,791.33
	07/22/2021	Key Chevrolet	1,790.89		3,582.22
	07/29/2021	First Line Emergency	718.61		4,300.83
Total 7403 · Vehicle Repairs			4,300.83	0.00	4,300.83
7501 · Insurance-Workers Compensation					
	07/01/2021	Benchmark Insurance Company	33,322.00		33,322.00
Total 7501 · Insurance-Workers Compensation			33,322.00	0.00	33,322.00
7502 · Insurance - Commercial Package					
	07/01/2021	HD Segur Insurance	10,553.00		10,553.00
	07/27/2021	HD Segur Insurance	102.00		10,655.00
Total 7502 · Insurance - Commercial Package			10,655.00	0.00	10,655.00
7512 · Pension - Defined Contribution					
	07/08/2021	Lincoln Financial - Pension 401	26,567.92		26,567.92
Total 7512 · Pension - Defined Contribution			26,567.92	0.00	26,567.92
7701 · Tax Collector's Expense					
	07/01/2021	U. S. Postmaster	400.00		400.00
Total 7701 · Tax Collector's Expense			400.00	0.00	400.00

South Fire District

Monthly Expense Detail

July 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7702 · Professional Org / Periodicals					
	07/01/2021	Middlesex County Chamber of Commerce, Inc	281.00		281.00
	07/01/2021	CT State Firefighter's Association	80.00		361.00
	07/05/2021	IAFC	305.00		666.00
	07/09/2021	Connecticut Fire Dept Instructors Assoc	30.00		696.00
	07/12/2021	Middlesex County Fire Chief's Assn.	10.00		706.00
	07/12/2021	Connecticut Fire Chiefs Assoc.	60.00		766.00
	07/27/2021	Connecticut Fire Marshals Association	46.00		812.00
	07/27/2021	Connecticut Fire Marshals Association	46.00		858.00
			<u>858.00</u>	<u>0.00</u>	<u>858.00</u>
Total 7702 · Professional Org / Periodicals					
7706 · Postage					
	07/05/2021	FedEx	10.08		10.08
	07/18/2021	Purchase Power	604.50		614.58
			<u>614.58</u>	<u>0.00</u>	<u>614.58</u>
Total 7706 · Postage					
7708 · Commissioner's Compensation					
	07/01/2021		750.00		750.00
			<u>750.00</u>	<u>0.00</u>	<u>750.00</u>
Total 7708 · Commissioner's Compensation					
7710 · Professional Services					
7711 · Legal Expense					
7711A · Legal Expense - General/Labor					
	07/14/2021	Summa & Ryan, PC	48.75		48.75
			<u>48.75</u>	<u>0.00</u>	<u>48.75</u>
Total 7711A · Legal Expense - General/Labor					
7711B · Legal Expense - H & H					
	07/06/2021	Nuzzo & Roberts, LLC.	80.00		80.00
			<u>80.00</u>	<u>0.00</u>	<u>80.00</u>
Total 7711B · Legal Expense - H & H					
Total 7711 · Legal Expense					
			<u>128.75</u>	<u>0.00</u>	<u>128.75</u>
7710 · Professional Services - Other					
	07/01/2021	Paychex	113.68		113.68
	07/01/2021	Paychex	47.63		161.31
	07/01/2021	Paychex	64.96		226.27
	07/08/2021	Paychex	136.34		362.61
	07/08/2021	Paychex	51.90		414.51
	07/15/2021	Paychex	120.32		534.83
	07/15/2021	Paychex	51.90		586.73
	07/22/2021	Paychex	120.32		707.05
	07/22/2021	Paychex	51.90		758.95
	07/31/2021	Matterazzo, Lee Renee	472.50		1,231.45
			<u>1,231.45</u>	<u>0.00</u>	<u>1,231.45</u>
Total 7710 · Professional Services - Other					
Total 7710 · Professional Services					
			<u>1,360.20</u>	<u>0.00</u>	<u>1,360.20</u>

