

Board of Fire Commissioners' Regular Meeting

June 26, 2025

A Regular Meeting of the Board of Fire Commissioners was held on Thursday, June 26, 2025 at 6:00 p.m., in Council Chambers, City Hall, 111 N Main Street Bristol, CT

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

Present via Zoom: Commissioner Dana Jandreau

Absent: Mayor Jeffrey Caggiano

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. None.

5. APPROVAL OF MEETING MINUTES

- a. On motion of Commissioner Ptak and seconded by Council Member Thibeault it was voted: To accept the May 22, 2025 meeting minutes. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

6. APPROVAL OF MONTHLY REPORTS

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

7. COMMITTEE REPORTS

- a. Chief Hart and Commissioner Moore provided an update of the Fire Station 3 Building Committee. He shared that the project is progressing on time and on budget. He shared that in the near future there would be a project walk through they would be invited to.
- b. Commissioner Moore presented the entry way plaque to the board. On motion of Commissioner Ptak and seconded by Commissioner Benvenuto it was unanimously voted to: Approve the entry way plaque with the corrections/ additions made by the Fire Station 3 Building Committee and the alphabetizing of the names listed within the sections.

- c. Commissioner Jandreau stated there is a request for retirement.
- d. On motion of Commissioner Jandreau and seconded by Commissioner Moore it was unanimously voted to: Accept the request for retirement of Deputy Chief David Butkus effective July 7, 2027 and forward to the Retirement Board and Comptroller's Office.

8. OLD BUSINESS

- a. Chief Hart advised that there was no new information regarding the private hydrants at this time. Council Member Thibeault advised that the updated ordinance is effective 6/27/2025 which states there is a \$150.00 fee for non-compliance, and allows for appeal to the Fire Marshal. Chief Hart advised that the Marshal's office will send a notification out with the new changes and a 60-day time frame to act. Chief Hart stated he will get the information posted online and social media to spread the word.

9. NEW BUSINESS

- a. A board of finance request for a transfer within the special grant account was presented. On motion of Commissioner Ptak and seconded by Commissioner Kilby it was unanimously voted to: Transfer funds from the grant overtime account into program supplies to cover the cost of books for a class in the amount of \$2,000.00.
- b. Chief Hart advised that the final inspection of Engine 1 was completed and it was delivered to Firematic, and that the production of Ladder 2 is in process and the expected date of delivery is now mid-September.
- c. Chief Hart advised a permit was requested for Luna's in Forestville and the Fire Marshal's office is awaiting plans to approve.

10. ADJOURN

- a. On motion of Commissioner Moore and seconded by Council Member Thibeault, 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