

The Chester Board of Fire Commissioners held its regular meeting on Wednesday, April 16, 2014, at the Chester Fire House, 6 High Street, Chester, Connecticut. In attendance were Joel Severance, Rick Schreiber and John Divis. Ex-Officio Members present included Fire Chief Charles Greeney, Jr., Deputy Fire Chief James Grzybowski, Fire Marshal Richard Leighton and Fire Investigator David Roberge. Chairman Severance called the meeting to order at 7:30 PM.

Item 1: Approval of Minutes of March 19, 2014

**Motion by Divis, second by Schreiber, to approve March 19, 2014 Minutes amended as follows -**

- **To add the following amendment to the motion to approve the February 19, 2014 Minutes as follows – 3<sup>rd</sup> paragraph under Report of Emergency Management Director should read, “ Chairman Severance noted they are in the process of updating the Lower Connecticut River Emergency Response Plan. He explained what the Working Group is and that funding is available for full scale exercises.”**

**Voting in favor – Divis, Schreiber, Severance. Opposed – none. Motion Carried.**

Item 2: Audience of Citizens

Joseph Lagasse and Bob Beandzes were present.

Item 3: Report of Fire Marshals

The Monthly Activity Report for March 2014 was distributed and reviewed. Fire Marshal Leighton noted the hours for the Fire Investigator have been corrected and the Town is owed two hours.

Fire Marshal Leighton noted the Pattaconk Yacht Club fire investigation is still open and they are conducting interviews. The building has been released to the insurance company.

Joseph Lagasse introduced himself. It was noted the Town of Chester is sponsoring Mr. Lagasse in the Fire Marshal Academy. Mr. Lagasse noted earlier this Spring and late Winter he took the Fire Investigation Course. He enjoyed the program and would like to get more involved with it. Lagasse explained he was not able to take the inspection class right now due to his enrollment at UNH. He has 2 to 3 more semesters to take at UNH. Fire Marshal Leighton noted the State allows him to do this. He doesn't have to do all the modules at once.

Chairman Severance noted he received a letter from the Department of Administrative

Services indicating that Mr. Lagasse had passed the Fire Investigation Exam with a score of 87%. Congratulations to Mr. Lagasse!

Chairman Severance asked if there were any updates on outstanding issues. Fire Marshal Leighton noted they are dealing with hoarding situations in other towns and will start with outstanding issues in Chester soon. He also noted they will be meeting with Joe Versteeg, Code Consultant, next week to review mods etc. for the Guest House. Mr. Versteeg trained both Dick and Dave at the Fire Academy.

It was noted changes are being made at both Aaron Manor and Chesterfield's to allow the Fire Department to have their own access code. Fire Marshal Leighton noted Aaron Manor is getting ready to move their emergency generator up on the hill next to the dumpsters away from the building. The laundry shed has already been moved.

Fire Investigator Roberge gave an update on the remote annunciator for Chester Village West. He indicated the floor plans and building maps will now be available in the front foyer. The goal is to have a single point to go to.

The Fire Marshals were asked to look at the propane tanks at 4 Water Street to be sure they are secured.

Fire Investigator Roberge noted the property owner of 6 Main Street has submitted an application for 2 apartments on the second floor. They are currently doing a plan review.

Rick Schreiber inquired about blasting in a residential area. Fire Investigator Roberge explained the blasting requirements both within 300 feet and outside 300 feet. He also noted they are required to sound a 5 minute and a 1 minute warning.

Item 4: Report of Fire Chief  
Chief Greeney noted every day medicals keep coming in.

There was a recent issue at Aaron Manor with the propane truck driver. Fire Marshal Leighton resolved this matter.

There was a brief discussion regarding docks at the Town Overlook at Railroad Avenue.

Chief Greeney noted the boat is back from the marina and everything is fine.

Chief Greeney noted Engine 3 is to be completely redone with emergency lighting.

Eventually Engine 2 will be done as well.

Chief Greeney noted there were two things left to be done with the Battalion Chief's vehicle – undercoating and a cover in the back to keep everything clean. The old vehicle will be taken to the Town Garage. It is still insured until July. John Divis will ask First Selectman Meehan how he would like to dispose of this vehicle.

Item 5: Report of First Selectman – none.

Item 6: Report of Emergency Management Director  
Chairman Severance reviewed the final draft of the CL&P Facilities Map for the Town of Chester. Severance noted the map has to be redone showing the roads and circuits. Once finalized, it will be laminated.

Chairman Severance noted two individuals were interviewed for the position of Deputy Emergency Management Director. Both Tom Layton and Cy Libby were appointed and will need to take the oath of office.

Chairman Severance reviewed the Emergency Management Planning Grant noting the contract which started October 1<sup>st</sup> has not been received yet. One requirement of the contract is that there be 5 exercises. Severance noted the Brushmill oil spill counts as 1 exercise and the Harbor Incident Response Training held today counts as another exercise. On June 23<sup>rd</sup> there will be a Statewide EPPI Exercise which will identify people with functional needs. The EOC will be open on June 23<sup>rd</sup>. The 4<sup>th</sup> exercise will be a table top flood threat. Severance indicated the Town has flood plain maps with all roads and flood plain areas identified. That will also be laminated and kept in the EOC.

Chairman Severance noted there is the threat of a freshet this year with all the heavy snow up north and heavy rains we've gotten. There was a brief discussion regarding the over wash on Dock Road last night.

Chairman Severance noted he was asked to edit and update the EOC Handbook which is 76 pages. It is very confusing and too long.

Chairman Severance noted there is the need for a workshop on marina fires. Fire Marshal Leighton indicated he would supply the name of the individual who gives these classes throughout New England.

Item 7: Financial Report

- (a) 2013-2014 Budget
- (c) 2014-2015 Budget

Chief Greeney noted the Fire Department Budget is doing fine. Everything on track for the year. Chief Greeney noted he has not heard of any issues with the 2014-2015 Budget.

- (b) 2013-2014 Fire Marshal Budget
- (d) 2014-2015 Fire Marshal Budget

Fire Marshal Leighton noted the Fire Marshal's Budget should be fine if everything is quiet for the remainder of the fiscal year. Fire Investigator Roberge noted liquor renewals and plan reviews will most likely use up the balance of the budget. Fire Marshal Leighton felt this year and next year's budgets would be okay. He noted First Selectman Meehan had indicated the Board of Finance was okay with next year's budget and they added the requested new line item.

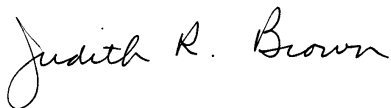
Item 8: Old Business – none.

Item 9: New Business – none.

Item 10: Adjournment

**Motion by Schreiber, second by Divis, to adjourn at 8:35 PM. Voting in favor – Schreiber, Divis, Severance. Opposed – none. Motion Carried.**

Respectfully submitted,



Judith R. Brown, Recording Secretary