BRISTOL FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS MEETING -THURSDAY, MAY 28, 2020
6:00 P.M. –
1st FLOOR, COUNCIL CHAMBERS, 111 NORTH MAIN STREET
BRISTOL, CONNECTICUT

TO ALL MEMBERS:

1. CALL TO ORDER

2. EMPLOYEE RECOGNITION

3. PUBLIC PARTICIPATION

4. APPROVAL OF THE MINUTES OF THE APRIL 23, 2020 FIRE BOARD MEETING

6. COMMUNICATIONS

7. REVIEW AND DISCUSSION OF THE VARIOUS REPORTS

8. REVIEW AND DISCUSSION OF THE INCIDENT SUMMARY REPORT

9. REVIEW AND DISCUSSION OF THE CHIEF'S REPORT

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

11. OLD BUSINESS

12. NEW BUSINESS
    BOF Transfer request for $10,000
    BOF Transfer request for $1,500

13. ADJOURN

PER ORDER OF THE CHAIRWOMAN,
LISA WILSON, ADMIN. ASSISTANT
BRISTOL FIRE DEPARTMENT

cc: City Clerk
City Council
Local 773

City of Bristol

BRISTOL, CONNECTICUT 06010

MEETING MINUTES
City of Bristol, Board of Fire Commissioners
Meeting Minutes – Thursday, April 23, 2020 at 6:00 p.m.
First Floor Meeting Room, City Hall, 111 North Main Street, Bristol, CT

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

Absent: Brittany Barney, Commissioner

DRAFT

1. **CALL TO ORDER**
The meeting was called to order at 6:10 pm by Chairwoman Ellen Zoppo-Sassu.

2. **EMPOYEE RECONITION:**
None

3. **Public Participation**
None

4. **APPROVAL OF MINUTES**
A motion was made by Commissioner Moore to approve the meeting minutes from March 26, 2020; seconded by Commissioner Crispino and Commissioner Benvenuto and unanimously approved.

5. **COMMUNICATIONS**
Letter received from the residents on 64 Kilmartin thanking the Fire Department for their service.

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

Commissioner Crispino was inquiring if the Fire Department has enough PPE. Chief Flynn indicated that the Fire Department is good on supplies, but low on N95 masks. The Fire Department received surgical masks as a donation from concerned citizens. Commissioner Crispino will be more than happy to donate 72 N95 masks.

Chief Flynn described the Tyvek suits that the fire department is now equipped with. Commissioner Crispino inquired the status of gloves. Chief Flynn indicated each station should be all set with gloves and disinfectant.

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

7. REVIEW AND DISCUSSION OF THE INCIDENT SUMMARY REPORT:

The incident that transpired at 22 Pine Street last week is now under control and the issue is resolved.

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

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

Chief Flynn shared his report.

A virtual pre-bid meeting did transpire at the headquarters with an iPad and it was successful. Tower 2 is out for service due to a wear plate on a rear outrigger.

All stations are in lockdown and staff is not authorized to work overtime at another station not assigned as per the Memorandum Of Understanding.

Mayor has the authority to decline vacation days or personal days due to the declaration during an emergency.

Firefighter contract has been approved by all and includes a DROP (Deferred Retirement Option Plan). Mayor Sassu explained the plan in great detail regarding health care costs.

Corp Counsel is currently searching for property for a future site for Engine 3. Hopefully next month we may have a few options to review. Two property within close proximity of Engine 3 showed interest. The reply date is May 1, 2020.

9. COMMITTEE REPORTS:

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

Chief Flynn informed the Board that Firefighter Craig Henderson is the acting Health and Safety Officer/Covid-19.
His role will be to work with the Chief and coordinate with the members any questions and concerns for creating policies. He will be prioritizing and responding to concerns on a daily basis.

10. OLD BUSINESS:

Commissioner Jandreau questioned the status of the consortium for hiring. Mayor Sassu has not received any communication. Commissioner Jandreau will preview the listing.

11. NEW BUSINESS:

BOF transfer from the SCBA account for breathing apparatus as it will not be used this year due to the inability for scheduling fittings due to Covid-19.

A motion was made by Commissioner Benvenuto to transfer $19,000 from SCBA to the maintenance supplies and submit to the BOF for approval; seconded by Commissioner Moore and unanimously approved.

Chief Flynn updated the Fire Board on the recent birthday party parades. As of today, we have 14 requests and have performed approximately 8-9 parades. We are coordinating the events with the Police Department as well. The residents have been very supportive.

12. ADJOURNMENT

A motion was made by Commissioner Moore to adjourn the meeting at 6:39; seconded by Commissioner Kilby and unanimously approved.

