

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

051

Fire Station 2
George Pierce Training Room
June 13, 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 Richard Gamester; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Firefighters: Elie Blaska and Ethan Grover along with their family members and members of the department.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of May 23, 2023, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals:

Chief McQuillen took a moment to read a thank you letter received from John Silverio of Oyster River Middle School recognizing Firefighter Shaw Terrill and his volunteer work provided to the Oyster River Middle School Robotics program.

Chief McQuillen spoke briefly about the probationary process for a new firefighter and recognized two candidates who successfully completed their one-year probationary period by swearing in Firefighters Elie Blaska and Ethan Grover.

Commissioner Gamester made the motion for a 10-minute recess for pictures. Motion was seconded by Chairwoman Matthes and passed unanimously.

Meeting reconvened at 1820 hours.

VI. Presentation of Written Communications: None.

VII. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 23-047 through 23-050. Motion was seconded by Chairwoman Matthes.

Chief McQuillen reviewed reports with the Commission.

Report (047), 2023 Response Report for May 2023. The report shows the department responding to a total of 407 calls for the month: 81 Fire Calls and 326 Ambulance Calls. Ambulance calls up significantly over last month. Chief spoke briefly about some of the activity for the month noting mutual aid response to Kittery for station coverage, HazMat1 and Truck 2 response to Durham for an incident, another mutual aid response to Kittery for a 5-alarm fire and mutual aid to Dover for a distressed kayaker in the river. The safety message focused on proper disposal of rags used for cleaning up from oil-based paints, stains and varnishes. Report (048), Fire and EMS Call Summary Reports, shows the department responded to 81 fire calls for the month of May. EMS activity was 326 with the top three responses being for abdominal pain, weakness and nausea/vomiting. There were 7 calls for drug overdose/abuse and 65 non-transports. Report (049), FY23 Budget, Chief reviewed the budget which is still tracking with a surplus. 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 (050), 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 23-047 through 23-050, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Assistant Chief reported on facilities and operations happening within the department. Roof study report finds station 1 roof in better shape than station 2 which will require repair or replacement as recommended in the report. Still waiting on a quote for new boilers for station 2. E-One has extended warranty on Truck 2 through August 20, 2023 and Truck 5 is waiting parts to repair the pump and transfer case. Hope to have work completed by end of June. We still have one firefighter vacancy with interviews scheduled for June 27th. Department personnel have been participating in live fire training with PNSY over the last month and currently have one firefighter in paramedic school and looking to send two more in FY24.

Deputy Chief Howe reported on Prevention and the multitude of construction projects happening within the city. Some projects are starting at the same time others are still going on creating significant concerns related to impacts on access, parking and pedestrian safety. Still dealing with some issues with outdoor dining and the Hearth market is now open. Many events are going on

Fire Commission Minutes of June 13, 2023 continued:

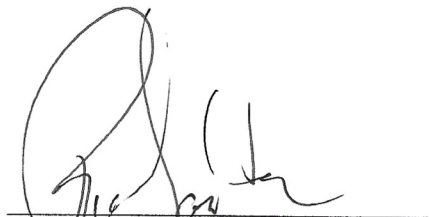
within the city over the next couple of months including fireworks, Street Life dinner, Little Italy Carnival, etc.

VIII. Old Business: None.

IX. New Business: None.

X. Adjournment:

Motion, to adjourn at 1900 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.



Michael Hughes, Clerk
V. Chan