

TRUMBULL CENTER FIRE DISTRICT

860 WHITE PLAINS RD



TRUMBULL, CT 06611

(SUBJECT TO MODIFICATION AND APPROVAL)

REGULAR MEETING MINUTES

SEPTEMBER 1, 2026

OPENING:

The regular meeting of the Trumbull Center Fire District was called to order at 7:07pm, by Chairman Riggs.

ATTENDANCE:

Present:

- Ed Riggs, Chairman
- Alex Relkin, Commissioner
- Tom Dufficy, Commissioner
- Pat McCarty, Commissioner
- Paul Ruskay, Commissioner
- Teri Sclafani, Treasurer
- Rich Gregory, Chief

Others Present:

- None

APPROVAL OF MINUTES

- The minutes of the previous meeting were unanimously approved.

BUDGET AND TAX REPORTS

- The budget and tax reports were reviewed and unanimously accepted as presented.

OPEN ISSUES AND NEW BUSINESS

Pat McCarty:

- Email to the commission regarding items from the attorney (purchasing, proper justification).
- Discussed credit card policy.
- Discussion regarding tri-district meeting notes/postings.
- Discussed the open invoices with the E-One sales representative.
- Discussion on potential bonding for Station 2, 100.

Alex Relkin:

- Brought everyone up to speed with ERV 3 status.
- Reminded everyone that we are still not paying EJ Boughton bill for 101 seatbelt.
- Discussion regarding Station 1 parking lot sealing and line striping.

Paul Ruskay:

- Question on the status of the employee handbook. Per Teri, this is in the hands of the attorney.
- Discussion regarding employee hours/punching in.
- Discussion regarding the need for a safe for district employee files (keypad access?).
- Discussion regarding compensation for live-in that paid for Fire 1 out of pocket.
- Employee overtime will require approval by 3 commissioners.

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Tom Dufficy:

- The kitchen light project is complete.
- Repairs to the cabinets in the office will be made by the company.
- Locks will be installed on the drawers in the office.
- Blinds have been installed at Station 1.
- The key company will be doing a study/inventory/adding cameras.
- The lobby will be locked off.

Rich Gregory:

- Question on how the district will be giving out the Officer Incentive Program payments. Per Teri, officers will need to submit a W9.

Ed Riggs:

- Paychex is all set and papers are signed.
- Going to talk to attorney about TCFD record retention.

ADJOURNMENT:

By unanimous consent, the meeting was adjourned at 8:33pm. The next regular meeting is scheduled for October 6, 2026, at 7:00 pm at Station 2.

Minutes submitted by: A Relkin, Commissioner