BRISTOL FIRE DEPARTMENT
BOARD OF FIRE COMMISSIONERS MEETING - THURSDAY, SEPTEMBER 24, 2020
6:00 p.m.
1st Floor Meeting Room, 111 North Main Street, Bristol, CT
AGENDA

Web-Ex meeting link: https://bristolct.my.webex.com/bristolct.my/j.php?MTID=mcdc051bc59356d4f5d2c61572d27b29d
Meeting # 132 997 7253
Password123456!
Host Key: 337158

Join by video system	Dial 1329977253@bristolct.my.webex.com You can also dial 173.243.2.68 and enter your meeting number.
Join by phone	+1-408-418-9388 United States Toll +1-617-315-0704 United States Toll (Boston) Access code: 132 997 7253

1. Call To Order
2. Employee Recognition
3. Public Participation
4. Communications
5. Approval Of Meeting Minutes

5.I. Meeting Minutes Of 08-20-2020 And 08-28-2020

Documents:

FIRE BOARD MINUTES 08-20-2020 DRAFT.PDF
FIRE BOARD AGENDA 08-28-2020 SPECIAL MEETING MINUTES.PDF

6. Review And Discussion Of The Various Reports
7. Review And Discussion Of The Incident Summary Report

7.I. FMO Report August 2020

Documents:

FMO AUGUST 2020.PDF

8. Review And Discussion Of The Chief's Report

8.I. Chief's Report August 2020

Documents:

COMMISIONERS CHIEF REPORT AUGUST 2020.PDF

9. Committee Reports

- Apparatus
- Budget
- Building & Grounds
- Health and Safety
- Personnel
- Strategic and Long Term Planning
- City Council

10. Old Business

11. New Business

12. Adjourn

13. PER ORDER OF THE CHAIRWOMAN, MAYOR ELLEN ZOPPO-SASSU
    Lisa Wilson, Admin Assistant
    Bristol Fire Department

City of Bristol

BRISTOL, CONNECTICUT 06010

MEETING MINUTES
City of Bristol, Board of Fire Commissioners
Meeting Minutes – Thursday, August 20, 2020 at 6:00 p.m.
Council Chambers, City Hall, 111 North Main Street, Bristol, CT
Webex Meeting

Attendees: Hon. Ellen Zoppo-Sassu – Chairwoman
Brittany Barney, Commissioner
Anthony Benvenuto, Commissioner
Dana Jandreau, Commissioner
Harold Kilby, Commissioner
Sean Moore, Commissioner
Dennis Crispino, Commissioner
Chief Mark Flynn

Absent:

DRAFT

1. CALL TO ORDER

The meeting was called to order at 6:00 pm by Chairwoman Zoppo-Sassu.

2. EMPOYEE RECONITION:

Retirement of Lieutenant Kenneth Marek

Promotion of Firefighter Steven Barnosky to Lieutenant

Swearing in of Firefighter Anthony Bentivengo

Swearing in of Firefighter Jordan Terrier

3. PUBLIC PARTICIPATION:

Arianna Caldas, Property Manager of Bristol Housing Authority. Mr. Randy Bouchard, Maintenance Mechanic of BHA of Mountain Laurel Manor provided heroic actions for saving the life of a resident on July 13, 2020.

4. APPROVAL OF MINUTES

A motion was made by Commissioner Moore to approve the meeting minutes from June 25, 2020; seconded by Commissioner Barney and unanimously approved.

5. COMMUNICATIONS

None

6. REVIEW AND DISCUSSION OF THE VARIOUS REPORTS:

A motion was made by Commissioner Crispino to accept the reports and place on file; seconded by Commissioner Barney and unanimously approved.

7. REVIEW AND DISCUSSION OF THE INCIDENT SUMMARY REPORT:

A motion was made by Commissioner Jandreau to accept the reports and place on file; seconded by Commissioner Barney Moore and unanimously approved.

8. REVIEW AND DISCUSSION OF THE CHIEF'S REPORT:

9. COMMITTEE REPORTS:

- **Apparatus**
- **Budget**
- **Building and Grounds**
- **Health and Safety**
- **Personnel**
- **Strategic and long term planning**
- **City Council**

10. OLD BUSINESS:

11. NEW BUSINESS:

Chief Flynn explained the proposed sign for headquarters. It was decided to not move forward. No action required.