Respectfully submitted by:
Lisa Wilson

Fire Chief's Report

April-2020

Summary

The Bristol Fire Department responded to 148 calls for service with a total of 283 responses during the month of April. This is a difference of 13 less calls from this time period last year. Calls are down slightly due to the Covid-19 restrictions City wide. No surveys were completed during the month of April due to Covid-19 restrictions.

Personnel

Ryan Chapin, our newest firefighter, started Monday April 13th with a small swearing in ceremony at City Hall with all attendees adhering to Covid-19 PPE guidelines. Ryan started at Station 4 where he will remain until Covid-19 restrictions are lifted. After that he will be able to do his station rotations.

Employee Recognition

Bristol Fire department personnel participated in 16 Drive by Birthday parades throughout the month. These have been well received and appreciated by all involved. We have received many thank you messages via email and Facebook messages. Pictures and videos have been posted on the Bristol Fire Department's Facebook page.

Fire Marshall elect Lambert and Fire Inspector Buzzell successfully completed the Fire Investigation practical exam on Wednesday April 1st. They also successfully completed the courtroom practical evaluation on Monday April 13th. They are awaiting news from the State as to when the Code class will be held. We submitted paperwork to the State Fire Marshal's Office to extend Acting Fire Marshal David VanWie's status as Acting Fire Marshal as this needs to be filed every six months.

Firefighter Adam Hayes was once again the center of a video aimed at fire safety during the Covid-19 isolation. Firefighter Hayes was joined by Captain Simard and Firefighter Yudelson. The video was filmed at Station 2 and posted on the Bristol Fire Department's Facebook page. The video received many favorable comments and provided some light hearted entertainment. A job well done by Engine 2 B shift crew!

Fire Stations/Facilities

On Monday April 20th Captain Jeff Neumann and Captain James Plaster filmed all parts of Headquarters that will be part of the renovation project. They were remotely directed by Roger Rousseau who was facilitating questions from contractors. This video was made available to contractors to enable them to virtually tour HQ and submit bids. Another example of thinking outside the box during the Covid-19 restrictions. Job well done Captains!

Apparatus

Tower 2 received the most notable attention and was sent out for rear outrigger repair and maintenance.

Meetings and Public Functions

4/3 Police Chief Gould and I met with Representative Whit Betts and Senator Henri Martin to receive donations of surgical masks, 4/3 statewide Governor's conference call, 4/4 CT Statewide Fire Rescue Disaster Plan conference call, 4/6 BFD Staff meeting, 4/6 Governor's conference call, 4/7 Emergency management meeting, 4/8 FEMA regional AFG call, 4/9 Governor's conference call, 4/13 FF Ryan Chain sworn in at City Hall, 4/14 Emergency management meeting, Birthday Drive by 71 Bel-Air, City Council Webex meeting, 4/15 Video shoot of Station 2 crew for Facebook, Birthday Drive by 147 Hull St, Governor's conference call, 4/16 Solidarity Parade for UCONN PD officer, Birthday Drive by 546 Hill St, 4/17 met with Captain Blaschke and Captain Correll to discuss training and Peer Support, Birthday Drive by 336 Glendale Dr, 4/19 Birthday Drive by 30/121 Dipietro, 117 Burton, 4/20 Virtual tour filming at HQ, 4/21 Emergency Management meeting, Board of Finance budget workshop, 4/22 Governor's conference call, 4/23 CCCM PFAS Webinar with Captain Blaschke and Jay Kelly, Birthday Drive by 89 Lois, Fire Board Meeting, 4/24 Birthday Drive by 22 Mechanic, 4/25 Birthday Drive by 124 Sherbrooke, 316 Witches Rock, 4/27 Birthday Drive by 63 Norris, 4/28 Emergency Management meeting, Birthday Drive by 44 Perkins, Board of Finance meeting, 4/29 submitted POM/FEMA Covid-19 reimbursement forms, Birthday Drive by 942 Hill St, Lisa and I met with Diane Waldron to discuss budget, Governor's Conference call, 4/30 CCM PFAS webinar with Captain Blaschke and Jay Kelly, Birthday Drive by 1116 Burlington Ave and 34 Woodard Drive.

Miscellaneous

A request for a sick time report was made in the past:

The following compares the 4th quarter of 2019 and the first quarter of 2020:

	2019	2020	Change	% Change
Short term sick leave (< 4 shifts)	947 hrs	998 hrs	+ 51 hrs	+ 0.5%
Long term sick leave (> 3 shifts)	2,304 hrs	1,444 hrs	- 860 hrs	- 37%
Total sick leave (long + short)	3,251 hrs	2,442 hrs	- 809 hrs	- 24%

Short term sick leave increased a very minimal amount, while long term sick leave has significantly decreased. Overall sick leave has also significantly decreased. It will be interesting to review sick leave, overall, related to the Covid-19 timeframe.

