

The Chester Board of Fire Commissioners held its Regular Meeting on Wednesday, February 19, 2014, at the Chester Fire House, 6 High Street, Chester, Connecticut. In attendance were Joel Severance, Charlene Janecek and Peter Zanardi. Ex-Officio Members present included Fire Marshal Richard Leighton, Fire Investigator David Roberge and First Selectman Ed Meehan. Chairman Severance called the meeting to order at 7:31 PM.

Item 1: Approval of Minutes – January 15, 2014
Motion by Zanardi, second by Janecek, to approve January 15, 2014 Minutes correcting the name of "Joel Lagasse" to "Joseph Lagasse."
Voting in favor – Zanardi, Janecek, Severance. Opposed – none. Motion Carried.

Item 2: Audience of Citizens – none.

Item 3: Report of Fire Marshal
Fire Marshal Leighton noted there have been some problems with the fire alarm system at Chester Village West. Fire Investigator Roberge reviewed in detail the Record of Completion for Chester Village West required under NFPA 72 Alarm Code.

Fire Marshal Leighton noted last month there was discussion regarding water flow at River Tavern. This was due to frozen pipes in the cellar.

Fire Marshal Leighton reviewed the Memorandum for Record dated April 22, 2011 regarding the Authority of Fire Marshal & Fire Investigator. He pointed out the Fire Marshal is allowed to delegate to someone else who is already appointed. This document should be on file with the appointing authority and the selectmen.

Fire Marshal Leighton reviewed in detail the list of Outstanding Issues as of this date. He also reviewed Connecticut Statutes Section 47a-7. Landlord's Responsibilities and 47a-52. Abatement of conditions in rented dwelling other than tenement house constituting danger to life or health as well as Section 8-266 Uniform Relocation Assistance Act. Leighton noted these sections apply only to code violations and not persons displaced by fire.

Chairman Severance noted correspondence was received from the State Fire Marshal regarding Joseph Lagasse and upcoming training for Fire Investigation, Fire Inspector and Hazmat.

Chairman Severance explained why Chester has two fire marshals and that one can back the other one up if necessary at no additional cost to the Town.

Item 4: Report of Fire Chief – none.

Item 5: Report of First Selectman

First Selectman Meehan noted the budget process has started. Budget workshops will begin March 4th. The budget is up by about 5% so there will have to be some trimming. First Selectman Meehan also noted the winter maintenance and equipment replacement line items will be increased.

Item 6: Report of Emergency Management Director

Chairman Severance noted there are a couple of applicants for the Deputy Emergency Management Director's position. Interviews are being rescheduled.

Chairman Severance noted the Emergency Management Planning Grant Contract will not be received for another 4 to 6 weeks. The money can't be spent until the Contract is in hand. The effective date was October 1, 2013.

Chairman Severance noted they are in the process of redoing the Lower CT River Maritime Working Group. He explained what the Working Group is and that funding is received for full scale exercises.

Item 7: Financial Report

(a) 2013-2014 Budget

(b) 2013-2014 Fire Marshal Budget

Chairman Severance explained the process for submission of new budgets. It should be submitted to the Board of Fire Commissioners first and once approved at a Fire Commissioners' meeting, then forwarded to the First Selectman. It was suggested next year to put the upcoming budget review on the January Meeting Agenda.

(c) 2014-2015 Budget

In the Chief's absence, First Selectman Meehan briefly reviewed the proposed Chester Hose Company 2014-2015 Budget. He noted there was a decrease of \$962.00 from this current year. Meehan reviewed the individual line items. The Capital Budget had not been submitted yet. **Motion by Zanardi, second by Janecek, to approve Chester Hose Company Operating Budget for fiscal year 2014-2015 in the amount of \$269,002. Voting in favor – Zanardi, Janecek, Severance. Opposed – none. Motion Carried.**

Chairman Severance noted the Capital Budget would be done at the next meeting when Chief Greeney is present.

(d) 2014-2015 Fire Marshal Budget

Fire Marshal Leighton distributed the proposed Fire Marshal Budget and reviewed each line item in detail. **Motion by Janecek, second by Zanardi, to approve Fire Marshal's Budget for fiscal year 2014-2015 in the amount of \$13,690.00 as presented. Voting in favor – Janecek, Zanardi,**

Severance. Opposed – none. Motion Carried.

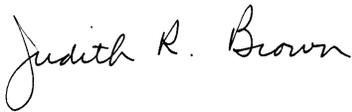
Item 8: Old Business – none.

Item 9: New Business – none.

Item 10: Adjournment

Motion by Zanardi, second by Janecek, to adjourn at 8:30 PM. Voting in favor – Zanardi, Janecek, Severance. Opposed – none. Motion Carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown".

Judith R. Brown, Recording Secretary