



*City of Bristol
Board of Fire Commissioners*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/84588118587?pwd=mf3lkunaFSHATjXwQOfsWRYj66XTA6.1>

*Meeting ID: 845 8811 8587
Passcode: 819982*

The regular Board of Fire Commissioners will be held on Thursday, December 19, 2024, at 6:00 pm. in meeting room 1-1, of City Hall, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Employee Recognition
3. Public Participation
4. Communications
5. Approval of Minutes
 - a. Approval of the November 21, 2024 Meeting Minutes
6. Approval of Monthly Reports
 - a. Approval of the November Monthly Reports
7. Committee Reports
 - a. Fire Station 3 Building Committee update
8. Old Business
 - a. Safer Grant discussion
 - b. Fiscal year 2026 budget update
9. New Business

- a. Board of Finance transfer request
- b. Department social media policy
- c. Department Wellness Committee

10. Adjournment

PER ORDER OF THE CHAIRPERSON

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



BRISTOL FIRE DEPARTMENT
181 NORTH MAIN ST.
BRISTOL CT

OFFICE OF THE FIRE CHIEF
RICHARD HART
FIRE CHIEF

Fire Chief's November Monthly Report

December 19, 2024

To the Honorable Fire Commissioners;

The month of February saw the BFD respond to 294 calls for service. There were 5 residential structure fires, 14 total structure fires (\$24,500 est. property loss), 57 EMS, extrication/rescue, and 31 false alarms.

Mutual Aid: 0

Employee recognition:

Personnel:

FF Hayes continues on light duty non-service connected duty

FF Blaschke and FF Barry continue on light duty service connected

Apparatus/equipment:

Received 2 new dry suits for swift water rescue- stationed at Engine 2

Stations and Facilities:

Sink hole at Station 2 repaired by DPW

Meetings and Public Functions:

Met with PD regarding Health and Wellness Joint venture

Attended Carousel Museum Board of Directors meeting

Attended Zoom meeting with Mountford Construction regarding Station 3 project update

Attended Town hall Tuesday meeting



BRISTOL FIRE DEPARTMENT
181 NORTH MAIN ST.
BRISTOL CT

OFFICE OF THE FIRE CHIEF
RICHARD HART
FIRE CHIEF

Conducted meeting with BFD Captains to discuss the upcoming budget requests and importance of fiscal restraint

Met with Steve Cabellis regarding safety concerns for the upcoming Thanksgiving Day football game at Muzzy Field

Met with Sara Beckert from Firefighter Health and Wellness to discuss Wellness program

Staff meeting with Deputy Chiefs

Meet with Health and Wellness committee

Station 3 Building Committee meeting

Miscellaneous:

Established a Health and Wellness Committee to formulate a plan to establish and implement a Health and Wellness Program in conjunction with the PD to comply with NFPA Standards and upcoming OSHA regulations.

Membership list attached

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Richard Hart".

Richard Hart

Fire Chief

Tower 1

Monthly Report

November 2024

Summary

Tower 1 responded to 97 calls for service in November. Fall cleaning is continuing on the station, grounds, and apparatus.

Personnel

Training:

- In house training occurred on all shifts. Rope rescue training was delivered by the CFA.

- Nothing to report.

Apparatus/Equipment

- Nothing to report

Fire Stations/Facilities

- The circulator for the heat at HQ broke during a cold streak. Repairs were made after several days.

Miscellaneous

- Nothing to report.

Respectfully submitted,
James Plaster
Captain
Tower 1

Breakdown of Calls:

17 - Fire (17.35%)
19 - Rescue / EMS (19.59%)
16 - Hazardous Condition (16.49%)
3 - Calls for Service (3.09%)
7 - Good Intent (7.22%)
35 - False Alarm / False Call (36.08%)
YTD – 838 calls

Engine Company 1

Monthly Report

November, 2024

Summary

Engine 1 Personnel responded to 144 calls for service with the recent drought conditions the past month Engine 1 responded to numerous brush fire and unauthorized burning complaints.

Breakdown of Calls:

34 - Fire (23.6%)
3 - Rescue / EMS (2.1%)
17 - Hazardous Condition (11.8%)
42 - Calls for Service (29.2%)
11 - Good Intent (7.6%)
37 - False Alarm / False Call (25.7%)
YTD – 1306 calls

Personnel

October Training:
- Water rescue.

- Rope rescue technician class delivered by Ct Fire Academy

None to report

Apparatus/Equipment

- Engine 1 tailpipe fell off on a response to a call. Engine 1 removed for service. Engine 1 sent to Gowans & Knight for the

following repairs; Exhaust pipe replaced, fuel tank replaced after it was found to be rusted and leaking, DEF tank repaired, leak from foam system repaired, leaks in brake airlines repaired, transfer drain plug replaced. TAK 4 suspension inspection done

- Engine 1 headlights replaced.
- Engine 1 compartment open door warning alarm system not working on drivers' side.
- Engine 1-02 SCBA leaking at quick connect fitting out for repair.

