

COMMISSION MEETING

October 13, 2026

The Westfield Fire Commission met at the East Street Firehouse, Middletown, CT on October 13, 2026. Chairman Amy opened the meeting at 6:30 p.m. with the following Commissioners present – Peterson, Alderman, Scarrozzo, T. Bysiewicz and Turner; Commissioner Bysiewicz joined at 6:35 pm; Commissioner Balch joined at 6:58 pm; 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. Alderman, all in favor.

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

-On a **MOTION** by Comm. Turner seconded by Comm. Peterson it was approved to waive the readings of the September 8, 2026 regular meeting and accept as written; all in favor.

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

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Tax Collector's Report

-On a **MOTION** by Alderman and seconded by Peterson the September tax collector report submitted by Tax Collector Leanna Harris was reviewed and approved, all in favor.
-On a **MOTION** by Alderman 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 $ 388.40, all in favor.

Fire Marshal's Report

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

Chief's Report

-The Chief shared some operational data:

- the number of calls is down a bit this month as compared to last, at 894 incidents year to date. There have been a few significant events the past month, the Chief is making sure to support the members.
- The department looks at the NFPA standards for response to structure fires and does it meet the standard; after review of incident last month Westfield did meet that standard with a solid response; the departments mutual aid assistance this past month has been to Middletown & South Fire District, Middlefield & Cromwell with no mutual required into the District.
- Darley Data Center is an on-line platform that analyzes National Fire Incident Reporting System (NFIRS) data to help departments turn complex records into clear insights, data for 2025 was just published. Based on the data gathered Westfield's response time is performing well in comparison to the Middlesex County average. Additional data provides a heat map that shows where the main area of responses are in the District.

Upcoming events;

- On October 1st the state police and department of emergency service & public protection held an employee safety day, Westfield was invited to attend and offered a display of equipment, it was great event for Westfield to participated in.
- October 6th – a vaccine clinic for members and their family was held with a good turnout.
- October 10th – department live burn at the Litchfield burn building
- October 17th – held an "Old-Timers" night to honor past members, it was well received & attended
- October 21st – is the first of the 4 session Q-License endorsement class – approx. 6 members are participating. The MCFS is conducting the class.
- October 24th – open house and public vaccine clinic from 10am to 2pm
- October 27th – hosting a American Red Cross blood drive – there are still a few appts. Available
- December is CPR month. Westfield is hosting a CPR class on Dec 22nd, all invited to participate.
- December 4th – department Christmas party
- A TECC Tactical Course is scheduled at Yale for the end January which will allow members that will be concluding an EMS course in December to participate.
- Department training scheduled for the 4th quarter is posted – at some requests by member they are planning a deep dive into some of the rescue tools.
- The status of training classes for members as reported on the Chief's agenda were reviewed.

-After a recent PPE inspection and review there were items that are needed to replace expired and inventory that is short. On a **MOTION** by Scarrozzo and seconded by Alderman it was approved to purchase the following: (12) particulate fire hoods from Frontline Outfitters for $2,016; and (3) UST fire helmets from Fire Safety USA for $1,300, these costs will come out of the Chief's budget, all in favor.
-On a **MOTION** by Scarrozzo and seconded by Turner it was approved to purchase the following equipment; at a recent incident there was need to climb in thru a window which proved difficult; the Chief would like to add a 6' pumper wall ladder from Industrial Safety for $439 to assist in first floor operations; the Chief would like to purchase an additional W-tool used in forced entry from Weddle Tool Co. in the amount of $1,749 which are now made with reduced overall weight while improving balance and durability. In addition, the request is to send out the two existing w-tools for an aluminum upgrade & powerhead replacement at an amount of $599 each also from Weddle Tool, these costs will come out of the Chief's budget, all in favor.
-The Chief is talking to his line officers to see if there is any interest in participating in the FDIC conference.

Commissioner(s) Report

-It was reported the FF Lemay submitted his letter of resignation and his last day of work will be October 23rd. The Board approved posting for a Firefighter/EMT position with an application closing date of October 30, 2026. The Chief added that Lemay intends to stay on as a volunteer and continue to contribute and finish his officer role to the end of the term.
-Westfield received a check from the State in the amount of $3,871.30 as a result of legislation that changed in 2022 that provides a PILOT grant to fire districts that have state-owned property located in them.
-The Middlesex Chamber of Commerce is nearing the completion of their renovation and are ready to begin finalizing the personalized plaques for the buy-a-brick campaign. The Board will email Linda some suggestions for the inscription so it can be passed along to the Chamber. The bricks will be part of their dedication wall to recognize individuals and businesses who help make the renovation project possible.
-A meeting with Hometown Benefits will be scheduled in the beginning of November to review the LOSAP account and asset investment allocation as one of the annuities has reached maturity and available for reinvestment. Linda will let everyone know when the date is set.
-The Board would like Linda to reach out to Raymond James (RJ) to set-up a date to review the investment portfolio.

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-The District mechanic is interested in the purchase of a forklift which would help with palletizing existing inventory that could easily be moved and for certain deliveries. On a **MOTION** by Balch and seconded by Alderman is was approved to purchase a used forklift from First Line Emergency Service for $3,500; some repairs are needed, the necessary parts are included with the purchase price and the labor will be performed in house by the district mechanic, the cost would come out of unassigned fund balance, all in favor.
-A memo will be posted accepting letters of interest for the following 2027 Chief appointments (Fire Chief, Deputy Chief, First Assistant Chief & Second Assistant Chief); they are due by 11/6/2026 for scheduled appointments on November 10th.
-A memo will be posted accepting letters of interest for the 2027 Westfield Training Officer and Westfield Assistant Training Officer; they are due by 11/6/2026 for anticipated appointment on November 10th.

Old Business – None

New Business – None

MOTION to go into Executive Session by Comm. Amy seconded by Comm. Peterson at 7:08 pm, all in favor of discussions regarding: Personnel – FF/EMT Posting, Chief appointments 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. Amy seconded by Comm. Tuner @ 7:47 pm, all in favor.

-On a **MOTION** by Amy and seconded by Peterson it was approved to contract with MissionCIT to conduct written and oral exam testing for the entry-level Firefighter/EMT applicants, cost for the service is $5,500, all in favor. Testing dates will be arranged by Chief Coco.

MOTION to adjourn @ 7:48 pm by Comm. Balch and seconded by Turner. Unanimously approved.

Respectfully submitted,

Linda DeManche
Fire District Administrator
as Recording Secretary

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