South Fire District
Monthly Expense Detail
July 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7717 · Software Support					
	07/01/2021	websolutions	105.00		105.00
	07/01/2021	ESO Solutions, Inc. (FH Software)	1,575.44		1,680.44
	07/01/2021	Founders Technology Group, LLC	13,000.00		14,680.44
Total 7717 · Software Support			14,680.44	0.00	14,680.44
7802 · Supplies Maintenance					
7802C · COVID-19					
	07/22/2021	New England Maintenance Depot	320.00		320.00
Total 7802C · COVID-19			320.00	0.00	320.00
7802 · Supplies Maintenance - Other					
	07/22/2021	New England Maintenance Depot	85.50		85.50
Total 7802 · Supplies Maintenance - Other			85.50	0.00	85.50
Total 7802 · Supplies Maintenance			405.50	0.00	405.50
7803 · Services					
	07/01/2021	Stericycle, Inc	511.32		511.32
	07/01/2021	ESI	1,524.12		2,035.44
	07/06/2021	Comcast	100.80		2,136.24
	07/08/2021	Comcast	16.84		2,153.08
	07/10/2021	De Lage Landen Financial Services, Inc.	121.00		2,274.08
	07/13/2021	JP Bellamo & Sons, Inc.	45.00		2,319.08
	07/23/2021	All Waste	152.00		2,471.08
	07/23/2021	Encore Fire Protection	137.00		2,608.08
Total 7803 · Services			2,608.08	0.00	2,608.08
7901 · Emergency Medical Equipment					
	07/08/2021	Common Cents EMS Supply, LLC.	769.51		769.51
	07/09/2021	Common Cents EMS Supply, LLC.	51.98		821.49
	07/13/2021	Common Cents EMS Supply, LLC.	41.96		863.45
Total 7901 · Emergency Medical Equipment			863.45	0.00	863.45
7903 · Training					
	07/26/2021	CT Fire Academy Bookstore	96.26		96.26
Total 7903 · Training			96.26	0.00	96.26
7905 · Fire Fighting Equipment					
	07/23/2021	Encore Fire Protection	935.00		935.00
Total 7905 · Fire Fighting Equipment			935.00	0.00	935.00
7909 · Uniforms					
	07/06/2021	Security Uniforms, Inc.	166.00		166.00
Total 7909 · Uniforms			166.00	0.00	166.00

South Fire District
Monthly Expense Detail
July 2021

	<u>Date</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
7910 · Protective Clothing					
7910A · Gear Cleaning/Inspection/Repair					
	07/30/2021	Lion Group, Inc.	137.30		137.30
Total 7910A · Gear Cleaning/Inspection/Repair			137.30	0.00	137.30
Total 7910 · Protective Clothing			137.30	0.00	137.30
7912 · Cellular Phones					
	07/11/2021	AT&T Mobility	490.33		490.33
Total 7912 · Cellular Phones			490.33	0.00	490.33
7913 · Breathing Air & Oxygen					
	07/01/2021	Airgas USA, LLC	427.50		427.50
	07/22/2021	Airgas USA, LLC	383.50		811.00
Total 7913 · Breathing Air & Oxygen			811.00	0.00	811.00
7916 · Breathing Apparatus-Test Repair					
	07/12/2021	Shipman's Fire Equipment Co., Inc.	64.95		64.95
Total 7916 · Breathing Apparatus-Test Repair			64.95	0.00	64.95
7919 · FEMA Grant Purchases					
7919C · Grant # EMW-2019-FG-03456					
	07/28/2021	Commission on Fire Prevention and Control	10,570.00		10,570.00
Total 7919C · Grant # EMW-2019-FG-03456			10,570.00	0.00	10,570.00
Total 7919 · FEMA Grant Purchases			10,570.00	0.00	10,570.00
8999 · CNR Current Year					
	07/01/2021	Firematic Supply Co. Inc.	11,596.00		11,596.00
Total 8999 · CNR Current Year			11,596.00	0.00	11,596.00
TOTAL			127,791.13	0.00	127,791.13

