

Town of Newington, NH
Board of Fire Engineers Meeting Minutes
December 7, 2022

Meeting called to order by Chairman Klanchesser at 1730 hrs.

Present: BOFE John Klanchesser, BOFE Ann Hebert, BOFE Jim Fabrizio, Chief Hoyt, Assistant Chief Moynihan, Laurie Mu

Public Comment: None

Minutes: Engineer Hebert made a motion to accept minutes from November meeting. Engineer Fabrizio seconded. Motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Chiefs Report: Chairman Klanchesser made a motion to accept Chief’s report for November. Engineer Hebert seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Old Business:

Staffing

Staffing shortage: In November, full-time staff covered 7 part–time 3rd person shifts. Full time staff covered 4th position for Thanksgiving and Black Friday Holiday. The fourth position on shift went unfilled 13 times in November.

Projected staffing for December has full-time staff covering part–time 3rd person shifts for 8 shifts, and the 4th position will be vacant 17 times. Full time needed for coverage for 4th position for 2 holidays.

Hiring Chief Hoyt asked the Board for permission to modify the hiring process, noting that department received only 1 qualified candidate from last part-time firefighter 30 day job posting. Chief Hoyt suggested the department continue to advertise employment opportunities using an open-ended posting, as well as implement a modified interview process that would not include assembling a professional oral board for candidate evaluation. The department will maintain the standard department training period for evaluation, a set list of questions for all candidates to answer at interview. Engineer Hebert made a motion to allow the Chief to implement the new process and to interview and process employment applications as they are received. Engineer Fabrizio seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Apparatus Update

Tower 3 – Currently at vendor for repairs to Aerial and other issues. Board apprised of current repair costs (\$9,000) and will be updated as extra costs are incurred.

Ambulance 1 – Appears to have an oil leak around the head gasket. Department to monitor situation. Repairs will probably need to come out of capital account.

Engine 2 – oil leak, will need to go for repairs early next year.

Car 2 replacement– Assistant Chief Moynihan presented BOFE with a spreadsheet of three Suburban replacement options. Chairman Klanchesser made a motion to purchase 2023 GMC 2500 PRO from dealer in Ohio. Engineer Hebert seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Marine 1 –Boat has returned to winter boat slip at Riverside Pickering Marine. Newington boat is only boat from area departments still in water.

New Engine – Delivery date of new engine pushed back by manufacturer from January to August. Assistant Chief Moynihan to have more details for next meeting.

Grants

2022 Safer Grant – Next round to open January 2023.

Chief Hoyt to explore potential grant funding from utility parent company.

Station Items:

Overhead radio antennae installed.

Heater above Engine 2 is scheduled to be moved December 8 & 9.

Administration toilet backed up again. Drain professional suggested having a larger flush valve installed in toilet.

Electrical for gear dryer to be run shortly. Waiting for duct work.

2023 station budget – Gutter for addition and above E5 bay (“in”) door to be added to budget as well as fence by E5 bay (“out”) door.

New Business:

Policy Changes listed on agenda but not prepared. Policy changes to be presented at January meeting.

Budget 2023 Chairman Klanchesser made a motion to move forward with fire department budget of **\$2,146,959** as presented by Chief Hoyt. Engineer Fabrizio seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Warrant Articles 2023 Chairman Klanchesser made a motion to move forward with fire department warrant articles titled **A \$150,000 Vehicles, B \$60,000 Ambulance/Major Medical Equipment, C \$5,000 Major Department Equipment, and D \$4,561.80 Vehicle Major Repair Fund**, as presented by Chief Hoyt. Engineer Fabrizio seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Budget committee meeting with BOFE is December 14th at 6:35 pm.

Purchase Orders and Payroll Manifests – reviewed and signed.

Chief’s Comments: Budget looks good so far. Salary and OT savings YTD (year to date) at \$166,394; OT -\$21,224. Part time OT \$16,478. YTD (year to date). Fire Department deposited revenue \$112,773. Ambulance revenue \$76,377, Permit/Fees: \$34,840, Details: \$1596.00

MBS Ambulance write-offs: \$57,975.75. Uncollected balances 2019,2020,2021.

Vacation MOU Engineer Hebert made a motion to approve vacation MOU for Chief Hoyt and Assistant Chief Moynihan as presented. Chairman Klanchesser seconded, motion carried 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.

Good to The Order:

Upcoming events

December 10 – Walmart toy drive 10am-4pm

December 11- Rec Committee Santa Ride to Old Town Hall

December 17- Townwide Santa Ride, starts at 5 pm

December 22 – Gelt Drop at Fox Run Mall

The Board Voted to adjourn at 1925 Motion by Chairman Klanchesser. Second by Engineer Fabrizio. 3-0. Roll call vote. Hebert- Yes. Klanchesser-Yes. Fabrizio – Yes.