One call of note was the fire at 400 North Main Street, Ingraham Manor, on Sunday April 19th on B Shift. Crews responded for a report of an alarm sounding. Upon investigating crews were faced with a moderate smoke condition in the basement caused by a small fire located in one of the basement storage rooms. The fire was contained by the sprinkler system and extinguished by fire department members. Fortunately, the staff was quick acting and secured the patients in place and closed doorways, containing the smoke to the basement. This call is a perfect example of a sprinkler system operating as designed, properly trained staff, and aggressive efforts by the fire department. No patients were effected, one employee was transported to the hospital for evaluation, and there were no firefighter injuries.

Covid-19 continues to present challenges to the way the Bristol Fire Department operates. Due to the dedication of the members we have been able to adapt to these challenges while keeping both ourselves and the public we are sworn to serve safe.

Respectfully submitted:

Chief Mark Flynn

Tower 1
Monthly Report
April 2020

Summary

Tower 1 responded to 50 incidents during the month of April. Notable calls included 3 building fires and 1 chimney fire. One of those building fires was in the basement of a nursing home. Surveys continue to be suspended until further notice.

Apparatus/Equipment

Tower 2 is back in service with repairs made. Tower 1 is due to go out in early May for minor warranty work.

Fire Stations/Facilities

Captain Neumann and I participated in a video conference for the bidding on the construction project at Fire HQ. Bids due to be opened in early May.

Miscellaneous

Spring cleaning continues around the firehouse.

Respectfully submitted,

James Plaster, Captain

Engine #1
Monthly Report
April 2020

Summary

Engine - 1 responded to 87 calls in the past month. These included 4 structure fires, 5 cooking related fires with little to no extension, 2 brush fires, 6 MVA's ranging from general scene safety to extrication, 6 power lines down, 2 gas leaks , 4 carbon monoxide investigations and 11 assisting PD / EMS.

Personnel

Nothing to report

Apparatus/Equipment

Engine 1 was out of service for a day due to maintenance

Fire Stations/Facilities

HQ renovation bids were received and the contract has been awarded. Retired Lt. D. Nadeau has been hired by the city to act as the clerk of the works for the project.

Miscellaneous

Annual hose testing and spring cleaning/ waxing assignments are being completed.

Respectfully submitted,

Jeff Neumann, Captain

Engine 2
Monthly Report
April, 2020

Summary

Despite all company surveys temporarily on hold, Station 2 personnel have been conducting drive by exterior surveys of area businesses. We are also checking area hydrants and vacant properties. All training is now being done in house so we are improvising and keeping all training at the company level. With the quarantine in place it has been a good opportunity to get more spring cleaning done at the station. All shifts have completed their assignments and the hard work put in by all is much appreciated. Station 2 personnel responded to 32 calls for service in the month of April.

Personnel

There were no changes to the personnel at Station 2 during the month of April due to the Covid-19 restrictions.

Apparatus/Equipment

The restrictions have limited our trips to the mechanic but luckily there have been no issues with the Engine 2 in April. FET Kelly changed all the batteries in the SCBA's at Station 2.

Fire Stations/Facilities

The gear room has been cleaned out and is awaiting a new washer and dryer so we won't have to bag our uniforms up prior to bringing them home. Trying to keep our families safe without contaminating our homes should be our number one priority. It is no longer a luxury item at this point, it is a necessity.

Miscellaneous

It is nice to see a community coming together to help one another through this pandemic. I would like to thank all those who have put up hearts and well wishes throughout the city. Special thanks goes out to all the medical personnel both at the hospital as well as those caring for our elderly Bristol residents who are at a greater risk. Thank You!!

Respectfully submitted,
Captain David J. Simard

Engine 3
April
Monthly Report
2020

Summary

During the month of April Engine 3 personnel responded to 25 calls for service. Our newer members, firefighters and new Lieutenants, continue to grow in their positions. The members have responded well to this growing viral crisis. Hose testing has been a little more challenging due to the restrictions on interaction, but will soon be completed.

Personnel

Our probationary FF has incorporated well and continues to work on his skills to become a better-rounded member.

Apparatus/Equipment

Engine 3 is having some sort of modulation issue, it will be going in soon to have the transmission looked at.

Fire Stations/Facilities

The AC is nearly completed, still awaiting Schaffer to set the thermostats.

Miscellaneous

Nothing this month.

Respectfully submitted,
David Butkus, Captain

Engine 4
Monthly Report
April 2020

Summary
Engine 4 responded to 40 calls during April. All surveys have been suspended until further notice due to safety concerns.

