

**SOUTH FIRE DISTRICT  
445 Randolph Road | Middletown, CT**

**Board of Fire Commissioners  
REGULAR MONTHLY MEETING MINUTES  
Tuesday, October 10, 2023 at 7:00 p.m.**

**Held at the firehouse and via Zoom - Meeting I.D. 898 0043 8655**

**Present:** Commissioners, Giuliano, Thazhampallath (arrived at 7:08 p.m.), Pessina, and Gregorio, Chief Trzaski, Deputy Chief Fischer, and staff members

**Absent:** Chairwoman Kleckowski (Vice-Chairman Giuliano facilitated the meeting in Chairwoman Kleckowski's absence.)

**1. CALL TO ORDER**

Commissioner Giuliano called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE** was recited.

**3. ACCEPT/AMEND AGENDA**

The agenda was accepted as presented.

**4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA**

Commissioner Giuliano opened the public session at 7:01 p.m.

*Dan Penney, Chamberlain Hill Road*

Mr. Penney asked questions regarding the submitted financial reports. Commissioner Giuliano asked Chief Trzaski to address Mr. Penney's questions under Item 8 – Financial Reports of the agenda.

**5. CLOSE PUBLIC SESSION**

Commissioner Giuliano closed the public session at 7:08 p.m.

**6. MINUTES TO BE ACCEPTED**

**a. September 11, 2023 Regular Monthly Meeting**

The minutes were accepted as presented.

**7. TAX COLLECTOR'S REPORTS – SEPTEMBER 2023**

**a. Refunds:** Commissioner Thazhampallath reported there were no refunds for the Month of September 2023.

**b. Acceptance of the Tax Collector's Reports**

The Tax Collector's Reports were accepted as received.

**8. FINANCIAL REPORTS**

**a. Monthly Expense Detail:** August and September 2023

**b. Profit & Loss Budget vs. Actual:** July 2023 through September 2023

**c. Cash Balance Reports:** September 2023

Chief Trzaski answered questions which were asked during Public Session; he will provide more details regarding the vehicle repairs inquiries.

The financial reports were accepted as submitted.

#### **9. ADMINISTRATIVE REPORTS – SEPTEMBER 2023**

Chief Trzaski and Deputy Chief Fischer provided an overview of the September 2023 administrative reports. The reports were accepted as presented.

#### **10. COMMISSIONER REPORTS**

##### **a. Building Committee – Commissioner Thazhampallath**

Commissioner Thazhampallath provided an update on the progress of Phase II of the building renovation project. He encouraged the commission to consider utilizing a portion of the PILOT monies received from the State of Connecticut to help fund the project. The Building Committee is scheduled to meet on October 17<sup>th</sup> at which time the total dollar amount should be finalized.

##### **b. Pension Committee: Commissioner Kleckowski**

Commissioner Kleckowski was not present to provide an update.

##### **c. Public Safety Telecommunications: Commissioner Giuliano**

Commissioner Giuliano gave an overview of the Public Safety Telecommunications reports.

##### **d. Riverfront Redevelopment Update: Commissioner Pessina**

Commissioner Pessina provided an update on the Riverfront Redevelopment.

#### **11. OLD BUSINESS**

##### **a. Marine 3 Update**

No updates to report.

#### **12. NEW BUSINESS**

##### **a. Discussion of State PILOT and Grant Funds**

Chief Trzaski spoke about monies awarded to South Fire District by the State of Connecticut PILOT and grant funds.

#### **13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA**

Commissioner Giuliano opened the public session at 7:41 p.m.

*Dan Penney, 1101 Chamberlain Hill Road*

Mr. Penney spoke of the changing laws about absentee ballots and encouraged the commission to develop detailed, legal-compliant procedures in this regard, specifically the State Elections Enforcement Commission's (SEEC's) authority over South Fire District's practice of handling absentee ballots.

Mr. Penney recommended that the commission reinstate the practice of "approving" the monthly financial statements, versus "accepting" them.

**14. CLOSE PUBLIC SESSION**

Commissioner Giuliano closed the public session at 7:46 p.m.

**15. ADJOURNMENT**

**MOTION** to adjourn by Comm. Gregorio/Comm. Pessina. Unanimously approved.

The meeting was adjourned at 7:46 p.m.

Submitted by,

*Alyse McEwen*

Alyse McEwen  
Recording Secretary

**APPROVED 11/13/2023**

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