Request for the Board of Finance for transfer $13,980.00 is the 10% city match and the FEMA grant for the amount of $153,777.00 for Fire Officer 2 training for next year.

Motion made by Commissioner Kilby to approve the Board of Finance Grant Request. Seconded by Comissioner Jandreau. All in favor, motion approved.

Motion made by Commisioner Kilby to approve the transfer.
Seconded by Commissioner Jandreau. All in favor, motion approved.

Deputy Chief Poggio explained the obstacles that the dispatchers and firefighters faced during the storm on August 4, 2020. All parties involved performed an amazing job.

12. ADJOURNMENT

A motion was made by Commissioner Moore to adjourn the meeting at __ seconded by Commissioner Moore and unanimously approved.

Respectfully submitted by:
Lisa Wilson

BRISTOL FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS MEETING – FRIDAY, AUGUST 28, 2020

SPECIAL MEETING MINUTES

1:00 P.M.

HEADQUARTERS FIRE HOUSE

181 NORTH MAIN STREET

BRISTOL, CONNECTICUT

AGENDA

1. CALL TO ORDER

THE MEETING SHALL CONSIST OF TOURING THE FIRE HOUSES.

Engine 1 at 181 North Main Street, Bristol

Captain Plaster explained the construction project in detail regarding the air conditioning, lighting, doors and electrical. He explained the laundry facilities and living conditions upstairs along with the kitchen area.

Engine 2 at 151 Hill Street, Bristol

Adam Hayes explained the need to properties and areas with the potential of chemical spills and they must be familiar with the companies within the area. This station specializes in water/ice rescue and are prepared for just about any incident. CP-17 is also stationed here. He explained the handling of brush fires and what is necessary. The residential properties in the area are larger and they must carry additional hose lines at all times. He discussed the reasoning for washer and dryers at each facility along with the unit to clean he gear.

Engine 5 at 285 Mix Street, Bristol

Zach Higley discussed the air conditioning and that the generator is completely undersized for the building area. There's damage to several ceiling tiles. The exercise equipment is supplied by the employees and very useful to help maintain their physical fitness.

Engine 3 at 81 Church Avenue, Bristol

Lt. Plourde welcomed the Commissioners and provided a tour of Engine 3. There are several concerns within the building including air conditioning and the lack of space. There's no separation. Adam Dellaventure and Adam Chilberg explained the drainage issues. There's a lack

of storage. There have been many accidents to the retaining wall, flag pole and building. The kitchen is cramped and there's no prep area. Desperate need for generator and air conditioning. Restroom area and sleeping quarters is in need of an overhaul.

Engine 4 at 17 Vincent P. Kelly Road, Bristol

Lt. McKearney, M. Kaczerski and J. Robotham provided a tour of the facility. The concrete is settling. Lt. McKearney informed the Commissioners of the importance of cleaning the SCBA. Captain Blaschke explained J. Kelly's job and responsibilities. He provided a tour of the bay area, laundry room, decon area and the gear room. Captain Blashchke also provided a tour of the fire training building and smoke area.

2. ADJOURN

LISA WILSON, ADMIN. ASSISTANT
BRISTOL FIRE DEPARTMENT

cc: City Clerk
City Council
Local 773

FIRE MARSHAL'S OFFICE

CITY OF

BRISTOL FIRE DEPARTMENT

MONTHLY REPORT

August 2020

Kristopher Lambert, Fire Marshal Elect

Mark Flynn, Fire Chief

FIRE PREVENTION BUREAU
CITY OF BRISTOL FIRE DEPARTMENT
MONTHLY REPORT
August 2020

TO: Fire Chief Mark Flynn and Bristol Fire Board Members

FROM: Kristopher Lambert, Fire Marshal Elect

SUBJECT: Monthly Report – August 2020

INCIDENTS

There were four hundred and two (402) incidents for the month of August 2020 that required computer-generated reports communicated to the State Fire Marshal's Office. There were seven (7) investigations of fire/explosions by this office. Total estimated loss for the period is $78,150 dollars.