Fire Stations/Facilities

- Headquarters air cascade system repaired.
- Fall cleaning of station and apparatus completed.

Miscellaneous

- Engine 1 responded to three structure fires, 4 brush fires and 16 unauthorized burning complaints this month.

Respectfully submitted,
Captain, Thomas Scully

Engine Company 2

Monthly Report

November, 2024

Summary

Station 2 Personnel responded to 58 calls for service and performed 9 company area surveys in November. Engine 2 personnel had a busy month with the dry conditions attributing to several brush fire calls. Work on Station 2 continues as members complete fall cleaning assignments.

Breakdown of Calls:

9 - Fire (7.32%)
8 - Rescue / EMS (14.63%)
8 - Hazardous Condition (14.63%)
9 - Calls for Service (12.2%)
9 - Good Intent (17.07%)
15 - False Alarm / False Call (34.15%)
YTD – 549 calls

Personnel

November Training:

- Rope and Rope systems

- Water rescue training

- Building construction

There were no personnel changes during the month of November at station 2

Apparatus/Equipment

- Engine 2's high beam lights were replaced by FET
- Brush was relocated to headquarters and staffed for two weeks during the drought.
- There were no issues with the rescue boat

Fire Stations/Facilities

- New brush hand tools were delivered.
- Dave Oaks was in the station to inspect side walk cement issues

Miscellaneous

- Orkin was in the station to reset traps.
- Fall cleaning was assigned and completed

Respectfully submitted,
Acting Captain, Steven Barnosky

Engine Company 3

Monthly Report

November, 2024

Summary

Station 3 Personnel responded to 78 calls for service this month. Notable calls for service include four building fire responses. With the extremely dry conditions, we've continued to deal with a number brush fire across the city. Engine 3 responded to 8 brush fires this month. Engine 3 personnel also finished the rope rescue program.

October Training:

Rope Rescue
Company level training

Breakdown of Calls:

15- Fire (19.23%)
20 - Rescue / EMS (25.64%)
6 - Hazardous Condition (7.69%)
12 - Calls for Service (15.39%)
12 - Good Intent (15.38%)
13- False Alarm / False Call
(16.67.25%)
0 Special Incident
YTD – 788 calls

Personnel

- No Changes

Apparatus/Equipment

- Scott airpack E3-01 was taken OOS for repair.
- A new gated wye valve has been ordered for engine 6 to replace a broken one.
- Engine 3 had a small anti-freeze leak that has been addressed.

Fire Stations/Facilities

- Engine 3 garage door is broken and is being addressed.
- Station 3 exercise equipment was serviced.

Miscellaneous

- The wall in front of engine 3 was struck by a vehicle and damaged again.

Respectfully submitted,

Craig Henderson

Captain Craig Henderson
Bristol Fire Dept. Engine 3

Engine Company 4

Monthly Report

November, 2024

Summary Engine 4 responded to 83 calls for service in the month of November.

Personnel A second rope technician class was

November Training:
- Rope Technician classes
were completed in
November.

completed in November. All firefighters passed the practical portion of the exam. Firefighters are now

studying for the written exam.

Breakdown of Calls:

1 Fire 18 (21.69%)
2 Explosion 0 (0%)
3 Rescue/ EMS 14 (16.87%)
4 Hazardous condition 10 (12.05%)
5 Service Call 13 (15.66%)
6 Good Intent 9 (10.84%)
7 False Alarm 19 (22.82%)
8 Weather 0 (0%)
9 Special 0 (0%)

In progress 0 (0%)

Apparatus/ Equipment

- Self-Contained Breathing Apparatus (SCBA) E4-04 failed the flow test in October and is out for repair. This is a correction to the October Monthly which reported that all of Engine 4's SCBA passed the flow test.
- SCBA E4-01 was taken out of service for a leak in the remote gauge. The SCBA has been sent out for repair.
- Engine 8 was in service as Engine 1 while Engine 1 was out for repair. Engine 8 was returned to Station 4 on November 27 and is available as a spare apparatus.

Fire Stations/Facilities

- Fred's Appliance Repair fixed the clothes dryer at Station 4. The rollers for the drum were worn out and were replaced.
- Public Works replaced the sprayer nozzle on the kitchen sink at Station 4.
- Air Temp repaired a leak on the watch room heating coil.

Miscellaneous

- The HAMM radio club used the training classroom for their monthly meeting in November.

Respectfully submitted,
Captain *Scott McKearney*

ENGINE COMPANY #5

MONTHLY REPORT

NOVEMBER 2024

SUMMAARY

Engine Company # 5 responded to 87 calls for service in the month of November 2024. Calls for service breakdown is as follows.

