

**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>

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1. Call to Order
2. Public Comments
3. Approve December 8<sup>th</sup> 2025 and January 5<sup>th</sup> 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 5<sup>th</sup> 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<sup>h</sup>. 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 24<sup>th</sup>. 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 5<sup>th</sup> 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 LoRiccio 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 21<sup>st</sup> 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

ACCOUNTS FOR: 100 GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>1230-00 Fire Commission</b>							
1230-00 50109 FIRE CHIEF	32,770	0	32,770	21,846.56	.00	10,923.44	66.7%
1230-00 50110 FIRE MARSHAL	71,635	0	71,635	40,177.80	.00	31,457.20	56.1%
1230-00 50116 ASSISTANT FIRE CH	15,729	0	15,729	10,486.08	.00	5,242.92	66.7%
1230-00 50215 REGULAR CLERICAL	65,308	0	65,308	38,672.80	.00	26,635.20	59.2%
1230-00 50350 PART-TIME ALL OTH	12,923	0	12,923	6,795.96	.00	6,127.04	52.6%
1230-00 50420 OVERTIME CLERICAL	3,000	0	3,000	612.12	.00	2,387.88	20.4%
1230-00 50700 BUY BACK SICK	2,864	0	2,864	.00	.00	2,864.00	.0%
1230-00 52170 MEDICAL EXPENSE	40,422	0	40,422	23,419.36	15,323.11	1,679.53	95.8%
1230-00 52210 DATA PROCESSING	27,125	0	27,125	10,788.99	8,531.01	7,803.00	71.2%
1230-00 52325 VOLUNTEER INCENTI	86,157	0	86,157	16,153.46	.00	3,54	100.0%
1230-00 53100 CLEANING/ CUSTODI	24,000	0	24,000	13,006.90	9,893.10	1,100.00	95.4%
1230-00 53510 REP & MAINT - MAC	97,000	0	97,000	77,920.78	27,132.92	-8,053.70	108.3%
1230-00 53520 REP & MAINT - TES	31,465	0	31,465	22,132.19	3,293.34	6,039.47	80.8%
1230-00 53530 REP & MAINT - BUT	45,000	0	45,000	60,438.83	5,466.06	-25,503.34	136.5%
1230-00 53540 SOFTWARE MAINTENA	20,000	24,850	44,850	8,939.72	2,949.90	17,978.03	65.4%
1230-00 53610 RENTALS - EQUIPME	52,000	0	52,000	28,555.91	.00	23,444.09	54.9%
1230-00 54210 COMM - TELEPHONE P	13,500	0	13,500	10,103.36	.00	8,110.38	82.2%
1230-00 54220 COMM - CELLULAR P	12,500	0	12,500	8,451.40	.00	2,397.54	67.6%
1230-00 54230 COMM - PAGERS	4,200	0	4,200	1,950.90	.00	2,249.10	46.5%
1230-00 54240 COMM - RADIO	189,676	0	189,676	156,909.71	20,730.59	12,035.70	93.7%
1230-00 54250 POSTAGE	615	0	615	.00	.00	615.00	.0%
1230-00 54260 COMM - SECURITY S	6,460	0	6,460	.00	.00	6,460.00	.0%
1230-00 54320 ADVERTISING - OTH	100	0	100	.00	.00	100.00	.0%
1230-00 54610 PROF. DEVELOPMENT	2,000	0	2,000	.00	.00	2,000.00	.0%
1230-00 54620 PROF. DEVELOPMENT	3,300	0	3,300	.00	.00	3,300.00	.0%
1230-00 54630 PROF. DEVELOPMENT	30,000	0	30,000	14,050.73	1,599.80	14,349.47	52.2%
1230-00 54640 PROF. DEV. SUBSCR	600	0	600	90.00	.00	510.00	15.0%
1230-00 54710 Programs and Publ	5,000	0	5,000	.00	.00	5,000.00	.0%
1230-00 55110 OFFICE	2,300	0	2,300	818.82	.00	521.19	77.3%
1230-00 55111 COMPUTER	10,000	0	10,000	3,165.03	959.99	5,400.04	46.0%
1230-00 55112 MEETING SUPPLIES	1,200	0	1,200	55.40	.00	1,144.60	4.6%
1230-00 55120 TECHNICAL	42,000	0	42,000	28,177.30	13,488.75	333.95	99.2%
1230-00 55122 FIRE MARSHAL EXPE	4,000	0	4,000	3,052.88	.00	947.12	76.3%
1230-00 55125 GEAR REPLACEMENT	75,000	0	75,000	21,814.90	30,601.00	22,584.10	69.9%
1230-00 55145 TIRES	14,000	0	14,000	6,585.12	742.00	6,672.88	52.3%
1230-00 55210 GAS	15,800	0	15,800	.00	.00	15,800.00	.0%
1230-00 55221 ELECTRIC BUILDING	76,800	0	76,800	32,904.32	17,488.71	26,406.97	65.6%
1230-00 55222 NATURAL GAS	40,000	0	40,000	27,888.23	3,118.45	8,993.32	77.5%
1230-00 55240 WATER	1,500	0	1,500	165.60	.00	1,334.40	11.0%
1230-00 55245 Hydrants	123,462	0	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

ACCOUNTS FOR:		ORIGINAL	TRANSFERS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
100	GENERAL FUND	APPROP	ADJUSTMTS	BUDGET			BUDGET	USED
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	81.8%
	TOTAL GENERAL FUND	1,308,911	48,561	1,357,472	851,287.22	259,342.89	246,841.89	81.8%
	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 7/17/23

FOR 2026 13

	ORIGINAL APPROP	TRANSFERS/ 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 DelValle \*\*

# WOODBIDGE 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  
NewHaven  
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,

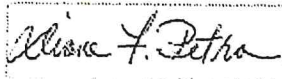
On behalf of the Yale New Haven Hospital Auxiliary's **Toy Closet** program, we would like to thank you for your generous contribution of toys. We are most appreciative of your support. Your donation will give smiles and lasting good memories to the pediatric patients in the Yale New Haven Children's 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](http://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](http://ynhh.org/auxiliary)

