



## ***City of Bristol***

**BRISTOL, CONNECTICUT 06010**

### **MEETING MINUTES**

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

**Meeting Minutes – Thursday, September 24, 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  
Dana Jandreau, Commissioner  
Harold Kilby, Commissioner  
Sean Moore, Commissioner  
Chief Mark Flynn

Absent: Dennis Crispino, Commissioner  
Anthony Benvenuto, Commissioner

**1. CALL TO ORDER**

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

**2. EMPLOYEE RECOGNITION:**

Chief Mark Flynn and Captain James Blaschke wanted to be certain to acknowledge the effort and support demonstrated by Deborah Prozzo and her staff in order to allow training within the library meeting rooms. This was a great benefit to the BFD. A huge thank you to Deborah Prozzo and the staff for allowing the training session to take place.

**3. PUBLIC PARTICIPATION:**

None

**4. COMMUNICATIONS:**

None

**5. APPROVAL OF MEETING MINUTES**

A motion was made by Commissioner Moore to approve the meeting minutes from August 20, 2020 and August 28, 2020; seconded by Commissioner Barney and unanimously approved.

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

Commissioner Barney wishes to thank the staff for a tremendous efforts during the storm of August 4, 2020. Deputy Chief Poggio did a fantastic job orchestrating and scheduling the crews.

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

Mayor commented that Fire Marshal Lambert is doing a great job as the Acting Fire Marshal. He's very involved with site plan meetings and code enforcement.

A motion was made by Commissioner Kilby to accept the FMO August 2020 report and place on file; seconded by Commissioner Barney and unanimously approved.

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

Commissioner Barney stated that the City Council did approve an amendment to add additional funds to the construction project for the electrical upgrades that are necessary.

Commissioner Jandreau requested an update on the construction project at headquarters. Chief Flynn will report additional information next month.

Captain Blaschke is working with the two (2) new recruits at the academy. Both of the recruits are doing very well and ahead of the curve. J. Terrier has been recognized for having great leadership skills. An air pack needed to be replaced; however they have not experienced any down time.

A motion was made by Commissioner Jandreau to accept the Chief's August 2020 report and place on file; seconded by Commissioner Kilby and unanimously approved.

#### **9. COMMITTEE REPORTS:**

- **Apparatus**
- **Budget**
- **Building and Grounds**
- **Health and Safety**
- **Personnel**

Commissioner Jandreau held a special meeting on August 18, 2020 with Commissioner Benvenuto regarding candidate # 22. As a result of the successful interview, it was moved to offer Anthony Quarto be made an offer to hire as a firefighter pending a successful completion of all pre-employment physicals and screenings. He has already passed all background and reference checks with the HR department.

A motion was made by Commissioner Jandreau to offer a letter of employment; seconded by Commissioner Kilby and unanimously approved.

Mayor would like the Chief to devise a proposed upcoming hiring strategy for the future which will be discussed at the next Fire Board. Chief Flynn will work directly with the Personnel Committee to develop a strategy.

- **Strategic and long term planning**

Mayor provided a verbal update concerning the two (2) parcels of land being considered for the future of Engine 3 in Forestville.

- **City Council**

Commissioner Barney stated that the tour of the firehouses was very informative for all Commissioners. Commissioner Kilby also was grateful for the event as it was an incredible experience. Commissioner Jandreau would like to set a meeting with the City Council to view the smokehouse. Councilwoman Barney will schedule it.

## **10. OLD BUSINESS:**

Commissioner Jandreau inquired of the status of the consortium. Mayor would like to invite Chief McCarthy of the Town of Fairfield to the October meeting. Captain Blaschke did visit the schools for career days. The Fire Commission also discussed diversity and recruitment issues. Some ideas that were discussed included:

1. Schedule an open house to attract individuals to the Fire Department
2. Implement career days at the schools.
3. To implement the Fire Hawks program.

## **11. NEW BUSINESS:**

Commissioner Kilby attended the demonstration at Engine 4 with the new Hurst Jaws of Life. Kilby would like to try to find additional funds in order to purchase more equipment as the life saving equipment is necessary.

## **12. ADJOURNMENT**

A motion was made by Commissioner Kilby to adjourn the meeting at 6:28 and seconded by Commissioner Jandreau and unanimously approved.

Respectfully submitted by:  
Lisa Wilson