

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

Fire Station 2
George Pierce Training Room
May 13, 2025

Portsmouth, NH
1800 hours

I. Call to Order:

Chairman Gamester called the meeting to order at 1800 hours.

II. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Present were Commissioners: Richard Gamester and Jennifer Matthes; Fire Chief William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Nancy Savini, Lieutenant Eric Detweiler, Firefighters Wayne LaCaillade, John Gray and members of the public. Absent was Commissioner Michael Hughes

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of April 8, 2025, was made by Commissioner Gamester. Motion was seconded by Commissioner Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Presentation of Written Communications: None

VI. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 25-036 through 25-039. Motion was seconded by Commissioner Matthes.

Fire Chief McQuillen reviewed reports with the Commission.

Report (036), 2025 Response Report for April 2025. The report shows the department responding to a total of 429 calls for the month: 167 Fire Calls with EMS Services and 99 Fire and Related Service Calls and 262 Ambulance Calls. Chief spoke briefly about some of the activities for the month, noting aid to Kittery for a building fire; assisted with 95 South brush fire; responded to Rye MVA with entrapment, trauma alert; conducted water search when subject jumped from bridge.

The safety message focused on this being National Electrical Safety Month and how we all need to be cautious and keep safety in mind. Report (037), Fire and EMS Call Summary Reports, shows the department responded to 167 fire calls for the month of April. EMS activity was 262 with the top three responses being for abdominal pain, cardiac and weakness. There were 9 calls for head injury, 8 for alcohol abuse, 7 for fainting and 35 non-transports. Report (038), FY25 Budget, Chief reviewed the budget noting we are still tracking about 1% to the good and have projected expenses to fiscal year end. Report (039), 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 25-036 through 25-039, was made by Commissioner Gamester. Motion was seconded by Commissioner Matthes and passed unanimously.

B. Staff Reports:

Assistant Chief Gionet reported on facilities and operations happening within the department: Truck 5 had the leveling pistons repaired and returned to service; the new ambulance has been stocked, license application submitted and are awaiting an inspection from the NH Bureau of EMS and will be placed in service once all is completed; Ambulance 1 will be re-lettered to Ambulance 4 and be placed in reserve status; annual fire training will occur early June this year; we are currently fully staffed with resumes remaining on file. All 4 shifts will once again be participating in joint live fire training with shipyard fire department personnel; company officers will begin the Blue Card Command Training program which will be a 2-part education process with an online component followed by a 3 day in person practical class to reinforce the concepts. EMS training will be with the SIM lab.

Deputy Chief Howe reported on Fire Prevention activity for the month with 42 permits issued and 54 inspections done. Other items of note, FPOs Wheeler and Putney attended clandestine lab awareness training with DEA; FPO Putney attended the automatic Fire Alarm Association Codes and Standards annual board meeting, as a member of the NFPA 1 committee; FPO Wheeler attended a NFPA 1400 committee meeting; FPO Wheeler gave a fire safety presentation to employees of Port City Pretzels; outside dining wrapping up; building permit application submitted for 581 Lafayette Road for adding 2 additional buildings with a total of 72 residential units with first floor parking and an additional level of parking below, Pedestal construction.

VII. Old Business: None.

IX. New Business:

Motion to accept a \$20,000.00 bequest from The Mary E. Corrigan Revocable Trust of 2016 (to be used for the Coty of Portsmouth's Ambulance in grateful appreciation for assistance rendered to the Grantor's daughter, Rose Mary Corrigan). Motion to accept was made by Commissioner Gamester Motion was

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seconded by Commissioner Matthes, with great gratitude, and passed unanimously. Will be forwarded to City Council.

Assistant Fire Chief Jason Gionet spoke briefly about using this money to purchase 2 Portable Ventilators as the Department plans to do Rapid Sequence Intubation program.

X. Adjournment:

Motion, to adjourn at 1818 hours, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.


Jennifer Mosher-Matthes, Clerk