

**BOARD OF FIRE COMMISSIONERS
NOTICE OF MEETING AND AGENDA**

February 18, 2026 @ 6:00pm

EOC Conference Room: Fire House 100 Center Rd Woodbridge, CT

Materials for this meeting are posted on the web page:

<https://www.woodbridgect.org/261/Board-of-Fire-Commissioners>

1. Call to Order
2. Public Comments
3. Approve December 8th 2025 and January 5th 2026 meeting minutes
4. Liaison Reports
5. Chairman's Report
6. Review Current Financial Statements
7. Fire Chief's Report – Fire Chief Rowland
 - a. Receive Report
 - b. Apparatus Report
8. WFD Activity Report – Assistant Fire Chief Ted Pocwierz
 - a. Receive Activity Reports, Statistics, & Vehicle Response Report
9. Fire Marshal's Report – Fire Marshal Joseph Cappucci
10. Correspondence
11. Old Business
12. New Business
13. Next Meeting Date: March 16, 2026
14. Update re Storage and Training Facility
Discussion in Executive Session under CGS 1-200 (6) (B)
15. Possible Action following Executive Session
16. Adjournment

TOWN OF WOODBRIDGE
Board of Fire Commissioners- via ZOOM
DRAFT Minutes of Meeting
December 8, 2025

Present: *Chair Karen Baldwin Kravetz, Vice Chair Stephanie Ciarleglio, Secretary Pasquale Izzo, Commissioner Richard LoRicco, Chief Sean Rowland, Assistant Chief Ted Pocwierz, Association Liaison Nate Case, Tina O'Connor*

Absent and Excused: *Commissioner Nick Valsamis, Fire Marshal Joseph Cappucci*

Call to Order

With a quorum (4 Commissioners present), Chair Karen Baldwin Kravetz convened the meeting at 6:03 p.m.

Public Comment

None.

Approval of November 17, 2025 Meeting minutes

Chair BALDWIN KRAVETZ requested a motion to approve the meeting minutes from November 17, 2025
Commissioner Ciarleglio made the motion.

Commissioner Izzo seconded.

No Discussion.

Motion passed unanimously.

Association Liaison Report

No report.

Chairman's Report

No report.

Review Current Financial Statements

Chief Rowland discussed the current financials.

Chief discussed the Repair Maintenance building line item. That line is currently maxed out and we will need to cover with contingency. Several trucks are going out for yearly PM (preventative maintenance). The Tower will be going out as it has a significant hydraulic leak. The generators need maintenance. We are exploring applying unused funds from other line items to deal with these expenses.

Our gas bills and electric bills have gone up due to the cold weather and continuing issues with the Building Management System Engineering firm (Air Dynamics) came in last week to perform a full assessment of the current BMS system and submit a report with recommendations. He is finishing up the review of the building this week and his report should be ready by mid-December.

Discussion followed.

Fire Chief's Report – Fire Chief Rowland

We need to meet in person on January 5th to talk /vote on the Operating /Capital budget for FY27

As discussed in last month's meeting, the CO meters which are eight years old are experiencing multiple failures, and we put together a memo for emergency contingency. The meters are kept on the trucks and are critical to the FD to assess and measure CO, oxygen, hydrogen sulfide and LEL. They are lifesaving pieces of equipment used by the FD on a daily basis. The estimated contingency is roughly \$23,000. We will ask for contingency for 10 meters now, and budget in July for an additional 7.

Another unanticipated expense is to replace the UPS (battery backup) at the RWA radio tower site that handles the town's two-way radio system for the FD, PD and PW. The UPS failed and we currently have a loaner on site. We are requesting roughly \$19,000 out of contingency. This equipment is out of warranty and not covered. We will discuss the radio item in the January meeting as we received the new four year renewal proposal and the cost has risen significantly (upwards of \$45,000 per year). The increase is due to rising costs and tariffs. We will talk about analysis of renewal terms at the January meeting.

This Saturday is Santa at the FH from 9:00am to 12:00pm and holiday party Saturday evening^h. The following week, we go out with the decorated truck with Santa to pass out toy's to the needy families in Town. Last year we visited 39 kids, and this year it is up to 50. Upon hearing of the rise in needy families, several commissioners generously donated to the annual fund to buy toys.

Regarding 804 Fountain Street, the Chief and Fire Marshal have several concerns about the project. The Chief was not present at the last zoning meeting, but it was brought to his attention that zoning officials questioned our response time to questions. An email from the town zoning official was held and not sent to us in a timely manner. We responded with our concerns by the due date of November 24th. including not having equipment to safely protect the residents and question the design turn radius, water pressure, parapet wall).

