

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT
Board of Fire Commissioners
REGULAR MONTHLY MEETING MINUTES
Tuesday, October 14, 2025 at 7:00 p.m.

Held at the firehouse and via Zoom - Meeting I.D. 847 4793 9852

Present: Commissioners Kleckowski, Giuliano, Thazhampallath, Pessina, and Gregorio; Chief Trzaski and Deputy Chief Fischer

1. CALL TO ORDER

Chairwoman Kleckowski called the meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

Commissioner Thazhampallath recommended that the board send thank you letters, signed by the chair, to members of the American Legion for the flags they donated.

3. ACCEPT/AMEND AGENDA

MOTION to amend the agenda to move *Item 13) Executive Session* to follow *Item 5) Close Public Session* by Comm. Giuliano/Comm. Pessina. Unanimously approved.

4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA

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

Dan Penney

Mr. Penney feels that although the CT FOIA does not require minutes to be verbatim, they should document general discussion. He recommended that the draft minutes of the August 11, 2025 monthly meeting be revised to include concerning comments made during the 8/11/25 meeting.

5. CLOSE PUBLIC SESSION Chairwoman Kleckowski closed the public session at 7:06 p.m.

6. EXECUTIVE SESSION

MOTION to go into executive session pursuant to Statutes Section 1-200(6)(A) and Section 1-225(a) of the Connecticut General Statutes, as amended, for the purpose of discussing the job description and performance evaluation of the executive assistant by Comm. Giuliano/Comm. Pessina. Unanimously approved.

Executive session started at 7:06 p.m. Present: Commissioners, Kleckowski, Giuliano, Thazhampallath, Pessina, and Gregorio, Chief Trzaski and Deputy Chief Fischer.

The meeting was called back to order at 8:04 p.m. No action was taken.

Chairwoman Kleckowski departed at 8:04 p.m. Vice Chairman Giuliano chaired the meeting in her absence.

7. MINUTES TO BE ACCEPTED

a. Regular Monthly Meeting of September 8, 2025

The minutes were accepted as presented.

8. TAX COLLECTOR'S REPORTS – SEPTEMBER 2025

a. Tax Collector's Reports

The Tax Collector's Reports were accepted as presented.

9. FINANCIAL REPORTS

a. Monthly Expense Detail: August and September 2025

b. Profit & Loss Budget vs. Actual: July 2025 through September 2025

c. Cash Balance Report: September 2025

The financial reports were accepted as presented.

10. ADMINISTRATIVE REPORTS – SEPTEMBER 2025

Chief Trzaski told the commissioners that a significant amount of time was spent by the fire marshal's office and the administrative staff preparing for the Open House. Deputy Fire Marshal Parmelee did an outstanding job organizing the event with the assistance of staff members. The department received a lot of positive feedback from the public. Deputy Chief Fischer is the new assistant treasurer of CT Fire Chiefs Association and Captain Turenne has been elected as president of the CT Fire Department Instructor's Association. The chiefs and staff members served breakfast at the Senior Center. Commissioner Pessina recommended that congratulatory letters be sent to DC Fischer and Captain Turenne.

Deputy Chief Fischer reported that all the apparatus have had their annual preventative maintenance. Annual hose and ladder testing will be done on 10/31/25. He and Chief Trzaski attended a statewide disaster drill at Middletown EOC. It was the first time in several years that all city agencies participated. The Marine 3 committee made their second visit to Canada, which he will discuss under agenda item *11 b) – Old Business*.

11. COMMISSIONER REPORTS – SEPTEMBER 2025

a. Building Committee: Commissioner Thazhampallath

Commissioner Thazhampallath provided an update on the building project. The addition is in full use, and the dedication ceremony went well. There are a few remaining minor financial obligations which will be reported to the commission. Commissioner Thazhampallath is confident that the board members have left the department and the district in a much better place in terms of equipment and the physical building. Commissioner Giuliano asked that this item remain on agenda for one more month to formally dissolve the committee.

b. Pension Committee: Commissioner Gregorio

Commissioner Gregorio asked for a motion to accept the new Defined Benefit Pension Plan so he can proceed with arranging the Beirne Group to discuss it with the employees.

MOTION to accept the Defined Benefit Pension Plan as presented by the Pension Committee by Comm. Thazhampallath/Comm. Pessina. The motion was approved by Commissioners Giuliano, Thazhampallath, and Pessina. Commissioner Gregorio abstained.

At the request of Commissioner Thazhampallath, Commissioner Gregorio confirmed that the document was finalized in collaboration with the bargaining unit and the administration. This was a well-researched, comprehensive process. Commissioner Gregorio also confirmed they went through all the proper channels, met with every employee, and the union as a group. They benefited by utilizing the professional services of Shipman & Goodman (legal services) and TPS Group (actuarial services). Local 3918's executive board has already approved the plan document, but the members have not yet voted. This is a tentative agreement until both parties approve it.

- c. **Public Safety Telecommunications: Commissioner Giuliano** – No report.
- d. **Riverfront Redevelopment Update: Commissioner Pessina** – There is nothing new to report.

12. OLD BUSINESS

a. District Economic Development Updates

Commissioner Giuliano advised that there is interest in the 100 Randolph Road complex.

b. Marine 3 Update and Discussion of Possible Change Orders

DC Fischer explained the Marine 3 change order proposal (a copy is attached).

MOTION to approve and authorize the change order request with a threshold of up to \$25,000 and funding sources allocated from CNR and funds from the sale of the Boston Whaler by Comm. Thazhampallath/Comm. Pessina. Unanimously approved.

13. NEW BUSINESS None.

14. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Vice Chairman Giuliano opened the public session at 8:37 p.m.

Dan Penney

Mr. Penney recommended an educational workshop through the CT FOIC be planned. He requested that the Board of Fire Commissioners schedule an executive session to discuss a personnel matter.

Commissioner Giuliano is in favor of scheduling an FOI workshop.

15. CLOSE PUBLIC SESSION

Vice Chairman Giuliano closed the public session at 8:39 p.m.

16. ADJOURNMENT

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

The meeting adjourned at 8:39 p.m.

Submitted by,
Alyse McEwen

Alyse McEwen
Recording Secretary

Approved 11/10/2025

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