9 – Fire 10.35%

16 – Rescue and Emergency Medical Service Incident 18.39%

16 – Hazardous Condition (No Fire) 18.39%

18 – Service Call 20.69%

12 – Good Intent Call 13.79%

16 - False Alarm and False Call 18.39%

PERSONNEL

All crews remained the same at Station #5 for the month of November. FF'S Stephanie Barry and Justin Miller remain on Extended Injury Leave.

APPARATUS/EQUIPMENT

Engine #7 remained in service as Engine #5 for the month of November. Due to the close proximity of the new Engine #5 being put into service the decision was made to allow Engine Company #5 continue use it until such time.

Engine #5 is still housed at Station #5 until all on line auctions are complete.

Engine #8 is housed at Station #4 and in service as a first line spare.

FIRE STATIONS/FACILITIES

Nothing to report at this time.

SURVEYS

Some of the locations that were visited by Engine Company #5 during the month of November are as follows. Dee's Cleaners, Five Below, Shop Rite, New Cambridge Apartments, Edgewood School, GF Fitness.

MISCELLANEOUS

All crews completed Fall Cleaning Assignments. Station #5 D Group participated in preparing a Thanksgiving Day Dinner for some of the City homeless at Brian's Angels.

RESPECTFULLY SUBMITTED,

CAPTAIN BRIAN D'AMATO

**CITY OF BRISTOL FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
MONTHLY REPORT**

November 2024



Kristopher Lambert

Kristopher Lambert, Fire Marshal

**CITY OF BRISTOL FIRE DEPARTMENT
OFFICE OF THE FIRE MARSHAL
MONTHLY REPORT
November 2024**



TO: City of Bristol Fire Board Members
FROM: Kristopher Lambert, Fire Marshal
SUBJECT: Monthly Report – November 2024

INCIDENTS

There were two hundred ninety five (295) incidents for this month that required computer-generated reports communicated to the State Fire Marshal's Office and FEMA. There were three (6) investigation(s) of fire/explosions by this office. Total estimated loss for the period is \$49,500 dollars.

141 Frederick St.
162 Moody St.
135 Farrell Ave
262 Westwoods Ter.
36 Lancaster
275 Camp St.

There were zero (0) civilian injury(s), and zero (0) Firefighter injury reported during this period. There was one (1) mutual aid call(s) given/received within the month. A copy of the cumulative monthly inspection reviews and permits account is included with this report.

REVIEWS, MEETINGS, MISC.

- The interior of this office will remain closed to the public while all business will continue to be conducted electronically, or at the new customer service window.
- Twenty nine (29) plans for new construction, occupancy changes, and renovations were reviewed. Some of the plans included electrical and mechanicals, including Fire Alarm and Fire Sprinkler systems. Site plan drawings are also included. Coordination and consultation regarding plan review is ongoing with other city agencies.

- The Fire Marshal's Office attended two (2) formal Site Plan Committee meetings this month to coordinate details for future Plan Review submittals in the City of Bristol. Approximately twenty eight (28) other site meetings attended by staff were conducted with business/property owners.
- There were approximately one hundred thirty (130) Fire Prevention Bureau business related calls managed by the staff this month.
- Approximately twelve (12) visitors were received at our office to speak with Fire Marshal's Personnel.
- The office has shifted its focus in order to assist with the Code Enforcement Committee's aggressive pursuit of substantial code compliance within the city. This approach has proven to be beneficial from an efficiency standpoint with regards to us gaining legal access to the properties for inspections.

TRAINING CLASSES

- Staff of the Fire Marshal's Office earned twenty (20) hour(s) of continuing education credits this month.

INSPECTIONS AND PERMITS **

- 22 Apartment Building Inspections (81 units)**
- 4 Assembly Occupancy Inspections
- 18 Automatic Sprinkler / Standpipe System Inspections
- 1 Blasting Permit(s) Issued
- 9 Business Occupancy Inspections
- 0 Certificate of Compliance
- 19 Complaint Inspections / Code Enforcement Related
- 2 Day Care Inspections
- 2 Educational Inspection
- 10 Fire Alarm / Fire Drill Inspections
- 6 Fire Investigations
- 1 Gasoline Station / Vehicle Repair Facility Inspection
- 10 Health Care / Nursing Home / Group Home Inspections
- 3 Hood & Duct Inspections
- 0 Hotel / Dorm
- 4 Industrial Inspection
- 0 Liquor License Inspections
- 4 Mercantile Inspections
- 0 Modification Application(s)
- 0 Recreation/Summer Camp
- 0 Residential Board / Care
- 2 Storage Facility
- 1 Special Amusement/Assembly Inspection
- 0 Tent Inspections