We have not received any information on the proposal for Beecher Rd. Our concern, again, is the need to order a ladder truck if these developments go forward.

Discussion followed.

WFD Activity report- Assistant Chief Pocwierz

The Assistant Chief discussed his report (broken down by call type) which was previously sent to the BOFC for their review. The calls were heavier than usual and included two brush fires.

Fire Marshal's Report – Fire Marshal Joseph Cappucci

Fire Marshal Capucci was absent and excused.

Correspondence

N/A

Old Business

None.

New Business

None

Next Meeting Date

January 5th in person at the FH

Adjournment

Chair BALDWIN KRAVETZ requested a motion to adjourn the meeting at 6:31pm
Commissioner Ciarleglio made the motion. Commissioner Izzo seconded.

Abstentions: Valsamis
Motion passed unanimously.

MEETING ADJOURNED at 6:31pm

Respectfully submitted,

Tina O'Connor Clerk
Board of Fire Commissioners

Pasquale Izzo
Secretary

TOWN OF WOODBRIDGE
Board of Fire Commissioners Special Meeting
DRAFT Minutes of Meeting
January 5, 2026

Present: *Chair Karen Baldwin Kravetz, Vice Chair Stephanie Ciarleglio, Secretary Pasquale Izzo, Commissioner Richard LoRicco, Chief Sean Rowland, Assistant Chief Ted Pocwierz, Association Liaison Nate Case, Tina O'Connor*

Absent and Excused: *Commissioner Nick Valsamis, Fire Marshal Joseph Cappucci*

Also in attendance: *Beth Heller, Jim Kaoud*

Call to Order

With a quorum (4 Commissioners present), Chair Karen Baldwin Kravetz convened the meeting at 6:07 p.m.

Public Comment

None.

Review Current Financial Statements

Chief Rowland discussed the current financials.

Several trucks are going out for yearly PM (preventative maintenance). The Tower went out today to Tracy's garage in Derby as it has a significant hydraulic leak. We do not have an estimate for service and will need to go back to the Town to get more money. We are still waiting on the insurance company regarding the claim on Rescue 1.

Discussion followed.

Fire Chief's Report – Fire Chief Rowland

We had a great turnout last month for Santa and Mrs. Claus at the Firehouse. We visited over 100 kids in the neighborhood when Santa went out for needy families. We also dropped off a lot of toys that were donated by residents to the Toy closet at YNNH on New Years' Eve.

Chief presented a Powerpoint presentation of the FY27 Capital and Operating budget. Handouts of the budget were given to the BOFC as well as a memo indicating what would be required to reduce the budget to a zero increase. Chief continued to discuss increased costs in various line items such as building maintenance, repair & maintenance testing, medical expenses, gear replacement, professional development training and technical. These line items were adjusted as vendors informed us of proposed rate increases and negotiated town contracts. Chief discussed the line items which are shared by the FD and other Town departments, ie. PD and PW (radio, hydrants, S2). He reviewed every line item and a description of each. Chief also displayed a Powerpoint presentation of an aerial truck which is readily available to purchase at a discounted amount and would be immediately available instead of 3-4 year lagtime. A presentation will be given to BOS on January 6.

Discussion followed.

Motion to approve FY27 Operating Budget (\$1,320,618.80) as presented

Chair BALDWIN KRAVETZ requested a Motion to approve the FY27 Operating Budget (\$1,320,618.80) to the BOS/BOF as presented

Commissioner LoRicco made the motion.

Commissioner Ciarleglio seconded.
No further discussion.
Motion passed unanimously.

Motion to approve FY27 Capital Budget (\$936,637) to the BOS/BOF as presented
Chair BALDWIN KRAVETZ requested a Motion to approve the FY27 Capital Budget Motion (\$936,637) to the BOS/BOF as presented.
Commissioner LoRicco made the motion.
Commissioner Izzo seconded.
No further discussion.
Motion passed unanimously.

Motion to recommend the purchase of the proposed aerial truck for \$1.9 million to the BOS/BOF as presented
Chair BALDWIN KRAVETZ requested a Motion to recommend the purchase of the proposed aerial truck for \$1.9 million to the BOS/BOF as presented.
Commissioner Izzo made the motion.
Commissioner Ciarleglio seconded.
No further discussion.
Motion passed unanimously.

Approval of CY26 BOFC Meeting Dates
Chair BALDWIN KRAVETZ requested a motion to approve the CY26 BOFC Meeting Dates
Commissioner Ciarleglio made the motion.
Commissioner Izzo seconded.
No Discussion.
Motion passed unanimously.

