

The Board of Fire Commissioners
Portsmouth Fire Department

043

Fire Station 2
George Pierce Training Room
May 23, 2023

Portsmouth, NH
1800 hours

I. Call to Order:

Chairwoman Matthes called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Chairwoman Matthes led the pledge of allegiance.

Present were Commissioners: Jennifer Matthes and Michael Hughes; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Firefighters: Steven Morse and Allan Scholtz.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of April 11, 2023, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals: None.

VI. Presentation of Written Communications:

Chief McQuillen read the thank you note received from Joyce Weeks and thank you email received from Craig Schreck of Seacoast Lacrosse.

Motion, to accept and place on file, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

VII. Reports:

A. Fire Chief's Reports:

Commissioner Hughes motioned to discuss Chief's reports 23-039 through 23-042. Motion was seconded by Chairwoman Matthes.

Chief McQuillen reviewed reports with the Commission. Report (039), 2023 Response Report for April 2023. The report shows the department responding to a total of 3910 calls for the month: 105 Fire Calls and 286 Ambulance Calls. Chief spoke briefly about some of the activity for the month noting mutual aid response to Kittery for a second alarm fire on Mendum

Ave., burning wires and pole at 980 Lafayette Road requiring Route 1 to be closed for 6 hours due to hazards and a school bus fire. The safety message focused on outdoor portable fireplaces. Report (040), Fire and EMS Call Summary Reports, shows the department responded to 105 fire calls for the month of April. EMS activity was 286 with the top three responses being for abdominal pain, syncope/fainting and alcohol abuse and effects. There were 6 calls for drug overdose/abuse and 65 non-transports. Report (041), FY23 Budget, Chief reviewed the budget which is still tracking with surplus with some projects being delayed until 4th quarter to see where budget numbers come in. Does include projections for overtime costs through the end of the fiscal year and repairs to roof top units at Station 1 and Station 2 and estimated cost for boiler replacement at station 2. Report (042), Overtime Analysis, provided a breakdown of how overtime was used in the month of April along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 23-039 through 23-042, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Assistant Chief reported on facilities and operations happening within the department. Boiler at station 2 will need replacement due to operation being intermittent and parts becoming obsolete and hard to find. ENE working on obtaining a quote. Roof studies have been completed at station 1 and 2. Station 2's roof needs repair or replacement. Waiting to hear more on report. Station 2 lighting project begins May 24th. Working with Greenwood on a possible extension of our warranty on Truck 2 given the issues we have had with it. Rookie school was completed by all probationary employees, two new hires will complete their probationary period next week and four firefighters attended the Shipboard Firefighting school in Virginia last week. Still have one (1) vacancy which we are looking to hold an oral boards sometime late June.

Deputy Chief Howe reported on Prevention and the many construction projects happening within the city and outdoor dining permits, which are wrapping up. Many events are going on within the city over the next couple of months. Solar permits are increasing.

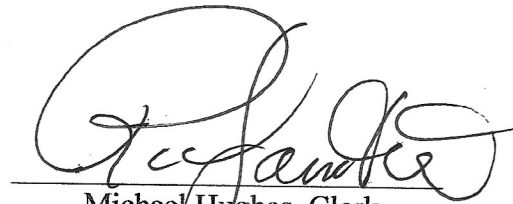
VIII. Old Business: None.

IX. New Business:

Chief McQuillen spoke briefly on last night's, May 22nd, City Council work session on the proposed FY24 Budget. Continuation of the public hearing on the budget and adoption of the budget is scheduled for June 5th.

X. Adjournment:

Motion, to adjourn at 1835 hours, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

A large, stylized handwritten signature in black ink, appearing to read "Michael Hughes".

Michael Hughes, Clerk

A handwritten signature in black ink, appearing to read "Richard J. Matthes".
A handwritten signature in black ink, appearing to read "V. Chona".