

**Chester Board of Fire Commissioners**  
**Minutes, July 19, 2017**  
**Page 1 of 3**

The Chester Board of Fire Commissioners held the regular monthly meeting on Wednesday, July 19, 2017 at the Chester Fire House, 6 High Street, Chester, Connecticut. In attendance were Joel Severance, Rick Schreiber, Peter Zanardi, John Divis and Bettie Perreault. Ex-officio members present were Fire Chief John Brainard, Selectman Charlene Janacek, Fire Marshals Richard Leighton and David Roberge. Also present were Assistant Chief Kim Brainard and President Vin Germini. Chairman Severance called the meeting to order at 7:32 PM. In the absence of Judy Brown, Bettie Perreault provides minutes.

Item 1: Approval of Minutes of June 21, 2017.

**Motion by Zanardi, second by Perreault, to approve the June 21, 2017 Minutes as written. Unanimously approved, with Janacek abstaining.**

Item 2: Audience of Citizens

There were none present.

Item 3: Report of Fire Marshal

Report of activities of the Office of Fire Marshal for the month of June 2017 was distributed. Activities and pending actions in connection with a variety of situations were noted. Review of details associated with liquor license matters and potential structural modifications related to a restaurant were discussed, with note that, because of the absence of definitive identification of property lines, future activities may require additional reviews, approvals and actions by officials and agencies. Other activities and locations, pending, reviewed or seen as potential concerns, were noted with no actions implemented at this time. Action by other boards and/or commissions in connection with possible changes of use will be required before some approvals can be acted upon. The protection of the safety and compliance with all applicable regulations and codes is the responsibility of the Office of Fire Marshal; that attention to details is provided in these monthly reports.

Item 4: Report of Fire Chief

Chief John Brainard, newly elected Chief, advised of the following officers for the coming year: Deputy Chief John Ahern, Assistant Chief Kim Brainard, Battalion Chief Brian Ahern and Captain Mike Ahern; President is Vin Germini; Engineer, John Divis.

The initial focus of the Chief and other officers will be meeting a goal to have full staffing of both ambulances with full crews available for all calls. Medical Coordinator Deb Lynde will be assisting.

Engine #2 is in for service in connection with air bag leaks.

EMD Severance noted the need for Department officers to review the draft of the River Response plan, previously submitted, advising that the Coast Guard is available to meet with Town officials when they are ready. Operation and handling, along with those who would operate the boat during an incident

**Chester Board of Fire Commissioners**  
**Minutes, July 19, 2017**  
**Page 2 of 3**

were noted, with EMD Severance requesting a training session with the fire boat operators on highlights from the draft River Response Plan.

Item 5: Report of First Selectman

Selectman Janacek advised the Board of Selectmen has not approved the request for a message board during the Triathlon events held at Cedar Lake because there is no funding for the labor costs associated with set-up/take-down/storage of the equipment by the Public Works Department.

Item 6: Report of Emergency Management Director

EMD Severance reviewed the history and protocol for requesting regional resources, noting the custody form in connection with the request for a message board for use during the 2017 Triathlon events had been prepared and submitted, although no decision has been made. There was extensive discussion of activities associated with the Triathlon event and their impact. Note was made that three events remain in the current year's schedule. Based on the lack of funding and approval, the request for use of the message board will be withdrawn.

**Motion by Perreault, seconded by Zanardi to have request for use of the message board withdrawn. Motion passed unanimously.**

(Peter Zanardi left the meeting at 8:28 to attend to a family matter.)

Item 7: Financial Reports

(a) 2016 - 2017 Budget

- a. Chief Brainard advised he had no report to provide at this time.

(b) 2016 – 2017 Fire Marshal Budget

- a. FM Leighton distributed budget printouts, with note that year-end showed it to be substantially as had been reported during previous fiscal-year-end months.

(c) 2017 – 2018 Budget

- a. Chief Brainard advised he had no report to provide at this time.

(d) 2017 – 2018 Fire Marshal Budget

- a. FM Leighton distributed proposed 2017 – 2018 Fire Marshal Budget details and reviewed minor modifications to activity classifications to better reflect actual needs and activities.

**Chester Board of Fire Commissioners  
Minutes, July 19, 2017  
Page 3 of 3**

Item 8: Old Business

There was none brought forward.

Item 9: New Business

EMD Severance reviewed the Hughes Network Systems communications system arrangement currently provided through a grant administered through the River COG for the 31 enrolled towns. The grant expires on July 31; municipalities continuing use of the service will be charged \$100/month, or \$1,200 annually. It was also noted that the Town currently has a Town-owned phone, which has not had use in a considerable length of time, and that there has been no funding allocated or available,

**Motion by Perreault, seconded by Schreiber that due to the expiration of grant funding and the lack of municipal funding, the Town will discontinue its association with the Hughes Network Systems, LLC and so notify the Board of Selectmen and the River COG. Motion passed unanimously.**

Item 10: Adjournment

With note that the Board of Fire Commissioners will not hold a regular meeting during the month of August 2017, on

**Motion was made by Perreault, second by Schreiber, to adjourn at 8:44 PM. Unanimously Approved.**

Respectfully submitted,

*Bettie Perreault*

Acting Secretary