

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT
BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING MINUTES
Monday, November 10, 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 (via Zoom)

1. CALL TO ORDER

Chairwoman Kleckowski called the meeting to order at 7:01 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

Chairwoman Kleckowski opened the public session at 7:02 p.m.

Dan Penney

Mr. Penney asked if there were publicly advertised bids for the services used to support the Pension Committee. He indicated that since the pension plan document was approved by the board, it is a public document. Mr. Penney asked for an update on his request during the October 14th meeting that the commission schedule an executive session and his recommendation that a FOIA workshop be scheduled, which is documented in the minutes to be accepted. He indicated that although he does not consider himself a content expert in ADA/code compliance, he expressed his observations and concerns about possible compliance issues. He recommended that additional handicapped parking spaces be added. Mr. Penney is impressed with the ADA accommodations in the restrooms. He recommended that the commission hold off dissolving the Building Committee until these issues are addressed.

5. CLOSE PUBLIC SESSION Chairwoman Kleckowski closed the public session at 7:07 p.m.

6. MINUTES TO BE ACCEPTED

a. Regular Monthly Meeting of October 14, 2025

The minutes were accepted as presented.

Regarding the comment made during the public session regarding minutes to be accepted, Chairwoman Kleckowski explained that the discussion of minutes does not meet the requirements for an executive session.

7. TAX COLLECTOR'S REPORTS – OCTOBER 2025

a. Tax Refunds

MOTION to approve tax refunds in the amount of \$158.39 by Comm. Giuliano/Comm. Pessina.
Unanimously approved.

b. Tax Collector's Reports

The Tax Collector's Reports were accepted as presented.

8. FINANCIAL REPORTS

a. Monthly Expense Detail: September and October 2025

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

c. Cash Balance Report: October 2025

The financial reports were accepted as presented.

9. ADMINISTRATIVE REPORTS – OCTOBER 2025

Chief Trzaski advised that the department is moving forward with the maintenance of all apparatus and rescue tools. Ladder testing will take place tomorrow and hose testing has been rescheduled to next month due to the paving of the parking lot. The chief applauded Deputy Fire Marshal for organizing the very successful Open House, which included the building dedication. Training Captain Turenne is the president of the CT Fire Department Instructor's Association and is also involved with the Joint Council of CT Fire Service Organizations. The captain continues to implement the "Street of the Week" program to help target potential hazards, water supply, and discussions on handling emergencies. He also developed and delivered NFPA 1410 drills and provided CPR training to the Middletown Medical Reserve Corps. The chief wrote a Community Room Use Policy and our UNH intern designed a fillable PDF request form. Local 3918 sent a letter with their new slate of officers. The chief spoke highly about former Local 3918 President Mastroianni for his outstanding leadership for the union members and efforts with legislators. The commission will recognize James Mastroianni for his 20+ years of service as a member of the Local 3918 executive board.

Chairwoman Kleckowski asked Chief Trzaski to add "and also available on our website" to the Community Room Request Form.

Commissioner Thazhampallath recommended that a simple policy be put in place for the electronic sign. It should be nothing more than guidance indicating that the sign's intended use is to provide public safety and department information and is not to be used for public advertising.

10. COMMISSIONER REPORTS – OCTOBER 2025

a. **Dissolution of Building Committee: Commissioner Thazhampallath**

Commissioner Thazhampallath asked for the Building Committee to be kept on the agenda in the event issues come up such as those brought up during public session. He asked Mr. Penney to provide him with an outline of his ADA compliance concerns. The commissioner also spoke of the "slope" at the Community Room entrance, which was difficult for older people to navigate during the Open House.

b. **Pension Committee: Commissioner Gregorio**

Commissioner Gregorio advised that everything is status quo and moving forward. Commissioner Thazhampallath reiterated the fact that the change in the pension plan was not haphazard; the decisions were very well thought through, deliberate, and methodical. Advice was given to the committee, the administration, and Local 3918 by multiple vendors, actuaries, and legal counsel.

c. **Public Safety Telecommunications: Commissioner Giuliano** – Commissioner Giuliano drew the commission's attention to #5 *New Building Update* of the Public Safety Telecommunications Report. He explained the intent of the new purchasing ordinance, which was aimed at professional service agreements, not related to building committee purchases.

d. **Riverfront Redevelopment Update: Commissioner Pessina** – The building dedication will likely take place in January.

11. OLD BUSINESS

a. **District Economic Development Updates**

Lucy's Luncheonette is getting good reviews. The Forge is continuing to develop and Carlson Procure Physical Therapy, which is located in the complex has offered sessions on how to avoid back injuries to SFD staff, free of charge. There is activity at the former Jon's Restaurant on Saybrook Road.

12. NEW BUSINESS

a. **February 2, 2026 Annual Meeting – Review and Approval of Deadlines and Public Notice**

MOTION to approve the deadlines and public notice as presented by Comm. Gregorio/Comm. Giuliano. Unanimously approved.

The commission agreed to move *Item #14 Open Public Session – Items Not on the Agenda* to before Executive Session.

13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Chairwoman Kleckowski opened the public session at 7:37 p.m.

Dan Penney

Mr. Penney asked for the status of the collective bargaining agreement negotiations. He looks forward to having new microphones in the Community Room. Mr. Penney is concerned about the commission related to public standards as he feels he is being treated differently than other members of the public, which he said was apparent in the videos/recordings of the meetings. He suggested that the district go above and beyond the ADA standards. Mr. Penney will begin to forward his prepared comments to the commission when he is cut off due to the time limit for public sessions. He has been doing research and the state referred him to the city attorneys as they don't get involved with municipal issues. Moving forward, he will carbon copy the city attorneys on his correspondence addressed to South Fire District.

Chairwoman Kleckowski closed the public session at 7:41 p.m.

Commissioner Giuliano asked to revisit Item #12 claiming there is a discrepancy in the proposed dates. This issue will be addressed on Thursday, 11/13.

14. 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. Gregorio/Comm. Pessina.

Prior to entering executive session, Commissioner Giuliano asked if the executive assistant requested to be present for executive session. It was noted that this opportunity wasn't presented to her for the previous executive sessions regarding this matter. Commissioner Thazhampallath advised that the FOIA requires the notification be sent to the individual being discussed to inform them of their right to request the session take place in public. He stated he was hesitant to move forward for the sake of clarity. It was decided that the discussion during executive session would be limited to advice given by the attorney.

MOTION to go into executive session for the limited purpose of discussing legal advice by the attorney on the labor contract by Comm. Giuliano/Comm. Pessina. Unanimously approved.

Executive session started at 7:46 p.m. Present: Commissioners Kleckowski, Giuliano, Thazhampallath, Pessina, and Gregorio; Chief Trzaski.

The meeting was called back to order at 8:43 p.m. No action was taken.

15. ADJOURNMENT

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

The meeting adjourned at 8:43 p.m.

Submitted by,

ACCEPTED 12/8/2025

Alyse McEwen

Alyse McEwen
Recording Secretary

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