

Town of Newington, NH
Board of Fire Engineers Meeting Minutes
February 7, 2024 1700hrs

CALL TO ORDER:

Meeting called to order at 1700hrs by Chairman John Klanchesser.

ATTENDANCE:

Engineer Ann Hebert, Engineer Jim Fabrizio, Chairman John Klanchesser, Chief E.J. Hoyt, Assistant Chief Patrick Moynihan, Administrative Assistant Crystal Ruhland and IAFF Local 4104 President Jon Connors.

PUBLIC COMMENT:

None.

MINUTES:

Engineer Hebert made a motion to accept minutes from January 3, 2024 meeting. Engineer Fabrizio seconded. Motion carried 3-0. Hebert - Yes. Fabrizio -Yes. Klanchesser -Yes.

CHIEF'S REPORT:

Chairman Klanchesser made a motion to accept Chief's Report for January. Engineer Fabrizio seconded. Motion carried 3-0. Klanchesser -Yes. Fabrizio-Yes. Hebert- Yes.

OLD BUSINESS:

Apparatus:

- Engine 4 – Back and in service.

2024 Budget:

- 2024 YTD Salary & OT: \$29,219; Overtime (\$11,634); Total (\$17,585).
- 2024 Part-time OT YTD \$68.52.
- 2024 Revenue YTD = \$4,856.51.

Grants:

- Federal DOJ – \$170k EOC need to follow up with 2-Way on pricing increases of Equipment 5% and Labor 90%.
- FY23 AFG - Getting pricing on Thermal Imagers.

Staffing:

- January:
 - FT was needed 18 times to cover the 3rd position shift (58%).

- The 4th position went vacant 28 times in 31 days (90%).
- January Vacant Hours = 797.5; FT Covered Hours = 352.
- February:
 - FT is covering 22 shifts, (Eight Day, One Night and Thirteen 24hr shifts).
 - The 4th position will be vacant 27 of 29 days.
 - February Vacant Hours = 860; FT Covered Hours = 406.
 - Assistant Chief is covering Vacant February Shifts.
- 2024 Firefighters Warrant Article – Discussed a potential plan in case the WA is not approved so staffing situation can still be addressed. AC would continue to cover shifts.

NEW BUSINESS:

- Station Study:
 - Bob Champaign was given approval and awaiting a response to move forward.
- IT Updates:
 - New Website is being developed with Maine Hosting Solutions.
 - Credit Monitoring letters have been sent to past members and will cover three years.
- Cardiac Monitors:
 - New monitors have arrived.
 - Existing monitors:
 - Two are going back to vendor for trade-in.
 - Requesting Board Approval to allow the 3rd unit from prior inventory to be status as a loaner to neighboring mutual-aid departments, as needed.
 - Engineer Hebert made a motion to accept. Chairman Klanchesser seconded. Motion carried 3-0. Hebert – Yes. Klanchesser – Yes. Fabrizio – Yes.
- New Ambulance – Has been ordered.
- Town Hall – Personnel Manual:
 - Board reviewed a drafted Personnel Manual update that was sent for approval.
 - Board makes a motion to approve that the Board of Fire Engineers would like clarification as to who the manual is for, and to either fix it all encompassing, or state that it only effects Town Hall and not all other employees.

- Chairman Klanchesser made a motion to accept. Engineer Hebert seconded. Motion carried 3-0. Klanchesser - Yes. Hebert -Yes. Fabrizio -Yes.
- Plymovent Motor – Repair has been done however, it is not turning on automatically and will need to be addressed further.

PAYROLL:

Signed.

PURCHASE ORDERS:

Signed.

GOOD TO THE ORDER:

- Multiple Cards and Thank you cards have come in from patients, local businesses and Rye Fire.
- Town Meeting – February 16th, 2024.
- Voting – February 12, 2024.

The Board Voted to adjourn at 1747; Motion by Engineer Hebert. Second by Chairman Klanchesser. Third by Engineer Fabrizio. 3-0.