



COMMISSION MEETING

August 11, 2026

The Westfield Fire Commission met at the East Street Firehouse, Middletown, CT on August 11, 2026. Chairman Amy opened the meeting at 6:30 p.m. with the following Commissioners present – Peterson, Bysiewicz, Alderman, Scarrozzo, T. Bysiewicz, Balch and Turner; Commissioner Plummer was absent.

Others present were: Chief Coco, Deputy Chief Lubee, DA Linda DeManche and Ross Andrew

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

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

-On a **MOTION** by Comm. Balch seconded by Comm. Turner it was approved to waive the readings of the June 9, 2026, regular meeting and accept as written; all in favor.

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

Tax Collector's Report

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

-On a **MOTION** by Balch 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 \$ 12,048.72, all in favor.

Fire Marshal's Report

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

Chief's Report

-The Chief reported and updated the Board on recent responding fire & Haz-mat incidents in the district as well as mutual aid calls; a structure fire incident at a residential property on East Street resulted in a workers compensation claim for a minor injury to a volunteer firefighter.

-The progress and results of the 3-phase driver training program have been going well; newer officers and other members are moving through the apparatus check-off process.

-The status of training classes for members as reported on the Chief's agenda were reviewed. The department is hosting an in-house pump operator course just for WFD members using WFD apparatus thru Middlesex County Fire School; Westfield will sponsor an EMT class starting in September, as of now 4 or 5 WFD members plan to participate; the live burn is scheduled for October 10th at Litchfield County Fire School, the daytime staff are to be included.

- The Chief presented the information on the W7 truck committee; they have come up with a final number. The total cost came in at \$108,479 which includes a Ford cab & chassis off the state bid, custom body to include undercoating, upfit the vehicle and graphics.
- Upcoming department events; family picnic is September 5th starting at 2pm; Open House & Flu Clinic is October 24th (10am to 2pm); partnering with American Red Cross for a blood drive on October 27th (1pm-6pm).
- On a **MOTION** by Scarozzo and seconded by Balch it was approved to purchase 5 sets of structural firefighter boots at a cost not to exceed \$3,250 coming out of the Chief's budgets; the cost for boots has gone up significantly due to new NFPA requirements, all in favor.
- On a **MOTION** by Balch and seconded by Peterson it was approved to purchase (5) new G4 pagers for the recent new members, at a cost of \$4,155 from Norcom CT, this will come out of the Chief's budget, all in favor.
- The renovations are completed in the officer's room except for the television that will be donated.
- The evaluations of the volunteer line officer have been completed with all having met with the Chief officers.
- The LoCIP funding was approved by the City of Middletown Common Council on August 3rd for the building fire alarm system. The city has several steps that still need to be completed before work can begin

Commissioner(s) Report

- On a **MOTION** by Balch and seconded by Peterson it was approved to make the pension defined benefit for the permanent part-time staff in the tax office the contribution entitlements for all hires after 2012; contribution percentages will apply based on years of service versus the annual flat percentage currently being offered, all in favor.
- On a **MOTION** by Amy and seconded by Balch it was approved to change the rate for per diem coverage to \$262.50 for a full day stipend and \$131.25 for a half day stipend, all in favor.
- On a **MOTION** by Alderman and seconded by Balch it was approved to make the following adjustment to the contingency line item in the 2025/2026' budget, the cost of \$6,020 for the surveying and appraisal at 32 Miner Street will come out of unassigned fund balance, all in favor
- On a **MOTION** by Peterson and seconded by Turner it was approved to make the following adjustment to the contingency line item in the 2026/2027' budget, the cost of \$6,260 for the site inspections at 32 Miner Street will come out of unassigned fund balance, all in favor.
- After the 2026 LOSAP contribution was made Hometown Benefits is recommending a new annuity purchase with the excess funds. On a **MOTION** by Balch and seconded by Peterson the following was approved; 1) purchase a 6-year annuity with National Life in the amount of \$45,000 at an average rate of 5.48% guarantee over the 6 years (9.65% 1st year & 4.65% years 2-6); 2) the annuitant will be David Peterson; 3) current trustees of Commissioners Amy, Peterson & Plummer will remain the same, all in favor. The LOSAP committee will meet with Hometown Benefits and the Charles Schwab rep in October or November to review the asset portfolio as another annuity is nearing maturity.
- Due to inconsistency with Wi-Fi coverage in a few areas in the building three additional AP's will be installed to improve wireless access connectivity.
- The language guidelines were reviewed for the weekend staffing incentive program. Clarification was needed relative to the stipend for the members that sign-up for two consecutive shifts in one day. That line will now read "any member that signs up for two consecutive 6-hour shifts (6am to 6pm) in one day will be paid a total stipend of \$275.
- The Board has no objections to the coat rack in the center hall being modified to a shorter rack in effort to display additional apparatus photos as part of the historic preservation project the department is working on.

Old Business – None

New Business – None

MOTION to go into Executive Session by Comm. Peterson seconded by Comm. Turner at 7:21 pm, all in favor of discussions regarding: Personnel – evaluations; Acquisition 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, Balch, Turner, Chief Coco and FDA Linda DeManche.

MOTION to come out of Executive Session by Comm. Balch seconded by Comm. Peterson @ 8:15 pm, all in favor.

A **MOTION** was made by Bysiewicz seconded by Balch to: 1) purchase 32 Miner Street at a purchase price of \$625,000 plus the cost for closing and attorney fees; 2) these costs will come out of unassigned fund balance; Commissioners Amy, Peterson, Bysiewicz, Alderman, T. Bysiewicz, Balch, Turner in favor, Commissioner Scarrozzo opposed; motion passed.

A **MOTION** was made by Scarrozzo seconded by Balch to move forward on the purchase for the replacement vehicle of the current 2012 Ford medical truck (W7) in the amount of \$108,479; quotes for the cab & chassis was from Tasca Ford off the state bid; the custom body from Universal Body & Equipment; upfitting from Scranton Communications & Electronics and a budget amount for the vehicle graphics; this cost will come out of unassigned fund balance, all in favor.

MOTION to adjourn @ 8:19 pm by Comm. Balch and seconded by Alderman. Unanimously approved.

Respectfully submitted,

Linda DeManche
Fire District Administrator
as Recording Secretary