Personnel
Engine 4 continues to clean, disinfect and train on new protocols and policies as we navigate the ongoing pandemic.
Engine 4 has gained a new firefighter on the D shift. FF. Ryan Chapin is showing himself to be a hardworking, motivated employee who shows that he will be a great asset to the fire department and the citizens of Bristol for years to come.

Apparatus/Equipment
Hose testing has begun, should be wrapped up by June first.

Fire Stations/Facilities
The crews have started their spring clean ups and are working on improving the front lawn.

Miscellaneous
Nothing to report

Respectfully submitted,

Todd Correll

Todd Correll, Captain

Engine Co.5

Monthly Report

April 2020

Summary

Engine Company 5 responded to 49 calls for service for the month of April. No formal surveys were conducted this month due to Pandemic restrictions.

Personnel

All Station 5 personnel are currently in their assigned spots.

Apparatus/Equipment

Two of our 4 gas meters were returned to service after being repaired.

Fire Stations/Facilities

The house generator received its yearly service this month. Station 5's spring cleaning has begun and Hose testing will start as soon as the weather cooperates.

Miscellaneous

Nothing to report

Captain E.Scott England

Chief Mark Flynn

aBRISTOL FIRE DEPARTMENT - TRAINING DIVISION

Senior Captain James D. Blaschke - Training Officer

MONTHLY TRAINING REPORT

April 2020

Training for the month of April continued to be interrupted by the Covid-19 virus. With the isolation and compartmentation of the department to limit close contact of personnel, multi-company training has been suspended at this time per Fire Chief M. Flynn and myself. In an effort to continue training company level training initiatives were sent out this month for Bristol Fire department personnel.

The annual fire apparatus driver / operator check-off program started during the month. Each firefighter was issued a driver check-off sheet to complete for each apparatus they operate. This annual recertification on operation of apparatus, location of equipment and pump operation is required by each driver operator per apparatus they intend to be qualified as driver / operator of. Firefighters are required to drive all apparatus located at their respective stations and appropriate spare apparatus.

Firehouse Software training and updates were completed this month for New administrative assistant L. Wilson. Training on Firehouse scheduling and payroll integration into the Munis payroll system was completed in an effort to streamline and increase accuracy in generation of the payroll report. Additionally the four Deputy Chiefs were given training on Firehouse software for creating a daily activity and scheduling console activity reporting for payroll integration. This function allows the approved duty roster to migrate into a report assisting with the payroll function. Lastly in Firehouse Software a federally required study for Covid-19 incidents and equipment used was installed under the National Fire Incident Reporting Systems tab. All Bristol Fire department officers were training on the proper completion of this federal survey. These results are sent into the State of Connecticut Fire Marshal's office with the NFIRS reporting monthly.

Personnel at station 2 completed company level rope and hardware rigging training during the month. Some of the topics that were reviewed were basic ropes and knots, change of direction pulley, MPD, patient packaging and rescue harness.

I responded to 5 incidents during the month as safety officer.

Please be safe, wash your hands and practice appropriate safety measures while we successfully deal with Covid-19.

Seminars/Meetings/Classes

- Every Wednesday Governor's emergency operations conference call
- Every Tuesday, Bristol emergency planning conference call
- 4/16, 4/23, 4/30 PFAS litigation and municipal response to PFAS

Vehicle report

- 19.0 gallons fuel

Respectfully submitted,
Senior Captain James D. Blaschke

Bristol Fire Department

Mechanical Division Monthly Report

April 2020

Engine 1
- Annual chassis and pump service.
- Repair R/R window crank assembly.

Engine 2
- Clean out and flush gas tank on Amkus pump.

Engine 3
- E3-03: Replace gauge
- Annual chassis and pump service
- Rebuild entire On-Spot assemblies

Engine 4
- Replace bolt cutters, and hydrant wrench.
- New AED pads and battery

Engine 5
- 4 gas meter: new O2 sensor
- Max XT meter: pump enclosure

Tower 1
- New AED pads and battery.

Tower 2
- Sent to First Line for the following: Rear outriggers were removed, outrigger slides were replaced, rear hydraulic hoses replaced. All slide bolts had to be cut off, drilled out, and re-tapped.

Engine 8
- 4) New rear tires
- E8-04 replace reducer seats

Miscellaneous

- Captain Neumann: XXL Gloves
- Training: L/R Taillight, rear pads and rotors.
- Repair and weld weight rack for HQ.
- Safety glasses handed out to all members of department.
- I-Pad updates for E-4, E-6, and Fire 1
- Replace batteries on all air packs, 314 AA batteries.
- On-Spot wheels removed from all vehicles for summer time.
- New house radio amp installed by Norcomm.
- 7) 5 gallon pails of Tool Fuel handed out.
- F/F Chilberg: new gear bag
- Fire on Wolcott St on 4/20/20
- F/F Hayes: Coat repaired, pants condemned.
- Sit in on 2) PFAS Webinars.

