

042

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

Fire Station 1
June 10, 2015

Portsmouth, NH
1900 hours

I. Call to Order:

Chairman Richard Gamester called the meeting to order at 1903 hours and led pledge of allegiance. Along with Chairman Gamester, present were: Commissioner Jennifer Matthes; Chief Steven Achilles; Deputy Fire Chiefs: Carl Roediger and James Heinz; Captain Todd Germain; Firefighters: Russell Osgood, Eric Carrier and Rob Gagnon.

II. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of May 13, 2015, was made by Chairman Gamester, seconded by Commissioner Matthes, unanimous.

III. Public Comment Session: None

IV. Recognition of Groups or Individuals:

Chief Achilles introduced Firefighter Eric Carrier to the Commission. He is a lateral transfer from Bedford Fire where he served for 7-years, lives in Portsmouth and after two weeks of working days, will be assigned to "D" shift.

V. Reports:

A. Fire Chief's Reports:

Chief Achilles reviewed reports with the Commission.

Report (034), 2015 Response Report with Service Activity and Safety message for May. The report shows the department responding to 130 Fire Calls and 268 Ambulance Calls for the month. To date, the department has responded to 653 fire and related service calls and 1326 ambulance service calls. The Safety Message section provided tips for preventing heat related injuries with the summer season fast approaching. The Service Activity and Safety Message report was submitted to the Portsmouth Herald for publication in local newspapers. Report (035), Fire and EMS Calls by District, identifies the number of calls broken down by districts for the month with district 1 having the highest call volume followed by district 2. Medical assistance, EMS calls with injury and motor vehicle accidents with injuries were the top three reasons for dispatch this month with Portsmouth Regional Hospital

being the hospital of choice. Report (036), FY15 Budget, continues to show a surplus of about \$22K if actual costs match that of projected costs. Continuing to monitor expenditures closely. Report (037), Overtime Analysis, provided a breakdown of how overtime was used in May along with a summary of what was charged to OT-Recall for the month. Chief Achilles mentioned the percentage of regular hours vs overtime hours being at 14.8% which is slightly higher than last month due to PNSY trainings and shift coverage for station vacancies. Chief stated that he hopes to reduce the overtime for station vacancies with the hiring of an additional firefighter who will start next week. Overall, tracking is 11.4% for the past 11-months. Commissioner Matthes commended Chief Achilles on a job well-done in managing the budget.

Motion, to approve Chief's Reports 15-034 through 15-037, was made by Chairman Gamester, seconded by Commissioner Matthes, unanimous.

B. Staff Reports:

Deputy Roediger reported on the number of projects happening within the City. The antenna at Port Walk was approved by the Historic Committee and heard from the water department that Hobbs Hill tank will be in service this fall. Portwalk has stated that they want to own the equipment being put in place for the new simulcast communications on their building so we are working with them regarding this and to keep the project moving.

Deputy Chief Heinz reported on operations and trainings happening within the department noting live fire training at the Portsmouth Naval Shipyard, SERT Team training providing weapons awareness and safety and a tour of the Blitz Air Park to identify challenging areas where rescues may be difficult. Attended the African Burial Ground Ceremony and is serving on the Citizens Advisory Board for the Haven Well noting over 500 blood samples have been received.

VI. Old Business:

Chief Achilles noted that the Haven Well testing will end this Friday and on June 16th, a preliminary evaluation of the findings will be given.

VII. Presentations of Written Communications:

Chief Achilles and Commissioner Matthes read the thank you letters.

- Mr. Peter Allen, for assistance this past winter and spring in getting him in and out of his house so that he could attend his doctor appointments.
- Mrs. Lenora Bromfield, for the department's quick response to her smoke filled apartment and having things under control so quickly.

Motion, to accept and place on file, was made by Commissioner Matthes, seconded by Chairman Gamester, unanimous.

VIII. New Business:

Chief Achilles spoke briefly about the June 8th City Council meeting where the FY16 budget was adopted. The Fire Department will be receiving a 3% increase over FY15. The City Council's Adopted Appropriations handout was provided to the Commission.

IX. Public Hearings: None

X. Non-public Session:

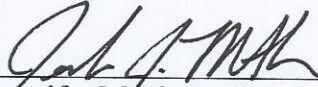
Motion, to enter into Non-public Session at 1930 hours for reason identified in RSA 91-A:3, II (a), made by Chairman Gamester, seconded by Commissioner Matthes, unanimous.

Motion, to come out of Non-public Session and return to public meeting at 2015 hours was made by Chairman Gamester, seconded by Commissioner Matthes, unanimous.

Regular public meeting reconvened at 2015 hours.

XI. Adjournment:

Motion, to adjourn at 2016 hours, made by Chairman Gamester, seconded by Commissioner Matthes, unanimous.


Jennifer Matthes, Clerk