

**Chester Board of Fire Commissioners**  
**Minutes, September 15, 2021**  
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The Chester Board of Fire Commissioners held its regularly scheduled monthly meeting on Wednesday, September 15, 2021 at the Fire House, 6 High Street, Chester, Connecticut. In attendance were Bob Bandzes, Bob Quale, Bettie Perreault and Rick Schreiber. Ex-officio members present were Selectman Charlene Janacek, Chief James Grzybowski, Fire Marshal Dick Leighton, as well as Assistant Chief Charles Greeney and Resident State Trooper Matt Warren.

Item 1: Call to Order

Chair Bettie Perreault called the meeting to order at 7:33 P.M. followed by roll call of those present.

Item 2: Audience of Citizens – there was no audience of citizens.

Item 3. Updates – Chief Grzybowski and other members reported on a number of matters, briefly listed as:

- The water main installation on North Main/Goose Hill has been completed and the Chief has been advised it has now been tested. Paving to restore the road surface will be either repaved or overlaid.
- Frontier utility pole at the Library came down following recent rains, closing West Main Street from Main Street to High Street.
- The Chester Fair was very successful, with an estimated 10,000 in attendance this year. The Hose Company responded to only three, relatively minor calls.
- The Fire Boat provided support for a recent East Haddam event which drew around 2,400 people to a site adjacent to the River.
- A recent Hallmark TV filming took place in Chester Center with little or no notice to emergency response personnel or Main Street businesses. TFC Warren is developing a response plan to be available as needed for future similar activities.
- The Hose Company will hold its annual Craft Fair as an outdoors-only event on October 16. There will be no Annual Pie Night held this year.
- The Regional Burn Trailer will be on site at the Fire House for the month of October to provide training opportunities for “live burns” and other training for members.

Item 4. Report on Current Events

Included under Item 3, above.

Item 5. Report of Board of Selectmen

Selectman Janacek advised information was included in matters noted under Item 3.

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Item 6. Report of Fire Chief

The call activity report for August, showing 67 calls responded to was distributed and reviewed. Calls included two Life Star responses in connection with motor vehicle accidents. TRF Warren noted that response time from the Hose Company is "excellent". Ambulance income continues to improve.

Two new doors have been installed at the Fire House, with three overhead door openers replaced. Extensive delays in the national supply chain have caused delays.

Item 7: Report of Fire Marshal

Fire Marshal Leighton advised a lot of administrative activities associated with FOI complaints, as well as Building Official and Fire Marshal matters have required a lot of time. Answers to questions directed to the Town Hall and other officials are also addressed. It was noted that the inventory of private bridges has been taken by the Chief and Fire Marshall; notification and posting will take place when other responsibilities allow.

Item 8: Report of Resident State Trooper

TFC Warren explained the State requirements concerning confidentiality of police reporting matters. Items covered at this meeting are, therefore, not included in these minutes.

(The Commission continues to address the importance of communication between all emergency response agencies in Chester to ensure cooperative and professional relationships continue to provide excellent protection and service to the residents of the town. To this end, additional officials and/or personnel may be added to the Commission's agenda on a periodic or regular basis.)

Item 8: Financial Reports

(a) 2021-2022 Fire Department Budget: The year-to-date was distributed and reviewed.

(b) 2021-2022 Fire Marshal Budget: No report was provided and Leighton reported that budget remained "in the black".

Item 9. Old Business – There was none to bring up.

Item 10. Approval of Minutes of August 18, 2021

**On motion by Rick Schreiber, seconded by Bob Quale, the minutes of the August 18, 2021 meeting were unanimously approved.**

Item 11. Report and Status of Events: There was nothing additional to report

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Item 12. New Business: Chief Grzybowski reported inventories, noted below, will be reported to the Commission at the October meeting:

- (a) Inventory of trucks and vehicles: Junior members
- (b) Inventory of Turn-Out Gear: Trustees
- (c) Medical: Officers

TFC Warren advised that as a part of the transition of personnel, the office of the Police Department has been reviewed and measures taken to ensure security of files, records and equipment. Recent building issues with mechanical systems will require replacement of carpeting and other measures as well.

Item 13. Correspondence: There was none.

Item 14. From Members or Guests: Nothing was brought up.

Item 15. Adjournment: there being no further business brought up,

**On motion by Rick Schreiber, seconded by Bob Quale, to adjourn at 8:35 P.M. Unanimously approved.**

Respectfully submitted,

*Bettie Perreault*, Chair