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

	Jul 21	Budget	\$ Over Budget	% of Budget
Income				
4101 · Property Tax Revenue	4,556,661.14	6,005,012.00	-1,448,350.86	75.88%
4102 · Interest and Liens	3,161.11	28,000.00	-24,838.89	11.29%
4104 · Fees	854.84	0.00	854.84	100.00%
4105 · Prior Year Tax Collections	9,106.17	0.00	9,106.17	100.00%
4107 · Tax Supplemental MV	0.00	25,000.00	-25,000.00	0.00%
4210 · NRG Tax Revenue	0.00	201,650.00	-201,650.00	0.00%
4301 · Investment Income	0.00	5,000.00	-5,000.00	0.00%
Total Income	4,569,783.26	6,264,662.00	-1,694,878.74	72.95%
Expense				
7201 · Electricity	402.82	22,787.00	-22,384.18	1.77%
7202 · Water and Sewer	120.47	2,470.00	-2,349.53	4.88%
7203 · Heating	544.73	12,000.00	-11,455.27	4.54%
7204 · Telephone	221.15	3,000.00	-2,778.85	7.37%
7401 · Fuel	4,249.12	20,000.00	-15,750.88	21.25%
7403 · Vehicle Repairs	4,300.83	60,000.00	-55,699.17	7.17%
7404 · Annual OSHA Inpection	0.00	1,200.00	-1,200.00	0.00%
7406 · Vehicle Supplies	0.00	2,000.00	-2,000.00	0.00%
7501 · Insurance-Workers Compensation	33,322.00	167,746.00	-134,424.00	19.87%
7502 · Insurance - Commercial Package	10,655.00	51,000.00	-40,345.00	20.89%
7503 · Insurance - Medical	63,226.76	930,826.00	-867,599.24	6.79%
7504 · Insurance - Cyber	4,018.00	5,105.00	-1,087.00	78.71%
7509 · Insurance - Life and Disability	3,885.60	52,716.00	-48,830.40	7.37%
7512 · Pension - Defined Contribution	26,567.92	350,021.00	-323,453.08	7.59%
7513 · Unused Sick Time	0.00	24,786.00	-24,786.00	0.00%
7601 · Salaries - Fire Department	164,540.58	2,850,707.00	-2,686,166.42	5.77%
7602 · Salaries - Administrative	9,907.26	170,940.00	-161,032.74	5.80%
7603 · Replacement / Call Backs	28,988.93	420,000.00	-391,011.07	6.90%
7604 · Fringe Benefits	12,047.97	118,424.00	-106,376.03	10.17%
7606 · PEB-Uncompensated Absences Exp	0.00	10,000.00	-10,000.00	0.00%
7607 · PEB-Heart and Hypertension	87,260.49	289,876.00	-202,615.51	30.10%
7609 · Employer - Social Security	17,366.65	221,984.00	-204,617.35	7.82%
7610 · Employer - Medicare	4,061.70	51,916.00	-47,854.30	7.82%
7701 · Tax Collector's Expense	400.00	21,000.00	-20,600.00	1.91%
7702 · Professional Org / Periodicals	858.00	2,205.00	-1,347.00	38.91%
7703 · Office Expenses	0.00	3,500.00	-3,500.00	0.00%
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	614.58	4,000.00	-3,385.42	15.37%
7707 · Contingency	0.00	50,000.00	-50,000.00	0.00%
7708 · Commissioner's Compensation	750.00	9,000.00	-8,250.00	8.33%
7709 · Activity Expense	0.00	3,500.00	-3,500.00	0.00%
7710 · Professional Services	1,360.20	35,000.00	-33,639.80	3.89%
7712 · Office Equipment	0.00	1,200.00	-1,200.00	0.00%

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

	Jul 21	Budget	\$ Over Budget	% of Budget
Expense, continued				
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	0.00	978.00	-978.00	0.00%
7717 · Software Support	14,680.44	26,540.00	-11,859.56	55.31%
7801 · Repairs Building	0.00	20,000.00	-20,000.00	0.00%
7802 · Supplies Maintenance	405.50	8,900.00	-8,494.50	4.56%
7803 · Services	2,608.08	18,000.00	-15,391.92	14.49%
7805 · Equipment	0.00	4,600.00	-4,600.00	0.00%
7901 · Emergency Medical Equipment	863.45	12,500.00	-11,636.55	6.91%
7902 · Computer Equip & Supplies	0.00	2,000.00	-2,000.00	0.00%
7903 · Training	96.26	30,500.00	-30,403.74	0.32%
7904 · Public Fire Education	0.00	3,500.00	-3,500.00	0.00%
7905 · Fire Fighting Equipment	935.00	14,000.00	-13,065.00	6.68%
7906 · Special Service Units	0.00	4,560.00	-4,560.00	0.00%
7907 · Fire Marshal's Office	0.00	4,000.00	-4,000.00	0.00%
7909 · Uniforms	166.00	26,500.00	-26,334.00	0.63%
7910 · Protective Clothing	137.30	28,275.00	-28,137.70	0.49%
7911 · Communications	0.00	4,500.00	-4,500.00	0.00%
7912 · Cellular Phones	490.33	4,700.00	-4,209.67	10.43%
7913 · Breathing Air & Oxygen	811.00	1,500.00	-689.00	54.07%
7915 · Medical Testing	0.00	3,500.00	-3,500.00	0.00%
7916 · Breathing Apparatus-Test Repair	64.95	6,000.00	-5,935.05	1.08%
8999 · CNR Current Year	11,596.00	50,000.00	-38,404.00	23.19%
Total Expense	512,525.07	6,264,662.00	-5,752,136.93	8.18%
 Grant Purchases				
7919 · FEMA Grant - Training	10,570.00			
Total Grant Purchases	10,570.00			

South Fire District Cash Balance Report July 2021

CASH Unrestricted:

Cash Balances:	Tax Collector - Savings	\$	5,567,377.47
	Operating - Checking	\$	414,812.76
	Total:	\$	<u>5,982,190.23</u>

Restricted Funds:

