

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

Station 1
November 18, 2003

Portsmouth, NH
1900 hours

I. Call to Order:

Chairman Hughes called the meeting to order at 1903 hours with Chief LeClaire leading the Pledge of Allegiance. Along with Chairman Hughes and Chief LeClaire, present were Commissioners Gamester and Wentworth; Assistant Chief Achilles; Deputy Chief Griswold; Captain Pamboukes; Ffs: McQuillen and LaClair.

II. Approval of Minutes of Previous Meeting:

Motion to accept the minutes of October 29, 2003 made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

III. Reports:

A. Fire Chief's Reports:

Chief LeClaire spoke briefly about FY04 budget (03-057). Overtime high due to filling Officer and Firefighter vacancies. With promotions effective, should see it decrease. Ok in other areas.

Motion made to accept Chief's Reports 03-054 through 03-058 by Commissioner Gamester, seconded by Chairman Hughes, unanimous.

B. Other: None.

IV. Old Business:

Contracts have passed for Assistant and Deputy Chiefs. Tentative Agreement has been met for Officers and Firefighters Contracts. Contracts have come back from typing and are currently being reviewed. Finalizing list and will forward back to Human Resources. City Council would like to review at their December meeting.

V. Presentations of Written Communications: None.

VI. New Business:

Chief LeClaire updated the Commission on contract issues with \$1M set aside for salary negotiations. Fire Department to receive \$166K of that money set aside, roughly 3% of total payroll however, uncertain it includes overtime. With tentative agreements reached, council ok to fund money now. Money set aside won't hurt our budget. \$166K being added to FY04 budget.

Minutes from November 18, 2003 continued:

FY05 Budget concerns: insurance will increase approx. 12 ½ percent, workers' comp expected to have huge increase as well (no figure yet). FY05, Portsmouth will no longer be a donor town.

December 4, 2003 Joint Budget Committee meeting is scheduled for 8:00 am. Commissioners to be present. Will have discussion on setting the cap for next year. Looking at 3%. Calendars regarding upcoming JBC meetings to be sent to Commissioners.

Plan for 2005, Commissioner Gamester offered recommendation of increasing staffing levels to 14 day and 15 night (currently have 13 day and 14 night). After brief discussion, Commission agreed with recommendation.

Promotions effective tonight. Commission requests swearing in ceremony at December's Commission meeting with City Clerk on hand to do the swearing in.

Commissioner Gamester led discussion of moving Firefighter Monument located at Station 2 as part of Court Street renovation project. Small area outside of Station 1 to be landscaped which would create an area to relocate monument. Locals oppose moving it, by a narrow margin. Chief LeClaire noted that money in capital may include relocating Station 2 in which case the monument would then have to be moved, perhaps do it then and just make accommodations for it now. No final decisions made.

VII. Recognition of Groups of Individuals: None.

VIII. Public Hearings: None.

IX. Non-public Session: None.

X. Adjournment:

Motion to adjourn at 1940 hours made by Chairman Hughes, seconded by Commissioner Wentworth, unanimous.

Richard Gamester, Clerk