Next Meeting Date
January 21st in person at the FH.

Adjournment
Chair BALDWIN KRAVETZ requested a motion to adjourn the meeting at 8:05 p.m.
Commissioner Ciarleglio made the motion. Commissioner Izzo seconded.
Abstentions: Valsamis
Motion passed unanimously.

MEETING ADJOURNED at 8:05pm

Respectfully submitted,

Tina O'Connor Clerk
Board of Fire Commissioners

Pasquale Izzo
Secretary

TOWN OF WOODBRIDGE



YEAR-TO-DATE BUDGET REPORT

7/17/23

FOR 2026 13		ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
ACCOUNTS FOR:	GENERAL FUND							
1230-00 Fire Commission								
1230-00 50109 FIRE CHIEF	32,770	32,770		21,846.56	.00	10,923.44	66.7%	
1230-00 50110 FIRE MARSHAL	71,635	71,635		40,171.80	.00	31,463.20	56.1%	
1230-00 50116 ASSISTANT FIRE CH	15,729	15,729		10,486.08	.00	5,242.92	66.7%	
1230-00 50215 REGULAR CLERICAL	65,308	65,308		38,672.80	.00	26,635.20	59.2%	
1230-00 50350 PART-TIME ALL OTH	12,923	12,923		6,795.96	.00	6,127.04	52.6%	
1230-00 50420 OVERTIME CLERICAL	3,000	3,000		.00	2,387.88	20.4%		
1230-00 50700 BUY BACK SICK	2,864	2,864		2,864.00	.00	2,864.00	0.0%	
1230-00 52170 MEDICAL EXPENSE	40,422	40,422		23,419.36	.00	1,679.53	95.8%	
1230-00 52210 DATA PROCESSING	27,125	27,125		10,788.99	8,531.01	7,805.00	71.2%	
1230-00 52225 VOLUNTEER INCENTIV	86,157	86,157		86,153.46	.00	100.0%		
1230-00 53100 CLEANING/ CUSTODI	24,000	24,000		9,893.10	1,100.00	95.4%		
1230-00 53310 REP & MAINT - MAC	97,000	97,000		77,920.78	27,132.92	108.3%		
1230-00 53520 REP & MAINT - TES	31,465	31,465		22,132.19	3,293.34	-6,039.47	80.8%	
1230-00 53530 REP & MAINT - BUI	45,000	45,000		60,438.83	34,914.51	-25,503.34	136.5%	
1230-00 53540 SOFTWARE MAINTENA	52,000	52,000		28,557.91	5,466.06	17,978.03	65.4%	
1230-00 53610 RENTALS - EQUIPM	20,000	20,000		8,939.72	2,949.90	8,110.38	59.4%	
1230-00 54210 COMM - TELEPHONE	13,500	13,500		10,103.36	999.10	2,397.54	82.2%	
1230-00 54220 COMM - CELLULAR P	12,500	12,500		8,451.40	4,048.60	67.6%		
1230-00 54230 COMM - PAGERS	4,200	4,200		1,950.90	.00	2,249.10	46.5%	
1230-00 54240 COMM - RADIO	189,676	189,676		156,909.71	20,730.59	12,035.70	93.7%	
1230-00 54250 POSTAGE	6,615	6,615		.00	.00	6,460.00	0.0%	
1230-00 54260 COMM - SECURITY S	6,460	6,460		.00	.00	6,460.00	0.0%	
1230-00 54320 ADVERTISING - OTH	1,000	1,000		.00	.00	1,000.00	0.0%	
1230-00 54610 PROF. DEVELOPMENT	2,000	2,000		.00	.00	2,000.00	0.0%	
1230-00 54620 PROF. DEVELOPMENT	3,300	3,300		.00	.00	3,300.00	0.0%	
1230-00 54630 PROF. DEVELOPMENT	30,000	30,000		14,050.73	1,599.80	14,349.47	52.2%	
1230-00 54640 PROF. DEV. SUBSCR	5,000	5,000		.00	.00	5,000.00	15.0%	
1230-00 54710 Programs and Pub	6,000	6,000		.00	.00	5,510.00	8.3%	
1230-00 55110 OFFICE	2,300	2,300		.00	.00	5,521.19	77.3%	
1230-00 55111 COMPUTER	10,000	10,000		3,165.03	1,434.93	5,400.04	46.0%	
1230-00 55112 MEETING SUPPLIES	1,200	1,200		55,40	.00	1,144.60	4.6%	
1230-00 55120 TECHNICAL	42,000	42,000		28,177.30	13,488.75	333.95	99.2%	
1230-00 55122 FIRE MARSHAL EXP	4,000	4,000		3,052.88	.00	947.12	76.3%	
1230-00 55125 GEAR REPLACEMENT	75,000	75,000		21,814.90	30,601.00	22,584.10	69.9%	
1230-00 55145 TIRES	14,000	14,000		6,585.12	742.00	6,672.88	52.3%	
1230-00 55210 GAS	15,800	15,800		.00	15,800.00	15,800.00	0.0%	
1230-00 55221 ELECTRIC BUILDING	76,800	76,800		32,904.32	17,488.71	26,406.97	65.6%	
1230-00 55222 NATURAL GAS	40,000	40,000		27,888.23	3,118.45	8,993.32	77.5%	
1230-00 55240 WATER	1,500	1,500		1,165.60	1,462	1,334.40	11.0%	
1230-00 55245 Hydrants	123,462	123,462		62,236.17	60,490.51	735.32	99.4%	