CNR	\$	1,822,108.85
Post-Employment Benefits	\$	613,915.50

Submitted by:
Kathleen M. Kiley

Tax Collections July 2021

	TOTAL COLLECTABLE TAX (GRAND RATE BOOK)	TOTAL TAXES PAID (GRAND RATE BOOK)	CURRENT YEAR REFUNDS (GRAND RATE BOOK)	PERCENTAGE COLLECTED	PRIOR YEAR REFUNDS (GRAND RATE BOOK)
RE	\$ 4,650,590.68	\$ 4,032,817.24	\$0.00	86.72%	\$0.00
PP	\$ 919,397.39	\$ 232,737.25	\$0.00	25.31%	\$0.00
MV	\$ 462,816.50	\$ 291,106.65	\$0.00	62.90%	\$0.00
MVS	\$ -	\$ -	\$0.00		\$0.00
TOTAL	\$ 6,032,804.57	\$ 4,556,661.14	\$ -	75.53%	\$ -

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 July 2021:

- Attended daily briefings with Enterprise builders to ensure daily workflow and impacts
- Attended weekly owners meeting involving building project
- Facilitated movement of telephone system and coordinated with Enterprise
- Attended daily shift briefings
- Attended Middlesex County Chief's meeting
- Attended Chester Hose Company annual awards banquet
- Attended meeting with Central Dispatch and Middletown Fire regarding dispatch protocols
- Attended a Zoom meeting, along with Fire Marshal's office involving Redmx software
- Met with each platoon, along with Deputy Jacobs, to review expectations and operations
- Met with Senator Lessor in regards to annual reimbursement from the State of Connecticut
- Performed annual uniform inspections
- Attended Zoom meeting with FEMA in regards to FEMA Covid-19 grant
- Attended Fire Commission meeting
- Attended meetings with Local 3918 involving the 911 memorial service
- Facilitated and attended vehicle rescue training held at the CFA
- Attended dive/boat training involving SFD and Middlefield FD

Incident Response:

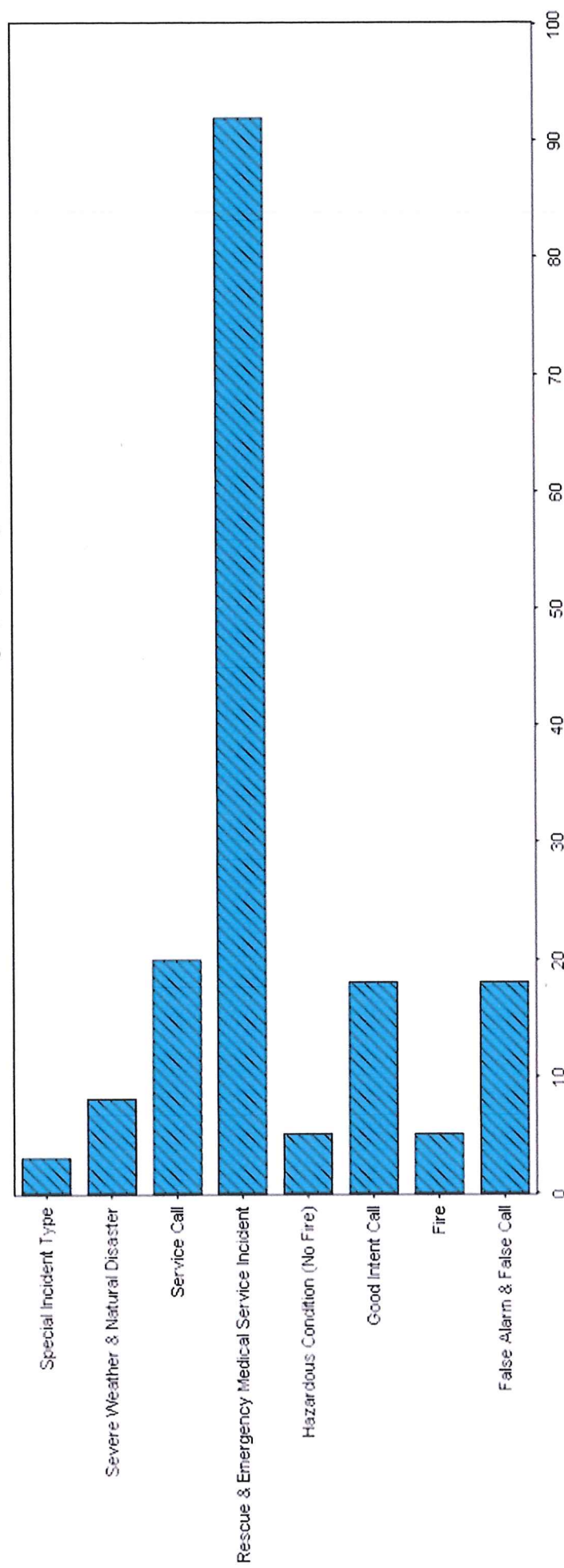
July 17, 2021

Haddam Mutual Aid Structure Fire

435 Chamberlain Hill RD

Chief James Trzaski

Incident Type Summary
Alarm Date Between {07/01/2021} And {07/31/2021}





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 July, 2021:

