

**The Board of Fire Commissioners
Portsmouth Fire Department**

Station 1
September 16, 2002

Portsmouth, NH
1900 hours

I. Call to Order:

Chairman Hughes called the meeting to order at 1900 hours and led the Pledge of Allegiance. Along with Commissioner Hughes, present were Commissioners Gamester and Wentworth, Acting Chief LeClaire, Deputy Chief Achilles, Local 1313 President Firefighter McQuillen and reporter Michelle Firmbach from the Portsmouth Herald.

II. Approval of Minutes of Previous Meeting:

Motion to accept the minutes of the August 12, 2002 made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

III. Reports:

A. Fire Chief's Reports:

Motion to accept Chief's Reports 052-056, excluding report 053-Leave Report, which was not available at the time of the meeting, made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

B. Officer's Reports: None.

C. Other: None.

IV. Old Business:

Acting Chief LeClaire spoke briefly on the Capital Plan for FY03. Have received quotes for defibrillators and a cardiac monitor and currently in the process of getting additional quotes for other equipment listed in the plan. A committee of firefighters and officers has been established to assist us in identifying the specific needs of the department for the ordering process.

New ambulance should be here in about 140 days. Fiscal Year 2005 has us earmarked with another ambulance however, replacement of an engine is not scheduled until 2007. Concerns on whether or not our current fleet would be able to wait that long, was once again noted to the Commission. Chief LeClaire advised the Commission that the FY04 Capital Plan may need to be revised to accommodate a new engine and would get back to them with costs for such.

Minutes from September 16, 2002 continued:

V. Presentations of Written Communications: None.

VI. New Business:

The department's Honor Guard attended several ceremonies held on September 11th in remembrance of 9/11. Honor Guards from other fire departments, police departments and military personnel were also present making it quite a remarkable day.

Firefighter Oral Boards are scheduled for Tuesday, September 17, 2002. This is to fill the vacancy left with Morris' retirement. Eight candidates will be interviewing, two of them Paramedics. Will come back with recommendation once completed.

Expenditure Status Report, number 55 in the packet, has taken on a new format to more clearly identify the actual dollars spent to date, where we are in the year and at what percentage. Overtime is being watched however, recall is dependent on the number of calls we have and is beyond our control. Budget is being tracked weekly by our Executive Assistant and she's keeping us updated as we go.

Issue with parking around the station and the City. City has implemented new parking passes and an application needs to be completed for a pass – application handed to each commissioner and noted it was voluntary.

Acting Chief LeClaire also brought the Commissions attention to the expected increase in Retirement for Fiscal Year 2004. New Hampshire Retirement System's assessment for the employer is going from 6.61% to 13.44%, approximately \$200K increase from FY03. Reason being the NHRS took a hit on investment returns and therefore has to put the burden back on towns and cities because of State's mandate, which requires the NHRS to fund for all liabilities.

VII. Recognition of Groups of Individuals:

Acting Chief LeClaire, on behalf of the department, extended his gratitude to the public for their overwhelming support on September 11th. Many local businesses and citizens throughout Portsmouth stopped by to say thanks and volunteered making and donating food items and lunches to area Police and Fire departments. The Granite State Stitchers of New Hampshire donated a quilt that they had made in memory of 9/11 for the department to hang in the station. It was truly a memorable day!

VIII. Public Hearings: None.

Minutes from September 16, 2002 continued:

IX. Non-public Session:

Motion to enter into Non-public, for personnel matters, made by Chairman Hughes at 1935 hours, seconded by Commissioner Gamester, unanimous.

Motion to come out of Non-public made by Chairman Hughes at 2030 hours, seconded by Commissioner Wentworth, unanimous, with no votes taken.

X. Adjournment:

Motion to adjourn at 2033 hours made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Richard Gamester, Clerk

