



City of Bristol

BRISTOL, CONNECTICUT 06010

MEETING MINUTES

City of Bristol, Board of Fire Commissioners

Meeting Minutes – Thursday, June 24, 2021 at 6:00 p.m.

Third Floor Conference Room, City Hall, 111 North Main Street, Bristol, CT

Attendees: Hon. Ellen Zoppo-Sassu – Chairwoman
City Council Member Brittany Barney
Harold Kilby, Commissioner
Dennis Crispino, Commissioner
Dana Jandreau, Commissioner (Zoom)
Sean Moore, Commissioner
Anthony Benvenuto, Commissioner

Others Attending:
Ronald Burns, Board of Finance Liaison
Deputy Chief Robert Poggio
Mark Penney, HR Director

Absent:

1. CALL TO ORDER: The meeting was called to order at 6:00 pm by **Chairwoman Ellen Zoppo-Sassu**.

2. EMPLOYEE RECOGNITION:

David VanWie, Fire Prevention Inspector has officially retired as of today.

3. PUBLIC PARTICIPATION:

None

4. COMMUNICATIONS:

A request for retirement date for F.F. Kenneth Miffitt for 07-01-2022.

MOTION: Made by Commissioner Moore to accept the request and approve pending review from HR, Comptroller's office and the Retirement Board. Seconded by Benvenuto and unanimously approved. All in favor. Motion passed.

5. APPROVAL OF MEETING MINUTES:

MOTION was made by Commissioner Moore to approve the meeting minutes from May 27, 2021 and place on file. Seconded by Commissioner Benvenuto and unanimously approved. All in favor. Motion passed.

6. ADMINISTRATIVE STATUS UPDATE:

Channel 3 featured Engine 4 regarding the PFAS will be removed at a regional meeting.

7. The Commissioners reviewed May 2021 Reports:

- a. Tower 1
- b. Engine 1
- c. Engine 2
- d. Engine 3
- e. Engine 4
- f. Engine 5
- g. Mechanical Division
- h. Fire Marshal's Office

MOTION: Made by Commissioner Moore to accept the May reports and to place on file. Seconded by Commissioner Jandreau and unanimously approved. All in favor. Motion passed

8. REVIEW AND DISCUSSION OF THE INCIDENT SUMMARY REPORT:

9. OLD BUSINESS

Status of Department Financials Year To Date

Board of Finance Request of 05-27-2021

MOTION: Made by Commissioner Moore accept the Board of Finance Transfer and to place on file. Seconded by City Council Member Barney and unanimously approved. All in favor. Motion passed.

10. COMMITTEE REPORTS

- Apparatus
- Budget
- Building & Grounds

- The preferred property is now available for Engine 3. Mayor Zoppo-Sassu would like authorization from the panel to submit a letter of interest to the owners.

MOTION: Made by Commissioner Moore to authorize the Mayor to negotiate the purchase of the property. Seconded by City Council Member Barney and unanimously approved. All in favor. Motion passed.

- Health & Safety
- Personnel
- **PERSONNEL REPORT FROM MARK PENNEY**

- Mark Penney briefed the Fire Commission on testing processes. The new vendor will assist with developing a Captain's process which will be within the next couple months. Once that is completed, a Lieutenant process will be drafted. The entry level firefighter is moving forward. Over 300 applicants applied. Testing is in process and interviews will be scheduled next. He is also working with the consultants to develop a process for the Chief's position and a draft job description has been put together.

- Strategic Long Term Planning
- City Council

11. OLD BUSINESS

12. NEW BUSINESS

MOTION made by Commissioner Moore to go into the Executive Session to discuss personnel matters involving a firefighter and the negotiations concerning his application for disability retirement and to take any actions as necessary. Seconded by Council Member Barney. All in favor. Motion passed.

MOTION made by Commissioner Moore to reconvene into public session. Seconded by Council Member Barney. All in favor. Motion passed.
There were no votes taken.

MOTION made by Commissioner Moore to retire Fighter D. Dzis from the active duty of the Bristol Fire Department to the Veteran Reserve Force at a future date to be determined. Seconded by Council Member Barney. All in favor. Motion passed.

13. AJOURN:

MOTION made by Council Member Barney to adjourn the meeting at 7:10 p.m. Seconded by Commissioner Moore and unanimously approved. All in favor. Motion passed.

Respectfully submitted by:
Lisa Wilson