Fire Marshal Office Activities/Duties:

- Middletown Kids Health and Safety Fair Meeting
- Attended weekly SFD Firehouse Renovation Meeting with Contractor
- Meeting with Building Department
- New Middle School – progress inspection with Building Dept. (2) days a week till completion
- Whiting Fire setter Fire Safety Education Meeting
- Attended Code Enforcement Meeting
- Meeting with the Health Department
- 390 Ridge Road - Farm Hill Summer Camp - conducted fire drill
- Assist in finishing "Emergency Preparedness Badge" requirement for Scouts
- Attended Union/South Fire District 9/11 Planning Ceremony Committee Meeting
- 600 Highland Avenue - conducted fire drill
- 100 Randolph Road - conducted fire drill

Inspections:

- 171 River Road - Du-Lite Chemical Walk through for Department of Homeland Security
- 430 Saybrook Road - business progress inspection
- 455 East Main Street - business re-inspection
- New Middle School - Fire Alarm Partial Test – Fire Dampers and Duct Smokes
- New Middle School - Fire Alarm Master Box
- New Middle School - Elevator B Test with the State Elevator Inspector
- New Middle School Fire Drill Evacuation Procedure Planning Meeting

Inspections cont.:

- New Middle School Progress Inspection with Building Dept.
- New Middle School - Fire Alarm Test Strobes and Horns
- New Middle School - Life Safety Inspection - Call for Aids & GFCI's
- 144 Prout Hill - assembly inspection
- New Middle School - Life Safety Inspections - Railings @ Stairs 1, 2 3 & Site Railings - Emergency Lighting Testing
- 382 South Main Street - business progress inspection with Building Dept.
- 311 East Main Street - business inspection
- 1 Aircraft Road - Magazine Permit Renewal Inspection
- 18 Silver Street – apartment building progress inspection with Building Dept.
- New Middle School - Underground Piping Sprinkler Test
- New Middle School - Kitchen Hood Testing - Ansul System - Emergency Gas Shut Off
- 244 East Main Street - apartment building inspection
- 252 East Main Street - apartment building inspection
- New Middle School - Fire Doors - Testing @ Stair 2 & Emergency Duress Buttons

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

Fire Marshal Office Activities/Duties:

- 390 Ridge Road – Fire Drill
- 1 Wildersman Way – Inspection with Building Department
- 430 Saybrook Road – Pre-Final Inspection
- 1 Wildermans Way – Inspection with Building Department
- 1 Wildermans Way – Smoke and Fire Damper Testing
- Code Enforcement Meeting (virtual)
- Youth Fire Setter Meeting with Whiting (virtual)
- Middletown Kids Health and Safety Day Meeting
- 1 Wildermans Way – Inspection with Building Department
- 600 Highland Avenue – Fire Drill
- 100 Randolph Road – Fire Drill

Inspections:

- 171 River Road – industrial – Inspection
- 455 East Main Street – business – Re-Inspection
- 340 Suite A East Main Street- business – Re-Inspection
- 144 Prout Hill Road – assembly – Inspection
- 311 East Main Street – business – Inspection
- 242-252 East Main Street – residential – Inspection
- 227-233 East Main Street – residential - Inspection

Training:

- Dive Team Anchor Training with Middlefield Fire

Incidents:

-455 Millbrook Road – Electrical Fire

Deputy Fire Marshal Jason Hurlbut
July, 2021



Office of the Training Captain

SOUTH FIRE DISTRICT

445 RANDOLPH ROAD

MIDDLETOWN, CT 06457

860-347-6661

Fax 860-346-6787

August 4, 2021

Greetings,

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

Training Activities:

- Training/InService on new Griphoist (All Platoons)
- Case Study on LODD from Hackensack Ford, Hackensack NJ (All Platoons)
- Procured and Trained on new saw blades for Truck 34 (All Platoons)
- Facilitated equipment reorganization on Rescue 35
- Heavy Vehicle Rescue class at CT Fire Academy (All Platoons)
- Assisted Middlefield FD with Boat Operations training (7/19 & 7/26)

Other Activities:

- Assisted in transitional process for incoming Chief Trzaski
- Assisted in COVID policy revision
- Coordinated Class B Foam takeback by Clean Harbors

