

# **Westfield Fire District**

*Of the City of Middletown*

## **Commissioners Monthly Meeting Agenda**

Tuesday, January 13, 2026

6:30 p.m.

- I. Call to order
- II. Open Public Session
- III. Close Public Session
- IV. Accept/Amend the Agenda
- V. Minutes to be approved
  - Regular Meeting on December 9, 2025
- VI. Review of Bills to approve and pay – December Bills
- VII. Tax Collectors Report – December Report / Refunds \$ 0.00
  - December copy distributed
- VIII. Fire Marshal's Report
  - December copy distributed
- IX. Chief's Report
  - See attached detail
- X. Chairman and/or Commissioner Report(s)
  - See attached detail
- XI. Old Business
- XII. New Business
- XIII. Executive Session
  - Personnel – New Hire
- XIV. Adjournment

**Chief's Agenda Items**

Monthly Commission Meeting

**01/13/2026**

Completed responses for 2025' – 1099		
Completed conversion from NFIRS to NERIS reporting – compliant		
2026 Officer Assignments		
Turn-Out gear – 2 sets EMS only gear / MES. Inc.		\$4,627.50
Firefighting Gloves – 20 pair / Ragtop Fire		\$ 2,865.97
Reorganize storage space upstairs – cabinets & storage shelves to be installed		\$570
Line Officer Swearing-in Ceremony – Tuesday, February 10 <sup>th</sup> @ 6pm		
Banquet – March 28 <sup>th</sup> @ Inn at Middletown		
Class A Uniforms – reviewing inventory		
Training Course w/United Fire Training – Hog wall Confidence Course		\$4,800
<b>Training - Class Status</b>		
<b><u>Q Endorsement</u></b> – DeRoy (June-July) – working on driving hours to complete		
<b><u>FF1/FF2</u></b> – Chan/Kronenberger/Pasquale/Payne (Dec thru June)		
<b><u>Fire Officer II</u></b> – T. Lemay & Velardi (Jan-Feb)		
<b><u>Fire Service Instructor 1</u></b> (May) – Lubee & Trevisan		
Submitted by: Darrell Ponzio / Fire Chief		

**Commission Agenda Items****Monthly Commission Meeting****01/13/2026**

Financial Audit for June 30, 2025 complete / electronic copy available	\$8,500
QB's Enterprise – revised payroll terms effective 2/1/2026	
1/1/2025 -New min wage \$16.94	
Presented 2025 Annual PPC % - 13 made Service Recognition %'s	
Annual EMS Stipend Incentive – review 2025 participation	
Mandatory drill training stipends – review 2025 participation	
Department Stipend review - PPC, EMS & Duty Off Rotation, Weekend Staffing	
W6 Truck Committee – approve financing / order placement w/Firematic	
Commissioner elections Alderman / Scarrozzo / T. Bysiewicz up for re-election	<b>Deadline 01/16/2026 Election 02/03/2026</b>
Submitted by: Linda DeManche / Fire District Administrator	