

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

**MONDAY, JULY 12, 2021, 7:00 p.m.
Via Zoom Meeting I.D. 811 8178 1286**

MINUTES

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

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 by Comm. Giuliano/Comm. Pessina. 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. **SPECIAL MEETING OF JUNE 2, 2021**
MOTION to approve the minutes of the special meeting of June 2, 2021 by Comm. Giuliano/Comm. Pessina. Unanimously approved.
 - B. **REGULAR MEETING OF JUNE 14, 2021**
MOTION to approve the minutes of the regular meeting of June 14, 2021 by Comm. Giuliano/Comm. Pessina.

Commissioner Penney indicated that the Vendor Agreement between the South Fire District and Lee Muscattello Matterazzo should be attached to the June 14th minutes since Commissioner Giuliano read paragraph 9 into the record (first motion under New Business/Item C). The Vendor Agreement will be appended to the 6/14/21 regular meeting minutes.

Additionally, Commissioner Penney indicated that the verbiage in the second motion under New Business/Item C does not clearly reflect that he was the maker of the motion and the motion should read "MOTION by Comm. Penney to accept the Vendor Agreement contingent upon the bonding question being positively addressed by the district..."

The motion passed unanimously with the above modifications.

7. **TAX COLLECTOR'S REPORT**

The Commission reviewed the Tax Collector's reports submitted by Kathleen Kiley.

 - A. **TAX REFUNDS FOR THE MONTH OF JUNE - \$1,224.74**

MOTION to approve the tax refunds for the Month of June in the amount of \$1,224.74 by Comm. Giuliano/Comm. Pessina. Unanimously approved.

B. MOTION to approval the Tax Collector's report for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

8. MONTHLY FINANCIAL REPORTS FOR THE MONTH OF JUNE

Moving forward, details of the Bank of America statement will be part of the monthly meeting packets. Additionally, Chief Trzaski will highlight specific trends related to replacements/call-backs.

MOTION to accept the monthly financial reports for the Month of June by Comm. Thazhampallath/Comm. Giuliano. Unanimously approved.

9. ACTING CHIEF'S REPORT

The Commission reviewed the report for the Month of June submitted by Acting Chief Jacobs.

MOTION to accept the Acting Chief's report for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

10. FIRE MARSHAL'S OFFICE REPORTS

Moving forward, the monthly meeting packets will include an incident report of all calls made to CVH.

MOTION to accept the Fire Marshals' reports for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

11. CAPTAIN'S REPORT

MOTION to accept the Captain's report for the Month of June by Comm. Giuliano/Comm. Pessina. Unanimously approved.

12. COMMISSIONER REPORTS

A. BUILDING COMMITTEE – COMM. THAZHAMPALLATH

Commissioner Thazhampallath provided an update of the building project.

MOTION to use the excess money, if any, from the contingency building fund to purchase a new carpet and a new ceiling for the lounge by Comm. Pessina/Comm. Kleckowski. Unanimously approved.

The purchase will be separate from the building renovation project. This subject will be an agenda item for upcoming BFC monthly meetings.

MOTION by Commissioner Penney to suspend the rules to allow himself to speak about the gas range that was purchased several years ago. The motion was seconded by Chairwoman Kleckowski. Voting was as follows:

Commissioners Kleckowski and Penney	Aye
Commissioners Giuliano, Thazhampallath, and Pessina	Nay

The motion failed with two ayes and three nays.

B. PENSION COMMITTEE – COMM. KLECKOWSKI

Commissioner Kleckowski advised there was nothing new to report.

C. PUBLIC SAFETY TELECOMMUNICATIONS– COMM. GIULIANO

Commissioner Giuliano provided an overview of the June 2021 meeting. The report will be attached to these minutes.

MOTION to accept the Commissioner reports by Comm. Giuliano/Comm. Pessina. Unanimously approved.

13. OLD BUSINESS

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

B. ESO SOFTWARE UPDATE

Chief Trzaski advised the Commission that a decision regarding ESO software has not yet been made.

14. NEW BUSINESS

A. OFFICE OF THE TAX COLLECTOR

Chairwoman Kleckowski advised that a part-time tax collector had been hired but the individual decided not to accept the offer. Lee Muscattello Matterazzo has been hired as a per diem tax collector and a student from Middletown High School has been hired to assist in the Tax Office. She also indicated that she has “someone in the wings” should additional help be needed when the school begins in the fall.

B. FIRE MARSHAL’S OFFICE SCHEDULE

MOTION to continue with the Fire Marshal’s Office schedule as outlined in the current CBA by Comm. Pessina/Comm. Giuliano. Unanimously approved.

15. ADJOURNMENT

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

Meeting adjourned at 8:20 p.m.

Submitted by,

Alyse McEwen
Recording Secretary