- Approximately 10-12 hours spent this month concerning COVID Supplies. This includes traveling to pick-up supplies, inventorying, and handing out to companies when new products arrived, or when they request replacements to re-fill their inventory. Currently locked up in my Clean Room for replacement supplies are the following: Surgical masks, N-95 masks, plastic face shields, booties, hand sanitizer, 70/30 Iso mix, and spray bottles.

Jay Kelly

Jay Kelly Equipment Technician	Chief Flynn Chief of Department

FIRE MARSHAL'S OFFICE

BRISTOL FIRE DEPARTMENT

MONTHLY REPORT

April 2020

Kristopher Lambert, Fire Marshal Elect

Mark Flynn, Fire Chief

FIRE PREVENTION BUREAU
BRISTOL FIRE DEPARTMENT
MONTHLY REPORT
April 2020

TO: Fire Chief Mark Flynn and Bristol Fire Board Members

FROM: Kristopher Lambert, Fire Marshal Elect

SUBJECT: Monthly Report – April 2020

INCIDENTS

There were one hundred and forty eight (148) incidents for the month of April 2020 that required computer-generated reports communicated to the State Fire Marshal's Office. There were three (3) investigations of fire/explosions by this office. Total estimated loss for the period is $135,000 dollars.

There were two (2) civilian injuries and zero (0) Firefighter injuries reported during this period. 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 was closed to the public effective March 20, 2020 due to the COVID-19 pandemic. Following recommendations set forth by the State of Connecticut Fire Marshal's Office, code inspections were reduced to "Essential Business" and complaint investigations.
- 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 two (1) formal Site Plan Committee meetings in April to coordinate details for future Plan Review submittals in the City of Bristol. Five (5) other site meetings attended by staff dealt with Public Fire and Life Safety related business.
- Approximately seven (7) visitors were received at Fire Headquarters to speak with Fire Prevention Bureau Personnel (utilizing social distancing).
- There were approximately one hundred nine (109) Fire Prevention Bureau business related calls managed by the staff.
- I have reviewed eleven (11) applications for the vacant Principal Clerk position.
- Six (6) letters requesting Inspections were generated and mailed.
- Fire Inspector David Van Wie, was reappointed to the position of Acting Fire Marshal for an additional 180 days in accordance with Connecticut GS 29-297.

TRAINING CLASSES

- Members of the Fire Marshal's Office earned five (5) hours of continuing education credits this month.
- I am pleased to announce that both Elect employees of this office have successfully passed their mock court and fire origin and cause practical. The date, time, and place of the written exam has not been determined as of this date.

INSPECTIONS AND PERMITS

- 8 Apartment building inspections (65 units)*
- 3 Assembly occupancy inspections
- 2 Business occupancy inspections
- 5 Fire alarm inspections
- 5 Automatic sprinkler system inspections
- 1 Certificate of Occupancy
- 3 Liquor license inspections
- 6 Mercantile inspections
- 1 Modifications
- 1 Hood & duct inspections
- 0 Special Amusement/Assembly inspection
- 0 Industrial inspection
- 0 Educational inspection
- 5 Complaint Inspections
- 1 Health Care / Nursing Home / Group Home inspections
- 1 Day Care inspections
- 0 Recreation/Summer Camp
- 1 Blasting permit
- 0 Gasoline station inspection
- 1 Residential Board / Care
- 0 Tent inspection

* In larger residential occupancies, where the building construction is modular in design and contains similar apartments with like layouts and amenities, representative apartments are chosen at random to determine compliance with the Connecticut State Fire Safety Code (CSFSC) and the Connecticut State Fire Prevention Code (CSFPC). With smaller occupancies, we do commonly enter as many units as possible where access is granted and time permits. The corresponding figures represent the number of occupancies and the total number of units affected by the inspection. In order to remain compliant with the current inspection requirements, I strongly recommend increasing the number certified personnel in this office to six(6).

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 forwarded by the mechanic.

