

Board of Fire Commissioners' Regular Meeting

March 26, 2026

A Regular Meeting of the Board of Fire Commissioners was held on Thursday, March 26, 2026 at 6:00 p.m., in City Hall Council Chambers, 111 N Main Street Bristol, CT

Present: Mayor Ellen Zoppo-Sassu, Commissioners Sean Moore, Dana Jandreau, Hal Kilby, Anthony Benvenuto, and Sandra Bogdanski, Council Member Peter Kelley, and Fire Chief Richard Hart.

1. CALL TO ORDER

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

2. EMPLOYEE RECOGNITION

- a. None.

3. PUBLIC PARTICIPATION

- a. None.

4. COMMUNICATIONS

- a. None.

5. APPROVAL OF MEETING MINUTES

- a. On motion of Commissioner Moore and seconded by Commissioner Jandreau it was unanimously voted: To approve the February 22, 2026 regular meeting minutes with a revision to the spelling of Council Member Kelley's last name being corrected on page 3.
- b. On motion of Commissioner Moore and seconded by Commissioner Benvenuto it was unanimously voted: To approve the March 19, 2026 special meeting minutes.

6. APPROVAL OF THE MONTHLY REPORTS

- a. On motion of Commissioner Jandreau and seconded by Commissioner Kilby it was unanimously voted: To approve the February monthly reports.
- b. Chief Hart shared that Engine 3 is still waiting on a part for repair and is hopeful they will be in for the end of next week. Probationary Firefighter Kayla Janick resigned. Firefighter Jorge Sanchez and Kevin Spatkowski are returning to light duty following injuries.

7. COMMITTEE REPORTS

a. Fire Station 3 Building Committee

- Commissioner Moore provided an updated for the Fire Station 3 Building Committee. He shared that the Certificate of Occupancy was received yesterday and the move in date is April 1st. As of now the project is under budget by about \$380,000.00. The building committee hopes to hold an open house for the community, potentially the first weekend in May.

b. Personnel Committee

- Commissioner Jandreau shared that the oral portion of promotional testing for the ranks of Lieutenant, Captain, and Deputy Chief will be taking place Monday and Tuesday.
- The Fire Equipment Technician position was discussed. Chief Hart advised the Fire Union and Human Resources were able to come to an agreement on salary and job description. He advised the position will be presented to City Council on April 14th and it will be posted once it is approved.

8. OLD BUSINESS

a. Fiscal Year 2027 Budget Discussion

- Mayor Zoppo-Sassu advised that the Fire Budget was presented twice and internal cuts have been made by the Comptroller's Office. The Board of Finance budget workshop is April 8th. She advised that the SAFER grant has still not opened and once it does City Council would need to vote to approve. Chief Hart advised that he has met with the Comptroller and reviewed the cuts made, the primary reduction is the additional staffing.

b. Charter Revision Discussion

- Mayor Zoppo-Sassu and Commissioner Jandreau shared that the conversation for a charter revision is still on going and the Fire Department has two items, the hiring process for Chief and the promotional testing process. Commissioner Jandreau advised that of 15 departments in Connecticut of a similar structure to Bristol's, only 1 has a testing process for Chief, the other promote or hire by resume and interview panel. The commission discussed the importance of timing for the public voting on revisions and are hopeful to bring items forward with the 2027 election year.

9. NEW BUSINESS

- ### **a.**
- A board of finance request to transfer was reviewed. On motion of Commissioner Benvenuto and seconded by Commissioner Moore it was unanimously voted to: Approve the Board of Finance request to transfer funds from the fire truck reserve account into the UTV Skid Outfit account in the amount of \$10,845.00.

- b. A board of finance request to appropriate donated funds was reviewed. On motion of Commissioner Benvenuto and seconded by Commissioner Moore it was unanimously voted to: Approve the Board of Finance request to appropriate a donation received from the Board of Education for the purchase of gas monitoring devices in the amount of \$4,875.00

10. ADJOURN

- a. On motion of Commissioner Moore and seconded by Commissioner Jandreau, it was unanimously voted: To adjourn the meeting at 6:33 pm.

DRAFT

Recording Secretary: Sara Bianchi

