

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

**MONDAY, SEPTEMBER 14, 2020, 7:00 p.m.
Via Zoom – Meeting I.D. 868 1056 5534**

MINUTES

Present: Commissioners Bartolotta, Kleckowski, Thazhampallath, Giuliano, Penney; Chief Howley, Fire Department members, and members of the public.

1. **CALL TO ORDER** Chairwoman Bartolotta called the meeting to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE** was recited.
3. **AMERICAN HEART ASSOCIATION HEARTSAVER HERO AWARD**
(The Heartsaver Hero award recognizes individuals for performing a heroic act of CPR and save a life during an emergency. The account of the August 5, 2020 incident is attached to these minutes.)

*Presented to: Lieutenant Robert Zajac, South Fire District
Firefighter Terence Keenan, South Fire District
Firefighter Ryan Parmelee, South Fire District
Firefighter John Hopkins, East Haven F.D. (formerly of SFD)
Mirza Hafiz, Paramedic, Hunters Ambulance
Chris Foster, EMT, Hunters Ambulance
Officer Dan Knapp, Portland Police Department (assisting bystander)
Retired Trooper 1st Class Brian McGran, CT State Police (assisting bystander)*

4. **OPEN PUBLIC SESSION** Chairwoman Bartolotta opened the Public Session at 7:20 p.m.
No one wished to speak.
5. **CLOSE PUBLIC SESSION** Chairwoman Bartolotta closed the Public Session at 7:20 p.m.
6. **MINUTES TO BE APPROVED**
 - A. **REGULAR MEETING OF AUGUST 10, 2020**
Page 3 of the August 10, 2020 draft meeting minutes was missing from the Commissioner's meeting packet.

MOTION to postpone the approval of the minutes to the October regular monthly meeting by Comm. Giuliano/Comm. Kleckowski. Unanimously approved.

7. **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 tax refunds to various taxpayers in the amount of \$973.89 by Comm. Kleckowski/Comm. Giuliano. Unanimously approved.

MOTION to approve the Tax Collector's report by Comm. Kleckowski/Comm. Giuliano.
Unanimously approved.

8. **MONTHLY FINANCIAL REPORTS** were reviewed by the Commission.
Commissioner Penney posed the following questions: a) Are any funds being carried over as of 6/30/20? Chairwoman Bartolotta advised that the auditor has not yet completed the final report; b) What is the debit in the amount of \$1,188 payable to Middlesex Marine? Chief Howley advised it was to rebuild the motor for the old Marine 3; c) What is the debit in the amount of \$1,570.71 payable to ESI? Chief Howley advised it was for the annual contract for the Employee Assistance Program.

MOTION to approve the Monthly Financial Reports by Comm. Kleckowski/Comm. Giuliano.
Unanimously approved.

9. **CHIEF'S REPORT**
The Commission reviewed the report submitted by Chief Howley.
MOTION to approve the Chief's Report by Comm. Kleckowski/Comm. Giuliano. Unanimously approved.

10. **FIRE MARSHAL'S REPORT**
The Commission reviewed the reports submitted by Fire Marshal Mastroianni.
MOTION to approve the Fire Marshal's Report by Comm. Kleckowski/Comm. Penney.
Unanimously approved.

11. **DEPUTY FIRE MARSHAL'S REPORT**
The Commission reviewed the reports submitted by Deputy Fire Marshal Hurlbut.
MOTION to approve the Deputy Fire Marshal's Report by Comm. Kleckowski/Comm. Penney.
Unanimously approved.

12. **CAPTAIN'S REPORT**
The Commission reviewed the reports submitted by Captain Fischer.
MOTION to approve the Captain's report by Comm. Kleckowski/Comm. Giuliano.
Unanimously approved.

13. **COMMISSIONER REPORTS**
- A. **BUILDING COMMITTEE – COMM. THAZHAMPALLATH**
Commissioner Thazhampallath updated the Commission on the progress. The project has gone out to bid and the opening of the bids is scheduled for 9/23. He thanked Chief Howley for being persistent and Landmark Architect for staying engaged despite the small size of the project. The opening of the bids will be via Webex; Commissioner Thazhampallath will get the login information from Donna Imme.
 - B. **PENSION COMMITTEE – COMM. KLECKOWSKI**
Vice-Chairwoman Kleckowski advised the Commission that a Pension Committee meeting is scheduled for October 6th.

Commissioner Giuliano called “point of information.” The Public Safety Telecommunications report is not on the agenda under “Commissioner Reports,” but is included in the Chief’s report.

14. OLD BUSINESS None.

15. NEW BUSINESS

A. APPOINTMENT OF DEPUTY CHIEF

Motion to appoint Lieutenant Russ Jacobs as Deputy Chief by Comm. Giuliano/Comm. Kleckowski. Unanimously approved.

B. EMPLOYMENT STATUS - FF JACOB MIKOS & FF NICHOLAS DeBLOIS

Motion to move Firefighter Jacob Mikos and Firefighter Nicholas DeBlois to permanent full-time status subject to the successful completion of their probationary periods by Comm. Kleckowski/Comm. Giuliano. Unanimously approved.

C. DISCUSSION OF COMMISSIONER COMPENSATION

Commissioner Penney indicated that he has long held a position that the Commissioner compensation budget line item should be eliminated. He feels it is his civic duty to serve without compensation and the elimination would help taxpayers. Also, he offered that the existing budgeted funding could be used for funding a long overdue forensic audit which has not been completed by the district since 1957.

Motion to suspend Commissioner compensation and use the funds to do a forensic audit by Comm. Penney. Motion not seconded; motion failed.

D. DISCUSSION OF POTENTIAL FOIA WORKSHOP W/FOI COMMISSION

Commissioner Penney shared that with new and relatively new Commissioners serving the district that it would be most beneficial to host a district/charter/by-laws specific FOIC workshop as has been past practice for the district staff as well as members of the public.

Motion to have the district look into having an FOIA workshop with the FOI Commissioner by Comm. Penney. Motion not seconded; motion failed.

Vice-Chairwoman Kleckowski will look into the possibility of coordinating the workshop with the city, pending City Hall being open to the public. Commissioner Penney will contact Tom Hennick at FOIC and follow up at the October regular monthly meeting.

E. DISCUSSION OF “PUBLIC SESSION” AGENDA ITEM

Commissioner Penney explained that other city committees, as well as other municipal agencies, offer public comment both at the start of a meeting (agenda items only) and at the end of the meeting (non-agenda items – open public comment). One example in Middletown is the BOE Facilities Committee that practices both and often receives valuable positive feedback.

Motion to add a second public session at the end of the each meeting for discussion of items not on the agenda by Comm. Penney. Motion not seconded; motion failed.

F. EARTHLIGHT – PROPOSED SOLAR SYSTEM

Motion to postpone the discussion by Comm. Giuliano/Comm. Kleckowski.
Unanimously approved.

16. ADJOURNMENT

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

Meeting adjourned at 8:21 p.m.

Submitted by,

Alyse McEwen
Administrative Assistant

Approved 10/13/2020