30 Sandy Drive
287 Round Hill Rd.
35 Ruth Street
20 Case Street
568 Jerome Ave.
190 Pinehurst Rd.
62 Litchfield La.

There were zero (0) civilian injuries and fourteen (14) Firefighter injuries reported during this period (Fire Fighter injuries reported were for the purpose of exposure tracking only). There were zero (0) mutual aid calls given/received within the month. A copy of the cumulative monthly inspection reviews and permits account is included with this report.

REVIEWS, MEETINGS, MISC.

- **This office is open to the general public by appointment only until further notice. Moving forward, we strongly recommend keeping this practice in place due to the tightness of our office space and hallway, which do not lend themselves to safe social distancing. The hallway creates a confined area, and there isn't a way to maintain the recommended six foot distance within the office space.
- Fifteen (15) plans for new construction, occupancy changes, and renovations were reviewed. Some of the plans included electrical and mechanicals, including Fire Alarm and Fire Sprinkler systems. Site plan drawings are also included. Coordination and consultation regarding plan review is ongoing with other city agencies.
- The Fire Marshal's Office attended five (5) formal Site Plan Committee meeting in July to coordinate details for future Plan Review submittals in the City of Bristol. Seven (11) other site meetings attended by staff were conducted with insurance company fire investigators.

VEHICLES

Fire 3 - 2013 Ford Explorer
Fire 4 - 2012 Ford Expedition
Fire 5 - 2011 Dodge Grand Caravan
Fire 6 - 2013 Ford Expedition

Mileage and fuel usage reports for the above vehicles is generated automatically and submitted by the mechanic.

bfd

Incident Summary Report

Alarm Date Between {08/01/2020} And {08/31/2020}

Total Number of Calls:	Fire:	353	EMS:	49	Exposures:	0	Unknown:	3	All:	402
Average Calls per day:	Fire:	11.3	EMS:	1.5					All:	12.9
Total number of arson calls:		1								
Estimated Dollar Loss:	Fire:	$ 76,150	Other:	$ 2,000	All:	$ 78,150	Arson:	$ 0		
Estimated Value:	Fire:	$ 769,700	Other:	$ 0	All:	$ 769,700	Arson:	$ 0		
Percentage Saved:	Fire:	90.1%	Other:	0.0%	All:	0.0%	Arson:	0.0%		
Total Injuries:	Fire Service:	14	Civilian:	0	EMS:	0	Arson:	0		
Total Fatalities:	Fire Service:	0	Civilian:	0	EMS:	0	Arson:	0		
Total aid given calls:		1								
Total aid received calls:		1								

bfd

Bristol Incident Type Report (Summary)

Alarm Date Between {08/01/2020} And {08/31/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	3	0.74%	$0	0.00%
	3	**0.74%**	**$0**	**0.00%**
1 Fire				
100 Fire, Other	1	0.24%	$2,000	2.55%
111 Building fire	5	1.24%	$44,650	57.13%
113 Cooking fire, confined to container	1	0.24%	$0	0.00%
116 Fuel burner/boiler malfunction, fire	1	0.24%	$0	0.00%
140 Natural vegetation fire, Other	3	0.74%	$0	0.00%
142 Brush or brush-and-grass mixture fire	6	1.49%	$500	0.63%
143 Grass fire	2	0.49%	$0	0.00%
161 Outside storage fire	2	0.49%	$29,000	37.10%
162 Outside equipment fire	1	0.24%	$0	0.00%
	22	**5.47%**	**$76,150**	**97.44%**
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	2	0.49%	$0	0.00%
311 Medical assist, assist EMS crew	15	3.73%	$0	0.00%
322 Motor vehicle accident with injuries	16	3.98%	$0	0.00%
324 Motor Vehicle Accident with no injuries	11	2.73%	$0	0.00%
331 Lock-in (if lock out , use 511)	2	0.49%	$0	0.00%
350 Extrication, rescue, Other	1	0.24%	$0	0.00%
354 Trench/below-grade rescue	1	0.24%	$0	0.00%
372 Trapped by power lines	1	0.24%	$0	0.00%
	49	**12.18%**	**$0**	**0.00%**
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	8	1.99%	$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.24%	$0	0.00%
412 Gas leak (natural gas or LPG)	5	1.24%	$0	0.00%
413 Oil or other combustible liquid spill	3	0.74%	$0	0.00%
424 Carbon monoxide incident	18	4.47%	$0	0.00%
440 Electrical wiring/equipment problem, Other	9	2.23%	$0	0.00%
444 Power line down	102	25.37%	$0	0.00%
445 Arcing, shorted electrical equipment	17	4.22%	$0	0.00%
460 Accident, potential accident, Other	2	0.49%	$0	0.00%
461 Building or structure weakened or collapsed	1	0.24%	$0	0.00%
463 Vehicle accident, general cleanup	13	3.23%	$0	0.00%
471 Explosive, bomb removal (for bomb scare,	1	0.24%	$0	0.00%

Completed Fire Inspection Assignments Month of August 2020
Fire Marshal Elect Lambert

Fire Alarm Inspections -

Sprinkler Inspections -

Commercial Inspections:
Assembly -
Business -
Day Care -
Dormitories -
Educational - 1
Fire Drills -
Fire Works/Special Effects-
Group Home -
Health Care -
Industrial -
Mercantile - 4
Nursing Home -
Residential Board and Care -
Special Amusement/Assembly -
Tent -
Liquor License Inspections - 1
Hood and Duct Inspections - 1
Gas Station - 2
LPG Point of Sale/Bulk Storage -

Residential Inspections- Buildings 6 @ 40 Units
Residential Completed Inspections -

Fire Investigations - 5

Meetings - 7

Complaints - 3

Certificate of Occupancy –
Certificate of Compliance -
Plan Reviews - 4
Modifications -
Blasting Permit -

Phone Messages - 28

OEDM Training - 4 hrs.
Continuing Education Training - 2 hrs. IFSAC Pro Board Fire Investigation Cert

Completed Fire Inspection Assignments Month of August 2020

Fire Alarm Inspections - 6
Sprinkler Inspections - 4
Hood and Duct Inspections - 2

Commercial Inspections - 30

Assembly - 3
Business - 4
Day Care - 1
Dormitories - 0
Educational - 8
Fire Drills - 0
Fire Works/Special Effects- 0
Group Home - 1
Health Care - 2
Industrial - 1
Mercantile - 4
Nursing Home - 0
Residential Board and Care - 1
Latchkey/Summer Programs - 0
Special Amusement/Assembly - 2
Tent - 0
Liqueur License Inspections - 2
Gas Station - 1
LPG Point of Sale/Bulk Storage - 0

Residential Inspections 0 @ 0
Residential Completed Inspections 0

Fire Investigations - 0

Meetings - 4

Complaints - 1

Plan Reviews - 13
Certificate of Occupancy - 3
Modifications - 0
Blasting Permit - 0

Phone Messages - 37

OEDM Instructional Training - 0.0 hrs.
Continuing Ed. Training - 0.0 hrs.

Public Education – 0.0 hrs.

Fire 4 - Actual Mileage

Completed Fire Inspection Assignments Month of August 2020
Fire Inspector Michael Yacovino

Fire Alarm Inspections - 1

Sprinkler Inspections -

Commercial Inspections -
Assembly -
Business -
Carnival -
Day Care - 1
Dormitories -
Educational -
Fire Drills -
Fire Works/Special Effects-
Group Home - 1
Health Care -
Industrial -
Mercantile - 1
Nursing Home -
Residential Board and Care -
Special Amusement/Assembly -
Tent -
Liqueur License Inspections - 1
Hood and Duct Inspections -
Gas Station - 2
LPG Point of Sale/Bulk Storage -

Residential Inspections- Buildings 15 @ 100 Units
Residential Completed Inspections -

Fire Investigations -

Meetings - 4

Complaints - 2

Plan Reviews - 6
Modifications -
Blasting Permit -

Phone Messages – 44 messages

OEMD Training - 8 hrs.

