

**SOUTH FIRE DISTRICT  
445 RANDOLPH ROAD  
MIDDLETOWN, CT 06457**

**Board of Fire Commissioners  
Special Meeting Minutes  
Tuesday, February 23, 2021 at 6:30 p.m.  
South Fire District Meeting Room**

**Individuals were able to join the open public portions of the meeting via Zoom**

**<https://us02web.zoom.us/j/89782398314>**

**or Dial In – 646-558-8656**

**Meeting I.D. 897 8239 8314**

**Present:** Commissioners Bartolotta, Kleckowski, Giuliano, and Penney;  
Chief Howley, Deputy Chief Jacobs

**1. CALL TO ORDER**

Chairwoman Bartolotta called the meeting to order at 6:33 p.m.

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

**3. OPEN PUBLIC SESSION**

Chairwoman Bartolotta opened the public session at 6:34 p.m. No one wished to speak.

**4. CLOSE PUBLIC SESSION**

Chairwoman Bartolotta closed the public session at 6:34 p.m.

**5. EXECUTIVE SESSION**

**MOTION** to go into Executive Session at 6:36 p.m. by Commissioner Kleckowski/ Comm. Giuliano pursuant to statutes section 1-200(6)(A) and section 1-225(a) of the Connecticut General Statutes, as amended for the purpose of conducting the performance review of the Administrative Assistant.

In attendance were Commissioners Bartolotta, Kleckowski, Giuliano, and Penney; Chief Howley; Deputy Chief Jacobs; Administrative Assistant Alyse McEwen

**Motion** to close Executive Session at 8:00 p.m. by Comm. Kleckowski/Comm. Giuliano. Unanimously approved.

**6. EXECUTIVE SESSION**

**Motion** to go into Executive Session at 8:02 p.m. by Commissioner Giuliano/ Comm. Kleckowski pursuant to statutes section 1-200(6)(E) and section 1-225(a) of the Connecticut General Statutes, as amended for the purpose of discussing the correspondence from the South Fire District attorney regarding COVID-19 protocols. Unanimously approved.

In attendance were Commissioners Bartolotta, Kleckowski, Giuliano, and Penney; Chief Howley; Deputy Chief Jacobs

**Motion** to close Executive Session at 8:51 p.m. by Comm. Giuliano/Comm. Kleckowski. Unanimously approved.

**7. CALL BACK TO ORDER**

Chairwoman Bartolotta called the meeting back to order 8:51 p.m.

**8. ADJOURNMENT**

**Motion** to adjourn by Comm. Kleckowski/Comm. Giuliano. Unanimously approved. The meeting adjourned at 8:53 p.m.

Minutes taken by Chief Michael Howley  
Prepared by Alyse McEwen, Recording Secretary

**Approved 3/8/21**