Emergency Responses:

- 7/9-Multiple Calls, Storm Related
- 7/10-Boat Capsized, CT River
- 7/13-Structure Fire, Wadsworth St.
- 7/14-Appliance Fire, Hunting Hill Ave.
- 7/17-Structure Fire, Chamberlain Hill Rd, Haddam
- 7/23-Boat Capsized, CT River

Respectfully Submitted,

Nick Fischer
Training Captain

SouthFire

Training Classes by Category

Class Date Between {07/01/2021} And {07/31/2021}

						-----Default-----		
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs Pd	Points
CASESTUDY CASE STUDY								
07/06/2021	13:30	CASE STUDY	1		A	2.00	0.00	0.00
07/07/2021	13:30	CASE STUDY	1		B	2.00	0.00	0.00
07/12/2021	14:00	CASE STUDY	1		C	2.00	0.00	0.00
Totals for Category:						6.00	0.00	0.00
CONFINEDSPAC Confined Space Rescue Training								
07/06/2021	09:00	Confined Space Rescue Training	1		A	1.50	0.00	0.00
Totals for Category:						1.50	0.00	0.00
ECT13 Engine Co. Tactics								
07/04/2021	10:00	Engine Co. Tactics	1		C	2.00	0.00	0.00
Totals for Category:						2.00	0.00	0.00
ENG DRIVING Engine/operator driver training								
07/01/2021	13:30	Engine/operator driver training	1		D	1.00	0.00	0.00
07/13/2021	10:00	Engine/operator driver training	1	E32	D	1.00	0.00	0.00
Totals for Category:						2.00	0.00	0.00
GRIPHOIST GRIP HOIST								
07/19/2021	10:00	GRIP HOIST	1		B	1.00	0.00	0.00
07/20/2021	10:00	GRIP HOIST	1		C	1.50	0.00	0.00
07/21/2021	10:00	GRIP HOIST	1		D	1.50	0.00	0.00
07/22/2021	10:00	GRIP HOIST	1		A	1.50	0.00	0.00
Totals for Category:						5.50	0.00	0.00
HEAVY HEAVY VEHICLE RESCUE CLASS-CFA								
07/26/2021	08:30	HEAVY VEHICLE RESCUE CLASS-CFA	1		S	8.00	0.00	0.00
07/27/2021	08:30	HEAVY VEHICLE RESCUE CLASS-CFA	1		S	8.00	0.00	0.00
07/28/2021	08:30	HEAVY VEHICLE RESCUE CLASS-CFA	1		S	8.00	0.00	0.00
07/29/2021	08:30	HEAVY VEHICLE RESCUE CLASS-CFA	1		S	8.00	0.00	0.00
Totals for Category:						32.00	0.00	0.00

SouthFire

Training Classes by Category

Class Date Between {07/01/2021} And {07/31/2021}

			-----Default-----					
Date	Time	Class Description	Stn	Unit	Shift	Hours	Hrs Pd	Points
SAWS Power Saw Review								
07/20/2021	09:30	Power Saw Review	1		C	0.50	0.00	0.00
07/21/2021	09:30	Power Saw Review	1		D	0.50	0.00	0.00
Totals for Category:						1.00	0.00	0.00
TRENCHTECH TRENCH RESCUE TECHNICIAN								
07/13/2021	08:00	TRENCH RESCUE TECHNICIAN	1		S	8.00	0.00	0.00
07/14/2021	08:00	TRENCH RESCUE TECHNICIAN	1		S	8.00	0.00	0.00
07/15/2021	08:00	TRENCH RESCUE TECHNICIAN	1		S	8.00	0.00	0.00
07/20/2021	08:00	TRENCH RESCUE TECHNICIAN	1		S	8.00	0.00	0.00
07/21/2021	08:00	TRENCH RESCUE TECHNICIAN	1		S	8.00	0.00	0.00
07/22/2021	16:00	TRENCH RESCUE TECHNICIAN	1		S	0.00	0.00	0.00
Totals for Category:						40.00	0.00	0.00
Total Classes: 23						Grand Totals:	90.00	0.00 0.00



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

Public Safety Telecommunications Report
August 2021

1. Monthly Call Statistics sheet is available. Activity for July is approximately 5,176 incidents. No 911 or phone info available as of this report. There is an AT&T issue with their management information server. Once I receive the data I will resend Monthly Statistics report.
2. Staffing update; Staffing is at 18 and full staffing is 21. All 18 are fully on line. At 18 personnel all shifts are covered for weekly staffing. A new Dispatcher trainee is expected to start before months end.
3. New Cingular for AT&T equipment tower at Mile Lane will have a P&Z hearing on August 11th. It will then got to Common Council most likely September.
4. The Hospital has modified EMS response protocols. All providers are aware of the changes.

