

**SOUTH FIRE DISTRICT
445 RANDOLPH ROAD
MIDDLETOWN, CT 06457
Board of Fire Commissioners
BUDGET WORKSHOP MINUTES
Tuesday, April 28, 2020 – 6:30 p.m.**

**Meeting Held via Zoom Video Conferencing
Meeting ID: 622 282 070**

Present: Commissioners Bartolotta, Thazhampallath, Kleckowski, and Giuliano; Chief Michael Howley and Deputy Chief James Trzaski.

1. CALL TO ORDER

Chairwoman Bartolotta called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. APPROVAL OF THE 4/14/20 BUDGET WORKSHOP MINUTES

MOTION to approve the 4/14/20 Budget Workshop minutes by Comm. Kleckowski/ Comm. Giuliano. Unanimously approved.

4. READING OF THE PUBLIC NOTICE AS POSTED IN THE HARTFORD COURANT ON APRIL 9, 2020

Administrative Assistant Alyse McEwen began reading the public notice as posted in the Hartford Courant on April 9, 2020 (copy attached).

MOTION to waive the reading of the remainder of the public notice by Comm. Kleckowski/ Comm. Thazhampallath. Unanimously approved.

5. BUDGET WORKSHOP

Chief Howley advised the Commissioners that the proposed budget was reevaluated and no changes were made following the 4/14/20 budget workshop. He reiterated that although the purpose of CNR is to fund large expenditures, multiple grants are applied for to support said expenditures. Currently, Deputy Chief Trzaski, Lieutenant Handley, and Lieutenant Zajac have been working on an application for the FEMA Port Security Grant to replace the department's rescue boat (FY 2020/2021 proposed expenditure).

6. CLOSE BUDGET WORKSHOP

MOTION to close the Budget Workshop at 6:38 p.m. by Comm. Kleckowski/Comm. Giuliano. Unanimously approved.

7. ADOPT BUDGET/SET MILL RATE FOR FISCAL YEAR JULY 1, 2020-JUNE 30, 2021

MOTION to adopt the proposed budget and set the mill rate at 5.203 mills for fiscal year July 1, 2020-June 30, 2021 by Comm. Giuliano/Comm. Kleckowski.

Commissioner Thazhampallath thanked the entire staff for their efforts to keep the mill rate flat during these unique circumstances.

Commissioner Giuliano also commended the staff for their efforts to keep the mill rate flat. He believes the district will be faced with bigger challenges next year. This budget was based on a growth in the grand list as of 10/1/19 and he feels the district needs to prepare for the 10/1/20 grand list to go in the opposite direction. Commissioner Giuliano is fully in favor of the proposed budget and urged his colleagues on the Board of Fire Commissioners to also vote in favor.

Commissioner Kleckowski reiterated the comments that the staff has done a terrific job and she appreciates all their hard work.

Chairwoman Bartolotta thanked the entire staff for their work to make sure the district can move forward with the flat budget, a budget which is very much needed during difficult times. She asked for the Commission to vote on the proposed budget. The votes were as follows:

Commissioner Kleckowski	Aye
Commissioner Thazhampallath	Aye
Commissioner Giuliano	Aye
Commissioner Bartolotta	Aye

Therefore, the budget has been approved and the mill rate of 5.203 mills has been set.

Chief Howley welcomed comments and assistance from the Commission in regard to the 2020 grand list.

Commissioner Thazhampallath asked if the budget is being affected by increased calls to CVH due to COVID-19 and if so, the district must continue to express its concerns for not receiving funds to complement the department for calls to the facility, perhaps in a letter to state representatives. Chief Howley said there hasn't been too much of an increase in volume, primarily due to the change in emergency response protocols throughout the city.

Chairwoman Bartolotta stated it's always wise to move forward with any budget with caution, which the department does on a regular basis. The Commissioners and staff are at a level of heightened awareness and will be proactive in every way possible to make sure we come out of the new fiscal year and move into the next with a budget that allows the community to recover and thrive.

8. ADJOURNMENT

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

Meeting was adjourned at 6:48 p.m.

Submitted by,

Alyse McEwen
Administrative Assistant

**SOUTH FIRE DISTRICT
of the City of Middletown**

PUBLIC NOTICE

Pursuant to Governor Lamont's Executive Orders in response to the COVID-19 pandemic, and in an effort to protect the health and safety of residents and employees, all public meetings of the South Fire District are cancelled through May 31, 2020. Additionally, the fiscal year 2020-2021 budgetary process will be amended as follows:

1. The South Fire District's budget for fiscal year 2020-2021 will be adopted and the mill rate will be set by the Board of Fire Commissioners without public vote.
2. On April 9th, the proposed budget will be posted on the department's website, www.southfiredistrict.com, and on the SFD Facebook page. Hard copies can be mailed upon request. Public comments regarding the proposed budget are encouraged and will be accepted until 4:00 p.m. on April 13th by email at sfdadmin@southfiredistrict.com.
3. Online budget discussions will take place on April 14th and April 28th at 6:30 p.m. via *Zoom*, a web-based video conferencing platform. The public can remotely attend these meetings by visiting <https://zoom.us/j/424038011> for the 4/14 meeting and <https://zoom.us/j/622282070> for the 4/28 meeting.
4. The South Fire Board of Fire Commissioners will vote on the proposed budget and set the mill rate for fiscal year 2020/2021 at the conclusion of the April 28th meeting.

Mary A. Bartolotta, Chairwoman
Board of Fire Commissioners

Dated: March 30, 2020

Posted: April 9, 2020