

The Chester Board of Fire Commissioners held its regular meeting on Wednesday, July 19, 2014, at the Chester Fire House, 6 High Street, Chester, Connecticut. In attendance were Joel Severance, Rick Schreiber, John Divis and Peter Zanardi. Ex-Officio Members present included Fire Chief James Gryzbowski, Deputy Chief James Schaefer, Fire Marshal Richard Leighton, Fire Investigator David Roberge and First Selectman Ed Meehan. Chairman Severance called the meeting to order at 7:30 PM.

Item 1: Approval of Minutes of June 18, 2014  
**Motion by Schreiber, second by Divis, to approve June 18, 2014 Minutes as written. Unanimously approved.**

Item 2: Audience of Citizens - none.

Item 3: Report of Fire Marshal  
Fire Marshal Leighton distributed the Monthly Activity Report for June noting they did routine inspections. He reviewed the procedures for the circus indicating there were no problems. The first show had about 150 cars and the second show had about 75 cars.

The upcoming Carnival at St. Joseph's Church was reviewed.

Fire Marshal Leighton noted the only thing outstanding was 6 Main Street. They met with the new designer and hope to get something back from him.

Fire Marshal Leighton noted he was at the Sunday Market the week before and saw no problems. He suggested the Chief and the Fire Marshal meet with the organizers of the Sunday Market before next year. Chief Gryzbowski noted they are not going through the center of town during Sunday Market, but going around unless there is the need to be in the center.

Item 4: Report of Fire Chief  
Chairman Severance welcomed Chief Gryzbowski and Deputy Chief Schaefer. Chief Gryzbowski noted the new officers are -

Fire Chief	James Gryzbowski
Deputy Chief	James Schaefer
Assistant Chief	Allen Alonzo
Battalion Chief	John Brainard
Captain	James Skeffington
1 <sup>st</sup> Lieutenant	Sara Blaschick
2 <sup>nd</sup> Lieutenant	Mike Whaples
Medical Coordinator	Kim Tiezzi

Chief Gryzbowski noted things are running smoothly.

Chairman Severance noted Chief Gryzbowski is getting prices for a drone. This has to go out to bid and be bought and paid for by the end of September.

It was noted the SRG for the marine rescue boat needs to be updated. Chairman Severance will assist the Chief with the update.

Chief Gryzbowski noted he is now using the cell phone previously used by Chief Greeney.

Item 5: Report of First Selectman

First Selectman Meehan noted he received the 90% completion D.O.T. Main Street Bridge Replacement plans last week. D.O.T. will be holding a stakeholders meeting probably end of August to talk about traffic management. EDC has been working on preparing a Survival Guide covering such things as how to direct people to get into the town center and where to park. Fire Investigator Roberge noted the BOFC should review this Guide before being distributed. First Selectman Meehan noted there will only be one hydrant in the center of town during January 2016 and late May 2016. Chairman Severance noted Jim Barrington from Harbor Management should also be made aware of these things. Such items being discussed are where to turn vehicles around, where to put snow for snow removal, where to put portable toilets, where is the lay down area, etc. There was discussion regarding hydrant availability.

First Selectman Meehan gave a brief status update on the Main Street Project Phase 1 (East) Improvements. Bid documents to go out early next winter. The biggest thing is replacing the culvert in front of the Post Office. They have to do a water diversion. One lane has to be open at all times. Plans should be ready end of August.

Item 6: Report of Emergency Management Director

Chairman Severance asked if the Town of Chester wanted to hold a hazmat exercise here in town. The response was negative. Severance noted five Emergency Management Grant Exercises have to be held, one between now and the end of September.

Item 7: Financial Report

(a) 2013-2014 Budget

Chief Gryzbowski noted the fiscal year ended June 30<sup>th</sup>. There is a \$4500 balance surplus, but there are several more bills to come in. He noted expenses were a little higher for the Fire House than anticipated (electric, etc.). With regard to Equipment Maintenance,

one apparatus had to have something done to the front end.

(b) 2013-2014 Fire Marshal Budget

Fire Marshal Leighton noted the FM budget is in good shape with a \$1000 surplus. He noted there is a lot of nickel and dime stuff they don't bill the town for.

(c) 2014-2015 Budget

(d) 2014-2015 Fire Marshal Budget

It was noted both budgets were fine. Only into the new fiscal year for two weeks.

Item 8: Old Business - none.

Item 9: New Business

Fire Marshal Leighton noted during special events the Fire Marshal's Office has the authority to hire fire protection people to protect the scene. The Fire Marshal's Office then bills the organization either up front or after. Those funds do not go into the General Fund, but go back to the Fire Department. Leighton requested the Board of Fire Commissioners go to the Board of Selectmen requesting a procedure for doing this. This was agreed pretty much last month to do this through the Fire Marshal's Office. It was noted Deep River is in the process of establishing a procedure for the money to come in and then be turned over to the Fire Department. There was discussion as to how to handle these checks. The check should go directly to the Chester Hose Company for fire watch protection. This has been mutually agreed to between the Fire Marshal's Office and the Chester Hose Company.

**Motion by Zanardi, second by Divis, to cancel the August BOFC Meeting. Unanimously approved.**

Item 10: Adjournment

**Motion by Schreiber, second by Divis, to adjourn at 8:15 PM. Unanimously approved.**

Respectfully submitted,



Judith R. Brown, Recording Secretary