



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

1. CALL TO ORDER

The meeting was called to order at 6:10 pm by Chairwoman Ellen Zoppo-Sassu.

2. EMPLOYEE RECOGNITION:

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 and answer 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