

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

Central Fire Station  
March 28, 2012

Portsmouth, NH  
1900 hours

**I. Call to Order:**

Chairman Richard Gamester called the meeting to order at 1900 hours and led Pledge of Allegiance. Along with Chairman Gamester, present were: Commissioner Paul Wentworth; Chief Christopher LeClaire; Assistant Chief Steven Achilles; Inspector Carl Roediger; Attorney Thomas Closson and City Attorney Robert Sullivan; Captain Ken Smith; Lieutenant Bill McQuillen; Firefighters: Rick Condon and Samuel Chouinard.

Commissioner Michael Hughes was excused (vacation)..

**II. Approval of Minutes of Previous Meeting:**

Motion, to approve the minutes of February 29, 2012, made by Chairman Gamester, seconded by Commissioner Wentworth unanimous.

**III. Public Comment Session:** None.

**IV. Recognition of Groups or Individuals:**

Chief LeClaire recognized Firefighter West who submitted his letter of resignation effective April 10, 2012.

Motion, to accept Firefighter West's resignation, made by Commissioner Wentworth, seconded by Chairman Gamester, unanimous.

**V. Reports:**

A. Fire Chief's Reports:

After brief discussion on report 12-021, Expenditure Status Report, motion, to approve Chief's Reports 12-018 through 12-022, was made by Commissioner Wentworth seconded by Chairman Gamester, unanimous.

B. Staff Reports:

Asst. Chief Achilles provided an update on operations of the department. With shift staffing dropping to 12 due to a long term illness, a military activation, a retirement and a disciplinary action, three conditional offers have been made

*Minutes of March 28, 2012 Continued:*

and an employment ad was placed in the newspapers over the weekend. It has become important to hire four new firefighters now to keep overtime costs down.

Inspector Roediger provided an update on the various building projects within the City.

**VI. Old Business:**

Chief LeClaire reported on the Horlick Trust and the Kearsarge which was partially restored and is currently at Owls Head Museum in Maine with an opportunity for us to purchase it and bring it back to the City. Donations have already been coming in to support the purchase. Other items being considered are gym equipment.

**VII. Presentations of Written Communications:** None.

**VIII. New Business:**

Chief commented on the FY13 budget process and the public hearing on April 18, 2012 and what questions may be asked based on a letter he received from Councilor Lown.

**IX. Public Hearings:** None.

**X. Non-public Session:**

Motion, to enter into Non-public session at 1920 hours to discuss personnel matters, made by Chairman Gamester, seconded by Commissioner Wentworth, unanimous.

Motion, to come out of Non-public session at 2020 hours, made by Chairman Gamester, seconded by Commissioner Wentworth, unanimous.

Motion, to promote Inspector Carl Roediger to the rank of "Acting" Deputy Fire Chief-Prevention and Administration effective March 29, 2012, made by Chairman Gamester, seconded by Commissioner Wentworth, unanimous.

*Minutes of March 28, 2012 Continued:*

Motion, to seal the minutes of the Non-public session of this date, made by Chairman Gamester, seconded by Commissioner Wentworth, unanimous.

**XI. Adjournment:**

Motion to adjourn at 2035 hours made by Commissioner Wentworth, seconded by Chairman Gamester, unanimous.

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Paul Wentworth, Clerk