

SOUTH FIRE DISTRICT
445 Randolph Road | Middletown, CT
BOARD OF FIRE COMMISSIONERS
REGULAR MONTHLY MEETING MINUTES
Monday, August 10, 2026 at 7:00 p.m.
Held at the firehouse and via Zoom

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

1. CALL TO ORDER

Chairwoman Kleckowski 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

Chairwoman Kleckowski opened the public session at 7:01 p.m.

Dan Penney, Chamberlain Hill Road

Mr. Penney asked the commission if the Merrick & Associates services were a no-bid item or under contract. He noted the missing credit card summary in the meeting packet. He requested updates on MissionCIT training expenditures and the city's open burn discussions. Finally, he asked if the WEX Bank card covers all department vehicles and requested details on a \$7,000 painting charge.

5. CLOSE PUBLIC SESSION Chairwoman Kleckowski closed the public session at 7:04 p.m.

6. MINUTES TO BE ACCEPTED

a. Regular Monthly Meeting of July 13, 2026

The minutes were accepted as presented.

7. TAX COLLECTOR'S REPORTS – JULY 2026

a. Tax Refunds

MOTION to accept tax refunds in the amount of \$43.87 for the Month of July 2026 by Comm. Thazhampallath/Comm. Giuliano. Unanimously approved.

b. Tax Collector's Reports

Tax Collector Lee Matterazzo provided an overview of tax collections for July. To date, approximately \$6,200,000 has been collected.

It was noted that the July 2026 Tax Collections report was submitted under the title "Interim Tax Collector." This will be corrected to read "Tax Collector."

8. FINANCIAL REPORTS – JULY 2026

The financial reports were accepted as presented.

Commissioner Thazhampallath suggested adding a quarterly comparison graph to the Cash Balance Report to clearly show the district's financial position. The commissioner asked the chief to share this request with Finance Administrator Kathy Kiley.

9. ADMINISTRATIVE REPORTS – JULY 2026

The chiefs spoke briefly about items not included in their monthly reports, specifically:

- Planning has begun for the memorial service for the 25th anniversary of 9/11.
- The union is selling 9/11 t-shirts, and the proceeds will directly fund the maintenance of the memorial garden.
- A formal inspection is scheduled for 8/13/26 regarding the building's one-year warranty.
- A recruit firefighter will be sent to the academy to fill an active vacancy.
- Marine 3 training remains underway with an anticipated in-service date for late August.
- Middletown has officially maintained its designation as a Heart Safe Community. (This includes all three fire departments, Middlesex Hospital, and Hunters.)

The chiefs explained the HAAS Alert monthly report and the significance of the information, especially the average time-to-scene data.

A discussion took place regarding avenues to reach out to the community via a general postcard, social media, or Community Connect to highlight our work and achievements without making a specific request .

10. COMMISSIONER REPORTS – JULY 2026

a. Public Safety Telecommunications: Commissioner Giuliano

The reports are part of the meeting packet and are self-explanatory.

b. Riverfront Redevelopment Update: Commissioner Pessina – Nothing new to report.

11. OLD BUSINESS

a. District Economic Development Updates – Nothing new to report.

12. NEW BUSINESS – None.

13. EXECUTIVE SESSION

MOTION by Comm. Kleckowski/Comm. Pessina 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, to discuss:

- a. Salary increase for the deputy chief
- b. Salary increase for the executive assistant

The motion was unanimously approved.

Executive session began at 7:36 p.m. In attendance were Commissioners Kleckowski, Giuliano, Pessina, Gregorio, and Thazhampallath; Chief Trzaski

Executive session ended at 8:07 p.m.

RETURN TO OPEN SESSION

Chairwoman Kleckowski called the regular meeting back to order at 8:07 p.m.

MOTION to amend the base pay in the deputy chief's contract from \$120,200.08 to \$122,604.09 by Comm. Giuliano/Comm. Pessina. Unanimously accepted.

MOTION to approve, as stated in compensation of the job description, a 1.5% increase for the executive assistant effective July 1, 2026 by Comm. Pessina/Comm. Giuliano. Unanimously approved.

14. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Chairwoman Kleckowski opened the public session at 8:09 p.m. No one wished to speak.

15. CLOSE PUBLIC SESSION

Chairwoman Kleckowski closed the public session at 8:11 p.m.

16. ADJOURNMENT

MOTION to adjourn by Comm. Pessina/Comm. Giuliano. Unanimously approved. The meeting adjourned at 8:09 p.m.

Submitted by,

ACCEPTED 9/14/2026

Alyse McEwen

Alyse McEwen
Recording Secretary

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