Bristol Incident Loss Report

Alarm Date Between {04/01/2020} And {04/30/2020}

Incident-Exp#	Alm Date	Time	Incident Type	Est Loss	Est Value
20-0000543-000	04/01/2020	17:25:28	100 Fire, Other	$500	
389 EAST RD /389 EAST RD/BRISTOL, CT 06010					
20-0000544-000	04/01/2020	22:41:00	160 Special outside fire, Other	$1,000	
250 JACOBS ST /ROCKWELL PARK BLDG/BRISTOL, CT 06010					
20-0000618-000	04/16/2020	13:03:02	322 Motor vehicle accident with	$6,000	$6,000
250 TERRYVILLE AVE /250 TERRYVILLE AVE/BRISTOL, CT 06010					
20-0000629-000	04/19/2020	11:04:03	111 Building fire	$110,000	
400 N MAIN ST /INGRAHAM MANOR/BRISTOL, CT 06010					
20-0000633-000	04/20/2020	12:05:04	131 Passenger vehicle fire	$5,000	
15 PINE ST /DUNKIN DONUTS/BRISTOL, CT 06010					
20-0000634-000	04/20/2020	12:49:48	111 Building fire	$10,000	
489 WOLCOTT ST /SOUTH RIDGE CONDOS/1/BRISTOL, CT 06010					
20-0000682-000	04/29/2020	03:59:08	111 Building fire	$3,000	$150,000
57 JUDD ST /00057-2FL JUDD ST/2FL/BRISTOL, CT 06010					
Total Incident Count	**7**		**Total Est Loss/Value**	**$135,500**	**$156,000**

Incident Summary Report

Alarm Date Between {04/01/2020} And {04/30/2020}

Total Number of Calls:	Fire:	133	EMS:	15	Exposures:	0	Unknown:	0	All: 148
Average Calls per day:	Fire:	4.4	EMS:	0.5					All: 4.9
Total number of arson calls:		4							
Estimated Dollar Loss:	Fire:	$ 129,500	Other:	$ 6,000	All:	$ 135,500	Arson:	$ 1,000	
Estimated Value:	Fire:	$ 150,000	Other:	$ 6,000	All:	$ 156,000	Arson:	$ 0	
Percentage Saved:	Fire:	13.6%	Other:	0.0%	All:	0.0%	Arson:	0.0%	
Total Injuries:	Fire Service:	36	Civilian:	2	EMS:	3	Arson:	0	
Total Fatalities:	Fire Service:	0	Civilian:	0	EMS:	0	Arson:	0	
Total aid given calls:		0							
Total aid received calls:		0							

bfd

Bristol Monthly Incident Report

Alarm Date Between {04/01/2020} And {04/30/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	1	0.67%	$500	0.36%
111 Building fire	3	2.02%	$123,000	90.77%
113 Cooking fire, confined to container	3	2.02%	$0	0.00%
114 Chimney or flue fire, confined to chimney	1	0.67%	$0	0.00%
116 Fuel burner/boiler malfunction, fire	1	0.67%	$0	0.00%
131 Passenger vehicle fire	1	0.67%	$5,000	3.69%
142 Brush or brush-and-grass mixture fire	4	2.70%	$0	0.00%
160 Special outside fire, Other	1	0.67%	$1,000	0.73%
	15	**10.13%**	**$129,500**	**95.57%**
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	5	3.37%	$0	0.00%
322 Motor vehicle accident with injuries	4	2.70%	$6,000	4.42%
324 Motor Vehicle Accident with no injuries	6	4.05%	$0	0.00%
	15	**10.13%**	**$6,000**	**4.42%**
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	3	2.02%	$0	0.00%
412 Gas leak (natural gas or LPG)	2	1.35%	$0	0.00%
424 Carbon monoxide incident	6	4.05%	$0	0.00%
440 Electrical wiring/equipment problem, Other	6	4.05%	$0	0.00%
444 Power line down	12	8.10%	$0	0.00%
445 Arcing, shorted electrical equipment	4	2.70%	$0	0.00%
463 Vehicle accident, general cleanup	10	6.75%	$0	0.00%
	43	**29.05%**	**$0**	**0.00%**
5 Service Call				
500 Service Call, other	1	0.67%	$0	0.00%
511 Lock-out	10	6.75%	$0	0.00%
520 Water problem, Other	2	1.35%	$0	0.00%
531 Smoke or odor removal	2	1.35%	$0	0.00%
551 Assist police or other governmental agency	9	6.08%	$0	0.00%
552 Police matter	1	0.67%	$0	0.00%
561 Unauthorized burning	13	8.78%	$0	0.00%
	38	**25.67%**	**$0**	**0.00%**
6 Good Intent Call				
600 Good intent call, Other	5	3.37%	$0	0.00%

Bristol Monthly Incident Report

Alarm Date Between {04/01/2020} And {04/30/2020}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call				
611 Dispatched & cancelled en route	3	2.02%	$0	0.00%
631 Authorized controlled burning	1	0.67%	$0	0.00%
651 Smoke scare, odor of smoke	1	0.67%	$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.67%	$0	0.00%
	11	7.43%	$0	0.00%
7 False Alarm & False Call				
730 System malfunction, Other	2	1.35%	$0	0.00%
733 Smoke detector activation due to	3	2.02%	$0	0.00%
735 Alarm system sounded due to malfunction	1	0.67%	$0	0.00%
736 CO detector activation due to malfunction	1	0.67%	$0	0.00%
740 Unintentional transmission of alarm, Other	3	2.02%	$0	0.00%
743 Smoke detector activation, no fire -	8	5.40%	$0	0.00%
745 Alarm system activation, no fire -	7	4.72%	$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.67%	$0	0.00%
	26	17.56%	$0	0.00%

