

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

**MONDAY, NOVEMBER 8, 2021, 7:00 p.m.  
Via Zoom Meeting I.D. 813 2908 9430**

**MINUTES**

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

Absent: Commissioner Pessina

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 as posted by Comm. Giuliano/Comm. Thazhampallath. 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. **REGULAR MEETING OF SEPTEMBER 13, 2021**  
**Motion** to approve the minutes of the regular meeting of September 13, 2021 by Comm. Giuliano/Comm. Thazhampallath. Commissioner Penney abstained. The motion passed.
  - B. **REGULAR MEETING OF OCTOBER 12, 2021**  
**Motion** to approve the minutes of the regular meeting of October 12, 2021 by Comm. Giuliano/Comm. Kleckowski. Comm. Thazhampallath voted "Aye." Comm. Penney abstained. The motion passed.

Commissioner Penney expressed his disappointment that the October 12, 2021 meeting took place without a quorum. Three out of five Commissioners were absent. Vice-Chairman Giuliano stated that no action was taken during the meeting; therefore, the meeting was in compliance with FOIA. Discussion ensued regarding whether having the meeting was a violation of the By-Laws and/or Charter. Chairwoman Kleckowski read Article VI, Section 2 of the By-Laws into the record. Chairwoman Kleckowski moved to strike the subsequent comments from the minutes.

7. **TAX COLLECTOR'S REPORT**
  - A. **REFUNDS: SEPTEMBER 2021: \$7,242.72 AND OCTOBER 2021: \$5,394.43**  
**Motion** to approve tax refunds for September 2021 in the amount of \$7,242.72 and for October 2021 in the amount of \$5,394.43 by Comm. Thazhampallath/Comm. Giuliano. Chairwoman Kleckowski voted "Aye." Commissioner Penney abstained. The motion passed.

**B. TAX COLLECTOR’S REPORTS: SEPTEMBER 2021 AND OCTOBER 2021**

**Motion** to approve the Tax Collector’s reports submitted by Kathy Kiley for the Months of September 2021 and October 2021 by Comm. Thazhampallath/Comm. Giuliano. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed.

**8. FINANCIAL REPORTS**

**A. MONTHLY EXPENSE DETAIL: AUGUST 2021 AND SEPTEMBER 2021**

**B. MONTHLY EXPENSE DETAIL: SEPTEMBER 2021 AND OCTOBER 2021**

**C. PROFIT AND LOSS BUDGET VS. ACTUAL: JULY 2021 THROUGH SEPTEMBER 2021**

**D. PROFIT AND LOSS BUDGET VS. ACTUAL: JULY 2021 THROUGH OCTOBER 2021**

**E. CASH BALANCE REPORT: SEPTEMBER 2021**

**F. CASH BALANCE REPORT: OCTOBER 2021**

**Motion** to approve the financial reports by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed. Commissioner Penney asked for the qualifying staff to produce a draft policy with limits in place on purchasing for the Commissioners to review.

**9. CHIEF’S REPORT**

**Motion** to accept Chief Trzaski’s reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed.

**10. DEPUTY CHIEF’S REPORT**

**Motion** to accept Deputy Chief Jacob’s reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed.

**11. FIRE MARSHAL’S OFFICE REPORTS**

**Motion** to accept the reports submitted by FM Mastroianni and DFM Hurlbut for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed.

**12. CAPTAIN’S REPORTS**

**Motion** to accept Captain Fischer’s reports for the Months of September 2021 and October 2021 by Comm. Giuliano/Comm. Thazhampallath. Chairwoman Kleckowski voted “Aye.” Commissioner Penney abstained. The motion passed.

**13. COMMISSIONER REPORTS**

**A. BUILDING COMMITTEE** – Commissioner Thazhampallath provided an update of the building project.

**B. PENSION COMMITTEE – COMM. KLECKOWSKI**

Chairwoman Kleckowski advised there was nothing new to report.

**C. PUBLIC SAFETY TELECOMMUNICATIONS– COMM. GIULIANO**

Commissioner Giuliano provided an overview of the PST meeting. The *Monthly Call Statistics – 2021* report was attached to the meeting packet.

**D. RIVERFRONT REDEVELOPMENT UPDATE – COMM. PESSINA**

Commissioner Pessina was absent from the meeting. An update was not provided.

**14. OLD BUSINESS**

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

**B. COMMENDATION/COMPLAINT FORM**

**Motion** to postpone indefinitely by Comm. Giuliano/Comm. Penney. Unanimously approved.

**C. UPDATE ON SFD CLOTHING**

Commissioner Thazhampallath suggested the Middletown Public Schools' Transition Center's (provides students with opportunities to learn life skills) printing shop be contacted for information about their services.

**D. COMMUNITY INVOLVEMENT ON COMMITTEES**

A discussion took place about the benefits of South Fire District residents involved in community committees, city boards, and commissions.

**15. NEW BUSINESS**

**A. DISCUSSION OF BADGE AND MIDDLETOWN SFD FIRE COMMISSIONER PLATES**

Commissioner Penney spoke about and suggested transitioning into a releasable sticker as an alternative to Commissioner license plates. He distributed a sample sticker. This topic will be an agenda item for the December 13, 2021 meeting.

**B. DISCUSSION OF PUBLIC ATTENDANCE AT BFC MEETINGS REPRESENTATION**

It was decided that members of the public will be able to physically attend the monthly meetings effective 12/13/21. The meetings will continue to be accessible via Zoom.

**16. ADJOURNMENT**

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

Meeting adjourned at 8:30 p.m.

Submitted by,

Alyse McEwen  
Recording Secretary

**APPROVED**  
**January 10, 2022**