

**Chester Board of Fire Commissioners
Regular Meeting, May 20, 2015
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The Chester Board of Fire Commissioners held its regular meeting on Wednesday, May 20, 2015, at the Chester Fire House, 6 High Street, Chester, Connecticut. In attendance were Joel Severance, Rick Schreiber, Charlene Janecek and Peter Zanardi. Ex-Officio members present included Fire Chief James Grzybowski, Deputy Chief James Schaefer, Fire Marshal Richard Leighton and First Selectman Ed Meehan. Chairman Severance called the meeting to order at 7:30 PM.

Item 1: Approval of Minutes of April 14, 2015

Motion by Schreiber, second by Zanardi, to approve April 14, 2015 Minutes amended as follows -

- Page 1, under Item 8, 1st paragraph, last sentence, correct the spelling of "nature".
- Page 1, under Item 8, 5th paragraph, 1st sentence, delete "ince".
- Page 3, under Item 4, 2nd paragraph, 1st sentence should read, "Chairman Severance noted Chief Grzybowski needs to talk to Essex and Deep River about the River Response Protocol."

Unanimously Approved. Motion Carried.

Item 2: Audience of Citizens - none.

Item 3: Report of Fire Marshal

Fire Marshal Leighton distributed and reviewed the Monthly Activity Report.

He also reviewed the status of 48 Railroad Avenue.

Item 4: Report of Fire Chief

Chief Grzybowski noted everything is going pretty good. The bid opening for the roof is next Wednesday. Projections are that it will come in under budget. The Annual Bangquet was a success.

There was a brief discussion regarding the location of the knox box at the Historical Society Mill Building.

Item 5: Report of First Selectman

First Selectman Meehan reported on the following -

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Hose Company and Fire Marshal Budgets (both operating and capital) will be on the Town Meeting vote for May 28th. The structural changes to the Hose Company Budget were fine with the Board of Finance.

Board of Selectmen did a cursory review of VSAP. It will be on the next BOS Agenda. The Retirement Board discussed it last Monday night.

Main Street Project - contract was signed this morning. Contractor will start June 1st. It is a 150 day contract, over in October. There will be road closures and detours. The big thing will be the road closure for the culvert work next to the Post Office. That work will be coordinated with Connecticut Water Company.

Main Street Bridge Replacement - the contract has been awarded by the State D.O.T. There is a utility meeting tomorrow in Norwich to discuss overhead utilities. It is hoped the utility people will use this summer to set temporary poles in order to move the wires. It is not clear what sort of interruption that will have with traffic yet. Road closure will start January 2016. The EDC has been talking to merchants about service and delivery trucks. Different locations for deliveries have been discussed.

Item 6: Report of Emergency Management Director
Chairman Severance noted it will be another 2 to 3 weeks before the Emergency Planning Grant gets approved. It starts Oct. 1st.

Chairman Severance reviewed the CERT Teams (15 teams, 700 volunteers) and the money that is to be spent by July and August.

Item 7: Financial Report
(a) 2014-2015 Budget

Chief Grzybowski noted the budget is at 90%. They will be asking the BOF for the additional 300 hours that was unfunded. He also noted the Ambulance income to date is about \$26,000 to \$30,000 over last year. Everything should be fine with the budget.

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(b) 2014-2015 Fire Marshal Budget

Fire Marshal Leighton noted everything was fine, they haven't spent any money since last month. The new codes were approved last week. There needs to be one hard copy available for the public. They will also get some electronic copies.

Fire Marshal Leighton noted Chester Village West has finally gotten a handle on their sprinkler repairs.

(c) 2015-2016 Budget

Chief Grzybowski noted the Parking Lot was tabled for one year. He reviewed a couple of new line items.

(d) 2015-2016 Fire Marshal Budget

Fire Marshal Leighton noted there was only a \$100 difference in the budget from last year. His presence was not required at the BOF meeting.

Item 8: Old Business

(a) VSAP - (to be reviewed in June)

Chief Grzybowski asked why the VSAP approval was tabled until June. The items mentioned in last month's Minutes were more for clarification than revision. It was decided Chairman Severance would meet with Chief Grzybowski to review these clarifications.

Item 9: New Business

Fire Marshal Leighton distributed, and reviewed, documentation regarding inspections, violations and subsequent compliance of the Guest House over the last couple of years.

Item 10: Adjournment

Motion by Zanardi, second by Schreiber, to adjourn at 8:24 PM. Unanimously Approved. Motion Carried.

Respectfully submitted,



Judith R. Brown, Recording
Secretary