

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT

Board of Fire Commissioners
REGULAR MONTHLY MEETING MINUTES
Monday, January 9, 2023 at 7:00 p.m.

Held at the firehouse and via Zoom - Meeting I.D. 868 3531 1743

Present: Commissioners Kleckowski, Giuliano, Thazhampallath, Penney, and Pessina; Chief James Trzaski, staff members.

1. CALL TO ORDER

Commissioner Kleckowski called the meeting to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

A moment of silence was observed in remembrance of State Representative Quentin Smith.

3. ACCEPT/AMEND AGENDA

MOTION to accept the agenda by Comm. Giuliano/Comm. Pessina. Voting was as follows:

Commissioner Kleckowski	Aye
Commissioner Giuliano	Aye
Commissioner Thazhampallath	Aye
Commissioner Pessina	Aye
Commissioner Penney	Abstained

The motion passed with four Ayes and one Abstention.

4. OPEN PUBLIC SESSION (ITEMS ON THE AGENDA)

Commissioner Kleckowski opened the public session at 7:04 p.m. There were no members of the public present.

5. CLOSE PUBLIC SESSION

Chairwoman Kleckowski closed the public session at 7:04 p.m.

6. MINUTES TO BE APPROVED

a. REGULAR MEETING OF DECEMBER 12, 2022

MOTION to approve the minutes of the regular meeting of December 12, 2022 by Comm. Pessina/Comm. Thazhampallath. Voting was as follows:

Commissioner Kleckowski	Aye
Commissioner Giuliano	Abstained
Commissioner Thazhampallath	Aye
Commissioner Pessina	Aye
Commissioner Penney	Abstained

The motion passed with three Ayes and two Abstentions.

b. SPECIAL MEETING OF DECEMBER 15, 2022

MOTION to approve the minutes of the special meeting of December 15, 2022 by Comm. Pessina/Comm. Thazhampallath. Voting was as follows:

Commissioner Kleckowski	Aye
Commissioner Giuliano	Abstained
Commissioner Thazhampallath	Aye
Commissioner Pessina	Aye
Commissioner Penney	Abstained

The motion passed with three Ayes and two Abstentions.

7. TAX COLLECTOR'S REPORTS – DECEMBER 2022

a. REFUNDS: \$255.20

MOTION to approve *Item 7 a) Refunds* in the amount of \$255.20 for the Month of December 2022 by Comm. Thazhampallath/ Comm. Pessina. Unanimously approved.

b. TAX COLLECTOR'S REPORT

The tax collector's reports were reviewed and discussed.

8. FINANCIAL REPORTS

a. MONTHLY EXPENSE DETAIL: NOVEMBER AND DECEMBER 2022

b. PROFIT & LOSS BUDGET VS. ACTUAL: JULY THROUGH DECEMBER 2022

c. CASH BALANCE REPORT: DECEMBER 2022

The financial reports were reviewed and discussed.

9. ADMINISTRATIVE REPORTS – DECEMBER 2022

Chief Trzaski provided an overview of the December 2022 administrative reports.

10. COMMISSIONER REPORTS

a. BUILDING COMMITTEE: COMMISSIONER THAZHAMPALLATH

Commissioner Thazhampallath gave an overview of the first Building Committee meeting, which met tonight. It was agreed that the parameters of the grant need to be obtained from the state prior to moving forward with the project.

b. PENSION COMMITTEE: COMMISSIONER KLECKOWSKI

Commissioner Kleckowski advised that the committee will meet in the spring.

c. PUBLIC SAFETY TELECOMMUNICATIONS: COMMISSIONER GIULIANO

Commissioner Giuliano provided an overview of the Public Safety Telecommunications meeting. The reports were attached to the meeting packet for review.

d. RIVERFRONT REDEVELOPMENT UPDATE: COMMISSIONER PESSINA

Commissioner Pessina spoke of the progress being made.

11. OLD BUSINESS

a. APPOINTMENT OF DEPUTY CHIEF

Although it was a difficult decision, Chief Trzaski recommended that Captain Fischer be appointed Deputy Chief of South Fire District.

MOTION to authorize the Chairwoman of the South Fire District’s Board of Fire Commissioners to enter negotiations with the recommended appointee and execute the possible contract for the appointment by Comm. Thazhampallath/Comm. Pessina. Voting was as follows:

Commissioner Kleckowski	Aye
Commissioner Giuliano	Aye
Commissioner Thazhampallath	Aye
Commissioner Pessina	Aye
Commissioner Penney	Abstained

The motion passed with four Ayes and one Abstention.

Chairwoman Kleckowski will provide the proposed contract to the board for their review and approval prior to execution.

b. ACCEPTANCE OF CONFLICT-OF-INTEREST POLICY

MOTION to approve the recommended language and accept the Conflict-of-Interest Policy by Comm. Thazhampallath/Comm. Pessina. Unanimously approved.

Commissioners Kleckowski, Giuliano, Thazhampallath, Penney, and Pessina indicated their having reviewed the policy by initialing the sign-off section of the policy, which will be placed in the department’s *Administrative and Operations Manual*.

c. MARINE 3 UPDATE

Lieutenant Zajac provided an update on Marine 3.

12. NEW BUSINESS

a. GOALS FOR 2023 – CHIEF TRZASKI

MOTION to postpone to the April 2023 regular monthly meeting.

b. SET TIMES FOR 2/6/23 COMMISSIONER ELECTION

MOTION to set the time for the commissioner election to 8:00 a.m. to 8:00 p.m. by Comm. Thazhampallath/Comm. Pessina. Voting was as follows:

Commissioner Kleckowski	Aye
Commissioner Giuliano	Aye
Commissioner Thazhampallath	Aye
Commissioner Pessina	Aye
Commissioner Penney	Nay

The motion passed with four Ayes and one Nay.

MOTION to authorize and approve the appropriate legal notice for absentee ballots availability on Tuesday 17th at 12 noon by Comm. Thazhampallath/Comm. Pessina. Unanimously approved.

c. DISCUSSION OF SECOND PUBLIC SESSION

A discussion took place about the second public session and whether “items not on the agenda” should be removed to allow members of the public to speak on agenda items. No action was taken to change the wording.

13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Commissioner Kleckowski opened the public session at 8:18 p.m. There were no members of the public present.

14. CLOSE PUBLIC SESSION

Commissioner Kleckowski closed the public session at 8:18 p.m.

15. ADJOURNMENT

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

The meeting adjourned at 8:18 p.m.

Submitted by,

Alyse McEwen
Recording Secretary

APPROVED 2/14/2023

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