** In larger residential occupancies, where the building construction is modular in design and contains similar apartments with like layouts and amenities, representative apartments are chosen at random to determine compliance with the Connecticut State Fire Safety Code (CSFSC) and the Connecticut State Fire Prevention Code (CSFPC). With smaller occupancies, we do commonly enter as many units as possible where access is granted and time permits. The corresponding figures represent the number of occupancies and the total number of units affected by the inspection. *In order to achieve our statutory inspection requirements, I strongly recommend increasing the number certified personnel in this office to eight (8). There has been a significant increase in the number of residential units within this city to support the need for additional personnel within this office. While the number of residential units has increased over the years, the staff of this office has not.*

OFFICE OF THE FIRE MARSHAL STAFF VEHICLES

Fire 3 - 2013 Ford Explorer - White

Fire 4 - 2012 Ford Escape – Gray

Fire 5 - 2011 Dodge Grand Caravan – White

Fire 6 - 2013 Ford Expedition - Red

Mileage and fuel usage reports are generated automatically and submitted by the mechanic.

Incident Summary Report

Alarm Date Between {11/01/2024} And {11/30/2024}

Total Number of Calls:	Fire:	296	EMS:	0	Exposures:	0	Unknown:	296	All:	296
Average Calls per day:	Fire:	9.8	EMS:	0.0					All:	9.8
Total number of arson calls:		0								
Estimated Dollar Loss:	Fire:	\$ 0	Other:	\$ 0			All:	\$ 0	Arson:	\$ 0
Estimated Value:	Fire:	\$ 0	Other:	\$ 0			All:	\$ 0	Arson:	\$ 0
Percentage Saved:	Fire:	0.0%	Other:	0.0%			All:	0.0%	Arson:	0.0%
Total Injuries:	Fire Service:	0	Civilian:	0			EMS:	0	Arson:	0
Total Fatalities:	Fire Service:	0	Civilian:	0			EMS:	0	Arson:	0
Total aid given calls:		0								
Total aid received calls:		0								

bfd

Bristol Monthly Incident Report

Alarm Date Between {11/01/2024} And {11/30/2024}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	296	100.00%	\$0	0.00%
	296	100.00%	\$0	0.00%

Total Incident Count: 296

Total Est Loss: \$0

Bristol Monthly Incident Report

Alarm Date Between {11/01/2024} And {11/30/2024}

Incident Type	Count	Avg Resp Time	Aid Given	Aid Rec'd	Exposures
	296	00:05:03	0	0	0
Total Incident Count: 296		Avg Resp Time: 00:05:03			

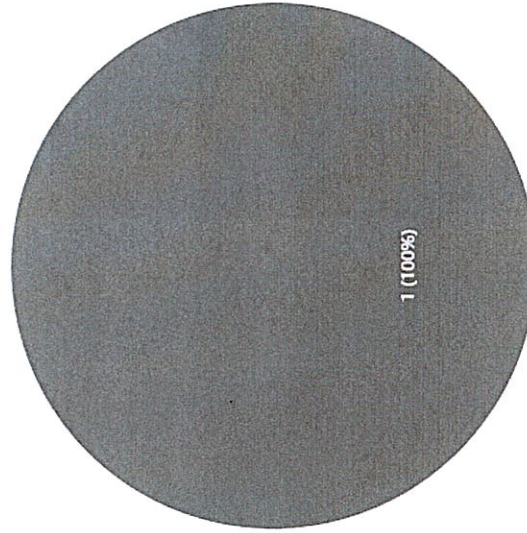
Total Calls by Property Use Group		Count	Percent of Incidents	Total Est Loss	Percent of Losses
		254	85.81%	\$0	0.00%
100	Assembly	4	1.35%	\$0	0.00%
200	Educational	3	1.01%	\$0	0.00%
400	Residential	29	9.79%	\$0	0.00%
500	Mercantile, Business	3	1.01%	\$0	0.00%
700	Manufacturing, Processing	1	0.33%	\$0	0.00%
900	Outside or Special Property	2	0.67%	\$0	0.00%

Report

Primary

Value x

Total aid given and received (1)





Incident Report



Advanced Search

Report Type

Part IV - Breakdown of False Alarm Responses ▾



Date Interval ×

Type of False Alarm

Malicious, Mischievous False Call

System Malfunction

Unintentional (tripping on interior device accidentally, etc.)

Other False Alarms (bomb scares, etc.)

