

Bristol Fire Department  
BOARD OF FIRE COMMISSIONERS MEETING  
Thursday, January 28, 2021 6:00 p.m.  
1st Floor Meeting Room, 111 North Main Street, Bristol CT 06010  
Agenda

Join Zoom Meeting  
[https://bristolct-gov.zoom.us/j/91065769703?](https://bristolct-gov.zoom.us/j/91065769703?pwd=UnlvcjFYSVBZU1hEWExBaDgvdjhTZz09)  
pwd=UnlvcjFYSVBZU1hEWExBaDgvdjhTZz09  
Meeting ID: 910 6576 9703  
Passcode: 262688  
+19292056099,,91065769703# US (New York)

1. Call To Order
2. Employee Recognition
  - 2.I. To Review The Request For Retirement On April 8, 2021 From Fire Marshal David VanWie.
  - 2.II. To Review The Request For Disability Retirement (Veteran Reserve) From Peter Bekstrom And To Take Action As Needed,
3. Public Participation
4. Communications
5. Approval Of Meeting Minutes
  - 5.I. Fire Board Meeting Minutes Of 12-17-2020  
Documents:  
[FIRE BOARD MINUTES 12-17-2020 DRAFT.PDF](#)
  - 5.II. Meeting Minutes Of 01-06-2021  
Documents:  
[FIRE BOARD MINUTES 01-06-2021 DRAFT.PDF](#)
6. Review And Discussion Of The Various Reports
7. Review And Discussion Of The Incident Summary Report
8. Committee Reports
  - Apparatus
  - Budget
  - Building & Grounds
  - Health and Safety
  - Personnel
  - Strategic and Long Term Planning
  - City Council
9. Old Business
10. New Business
  - 10.I. For Record Purposes Only  
Commissioner Harold Kilby has officially been reappointed as a member of the Board

of Fire Commissioners for a term to January 2024.

Commissioner Anthony Benvenuto has officially been reappointed as a member of the Board of Fire Commissioners for a terms to January 2024.

11. Adjourn

12. 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, December 17, 2020 at 5:30 p.m.**

**First Floor Meeting Room, City Hall, 111 North Main Street, Bristol, CT**

Attendees: Hon. Ellen Zoppo-Sassu – Chairwoman  
Harold Kilby, Commissioner  
Dennis Crispino, Commissioner  
Brittany Barney, Commissioner  
Dennis Crispino, Commissioner  
Dana Jandreau, Commissioner

Absent: Sean Moore, Commissioner

#### **1. CALL TO ORDER**

The meeting was called to order at 5:45 pm by Mayor Zoppo-Sassu..

#### **2. EMPLOYEE RECOGNITION:**

#### **3. PUBLIC PARTICIPATION:**

#### **4. COMMUNICATIONS:**

#### **5. APPROVAL OF MEETING MINUTES:**

A motion was made by Commissioner Jandreau to approve the meeting minutes from November 19, 2020.

Seconded by Commissioner Barney and unanimously approved.

All in favor. Motion passed.

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

November Reports:

Tower 1

Engine 1

Engine 2

Engine 3

Engine 4  
Engine 5  
Fire Marshal's Office  
Maintenance Division  
Training Division

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

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

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

The two (2) recruits will be graduating from the academy this weekend. They will be staying at the firehouses next week.

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

**9. COMMITTEE REPORTS:**

- Apparatus
- Budget
- Building & Grounds

Commissioner Barney informed the Board that the Building Committee made a motion to authorize DPW to procure the MEP services of VanZelm Engineers in the amount of \$10,352 to provide preliminary engineering services associated with corrective action plan to repair the air conditioning at Fire House No.5.

Commissioner Barney stated the Building Committee made a motion to authorize the DPW to procure MEP services of VanZelm Engineers in the amount of \$7,000 to provide preliminary engineering services to install AC at Fire House N#3 and full service emergency generators at fire houses 1, 2 and 5.

Building Committee motion to \$10k for an engineering service to install emergency generator 1.

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

- Health and Safety
- Personnel

Commissioner Jandreau interviewed 5 potential candidates all from the Bristol area. The consortium does not meet the needs of the City. The City needs minorities and females. He's proposing that HR can advertise and promote to fill positions.

A motion was made by Commissioner Jandreau to notify H/R to move forward with trying to fill these positions in the near future. Seconded by Kilby and unanimously approved.

- Strategic and Long Term Planning

Mayor Zoppo-Sassu advised the Board that a letter was recently issued to St. Matthews regarding the purchase of the 2 acre property. Currently waiting for their response. No motion made.

- City Council Liaison Report

## **10. OLD BUSINESS:**

Commissioner Crispino inquired about the fund raising events and what's the goal of the Department. The funds will be used for the renovation to the monument, landscaping and lighting.

The calendar for 2021 was agreed to remain on Thursday's at 6:00 p.m.

A motion was made by Commissioner Jandreau to accept the calendar for 2021; Seconded by Commissioner Barney and unanimously approved.

## **11. NEW BUSINESS:**

## **12. ADJOURN:**

A motion was made by Commissioner Jandreau to adjourn the meeting at 6:12 seconded by Commissioner Crispino and unanimously approved.

Respectfully submitted by:  
Lisa Wilson



## ***City of Bristol***

**BRISTOL, CONNECTICUT 06010**

### **MEETING MINUTES**

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

**Meeting Minutes – Wednesday, January 6, 2021 at 6:00 p.m.**

**First Floor Meeting Room, City Hall, 111 North Main Street, Bristol, CT**

Attendees: Hon. Ellen Zoppo-Sassu – Chairwoman  
Harold Kilby, Commissioner  
Dennis Crispino, Commissioner  
Brittany Barney, Commissioner  
Dennis Crispino, Commissioner  
Dana Jandreau, Commissioner  
Sean Moore, Commissioners

Absent:

#### **CALL TO ORDER**

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

- 1. To Accept the retirement of Chief Mark Flynn and forward to the Retirement Board.**  
Motion made by Commissioner Jandreau to accept the retirement of Chief Mark Flynn and move to the Retirement Board.  
Seconded by Commissioner Kilby  
All in Favor, Motion passed.
- 2. To send a communication to the HR Department instructing the staff to begin the testing process for Chief, Deputy Chief and the creation of an entry level firefighter.**  
Motion made by Commissioner Jandreau to instruct the HR Department to move forward with marketing in order to hire a Chief, Deputy Chief and entry level firefighter.  
Seconded by Commissioner Moore. All in favor; Motion passed.
- 3. Motion made by Commissioner Jandreau to approve the hiring of A. Madden, providing he passes the security clearances, meets the physical fitness that is required and attends the State Fire Academy in February. Seconded by Commissioner Barney**  
All in Favor, Motion passed.
- 4. Motion made by Commissioner Jandreau to approve the hiring of C. Richardson, providing he passes the security clearances, meets the physical fitness that is required and attends the State Fire Academy in February. Seconded by Commissioner Barney**

All in Favor, Motion passed.

5. Motion made by Commissioner Jandreau to approve the hiring of J. Miller, providing he passes the security clearances, meets the physical fitness that is required and attends the State Fire Academy in February. Seconded by Commissioner Barney  
All in Favor, Motion passed.

**6. ADJOURN:**

A motion was made by Commissioner Jandreau to adjourn the meeting at 6:23  
Seconded by Commissioner Barney and unanimously approved.  
All in Favor; motion passed.

Respectfully submitted by:  
Lisa Wilson