Total Incident Count: 148 **Total Est Loss:** $135,500

Completed Fire Inspection Assignments Month of April 2020
Fire Inspector Lambert

Fire Alarm Inspections -

Sprinkler Inspections -

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

Residential Inspections- Buildings @ Units
Residential Completed Inspections -

Fire Investigations - 2

Meetings - 3

Complaints - 5

Plan Reviews - 2
Modifications -
Blasting Permit -

Phone Messages - 15

OEMD Training - 6 hrs.
Department Training - 2 hrs Mandatory Sexual Harassment Training
Public Fire Education -

Completed Assignment Report Month of April 2020

FIRE ALARM INSP.:		**GAS STATION:**	
SPRINKLER INSP.:		**LPG BULK STORAGE:**	
HOOD & DUCT INSP.:		**RESIDENTIAL:**	
COMMERCIAL INSP.:		**FIRE INVESTIGATION:**	5 hours
ASSEMBLY:	30 Minutes Training	**MEETINGS:**	
BUSINESS :	2 hours training	**COMPLAINT INVESTIGATION:**	6 hours
DAY CARE:		**PLAN REVIEW:**	3 hours job shadowing
DORMITORIES:	2 hours training	**CERTIFICATE OF OCCUPANCY:**	
EDUCATIONAL:		**MODIFICATIONS:**	3 hours Training
FIRE DRILLS:		**BLASTING PERMITS:**	30 min. Training
FIRE WORKS DISPLAY:		**OEDM TRAINING:**	6 hrs. Fire Investigator class
GROUP HOME:		**CONT. ED. HOURS:**	10 hours EMT
HEALTH CARE:		**PUBLIC ED.:**	
INDUSTRIAL:		**MEETINGS**	2 hours (Staff/Web EOC)
MERCANTILE:	2 hours job shadowing	**COVID-19 Housing**	2 Hours Inspecting
NURSING HOME:			
SPECIAL EVENT:			
TENTS:			
LIQUOR LICENSE:		**SIGNATURE:**	

Lambert

Completed Fire Inspection Assignments Month of April 2020
Fire Inspector Yacovino

Fire Alarm Inspections - 2

Sprinkler Inspections -

Commercial Inspections -
Assembly -
Business -
Carnival -
Day Care -
Dormitories -
Educational -
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 -
Hood and Duct Inspections -
Gas Station -
LPG Point of Sale/Bulk Storage -

Residential Inspections- Buildings 7 @ 21 Units
Residential Completed Inspections -

Fire Investigations - 3

Meetings - 3

Complaints - 3

Plan Reviews - 4
Modifications -
Blasting Permit -

Phone Messages - 20

OEMD Training – 5 hours
Department Training – 2 hours of sexual harassment prevention training
Public Fire Education –

Fire 6 - Actual Mileage -

Completed Fire Inspection Assignments Month of April
Fire Inspector Buzzell

Fire Alarm Inspections - 2

Sprinkler Inspections -

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

Residential Inspections - 5 (with Insp. Yacovino)
Residential Completed Inspections -

Fire Investigations - 1

Meetings - 2

Complaints - 2

Plan Reviews -
Modifications -
Blasting Permit -

Phone Messages - 45

OEMD Training – 40 hrs (ongoing studies related to Fire Inspector curriculum)
Department Training –
Public Fire Education – 25 hrs (designing and helping to implement PSA's etc)

Completed Fire Inspection Assignments Month of April 2020

Fire Alarm Inspections - 3
Sprinkler Inspections - 5
Hood and Duct Inspections - 1

Commercial Inspections - 12

Assembly - 3
Business - 2
Day Care - 0
Dormitories - 1
Educational - 0
Fire Drills - 0
Fire Works/Special Effects- 0
Group Home - 0
Health Care - 0
Industrial - 0
Mercantile - 6
Nursing Home - 0
Residential Board and Care - 0
Latchkey/Summer Programs - 0
Special Amusement/Assembly - 0
Tent - 0
Liqueur License Inspections - 0
Gas Station - 0
LPG Point of Sale/Bulk Storage - 0

Residential Inspections 1 @ 44
Residential Completed Inspections 0

Fire Investigations - 0

Meetings - 0

Complaints - 0

Plan Reviews - 15
Certificate of Occupancy - 1
Modifications - 1
Blasting Permit - 1

Phone Messages - 29

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

Public Education – 0.0 hrs.

