



## ***City of Bristol***

**BRISTOL, CONNECTICUT 06010**

### **MEETING MINUTES**

**City of Bristol, Board of Fire Commissioners**

**Meeting Minutes – Thursday, June 25, 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:

**1. CALL TO ORDER**

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

**2. EMPLOYEE RECOGNITION:**

None

**3. PUBLIC PARTICIPATION:**

None

**4. APPROVAL OF MINUTES**

A motion was made by Commissioner Jandreau to approve the meeting minutes from May 28, 2020; seconded by Commissioner Moore and unanimously approved.

**5. COMMUNICATIONS**

None

**6. REVIEW AND DISCUSSION OF THE VARIOUS REPORTS:**

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

## **7. REVIEW AND DISCUSSION OF THE INCIDENT SUMMARY REPORT:**

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

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

Chief Flynn indicated the Mentor Program is being worked on with Deputy Chief Martin, Lt. Ingellis and Lt. Dufour. The program will train a private and Lieutenants training in order to move higher within the department.

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

## **9. COMMITTEE REPORTS:**

- **Apparatus**
- **Budget**  
15 sets of gear have been ordered for 2020 budget and 15 will be ordered in 2020/2021 budget.
- **Building and Grounds**  
Chief Flynn informed the Commissioners that the contractor for the building renovations has started. Meetings will be held at headquarters on Thursdays. Completion date is scheduled for November 30, 2020.
- **Health and Safety**
- **Personnel**  
Six candidates have been interviewed and one (1) more to be interviewed tomorrow.
- **Strategic and long term planning**  
Commissioner Barney will update the Commissioners regarding the status of the potential land for Engine 3.
- **City Council**  
Commissioner Barney stated that the Council will be voting on the budget on June 2, 2020.

## **10. OLD BUSINESS:**

Meet and greet at the fire stations will be postponed to the end of summer.

## **11. NEW BUSINESS:**

Chief Flynn proposed a new sign for the Bristol Fire Headquarters. This topic will continue next month.

The Mayor explained the DROP plan that is offered to employees. A list of eleven (11) employees will be retiring in the near future.

**12. ADJOURNMENT**

A motion was made by Commissioner Jandreau to adjourn the meeting at 6:35; seconded by Commissioner Moore and unanimously approved.

Respectfully submitted by:  
Lisa Wilson