



COMMISSION MEETING

May 12, 2026

The Westfield Fire Commission met at the East Street Firehouse, Middletown, CT on May 12, 2026. Chairman Amy opened the meeting at 6:30 p.m. with the following Commissioners present – Peterson, Bysiewicz, Alderman, Scarrozzo, T. Bysiewicz and Turner; Commissioner Balch joined at 6:38pm; Commissioner Plummer was absent.

Others present were: Deputy Chief Lube, DA Linda DeManche, Leanna Harris and Ross Andrew.

Chairman Amy made a **MOTION** to open the public session, with no public comment closed on a **MOTION** by Comm. Peterson, all in favor.

-On a **MOTION** by Comm. Scarrozzo seconded by Comm. Peterson it was approved to accept the agenda as amended, all in favor.

-On a **MOTION** by Comm. Alderman seconded by Comm. Turner it was approved to waive the readings of the April 14, 2026 regular meeting and the May 4, 2026 special meeting minutes and accept as written; all in favor.

The bills for April 2026, including the detailed Liberty & Lowes statements were reviewed; after all questions were answered, the bills were approved on a **MOTION** by Comm. Peterson and seconded by Comm. Turner, all in favor.

Tax Collector's Report

-On a **MOTION** by Amy and seconded by Peterson the April tax collector report submitted by Tax Collector Leanna Harris was reviewed and approved, all in favor.

-On a **MOTION** by Amy and seconded by Peterson it was approved to issue tax refunds to the various taxpayers on the list provided by the Tax Collector in the amount of \$ 126.04, all in favor.

-The Tax Collector presented a list of the eleven delinquent taxpayer accounts (11 properties) currently totaling \$10,672.40 that meet the criteria for collection/foreclosure. On a **MOTION** by Alderman and seconded by Turner it was approved to turn the accounts over to the attorney for collection, all in favor.

-The Tax Collector requests to suspend the uncollectible personal property for the 2021 Grand List in the amount of \$1219.65 (based on total tax & interest as of 5/05/2026) – the amount is subject to change if any accounts are paid prior to the posting of the suspense list, this was approved on a **MOTION** by Alderman and seconded by Turner, all in favor

Fire Marshal's Report

-The Fire Marshal's (FM) monthly report for April was distributed and accepted on a **MOTION** by Scarrozzo and seconded by Balch, all in favor.

Chief's Report

-Quotes for turnout gear have been obtained by two vendors, they are working on the details of those quotes; member fittings will be later in the month. Manufacturer is reporting a 4-week turnaround time.

-Chief Coco, Fire Marshal Kotowski and Dana met with two vendors regarding the comprehensive upgrades needed for the existing building alarm system. Quotes are pending. Linda stated she is still looking into funds thru the LoCIP grant program for this eligible project.

- The Department's Memorial Day parade is scheduled for Sunday, May 24th stepping off at noon.
- The officers' meeting was last week covering the following topics; Chief provided more detailed procedures on radio communication; officers have expressed interest of a "sit in" with fire dispatchers, this has been arranged with the Director of Emergency Communications; Chief is working on some in-house officer level training with newer officers; many officers are taking, or are registered to take, next level certification classes; members are working through various phases of the new 3 phase driver training program.
- The renovations to the officers' room is progressing.
- The status of training classes for members, as is reported on the Chief's agenda, were reviewed.

Commissioner(s) Report

- Leanna Harris is scheduled to take the certified tax collector test at the end of May.
- Daytime FF's Arroyo and Connole requested to attend the Fire Service Instructor 1 course this Fall. Chief Coco's recommendation would be to send FF Connole at this time. Comm. Scarrozzo stated he thinks pump ops or aerial ops courses should be a priority to the instructor course. A **MOTION** was made by Peterson and seconded by Balch to send FF Connole to the FS 1 Instructor course; Commissioners Amy, Peterson, Bysiewicz, Alderman, Balch, T. Bysiewicz and Turner in favor, Comm. Scarrozzo opposed, motion passed.
- On a **MOTION** by Alderman and seconded by Balch it was approved to retain Costello Company, LLC to conduct the fiscal year June 30, 2026 audit in the amount not to exceed \$9,100, all in favor. Linda will file the appointment of auditor with the State of CT OPM by May 31, 2026.
- The Board reviewed the renewal rates for the business insurance lines. The property & casualty (P&C) had an approx. increase of 9% overall. The increase was primarily due to increases in property, general and especially umbrella liability which specifically had an increase of 28% in that policy alone, as well as the skyrocketing apparatus repair cost. The agreed values (AV) on the apparatus were reviewed and will remain as shown. The cyber policy quote increased 49%, mostly in part to the claim paid out for the cyber breach the District experienced in 11/2024. The district's IT vendor has satisfied the underwriting company's questions regarding renewal specifications. On a **MOTION** by Balch and seconded by Peterson it was approved to renew the P&C and A&S with ESIP and the Cyber policy thru Coalition thru the broker Smith Brothers Insurance, Glastonbury at the premiums presented for the 2026/2027' fiscal year, all in favor.
- Linda would like to schedule another shredding event to dispose of the appropriate records based on the State's retention schedule, the last event was in 2021. The date will be shared with Commissioners and members if they wish to participate, this is not a public event.
- A swearing-in ceremony will take place for firefighters Brown and Fortuna on June 9, 2026.
- It was shared with the Board that mechanic Dana Andrew discovered the left rear (down) cylinder leaking during his preventative maintenance on the ladder truck (W6). The ladder has been taken out of service while this cylinder is rebuilt, the apparatus can only be used for equipment. The cost is unknown at this time.
- On a **MOTION** by Scarrozzo and seconded by Balch it was approved to hire Northeast Crack Filling to clean and seal the various cracks in pavement in the side and rear parking lots at a cost of \$1,250, all in favor. The cost will come out of CNR-Parking Lot Improvements.

Old Business – None

New Business – None

MOTION to go into Executive Session by Comm. Alderman seconded by Comm. Balch at 7:02 pm, all in favor of discussions regarding: Legal matter pursuant to Statutes Section 1-200(6)(A) and Section 1-225(a) of the Connecticut General Statutes, as amended. In attendance at the Executive Session were Commissioners Amy, Peterson, Bysiewicz, Alderman, Scarrozzo, T. Bysiewicz, Turner, Balch and FDA Linda DeManche.

MOTION to come out of Executive Session by Comm. Amy seconded by Comm. Balch @ 7:40 pm, all in favor.

On a **MOTION** by Amy and seconded by Balch the monthly meeting was suspended @ 7:40 pm to attend the annual Budget Meeting scheduled for 8:00 pm, all in favor.

The Commission meeting reconvened at @ 8:04 pm after the conclusion of the Annual Budget Meeting. The Board had no additional business to conduct.

MOTION to adjourn @ 8:04 pm by Comm. Scarrozzo and seconded by Peterson. Unanimously approved.

Respectfully submitted,

Linda DeManche
Fire District Administrator
as Recording Secretary