Board of Fire Commissioners' Regular Meeting

November 20, 2025

A Regular Meeting of the Board of Fire Commissioners was held on Thursday, November 20, 2025 at 6:00 p.m., in meeting room 3-1, City Hall, 111 N Main Street Bristol, CT

Present: Mayor Ellen Zoppo-Sassu (until 6:06 pm,) Commissioners Sean Moore, Dana Jandreau, Hal Kilby, Anthony Benvenuto, and Joyce Ptak, and Council Member Peter Kelly 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. PUBLIC PARTICIPATION

a. None.

3. EMPLOYEE RECOGNITION

a. Probationary Firefighter Nicholas Boswell was sown in.

b. Lieutenant Brian Wilkinson was recognized for his accomplishments with the NFFF.

- On motion of Mayor Zoppo-Sassu and seconded by Commissioner Jandreau it was unanimously voted: To place his accomplishments in his personnel folder.

4. COMMUNICATIONS

a. Firefighter Christopher Hayden spoke on behalf of Molly and shared that the event raised $5,000.00 which will allow him to purchase Molly swag to help promote Molly and the importance of her services.

5. APPROVAL OF MEETING MINUTES

a. On motion of Commissioner Ptak and seconded by Commissioner Jandreau it was voted: To accept the October 23, 2025 special 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 Commissioner Benvenuto it was unanimously voted: To accept the October monthly reports.

7. **COMMITTEE REPORTS**
    a. Commissioner Moore provided and update of the Fire Station 3 Building Committee. It was shared that the project is still on time and under budget but critical items such as paving and the overhead doors for the bay are being watched closely.
    b. On motion of Commissioner Jandreau and seconded by Commissioner Benvenuto, it was unanimously voted: To consider candidates Kayla Janick and Justin Tomlin for appointment pending the successful completion of the pre-employment screening. Discussion followed.

8. **OLD BUSINESS**
    a. Commissioner Moore shared that the private hydrants are 21% complaint.

9. **NEW BUSINESS**
    a. The board was presented with a Board of Finance transfer request for turn out gear. On motion of Commissioner Ptak and seconded by Commissioner Benvenuto, it was unanimously voted: To transfer funds into the FY2026 Bunker Gear account from the Gemtor Harness account to cover the cost increase for 10 sets of turnout gear and shipping in the amount of $500.00.
    b. The board was presented with a Board of Finance request. On motion of Commissioner Ptak and seconded by Commissioner Benvenuto, it was unanimously voted: To appropriate a general donation received for the Fire Department from The Heather Bailey Memorial Scholarship Fund for the purchase of and AED in the amount of $2,870.38.
    c. The board was presented with a Board of Finance transfer request for turn out gear. On motion of Commissioner Ptak and seconded by Commissioner Jandreau, it was unanimously voted: To appropriate a reimbursement from First Student for body repairs to Engine 5 in the amount of $224.17.
    d. The 2026 Board of Fire Commissioners meeting calendar was presented. It was noted that the date was correct but the year should be 2026. On motion of Commissioner Jandreau and seconded by Commissioner Benvenuto it was unanimously voted: To accept the 2026 meeting calendar as amended.

10. **ADJOURN**
    a. On motion of Council Member Kelly and seconded by Commissioner Moore, it was unanimously voted: To adjourn the meeting at 6:20 pm.

Recording Secretary: Sara Bianchi