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						25420	3631
Portland Police Dept.	270	320	460	463	490	464	387						2854	408
Fire Departments (Midd.)	374	382	457	689	703	708	679						3992	570
Middletown Fire Dept.	181	212	257	371	435	410	371						2237	320
South Fire District	123	108	131	201	160	196	173						1092	156
Westfield Fire District	70	62	69	117	108	102	135						663	95
Fire Department (Portland)	39	39	63	84	85	83	89						482	69
Ambulance only Calls	488	404	768	394	225	199	291						2769	396
TOTAL INCIDENT CASE #'s	3614	4538	5953	5840	5201	5195	5176						35517	5074
TELEPHONE ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	AVG
MIDDLETOWN	1391	1405	1542	1657	1822	1840							9657	1610
Wireless & wireline originating in Middletown														
PORTLAND	187	184	184	205	289	276							1325	221
Wireless & wireline originating in Portland														
Transfers to Dispatch from other towns. For Midd & Port.	199	176	250	179	195	172							1171	195
TOTAL 911 CALLS	1777	1765	1976	2041	2306	2288							12153	2026
TOTAL ADMIN. CALLS IN	5558	5356	6033	5740	6927	6685							36299	6050
TOTAL ADMIN. CALLS OUT	2209	2159	2533	2341	2882	2649							14773	2462
TOTAL PHONE CALLS	9544	9280	10542	10122	12115	11622							63225	10538
												2020	128,562	10,714
												2019	127,979	10,665
												2018	127,008	10,584
												AVG	127,850	10,654

SouthFire

Incident List by Alarm Date/Time

Alarm Date Between {07/01/2021} And {07/31/2021}
and FDID = "07121" and District = "MO2 " and
Census = "5418.00"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
21-0000926-000	07/03/2021	03:11:33	144 HOLMES DR /CVH - BATT	733 Smoke detector activation du
21-0000950-000	07/08/2021	06:17:44	39 TYNAN CIR /CVH - MERRI	733 Smoke detector activation du
21-0000953-000	07/08/2021	17:37:37	135 HOLMES DR /CVH - WOOD	353 Removal of victim(s) from st
21-0000956-000	07/09/2021	00:35:38	1 LABELLA CIR /CVH - EDDY	611 Dispatched & cancelled en ro
21-0000982-000	07/11/2021	19:46:55	144 HOLMES DR /CVH - BATT	311 Medical assist, assist EMS c
21-0000983-000	07/11/2021	23:23:31	1 LABELLA CIR /CVH - EDDY	311 Medical assist, assist EMS c
21-0000984-000	07/12/2021	05:25:42	135 HOLMES DR /CVH - WOOD	320 Emergency medical service, o
21-0000991-000	07/12/2021	14:50:05	1225 SILVER ST /CT JUVENI	744 Detector activation, no fire
21-0000992-000	07/12/2021	15:24:26	1 LABELLA CIR /CVH - EDDY	611 Dispatched & cancelled en ro
21-0001011-000	07/16/2021	00:03:41	144 HOLMES DR /CVH - BATT	9001 Void due to CAD
21-0001018-000	07/16/2021	21:20:41	1 LABELLA CIR /CVH - AIC/	321 EMS call, excluding vehicle
21-0001040-000	07/22/2021	09:53:42	70 OBRIEN DR /CVH - WHITI	321 EMS call, excluding vehicle
21-0001045-000	07/23/2021	12:49:27	95 Flood DR /00095 FLOOD	311 Medical assist, assist EMS c
21-0001057-000	07/25/2021	02:34:31	1 LABELLA CIR /CVH - AIC/	611 Dispatched & cancelled en ro

Total Incident Count 14



Requested By: Chief Michael J. Howley

Niddletown, CT 06457

Date 6/27/18

Budget Line Item

7805

Budget Line Name

Equipment

Authorized by



Requested By: Chief Michael J. Howley

Vendor	Gene's TV

Date	6/27/18
------	---------

Budget Line Item	7805
Budget Line Name	Equipment
DO NOT WRITE OR TYPE BELOW THIS LINE	

Balance Available	-\$124.99
-------------------	-----------

Date: 7/9/18

Date: _____



Order/Invoice No. 28278

Date: 6/27/18

15 Rome Avenue Middletown, CT 06457
(860) 347-1134 (860) 347-2717 Fax

genestv10@yahoo.com

Order Status: Salesperson: GLEN

S O L D T O SOUTH FIRE DISTRICT 445 RANDOLPH ROAD MIDDLETOWN, CT 06457 Home Phone: 860-347-6661	Customer #: 23642	S H I P T O SOUTH FIRE DISTRICT 445 RANDOLPH ROAD MIDDLETOWN, CT 06457 Phone: 860-347-6661	Delivery Date:
--	-------------------	---	----------------

Instructions: CONTACT: MICHAEL HOWLEY. PO #17-184. WILL CALL WHEN READY FOR US TO DELIVER. JUST DROPPING OFF - NO INSTALL.

