

**SOUTH FIRE DISTRICT  
OF THE CITY OF MIDDLETOWN  
COMMISSIONERS MEETING  
MONDAY, NOVEMBER 18, 2019  
MINUTES**

Present: Commissioners Gregorio, Darling, Kleckowski (arrived at 7:10 p.m.) and Thazhampallath (arrived at 7:10 p.m.); Chief Howley, Fire Department members and members of the public.

Absent: Commissioner Bartolotta

1. **CALL TO ORDER** Chairman Gregorio called the meeting to order at 7:10 p.m.
2. **PLEDGE OF ALLEGIANCE** was recited.
3. **OPEN PUBLIC SESSION** Chairman Gregorio opened the Public Session at 7:11 p.m.  
Daniel Penney  
Mr. Penney complimented Administrative Assistant Alyse McEwen on her always very helpful assistance concerning information request and attention to detail. He also noted that all votes taken, on any agenda item, are required to be available for viewing at 48 hours and minutes for any meeting available for public inspection at seven days. Mr. Penney requested Board of Fire Commissioners follow up to assure compliance is maintained. He suggested this can be accomplished via reinstating a proven past practice of recording meetings. Mr. Penney requested an update on recent tax sales revenue and expenses be provided at this meeting. He also questioned an unusual expenditure recorded in line item 7403 – Vehicle Repairs in the Monthly Expense Detail dated 10/1/2019 in the amount of \$4,435.68. He requested an explanation to be provided at this meeting. Mr. Penney also expressed his concern regarding the language used for Executive Session. He feels the language of *“discussing a personnel issue related to the performance of employee #19”* falls short of compliance with FOIC mandates, case consult, as well as, reasonable expectations of intended transparency compliance. He requested the Board of Fire Commissioners review and initiate corrective action the commission may find needed.
4. **CLOSE PUBLIC SESSION** Chairman Gregorio closed the Public Session at 7:14 p.m.
5. **MINUTES TO BE APPROVED**
  - A. Regular Meeting of October 15, 2019  
MOTION to approve the minutes of the October 15, 2019 regular meeting by Comm. Darling/Comm. Kleckowski. Unanimously approved.
6. **TAX COLLECTOR’S REPORT** was reviewed by the Commission.  
The Commission reviewed the Tax Collector’s report submitted by Tax Collector Cindy Gotta. MOTION to approve the Tax Collector’s Report by Comm. Thazhampallath/Comm. Darling. Unanimously approved.

- A. Tax Rebates**  
MOTION to approve tax rebates to various taxpayers in the amount of \$3,699.28 by Comm. Kleckowski/Comm. Darling. Unanimously approved.
- 7. MONTHLY FINANCIAL REPORTS** were reviewed by the Commission.  
MOTION to approve the Monthly Financial Reports by Comm. Thazhampallath/Comm. Darling. Unanimously approved.
- 8. CHIEF'S REPORT**  
The Commission reviewed the report submitted by Chief Howley.  
MOTION to approve the Chief's report by Comm. Darling/Comm. Kleckowski. Unanimously approved.
- 9. DEPUTY CHIEF'S REPORT**  
The Commission reviewed the report submitted by Deputy Chief Trzaski.  
MOTION to approve the Deputy Chief's report by Comm. Darling/Comm. Kleckowski. Unanimously approved.
- 10. ACTING FIRE MARSHAL'S REPORT**  
The Commission reviewed the report submitted by Acting Fire Marshal Mastroianni.  
MOTION to approve the Acting Fire Marshal's report by Comm. Darling/Comm. Kleckowski. Unanimously approved.
- 11. CAPTAIN'S REPORT**  
The Commission reviewed the report submitted by Captain Fischer.  
MOTION to approve the Captain's report by Comm. Darling/Comm. Kleckowski. Unanimously approved.
- 12. COMMISSIONER REPORTS**  
***PUBLIC SAFETY TELECOMMUNICATIONS***  
Commissioner Darling gave a brief overview of the November 4, 2019 Public Safety Telecommunications meeting.
- 13. BUILDING COMMITTEE**  
Commissioner Thazhampallath advised the November meeting was cancelled, but provided a brief status update.
- 14. OLD BUSINESS** None.
- 15. NEW BUSINESS**
- A. EMPLOYMENT STATUS – FIREFIGHTER ZACHARY TERENCE**  
MOTION to move Firefighter Zachary Terenzio from probationary status to permanent full-time status effective November 26, 2019 pending successful completion of the probationary period by Comm. Darling/Comm. Kleckowski. Unanimously approved.

**B. NEW HIRE PROCESS**

MOTION to suspend the rules to allow members of the public to speak Comm. Kleckowski/Comm. Darling. Unanimously approved.

MOTION to reinstate the rules and go back to a regular meeting by Comm. Kleckowski/Comm. Darling. Unanimously approved.

MOTION to table the New Hire Process discussion by Comm. Kleckowski/Comm. Thazhampallath.

**C. DISCUSSION OF BUDGET REFERENDUM DATE**

MOTION to reschedule the 2020 Budget Referendum from April 28, 2020 to May 5, 2020 due to the Presidential Primary being held at South Fire District by Comm. Darling/Comm. Kleckowski. Unanimously approved.

**16. EXECUTIVE SESSION**

MOTION to enter into Executive Session pursuant to statutes section 1-200(6)(A) and Section 1-225(a) of the Connecticut General Statutes, as amended, for the purpose of discussing a personnel issue related to the performance of employee #19 by Comm. Darling/Comm. Kleckowski. Unanimously approved.

The Commission entered into Executive Session at 8:15 p.m. Those in attendance were Commissioners Gregorio, Darling, Thazhampallath, and Kleckowski.

**17. CALL BACK TO ORDER**

MOTION to exit Executive Session at 8:58 p.m. by Comm. Darling/Comm. Kleckowski. Unanimously approved.

**18. ADJOURNMENT**

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

Meeting adjourned at 8:59 p.m.

Submitted by,



Kathleen M. Kiley