

**SOUTH FIRE DISTRICT  
OF THE CITY OF MIDDLETOWN  
COMMISSIONERS MEETING  
MONDAY, JUNE 8, 2020  
MINUTES**

Present: Commissioners Bartolotta, Kleckowski, and Thazhampallath; Chief Howley, Deputy Chief Trzaski, Fire Department members and members of the public.

Absent: Commissioner Giuliano (unable to connect to Zoom)

- 1) **CALL TO ORDER** Chairwoman Bartolotta called the meeting to order at 7:15 p.m.
- 2) **PLEDGE OF ALLEGIANCE** was recited.
- 3) **OPEN PUBLIC SESSION** Chairwoman Bartolotta opened the Public Session at 7:16 p.m. No one wished to speak.
- 4) **CLOSE PUBLIC SESSION** Chairwoman Bartolotta closed the Public Session at 7:16 p.m.
- 5) **AMEND AGENDA**  
MOTION to amend the agenda to include "F. DISCUSSION ON MARINE 30" under "NEW BUSINESS" by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.
- 6) **MINUTES TO BE APPROVED**  
MOTION to approve the minutes of the March 9, 2020 regular meeting, the April 28, 2020 budget meeting and the May 27, 2020 special meeting by Comm. Thazhampallath/Comm. Kleckowski. Unanimously approved.
- 7) **TAX COLLECTOR'S REPORTS** were reviewed by the Commission.  
The Commission reviewed the Tax Collector's reports for the Months of March, April, and May submitted by Tax Collector Cindy Gotta.
  - A) **Tax Rebates**  
MOTION to approve tax rebates to various taxpayers in the amount of \$127.44 for the Month of March and \$182.16 for the Month of April by Comm. Thazhampallath/Comm. Kleckowski. Unanimously approved.
  - B) **Negative Balance Purge**  
MOTION to approve the negative balance purge by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.
  - C) **Suspense Tax Book**  
MOTION to transfer the uncollectible tax bills to the Suspense Tax Book by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

MOTION to approve the Tax Collector's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

- 8) **MONTHLY FINANCIAL REPORTS** for the Months of March, April, and May submitted by Accounts Payable Specialist Kathy Kiley were reviewed by the Commission.

MOTION to approve the monthly financial reports for the Months of March, April, and May by Comm. Thazhampallath/Comm. Kleckowski. Unanimously approved.

9) **CHIEF'S REPORTS**

The Commission reviewed the reports for the Months of March, April, and May submitted by Chief Howley.

MOTION to approve the Chief's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

10) **DEPUTY CHIEF'S REPORTS**

The Commission reviewed the reports for the Months of March, April, and May submitted by Deputy Chief Trzaski.

MOTION to approve the Deputy Chief's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

11) **FIRE MARSHAL'S REPORTS**

The Commission reviewed the reports for the Months of March, April, and May submitted by Fire Marshal James Mastroianni.

MOTION to approve the Fire Marshal's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

12) **DEPUTY FIRE MARSHAL'S REPORTS**

The Commission reviewed the reports for the Months of March, April, and May submitted by Deputy Fire Marshal Jason Hurlbut.

MOTION to approve the Deputy Fire Marshal's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

13) **CAPTAIN'S REPORTS**

The Commission reviewed the reports for the Months of March, April, and May submitted by Captain Nick Fischer.

MOTION to approve the Captain's reports for the Months of March, April, and May by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

**14) COMMISSIONER'S REPORTS**

**A. PUBLIC SAFETY TELECOMMUNICATIONS**

The meeting for the Month of June was cancelled.

**B. BUILDING COMMITTEE**

Commissioner Thazhampallath reported that progress has been slow-moving. The revised renovation plan will get out to bid shortly. Clarification is needed as to whether the opening of the bids is permitted via video conferencing.

**C. PENSION COMMITTEE**

Commissioner Kleckowski provided an overview of the 5/27/20 Pension Committee meeting.

**15) OLD BUSINESS**

**A. COMMISSIONER SPECIAL ELECTION**

Eligible voters will cast their ballots at a vehicle drive-thru style election. Details on the process were discussed.

MOTION to schedule the Commissioner Special Election for Tuesday, July 21, 2020 from 8:00 a.m. to 8:00 p.m. by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

Recording Secretary Alyse McEwen will send an email to both candidates requesting confirmation of their desire to remain on the ballot.

**16) NEW BUSINESS**

**A. STATUS OF JULY 13, 2020 REGULAR MEETING**

MOTION to keep the July 13, 2020 regular meeting on the schedule by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

**B. SFD EMAIL ADDRESSES FOR COMMISSIONERS**

MOTION to provide the Commissioners with South Fire District email addresses by Comm. Kleckowski/Comm. Thazhampallath.

**C. COMMISSIONER NOTIFICATION OF MAJOR INCIDENTS**

Chief Howley will ask Director of Central Communications Wayne Bartolotta to send notifications of second alarm or greater incidents to the Commissioners.

**D. APPROVE NEW CT STIF ACCOUNT OPENING FOR HEART AND HYPERTENSION FUNDS**

MOTION to approve the opening of a new CT STIF Account for heart and hypertension funds and transfer heart and hypertension funds from the existing account to the new account by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

**E. PENSION AMENDMENT – SHIPMAN & GOODWIN**

**APPROVAL FOR APPROXIMATELY \$500, NOT TO EXCEED \$1,000**

MOTION to approve the expenditure of the Shipman & Goodwin pension plan amendment, not to exceed \$1,000 by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

**F. DISCUSSION OF MARINE 30**

Chief Howley explained to the Commission that Marine 30 (Zodiac inflatable) is out of service, it cannot be repaired, and it needs to be replaced as soon as possible.

MOTION to approve the expenditure to replace Marine 30, not to exceed \$11,000, by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

**17) ADJOURNMENT**

MOTION to adjourn by Comm. Kleckowski/Comm. Thazhampallath. Unanimously approved.

Meeting adjourned at 8:37 p.m.

Submitted by,



Alyse McEwen

Recording Secretary