Fire 4 - Actual Mileage

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									61
Number of units	89	257	55	65									466
Assembly occupancy	6	8	4	3									21
Automatic sprinkler	3	4	4	5									16
Blasting permits	1	1	1	1									4
Business occupancy	6	14	6	2									28
Carnival/Amusement/Special Amuse	0	0	0	0									0
Day care	2	0	1	0									3
Fire alarm systems	5	6	2	5									18
Fire works	0	0	0	0									0
Food truck	0	0	0	0									0
Gasoline stations	1	0	0	0									1
Industrial (manuf/factory) occupancy	1	0	0	0									1
Hood and duct	1	2	1	1									5
Liquor license inspections	5	3	3	0									11
L.P.G. Point of Sale / Bulk	0	0	0	0									0
Mercantile	6	4	3	6									19
Miscellaneous/Hotel/Motel/Dorm	0	0	0	1									1
Nursing home/health care/group hom	0	3	1	1									5
Plan reviews	14	26	11	19									70
Recreation/Summer camp	0	0	0	0									0
Residential board and care	1	1	1	0									3
Educational	0	0	0	0									0
Site plans / meetings	16	9	3	5									33
Storage	0	1	0	0									1
Tanks (above/underground)	0	0	0	0									0
Tent inspection (incl.mobile/food prep	0	0	0	0									0
Complaints	0.00	0.00	3.00	5									8
Total	**89**	**98**	**57**	**57**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**301**

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

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Fire Department
(Requesting Department)

Date: May 13, 2020
(Submission Date)

For the May 26, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

☐ Additional Appropriation $_____

☐ Transfer from Contingency $_____

☒ Transfer(s) $ 10,000.00

☐ Grant $_____

☐ Carry-over(s) $_____

☐ Other

Approval:

This request was approved by the Board of Fire Commissioners at its meeting held on April 23, 2020.

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:
Fire Department would like to transfer out $10,000.00 From Professional Fees (0012211-531000) and allocate the funds to the accounts listed below. These funds will not be utilized in Professional Fees as all training/seminars have been canceled due to the virus. The primary reason for the transfer is to cover anticipated overages in the accounts listed below. Repairs & Maintenance and Maintenance supplies need to be increased due to the additional spending for COVID-19. As for moving funds from Professional fees to Natural Gas account, MV Parts and Loose Equipment is to reflect what's more in line with actual costs incurred. Tower 2 and Engine 3 had significant repairs such as the outrigger needed maintenance and the injectors where needed. These were very costly repairs.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	**Account Name**	**Amount**

Transfer(s) complete the following:

From:	0012211-531000 Professional Fees	To:	0012211-543000 Repairs & Maintenance	Amount: $2,000.00
From:	0012211-53100 Professional Fees	To:	0012211-561400 Maintenance supplies	Amount: $2,000.00
From:	0012211-53100 Professional Fees	To:	0012211-562200 Natural Gas	Amount: $3,500.00
From:	0012211-53100 Professional Fees	To:	0012211-563000 MV Parts	Amount: $1,500.00
From:	0012211-53100 Professional Fees	To:	0012211-570902 Loose Equipment	Amount: $1.000.00

Grants:
Total Amount: Grant $_____

City Share $_____ _____ %

Federal/State Share $_____ _____ %

Carry-overs list the following:

Account	Account Name	Amount

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Fire Department
(Requesting Department)

Date: May 14, 2020
(Submission Date)

For the May 26, 2020 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation $_____
- ☐ Transfer from Contingency $_____
- ☒ Transfer(s) $ 1,500.00
- ☐ Grant $_____
- ☐ Carry-over(s) $_____
- ☐ Other

Approval:

This request was approved by the Board of Fire Commissioners at its meeting held on May 28, 2020.

_____
(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Fire Department would like to transfer out $1,500.00 From Program Supplies (0012211-561800) and allocate the funds to the Capital Outlay account for the purchase of a washer and dryer for Engine 2.

Please note that Engine 2 is the only station that does NOT have a washer/dryer. It is a health and safety issue as when the fire fighters / Lieutenant or the Captains return from a scene, they will be able to decontaminant their station uniform immediately at the station rather than bring the items home and cross containment others.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount

Transfer(s) complete the following:

From:	0012211-561800	**To:**	0012211-570400-20030	**Amount:**	$1,500.00
From:		**To:**		**Amount:**	
From:		**To:**		**Amount:**	

Grants:
Total Amount: Grant $_____

City Share $_____ _____ %

Federal/State Share $_____ _____ %

Carry-overs list the following: