

Board of Fire Commissioners' Regular Meeting

January 23, 2025

A Regular Meeting of the Board of Fire Commissioners was held on Thursday, January 23, 2025 at 6:00 p.m., in Council Chambers, City Hall, 111 N Main Street Bristol, CT

Present: Mayor Jeffrey Caggiano, Commissioners Sean Moore, Hal Kilby, Dana Jandreau, Joyce Ptak, and Anthony Benvenuto, Council Member Cheryl Thibeault, and Fire Chief Richard Hart.

1. CALL TO ORDER

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

2. Employee Recognition

- a. None.

3. Public Participation

- a. None

4. Communications

- a. Commissioner Jandreau was reappointed until January 2028.

5. APPROVAL OF MEETING MINUTES

- a. On motion of Commissioner Ptak and seconded by Council Member Thibeault it was voted: To accept the December 19, 2024 meeting minute. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

6. APPROVAL OF MONTHLY REPORTS

- a. Chief Hart gave an overview of the monthly and annual reports. Discussion followed regarding a few highlights. Chief Hart shared that the Fire Department is looking to bring on a health and wellness program specific to first responders in collaboration with the Police Department. Further discussion from the mayor was that it is being reviewed by Human Resources and the Comptrollers office. Chief Hart indicated that on the department's 5-year Capital Improvement plan is the replacement Tower 2 as it is almost 20 years old. The Fire Department was under budget by \$89,000.00 last year. The department received two new apparatus and replaced Fire 2. Conversations are still being had regarding the purposed CPAT Center and Active Shooter Training Facility at the State and Federal level. The committee spoke on responses to Southington for Mutual Aid and the cost it bears to the city. Commissioner Jandreau expressed his gratitude for the captains and monthly reporters for their effort and detail in the monthly reports.

- b. On motion of Commissioner Jandreau and seconded by Commissioner Moore it was voted: To accept the December Monthly and Annual Reports. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

7. COMMITTEE REPORTS

- a. Commissioner Moore gave an update for the Fire Station 3 Building Committee. He shared that the footings and wall bases have been poured despite losing a few working days due to the cold. The committee is developing a spreadsheet to monitor all change orders closely. Next steps were discussed and a timeline of completion for quarter 1 of 2026 was advised.
- b. Commissioner Jandreau on behalf of the Personnel Committee brought forth two motions regarding over hiring to replace an anticipated line vacancy due to an on-duty injury resulting in the inability to return to work as a firefighter.
 - i. On motion of Commissioner Jandreau and seconded by Commissioner Moore it was voted: To over hire for the anticipated line vacancy created by Aron Cascone. Following a voice vote in which there was no opposition, the Chairman declared the motion carried.
 - ii. On motion of Commissioner Jandreau and seconded by Commissioner Ptak it was voted to: Over hire and to appoint Ryan Blaney as a probationary firefighter contingent upon the successful completion of the pre-employment screening process. Following a voice vote in which there was no opposition, the Chairman declared the motion carried.

8. OLD BUSINESS

- a. In an ongoing discussion of the application for a SAFER Grant the department will work with the Union, Mayor, Comptroller's office, and the Board of Finance to come to a solution on staffing.

9. NEW BUSINESS

- a. Chief Hart shared the purposed budget with the committee. It was noted the budget includes the hiring of 16 new firefighters. Other items noted were a 5% increase in water and sewer, additional funds in telephone due to an increase by Frontier, an additional \$26,000.00 in professional fees for the health and wellness program, and an overview of the Capital Outlay items including radios for the new ladder truck, RIT Paks, a gear washer/ extractor and dryer, and a gas meter calibration station. Discussion followed regarding the regular wages and overtime wages and how the new hire would adjust them. Chief Hart will bring the budget back to the committee following the first review.
- b. A board of Finance transfer request to move funds within the special grants accounts was presented. On motion of Commissioner Jandreau and seconded by Commissioner Moore it was voted to: Transfer \$1,135.00 from the grant overtime to the grant program supplies and \$61,140.00 from the grant overtime to the grant professional fees to reallocate

misappropriated funds. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

- c. A Board of Finance request to appropriate donated funds was presented. On motion of Commissioner Jandreau and seconded by Commissioner Moore it was voted to: Appropriate \$3,080.00 for the Hap Barnes fire safety trailer and public education materials from the main Street Community Foundation. Following a voice vote in which there was no opposition, the Chairman declared the motion carried.
- d. A special meeting was called for the new hire. On motion of Commissioner Moore and seconded by Council Member Thibeault it was voted to: Hold a special meeting for a swearing in ceremony for the newly appointed Probationary Firefighter Ryan Blaney on Wednesday, February 5th at 6:00 pm. Following a voice vote in which there was no opposition, the Chairman declared the motion carried.
- e. Commissioner Moore shared with the committee that there are 400 privately owned fire hydrants within the city. Discussion was held on the need to enforce compliance of having the hydrants maintained and annually inspected. The committee will review local ordinance and guideline for private hydrants as it pertains to maintaining code.

10. ADJOURN

- a. On motion of Mayor Caggiano and seconded by Commissioner Moore, it was voted: To adjourn the meeting at 7:23 pm. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Recording Secretary: Sara Bianchi