

**SOUTH FIRE DISTRICT**  
**445 Randolph Road | Middletown, CT**

**Board of Fire Commissioners**  
**REGULAR MONTHLY MEETING MINUTES**  
**Monday, August 12, 2024 at 7:00 p.m.**

**Held at the firehouse and via Zoom - Meeting I.D. 833 3576 1218**

**Present:** Commissioners Kleckowski, Giuliano, Pessina, and Gregorio; Chief Trzaski, Deputy Chief Fischer, member of the public.

**Absent:** Commissioner Thazhampallath

**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**

**MOTION** to accept the agenda without changes by Comm. Giuliano/Comm. Pessina. Unanimously approved.

**4. OPEN PUBLIC SESSION – ITEMS ON THE AGENDA**

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

***Dan Penney***

Mr. Penney referred to item #11 (a) on the agenda and feels that managerial, exempt personnel should be reviewed annually, and increases be made based on performance goals and results, not guaranteed as outlined in the Memorandums of Agreement. He asked if merit adjustments have been made.

**5. CLOSE PUBLIC SESSION** Chairwoman Kleckowski closed the public session at 7:03 p.m.

**6. MINUTES TO BE ACCEPTED**

**a. Regular Monthly Meeting of July 8, 2024**

The minutes were accepted as presented.

**7. TAX COLLECTOR'S REPORTS – JULY 2024**

**a. Refunds: \$7,551.60**

**MOTION** to accept refunds for July 2024 in the amount of \$7,551.60 by Comm. Giuliano/Comm. Gregorio. Unanimously approved.

**b. Acceptance of the Tax Collector's Reports**

The Tax Collector's Reports were accepted as presented.

**8. FINANCIAL REPORTS**

**a. Monthly Expense Detail: July 2024**

**b. Profit & Loss Budget vs. Actual: July 2024**

**c. Cash Balance Report: July 2024**

The financial reports were accepted as presented.

**9. ADMINISTRATIVE REPORTS – JULY 2024**

Chief Trzaski and Deputy Chief Fischer provided an overview of the administrative reports and answered questions of the commissioners. They elaborated on the security system being installed, community outreach assignments, Community Connect, training programs, fire marshal activities, and major incidents during the

Month of July. The commissioners were updated on the new Marine 3, the navigation app, “what3words,” and the new dash cam program. Open House is on October 12<sup>th</sup> and the 9/11 ceremony will be held at 6:00 p.m. on September 11<sup>th</sup>. Two recruit firefighters started today and will be attending the CT Fire Academy Recruit Training Program.

#### 10. COMMISSIONER REPORTS

**a. Building Committee: Commissioner Thazhampallath**

Chief Trzaski gave a brief update in Commissioner Thazhampallath’s absence. A lot of behind-the-scenes planning is being done in preparation for the groundbreaking.

**b. Pension Committee: Commissioner Gregorio**

Commissioner Gregorio advised that the next committee meeting is being planned for September.

**c. Public Safety Telecommunications: Commissioner Giuliano**

Commissioner Giuliano provided an overview of the submitted report.

**d. Riverfront Redevelopment Update: Commissioner Pessina**

Commissioner Pessina provided a brief update on Tate’s Restaurant.

#### 11. OLD BUSINESS

**a. Approval of Memorandum of Agreement – Chief Trzaski’s Employment Agreement**

**MOTION** to approve by Comm. Pessina/Comm. Giuliano. Unanimously approved.

**b. Approval of Memorandum of Agreement – Deputy Chief Fischer’s Employment Agreement**

**MOTION** to approve by Comm. Pessina/Comm. Giuliano. Unanimously approved.

#### 12. NEW BUSINESS

**a. Economic Development Updates**

100 Randolph Road (former Middlesex Health) – new occupants have not been determined.  
Dairy Queen - the development of Dairy Queen on South Main Street is moving forward.

#### 13. OPEN PUBLIC SESSION – ITEMS NOT ON THE AGENDA

Chairwoman Kleckowski opened the public session at 7:36 p.m.

***Dan Penney***

Mr. Penney requested an update on the status of the annual audit and requested a copy of the outstanding financial reports for the fiscal year ending 6/30/2024.

#### 14. CLOSE PUBLIC SESSION

Chairwoman Kleckowski closed the public session at 7:39 p.m.

#### 15. ADJOURNMENT

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

The meeting was adjourned at 7:39 p.m.

Submitted by,

*Alyse McEwen*

Alyse McEwen  
Recording Secretary

**ACCEPTED 9/9/2024**

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