Number of Incidents

2

7

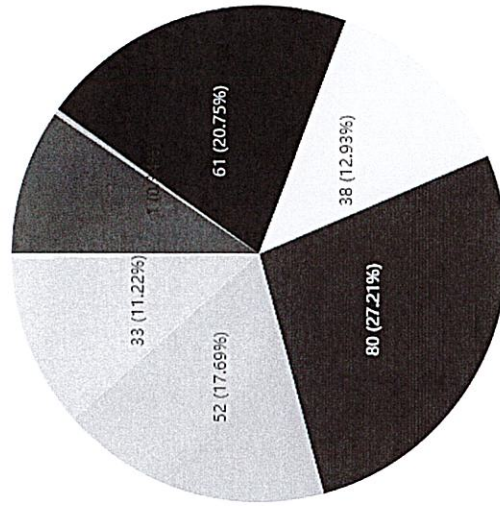
18

4



Total (294)

- 1 - Fire
- 2 - Overpressure
- 3 - Rescue & Emi
- 4 - Hazardous Co
- 5 - Service Call
- 6 - Good Intent C
- 7 - False Alarm &
- None / In Progre



Completed Fire Code Inspection Assignments Month of November 2024

Fire Marshal Lambert

Fire Alarm Inspections - 5

Sprinkler Inspections – 8

Standpipe Inspections -

Commercial Inspections:

- Assembly - 2
- Business - 3
- Day Care – 2
- Camps -
- Dormitories -
- Educational - 1
- Fire Drills/Fire Alarm - 2
- Fire Works/Special Effects-
- Gas Station - 1
- Group Home -
- Health Care – 5
- Hood and Duct Inspections - 5
- Hotel -
- Industrial - 3
- Liquor License Inspections -
- LPG Point of Sale/Bulk Storage -
- Mercantile - 2
- Nursing Home -
- Residential Board and Care -
- Special Amusement/Assembly –
- Storage -
- Tent -

****Residential Inspections- Buildings 5 @ 18 Units**

Fire Investigations - 3

Meetings - 8

Complaints - 15

- Certificate of Occupancy –**
- Certificate of Compliance -**
- Plan Reviews - 19**
- Modifications -**
- Blasting Permit - 1**

Phone Calls/Messages - 23

- OEDM Training -**
- Continuing Education Training - 9 hrs.**

Completed Fire Inspection Assignments Month of November 2024

Fire Inspector Yacovino

Fire Alarm Inspections - 4

Sprinkler Inspections - 5

Commercial Inspections -

Assembly - 1

Business -

Carnival -

Day Care -

Dormitories -

Educational -

Fire Drills -

Fire Works/Special Effects-

Group Home -

Health Care -

Industrial -

Mercantile - 2

Nursing Home -

Residential Board and Care -

Special Amusement/Assembly -

Tent -

Liqueur License Inspections -

Hood and Duct Inspections - 2

Gas Station -

LPG Point of Sale/Bulk Storage -

Residential Inspections- Buildings 14 @ 56 Units

Residential Completed Inspections -

Fire Investigations -

Meetings - 6

Complaints - 5

Plan Reviews - 8

Modifications -

Blasting Permit -

Phone Messages - 27

OEMD Training -

Public Fire Education –

Fire 6 - Actual Mileage – ____ as of ____, Gallons – ____

Completed Fire Inspection Assignments Month of November 2024

Fire Inspector Hoyt

Fire Alarm Inspections - 1

Sprinkler Inspections -

Commercial Inspections - 8

- Assembly - 1**
- Business - 6**
- Carnival -**
- Day Care -**
- Dormitories -**
- Educational - 1**
- Fire Drills -**
- Fire Works/Special Effects-**
- Group Home -**
- Health Care – 5**
- Industrial -**
- Mercantile -**
- Nursing Home -**
- Residential Board and Care -**
- Special Amusement/Assembly -**
- Tent -**
- Liquor License Inspections –**
- Hood and Duct Inspections -**
- Gas Station -**
- LPG Point of Sale/Bulk Storage -**

Residential Inspections-

Buildings- 3 @ Units- 7

Fire Investigations – 3, Westwoods Terr

Meetings – 1

Complaints-

Plan Reviews - 3

Modifications -

Blasting Permit -

Phone Messages/Calls – 15

Department Training –

Public Fire Education – 1

Continuing Education/CFI-

BRISTOL FIRE DEPARTMENT – TRAINING DIVISION

Captain Todd Cutler – Acting Training Officer

MONTHLY TRAINING REPORT

October 2024

- The first group of sixteen Bristol Fire Department (BFD) members began participating in the Assistance to Firefighters Grant (AFG)-funded Rope Technician course. Delivered by the Connecticut Fire Academy (CFA), this advanced training program is designed for firefighters and rescue personnel seeking to enhance their expertise in technical rope rescue operations.

The course emphasizes hands-on learning, focusing on complex high-angle rescue scenarios. Key skills include rope rigging, patient packaging, ascending and descending techniques, and Highline operations. Participants gain proficiency in working with various rope systems while adopting best practices for safety and efficiency. The training also prioritizes problem-solving in challenging environments, ensuring that participants are well-equipped to manage technical rescues in real-world situations.