TOWN OF WOODBRIDGE



YEAR-TO-DATE BUDGET REPORT

7/17/23

FOR 2026 13		ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
ACCOUNTS FOR:	GENERAL FUND							
1230-00 57410	MACHINERY	7,500	23,711	31,211	22,925.89	185.11	8,100.00	74.0%
	TOTAL Fire Commission		1,308,911	48,561	1,357,472	851,287.22	259,342.89	246,841.89
	TOTAL GENERAL FUND		1,308,911	48,561	1,357,472	851,287.22	259,342.89	246,841.89
	TOTAL EXPENSES		1,308,911	48,561	1,357,472	851,287.22	259,342.89	246,841.89

TOWN OF WOODBRIDGE



YEAR-TO-DATE BUDGET REPORT

7/1/23

FOR 2026 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,308,911	48,561	1,357,472	851,287.22	259,342.89	246,841.89	81.8%

** END OF REPORT - Generated by Christine Dellavalle **

WOODBRIDGE FIRE JANUARY STATISTICAL INFORMATION

Year	Incidents current month	Staff hours reported this month	Incidents year to date	Staff hours reported year to date
2026	32	304.38	32	304.38
2025	47	323.00	47	323.00
2024	48	308.5	48	308.50
2023	24	254.77	24	254.77
2022	32	278.32	32	278.32
2021	29	185.68	29	185.68
2020	30	265.56	30	265.56
2019	123	3,603.94	123	3,603.94
2018	38	681.54	38	681.54
2017	40	303.38	40	303.38
2016	35	215.85	35	215.85
2015	27	705.88	27	705.88
2014	27	192.10	27	192.10
2013	43	282.09	43	282.09
2012	32	155.30	32	155.30
2011	37	215.83	37	215.83
2010	20	114.58	20	114.58
Average	39	493.57	39	493.57
Call Type				Number of Calls
Fire				3
Hazardous Situation				17
Public Service				5
Rescue				1
No Emergency				6
Total Calls				32
Car Seats Installed				5

**Yale
New Haven
Health**
Yale New Haven
Hospital

January 5, 2026

Woodbridge Volunteer Fire Dept.
ATTN Chief Sean Rowland
100 Center Rd.
Woodbridge, CT 06525

Dear Amy Bogush,

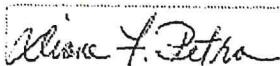
On behalf of the Yale New Haven Hospital Auxiliary's **Toy Closet** program, we would like to thank you for your generous contribution of toys. We are most appreciative of your support. Your donation will give smiles and lasting good memories to the pediatric patients in the Yale New Haven Children's Hospital and children receiving assistance and treatment in many outpatient areas.

Through the support of so many of our **Toy Closet** friends in the community, the Yale New Haven Hospital Auxiliary's **Toy Closet** program is able to bring cheer to children throughout the entire year. The **Toy Closet** program continues to be a success thanks to the generosity and consideration of all our participants who vary in age and experiences.

Thank you again for being a part of the **Toy Closet** program.

In addition, you can make a toy donation by visiting myregistry.com and search "Toy Closet".

Gratefully,



Diane Frailey Petra
Toy Closet Program, Chair

Yale New Haven Hospital Auxiliary is a 501(c) 3 organization as determined by the Internal Revenue Service. Gifts are tax-deductible. In accordance with the tax law, this letter will verify you have received no tangible goods or services in consideration of your gift. Please retain this for your records.

YNHH Auxiliary
Toy Closet
20 York Street
WP 108B
New Haven, CT 06510
Phone: 203-688-5717
Fax: 203-688-8966

ynhh.org/auxiliary

