

**From:** [Bristol Fire Dept Chief](#)  
**To:** [Bristol Town Administrator](#)  
**Cc:** [Ian Albinson \(ianalbinson+sb@gmail.com\)](mailto:Ian.Albinson@ianalbinson+sb@gmail.com)  
**Subject:** Fwd: Leave of absence  
**Date:** Monday, July 22, 2024 10:10:24 AM

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Can I please ask you to add this request for a leave of absence from Firefighter James Goodyear to tonight's SB agenda with my endorsement of support.

Thank you,

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Brett LaRose  
Chief  
Bristol Fire Department

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**From:** Brett LaRose Fire Chief <bristolfiredepartment@gmail.com>  
**Sent:** Monday, July 22, 2024 09:14  
**To:** Bristol Fire Dept Chief <chief@bristolfiredepartment.org>  
**Subject:** Fwd: Leave of absence

From: **Brett LaRose Fire Chief** <[bristolfiredepartment@gmail.com](mailto:bristolfiredepartment@gmail.com)>  
Date: Wed, Jul 17, 2024 at 11:15 AM  
Subject: Re: Leave of absence  
To: james good <[bristol.ff31@gmail.com](mailto:bristol.ff31@gmail.com)>

James,

Thank you for your email. I acknowledge receipt of your request for a one year leave of absence (LOA) from the fire department effective July 31, 2024 for a period of twelve months. Per LOA procedure, there are several action items that both you and I need to take care of in preparation for your LOA. As a reminder, a leave of absence represents a separation from the fire department to allow you the time you need.

To assist with that separation, the FD will perform the following actions on July 31:

- Place Active 911 account on hold
- Place PSTRax account on hold
- Place BFD google group account on hold
- Remove access code to fire station doors

**Your responsibilities in preparation for the LOA include turning in the following items and placing them in your gear locker where they will remain until your return:**

- Pager/charger
- Portable radio/charger
- Fire Station Key
- All Turnout Gear and other associated PPE issued by the FD

- Remove any BFD vehicle identification plate from vehicles that will NOT remain in your possession.

If you have any questions or would like to meet prior to your leave, please let me know. Could I ask you to please inform me when you have turned these items in.

James, I acknowledge this is a difficult time for you. Please know that you are thought of and when you are ready to return to active status, you will be welcomed with open arms.

Sincerely,  
-Brett

Brett LaRose  
Chief  
Bristol Fire Department  
802-453-3201 - BFD Voicemail  
802-798-2673 - Mobile

*Please note that this email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).*

On Wed, Jul 17, 2024 at 9:04 AM james good <[bristol.ff31@gmail.com](mailto:bristol.ff31@gmail.com)> wrote:

Dear Chief LaRose,

I am requesting a leave of absence from the Dept Effective July 31st for the term of 1yr for personal reasons Thank you.

Sincerely, James Goodyear