Spanning 64 hours, the class was both physically demanding and intellectually rigorous. Feedback from participants has been overwhelmingly positive, with all attendees successfully passing the practical skills evaluation. They are now preparing for the written exam, scheduled for January 3. Moving forward, the department plans to integrate these advanced rope rescue skills into quarterly training sessions to ensure retention and proficiency, as these are perishable skills.

A Second group of 16 Firefighters will be going through the second class in November. Approximately 4 days were dedicated to logistical preparation for this class.

- The Training Division collaborated with the Mechanical Division over four days to support annual Hurst tool testing and Self-Contained Breathing Apparatus (SCBA) flow testing. This joint effort ensured the department's critical rescue tools and life-support equipment remain in optimal working condition, enhancing operational safety and effectiveness.

- The Training Division delivered a comprehensive Fire Service module as part of the Community Emergency Response Team (CERT) recruit training. Conducted over two days, this module provided recruits with a foundational knowledge of fire service operations, including safety protocols, equipment usage, and fire behavior, preparing them to assist effectively in community emergencies.
- The Training Division, in collaboration with Tower 1's Captain and crew, assisted the Police Department's SWAT team in their repelling training exercises. This hands-on support ensured a safe and controlled environment for skill-building, strengthening inter-agency coordination and tactical readiness.
- On October 25, the Police Department utilized the drill field classroom for regional training evolutions. The use of this facility underscores the Training Division's commitment to fostering partnerships and providing resources that support comprehensive, multidisciplinary training efforts.
- The Training Division dedicated a full day to training a new fire dispatcher, providing an in-depth orientation on the inner workings of the fire department. This training included an overview of department operations, equipment, and incident response procedures, ensuring the dispatcher is well-prepared to effectively support emergency communications and coordination.

Respectfully Submitted,

Captain Todd Cutler

BRISTOL FIRE DEPARTMENT – TRAINING DIVISION

Captain Todd Cutler – Acting Training Officer

MONTHLY TRAINING REPORT

November 2024

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Spanning 64 hours, the class was both physically demanding and intellectually rigorous. Feedback from participants has been overwhelmingly positive, with all attendees successfully passing the practical skills evaluation. They are now preparing for the written exam, scheduled for January 17. Moving forward, the department plans to integrate these advanced rope rescue skills into quarterly training sessions to ensure retention and proficiency, as these are perishable skills.

- The Training Division delivered a second day of a comprehensive Fire Service module as part of the Community Emergency Response Team (CERT) recruit training. Conducted over two days, this module provided recruits with a foundational knowledge of fire service operations, including safety protocols, equipment usage, and fire behavior, preparing them to assist effectively in community emergencies.
- An Emergency Medical Responder (EMR) recertification class was conducted in the department's classroom, providing participants with the necessary training to maintain their certifications and stay current with essential medical response protocols. The session included hands-on skills practice, scenario-based learning, and updates on the latest guidelines to ensure all attendees are fully prepared to deliver high-quality pre-hospital care in emergencies. This

recertification reflects the department's commitment to maintaining the highest standards in medical readiness and community service.

- Over two days, the department hosted CPR training sessions in the classroom, providing both Fire Department and Police Department personnel with the opportunity to recertify their American Heart Association (AHA) CPR cards. These sessions focused on reinforcing life-saving techniques, including high-quality chest compressions, effective ventilation, and the use of automated external defibrillators (AEDs). The training emphasized teamwork and communication during cardiac emergencies, ensuring all participants remain proficient and confident in their skills. This collaborative effort highlights the department's dedication to fostering cross-agency preparedness and maintaining critical life-saving certifications

Respectfully Submitted,

Captain Todd Cutler

Bristol Fire Department

Mechanical Division Monthly Report

November 2024

Engine 1

- Repair coolant leaks
- Install new headlights
- Annual service & inspection
- New tailpipe assembly
- Annual TAK 4 inspection
- Fuel tank replaced
- Air valve replaced, numerous leaks repaired
- Foam valve repaired

Engine 2

- Replace signal light switch assembly

Engine 3

- Repair coolant leaks

Engine 4

- Air leak, fitting @ compressor
- Replace siren brake

Engine 5

Engine 7

- Replace rear heater core
- Replace Plymo boot

Tower 1

- Replace bypass hydraulic line at PTO pump
- Grind and paint on numerous spots on aerial & lift pistons