Q	Brand	Model #	Serial #	Color	Product	Warr	Amt.	Exten.
1	F&P	OR36SDBMX1	725250213	1	Gas Range,		3,199.99	3,199.99
1		FLEX LINE					35.00	35.00

DATE 6/30/18 FY 17-18
 CHECK # 17-184
 AMT. 7805
 TOTAL \$3314.98
 APPROVED Michael Howley

Balance Due (Customer): \$3,314.98

Payment Type	Amount	Check No.	Auth. No.	Date	Bldr
					<input type="checkbox"/>

Customer Signature

Sub Total	\$3,234.99
Removal(s)	
Delivery	\$79.99
Labor/Misc.	
Tax	
Total	\$3,314.98

Thank You For Shopping at Gene's TV & Appliance, Inc.

Printed 7/3/2018 10:52:18

STORE POLICY

Customer

Customer must have the original sales invoice. All returns must be made within seven (7) business days. Any returned merchandise must be in original condition. Any returns or exchanges of new used merchandise must have the approval of the manufacturer representative and must also be in its original condition with the instruction booklet and warranty card. No cash refunds will be issued. Credit card refund will be subject to a 5% return fee and all refunds will be made by company check. A 20% restocking fee applies to any returned merchandise.

SPECIAL ORDER ITEMS ARE NOT RETURNABLE OR REFUNDABLE.

Gene's TV & Appliance, Inc.

15 Rome Avenue

Middletown CT 06457

Phone: (860) 347-1134 Fax: (860) 347-2717 genestv10@yahoo.com

Order/Invoice No. 28278

Packing Slip

Date: 6/27/2018

Order Status:

Salesperson: GLEN

S
O SOUTH FIRE DISTRICT
L 445 RANDOLPH ROAD
D MIDDLETOWN, CT 06457

S
H SOUTH FIRE DISTRICT
I 445 RANDOLPH ROAD
P MIDDLETOWN, CT 06457

T
O Home Phone: 860-347-6661 Customer #: 23642

T
O Phone: 860-347-6661

Delivery Date:

Instructions: CONTACT: MICHAEL HOWLEY. PO #17-184. WILL CALL WHEN READY FOR US TO DELIVER. JUST DROPPING OFF - NO INSTALL.

Q	Brand	Model #	Serial #	Color	Product	Pickup
1	F&P	OR36SDBMX1	725250213	1	Gas Range, 36"	
1		FLEX LINE				

Handwritten signature and date: 7-2-18

Packing Slip

Thank You For Shopping at Gene's TV & Appliance, Inc.

Printed 7/2/2018 8:43:58

Customer must have the original sales invoice. All returns must be made within seven (7) business days. Any returned merchandise must be in original condition. Any returns or exchanges of new used merchandise must have the approval of the manufacturer representative and must also be in its original condition with the instruction booklet and warranty card. No cash refunds will be issued. Credit card refund will be subject to a 5% return fee and all refund will be made by company check. A 20% restocking fee applies to any returned merchandise.

SPECIAL ORDER ITEMS ARE NOT RETURNABLE OR REFUNDABLE.

Gene's TV & Appliance, Inc.				7/11/2018		
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
6/27/2018	Bill	28278	3,314.98	3,314.98		3,314.98
					Check Amount	3,314.98

PAYMENT
RECORD

Cash - TD Bank

3,314.98



10408 3142728 v12-151



104081



Run 2/14

NOTICE OF PUBLIC SALE

South Fire District of the City of Middletown

Notice is hereby given that the South Fire District of the City of Middletown will be accepting bids for the sale of the following item:

Fisher & Paykel 36" Freestanding Gas Range (Brand New in Box)

- Model # OR36SDBMX1
- Convection Oven Capacity: 3.6 cu. ft.
- Width: 35 7/8"; Depth: 25 7/32"; Height 35 21/32"
- 5 Sealed Burners
- Manual Clean
- Storage Drawer

Minimum Bid - \$3,300.00

Sealed bids can be mailed or hand-delivered to Acting Chief Russ Jacobs, South Fire District, 445 Randolph Road, Middletown, CT 06457. Bids will be accepted until 7/9/21 at 4:00 p.m.

The South Fire District reserves the right to reject all bids and to make an award to the party determined to be the highest bidder.

Dated: 6/18/21

Post: 6/23/21