

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

Fire Station 1, Training Room
June 13, 2017

Portsmouth, NH
1730 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1730 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Chairwoman Matthes, Commissioner Richard Gamester, Commissioner Michael Hughes, Fire Chief Steven Achilles, Deputy Fire Chiefs Carl Roediger and James Heinz, Executive Assistant Tracy Freeman, department members and Lieutenant Brian Ryll and his family and friends.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of May 9, 2017, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

Commissioner Gamester made the motion to suspend the rules and move item 17-058 next for the Appointment & Swearing in of Lieutenant Ryll. Motion was seconded by Chairwoman Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Presentation of Written Communications:

Chief Achilles read the thank you email from Grant Turpin, PRH Director of Emergency management & EMS and Maria Letourneau, Eversource Community Relations Specialist.

Motion, to accept and place these thank you notes on file, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

VI. Public Hearings: None.

VII. Recognition of Groups or Individuals: None.

VIII. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 17-050 through 17-053. Motion seconded by Chairwoman Matthes.

Chief Achilles reviewed reports with the Commission.

Report (050), 2017 Response Report with Service Activity and Safety message for May. The report shows the department responding to 119 Fire Calls and 312 Ambulance Calls for the month. Totals for the year shows the department responded to 1955 calls: 578 fire and related service calls and 1377 ambulance service calls. Chief went on to outline some of the activity for the month with a kitchen fire at 68 South Street which was reported by a passerby. Owners were not home at the time. A fire alarm activation at 802 Lafayette Road, Dunkin Donuts North, with a small fire in oven which was brought under control within 10-minutes. A woods fire behind 1155 Sagamore Road where approximately .5 acres of ground cover and underbrush burned. This was brought under control just under 3-hours. A structure fire at 400 Gosling Road, The Schiller Station, where smoke was coming from main facility building and was brought under control within 30 minutes. The Safety Message section provided a safety reminder on potential hazards involved with air conditioners and fans. The Service Activity and Safety Message report was submitted to the Portsmouth Herald for publication in local newspapers. Report (051), Fire and EMS Calls by Category, the department responded to 231 fire calls for the month of May and noted that there were 54 EMS calls with injury excluding vehicle accidents and 26 medical assist calls. Report shows 11 motor vehicle accidents with injuries and 4 with no injuries, 18 calls for abdominal pain/problems, 12 calls for alcohol abuse, 11 calls for behavioral problems, 1 drug overdose call and 62 calls with no apparent illness or injury requiring transport. Report (052), FY17 Budget, Chief noted that we are still tracking positively. Currently have two firefighters on long term illness. Some money was saved with the retirements of a firefighter and lieutenant who were on the upper steps of their pay scales. Their replacements are on the beginning steps. Chief noted the bottom line also absorbs the State Street Fire and expect to be good through the end of the fiscal year. Report (053), Overtime Analysis, provided a breakdown of how overtime was used in the month of May along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 17-050 through 17-053, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Deputy Chief Roediger reported that he and Inspector Howe have been working on updates to the new fire codes for presentation to City Council with hopes to have them adopted. Current ones are dated and looking to bring them up to today's standards. Once adopted it would be much cleaner with benefits to the developers and contractors in understanding what the City of Portsmouth requires.

Deputy Chief Heinz reported on new hire, Ff. Lewis who will be assigned to group B. New hire O'Sullivan has passed his background checks and will be starting on June 26, 2017. All three stations have completed their phone upgrades. Renovation project for Station 3 is still ongoing with hopes of selecting a firm by next week. Annual radio maintenance has been completed. Members of the department toured Highliner Foods. We hosted tours here at Station 1 for "World of Work" which provided middle school students with an idea of job opportunities in the downtown area. The retirement party for Paul Trivigno is this Friday and tickets are still available.

IX. Old Business:

Chief Achilles mentioned the City Council adopting the FY18 budget, with our budget being what we needed at 4.7%. In order to make this happen, they added \$10K to our bottom line and \$50K from parking revenue which will meet our request to keep services at the level they are currently.

Station 3 Renovation Committee has reviewed all the proposals from firms who placed bids on doing the work. Will have firm selected on Monday of next week with hopes of beginning work in July and looking at a completion date of October-November.

X. New Business:

Chief Achilles swore in Lieutenant Brian Ryll. A 5-minute recess was granted afterwards for pictures with family and friends.

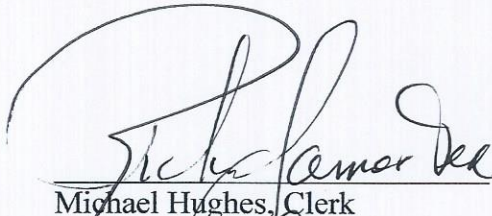
Regular meeting resumed at 1745 hours.

Motion, to accept the \$100 donation from Barbara Glidden in memory of Charlie Jones, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to accept the \$100 donation from Ricci Construction in the memory of Charlie Jones, was made by Chairwoman Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.

XI. Adjournment:

Motion, to adjourn at 1815 hours, was made by Chairwoman Matthes. Motion was seconded by Commissioner Gamester and passed unanimously.



Michael Hughes, Clerk

Richard Gamester V. Chinn