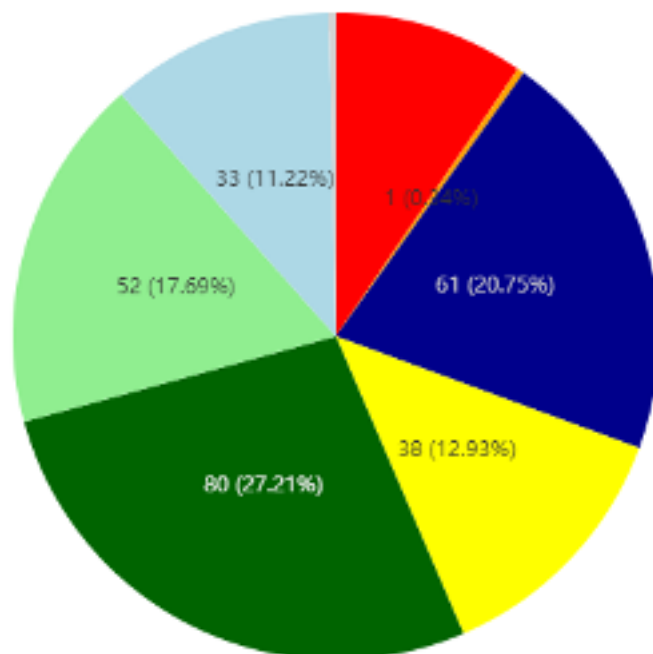
Miscellaneous

- Equipment delivered to Mountain Rd brush fires on 3) occasions.
- Mount numerous equipment on Brush 1
- Station 5 snow blower: service, belts, carb adjustment
- Joint Council meeting on 11/7/27
- Fire 5: Replace mobile radio antenna
- The new Chevy Tahoe assigned to Fire 2 was put in service on 11/18/24
- E1-02, T1-02, T1-01 repaired

Jay Kelly
Equipment Technician

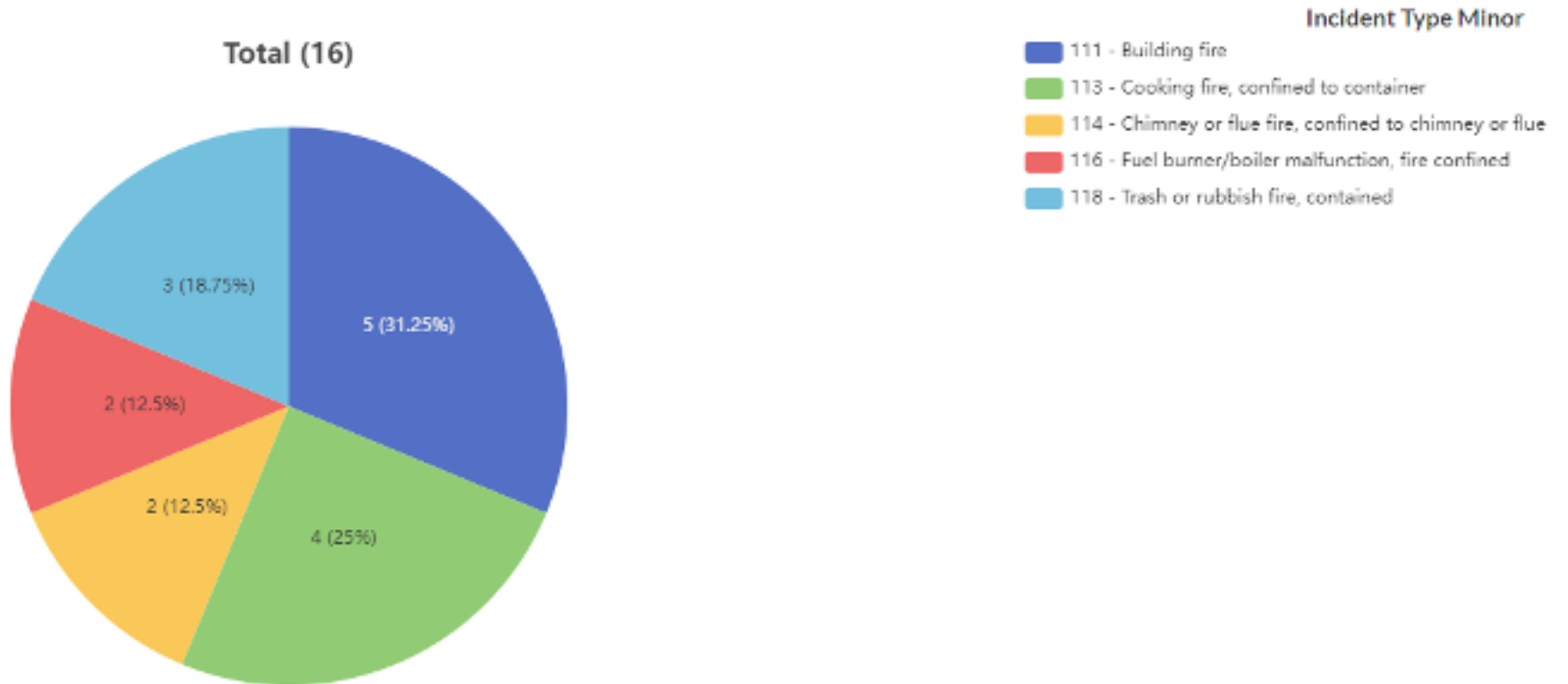
Richard Hart
Chief of Department

Total (294)



