

Board of Fire Commissioners' Regular Meeting

November 21, 2024

A Regular Meeting of the Board of Fire Commissioners was held on Thursday, November 21, 2024 at 6:00 p.m., in Meeting Room 1-1, City Hall, 111 N Main Street Bristol, CT

Present: Commissioners Anthony Benvenuto, Hal Kilby, and Joyce Ptak, Council Member Cheryl Thibeault, and Fire Chief Richard Hart.

Absent: Mayor Jeffrey Caggiano

1. CALL TO ORDER

- a. The meeting was called to order by Commissioner Moore at 6:00 pm.

2. APPROVAL OF MEETING MINUTES

- a. On motion of Commissioner Kilby and seconded by Commissioner Jandreau, it was voted: To accept the October 24, 2024 meeting minutes. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

3. APPROVAL OF MONTHLY REPORTS

- a. Chief Hart gave an overview of the monthly reports. He shared the new Engine 5 final inspection is December 3rd and 4th and it will be delivered shortly after it passes inspection and will be in service after the new year. The department responded to 12 brush fires due to the lack of rain. He staffed the brush truck from October 28th to November 11th due to these conditions. The department conducted 28 public education events on the month of October for Fire Prevention Month. The department also attended a mock disaster drill at Inghram Manor. Chief Hart has been attending cold weather meeting with other emergency management officials in the city in preparation of winter. He also shared 32 members of the department participated in Rope Rescue Technician Certification as a grant funded class through the Assistance to Firefighters Grant program. Chief Hart shared that Engine 1 is out of service and at Gowans for repairs after the exhaust fell off.
- b. On motion of Commissioner Ptak and seconded by Commissioner Benvenuto it was voted: To accept the October Monthly Reports. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

4. COMMITTEE REPORTS

- a. Commissioner Moore gave an update on the new fire station. He shared that progress is being made and the project is on track so far withy land clearing and tree removed. The committee met with the project manager from DOWNES and he is estimatationg an 11-

month project, as they are prepared to work through the winter. They are planning a ground breaking ceremony and that will be announced once determined.

5. OLD BUSINESS

- a. None.

6. NEW BUSINESS

- a. Chief Hart stated that he is starting to prepare the fiscal year 2026 budget. He had budget meeting with the house captains and all were given instruction to prepare needs only requests. They were very receptive. A brief conversation was held on staffing increases and 10-year Capital Improvement plans going into the budget.
- b. The 2025 Meeting Calendar was presented and discussed. The meetings will remain the 4th Thursday of the month, with the exception of November and December where the holidays conflict. On motion of Commissioner Ptak and seconded by Commissioner Jandreau, it was voted: To accept the 2025 Fire Board Meeting Calendar. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

7. ADJOURN

- a. On motion of Commissioner Jandreau and seconded by Commissioner Ptak, it was voted: To adjourn the meeting at 6:24 pm. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Recording Secretary: Sara Bianchi