Fire 6 - Actual Mileage_____ as of _____ Gallons_____

Completed Fire Inspection Assignments Month of August
Fire Inspector Buzzell

Fire Alarm Inspections -

Sprinkler Inspections - 1

Commercial Inspections - 2
Assembly -
Business -
Carnival -
Day Care -
Dormitories -
Educational - 1
Fire Drills -
Fire Works/Special Effects-
Group Home -
Health Care -
Industrial -
Mercantile -
Nursing Home -
Residential Board and Care -
Special Amusement/Assembly -
Tent -
Liqueur License Inspections - 1
Hood and Duct Inspections - 1
Gas Station – 1
LPG Point of Sale/Bulk Storage -

Residential Inspections - 13
Residential Completed Inspections -

Fire Investigations - 3

Meetings -

Complaints - 5

Plan Reviews -
Modifications -
Blasting Permit -

Phone Messages – 50+

OEMD Training – 10
Department Training –
Public Fire Education – 10+

BRISTOL FIRE MARSHAL'S OFFICE
2020 MONTHLY INSPECTIONS/REVIEWS/PERMITS

Description	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
Apartment Buildings	21	16	16	8	17	12	14	15					**119**
Number of units	89	257	55	65	103	59	103	100					**831**
Assembly occupancy	6	8	4	3	7	10	3	7					**48**
Automatic sprinkler	3	4	4	5	3	3	2	5					**29**
Blasting permits	1	1	1	1	0	1	1	0					**6**
Business occupancy	6	14	6	2	6	9	5	10					**58**
Carnival/Amusement/Special Amuse	0	0	0	0	0	1	0	2					**3**
Day care	2	0	1	0	0	1	0	2					**6**
Fire alarm systems	5	6	2	5	6	6	6	11					**47**
Fire works	0	0	0	0	0	5	0	0					**5**
Food truck	0	0	0	0	0	0	0	0					**0**
Gasoline stations	1	0	0	0	0	1	3	5					**10**
Industrial (manuf/factory) occupancy	1	0	0	0	1	0	3	1					**6**
Hood and duct	1	2	1	1	2	2	1	4					**14**
Liquor license inspections	5	3	3	0	1	4	3	5					**24**
L.P.G. Point of Sale / Bulk	0	0	0	0	0	0	0	0					**0**
Mercantile	6	4	3	6	7	12	5	5					**48**
Miscellaneous/Hotel/Motel/Dorm	0	0	0	1	0	0	0	0					**1**
Nursing home/health care/group home	0	3	1	1	0	2	9	3					**19**
Plan reviews	14	26	11	19	25	15	9	30					**149**
Recreation/Summer camp	0	0	0	0	0	2	0	0					**2**
Residential board and care	1	1	1	0	0	0	1	1					**5**
Educational	0	0	0	0	0	2	6	9					**17**
Site plans / meetings	16	9	3	5	8	19	20	5					**85**
Storage	0	1	0	0	0	0	0	0					**1**
Tanks (above/underground)	0	0	0	0	0	0	0	0					**0**
Tent inspection (incl.mobile/food prep	0	0	0	0	4	4	1	0					**9**
Complaints	0	0	0	5	13	15	12	11					**56**
Fire Investigations	3.00	2.00	0.00	0	3	6	8	7					**29**
Total	**92**	**98**	**57**	**57**	**87**	**111**	**112**	**120**	**0**	**0**	**0**	**0**	**734**

Note: The number of units for apartment buildings are not included in the totals.

Fire Chief's Report

August-2020

Summary

The Bristol Fire Department responded to 402 calls for service with a total of 508 responses including Fire Marshal's Office. For Storm Isaias, the Bristol Fire Department had 151 calls for service with 184 responses August 4th through 5th. This is a difference of 212 more calls from this time period last year. No interior surveys were completed in August due to Covid-19 restrictions.

Personnel

Firefighter Joseph Nazzaro was sworn in on August 6th and began his orientation shifts at HQ on C Shift. He did not have to go to the Recruit Class because he had gone in the Spring of 2019 with UCONN FD.