Incident Type Series

- 1 - Fire
- 2 - Overpressure Rupture, Explosion, Overheat(no fire)
- 3 - Rescue & Emergency Medical Service Incident
- 4 - Hazardous Condition (No Fire)
- 5 - Service Call
- 6 - Good Intent Call
- 7 - False Alarm & False Call
- None / In Progress





CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: ___ Fire Department ___
(Requesting Department)

Date: ___ December 17, 2024 ___
(Submission Date)

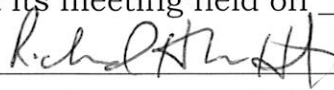
For the ___ December 17, 2024 ___ Board of Finance Meeting
Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ 53,847.00 _____
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the ___ Board of Fire Commissioners ___
(Governing Board of your department)
at its meeting held on ___ 12/19/2024 _____.
(date)



(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Reason for request:

To transfer funds from the fire truck reserve account into the apparatus replacement account for the new engine 5 to cover increased costs due to change orders.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From:	1012211-570500-FTRUK	To:	3022211-570500-22C24	Amount:	\$53,847.00
From:	_____	To:	_____	Amount:	_____
From:	_____	To:	_____	Amount:	_____
From:	_____	To:	_____	Amount:	_____

Grants:

Total Amount: Grant \$ _____

City Share _____ 10%

Federal/State Share _____ 90%

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

BRISTOL FIRE DEPARTMENT
STANDARD OPERATING PROCEDURE

Effective Date: 12/01/24	Number: Comm-08	Revision: 1
Title: Social Media Policy		
Approved By:	Reevaluation Date: 12/01/26	# of Pages 1

I. PURPOSE:

To establish general standards and responsibilities for the acceptable use of social media. This policy is intended to help employees make the appropriate decisions when it comes to the use of social media both on and off duty. This policy is intended to protect both the employee and the City from material being posted that may be detrimental to the employee or the City and could lead to potential discipline. This policy is not meant or designed to infringe in any way with the member's First Amendment rights.

II. SCOPE:

This procedure shall apply to all members of the Bristol Fire Department (BFD) and is to be obeyed out by all members while on and off duty

III. Speaking on behalf or representing the Bristol Fire Department.

Only those employees specifically authorized by the Chief of Department may speak on behalf of the Bristol Fire Department. Employees shall not mislead the public to believe the employee is an official spokesperson if they are not authorized to function in this capacity. Examples of this include but are not limited to posting on social media while on duty, in uniform, and by implying to the public that you are a representative of the department.

IV. Potentially Damaging Usage of Social Media while acting on behalf of the Fire Department

Damaging use is to include but not limited to use that:

- 1) Interferes, disrupts or undermines the effective operation of the Fire Dept.
- 2) Is used to engage in harassing, defamatory, obscene, abusive, discriminatory or threatening or similarly inappropriate communications;

- 3) Creates a hostile work environment;
- 4) Breaches confidentiality obligations of the Fire Department members or the citizens of Bristol;
- 5) Violates any State statute, City ordinance, Code of Conduct, board policies and/or other rules and regulations.

V. Usage While on Duty

Employees may utilize social media while on duty, while adhering to the Department's and City's personnel rules, SOPs, and regulations.

Use of social media is not allowed when responding to and during an active incident. The posting or releasing of any photograph or video violates HIPAA and is prohibited.

Members assigned to specific positions within the Department, such as the Fire Investigation Unit or the Public Information Office, may use social media at incidents in the course of their duties.

VI. Photography and Videography

The use of cameras (still, cell and video) should not interfere with your role as a member of the Bristol Fire Department.

VII. Information Dissemination

It is the role of the Chief of Department or his/her designee to disseminate information to the press and public. No employee shall be allowed to disseminate information to the press or public without express consent by the Chief of Department. The department's official logo may not be used without written consent by the Chief of Department.

VIII. Compliance

Violation of this Social Media policy may result in disciplinary action, up to and including termination of employment.



BRISTOL FIRE DEPARTMENT
181 NORTH MAIN ST.
BRISTOL CT

OFFICE OF THE FIRE CHIEF
RICHARD HART
FIRE CHIEF

Bristol Fire Department Health and Wellness Committee Members:

FF. Stephanie Barry, Chair

Lt. Adrienne Plourde

Lt. Adam Hayes

FF. Eric Ouellette

FF. Brian Woodford

FF. Jeffrey Prestash

FF. John Stankus

FF. Anthony Bentivengo

FF. Stephen Palin

Lt. Brian Wilkinson