Firefighters Anthony Bentivengo and Jordan Terrier were sworn in at the August 20th Fire Board meeting in an outdoor ceremony in front of City Hall. Due to the Recruit Class being delayed until September 8th, Bentivengo and Terrier worked Monday through Friday, from August 24th to September 4th, with Training Captain Blaschke on a modified orientation and Recruit Class preparation.

Employee Recognition

All members of the Bristol fire Department who worked during Storm Isaias are to be commended for their efforts. The call volume and amount of damage was not expected. Despite the obstacles the storm placed in front of the members, the members rose to the challenges as the true professionals they are.

I would like to commend the efforts of DC Poggio, who was the DC for the 24 hour period during the storm. Despite the large call volume and Dispatch phones going down, DC Poggio was still able to coordinate the resources available to take care of any and all emergency and non-emergency issues. During the storm the Bristol Fire Department responded to 3 structure fires.

I would also like to commend the efforts of the Bristol Dispatchers. Along with the extremely large call volume, the entire phone system went down in Dispatch. Dispatchers were coordinating calls from their personal cell phones and were relocated to Cheshire Dispatch Center.

Fire Stations/Facilities

The Headquarters Renovation Project: Work continues to progress. Weekly meetings are held at 08:00 every Thursday morning with the principal players to provide updates and address any concerns. Clerk of the Works (Retired BFD Lt) Don Nadeau continues to stay on top of the project ensuring the Fire Department's concerns and best interests are properly handled. The second floor HVAC, ceiling, and kitchen portions of the project are progressing. The first floor offices HVAC and ceiling portions of the project are progressing. On Thursday 8/20 the Fire Marshal's Office and Chief's Office were relocated to Station 4's Training Room and Training Office. Some materials are delayed due to Covid-19 issues. The project is scheduled to be completed on 11/31/2020.

Station 2 Roof Project: A meeting was held on Monday August 31st with the roof contractor, David Oakes, Chief Flynn, and Engine 2 personnel to discuss project details.

Station 3 HVAC: is being further evaluated and solutions are being proposed to get the system working properly.

Station 5 HVAC: is being further evaluated and solutions are being proposed to get the system working properly.

Apparatus

Annual Apparatus Pump Testing and Ladder Testing were held the week of August 10th.

Annual Hurst extrication equipment test was held August 20th-21st.

Meetings and Public Functions

Monday August 1st Statewide Isaias Storm call, Tuesday 4th Emergency Manager's Meeting, Wednesday 5th meeting with Fire Marshal's Office, meeting with Chief Haviland Burlington FD, Thursday 6th HQ Project Meeting, Statewide Storm damage call, Firefighter Nazzaro sworn in at City Hall, Station visits to check generators and propane status, Friday 7th Fire Marshal Clerk Oral Interviews, Tuesday 11th meeting with Dawn Leger regarding FEMA grants, Wednesday 12th Storm Isaias Debriefing, Governor's phone conference, City Council meeting, Thursday 13th HQ Project meeting, FEMA grant Zoom meeting, Meeting with Paster Dustin from Liberty Baptist Church, Monday 17th Ocean State Job Lot for PPE Donation, Tuesday 18th Emergency managers meeting, Site Planning meeting, Wednesday 19th Carousel Museum meeting, Thursday 20th HQ Project meeting, Fire Board meeting, Friday 21st FD Staff meeting, Monday 24th Burlington FD water supply drill, Tuesday 25th Board of Finance meeting, Wednesday 26th Tree issues meeting, Governor's phone conference, Thursday 27th HQ Project meeting, Congressman Larson press conference at Station 4, Friday 28th Fire Station tours with Fire Commissioners, Monday 31st Station 2 roof project meeting.

Miscellaneous

I would like to thank the Commissioners who were able to join us for the tours of the firehouses on Friday the 28th. It was eye opening for the Commissioners to see each station for their good and bad points. From the comments it seems that one of the things that made the most impression was when Captain Blaschke turned on the smoke machine in our Burn Building. The Commissioners got a quick sense of what it is like to be in a light smoke condition in a safe environment.

It is our hope to have the Commissioners observe more of the training we do on a regular basis. This will again give the Commissioners a better perspective on what it is we do on a daily basis and what our needs are.

Respectfully submitted:

Chief Mark Flynn