

Newington NH Board of Fire Engineers
Monthly Meeting Minutes
July 5, 2023 at 1700hrs

Call to Order: Meeting called to order at 1700 by Chairman John Klanchesser

Attendance: Engineer Ann Hebert, Engineer Jim Fabrizio, Chairman John Klanchesser, Chief E.J. Hoyt, Assistant Chief Patrick Moynihan

Public Comment: Board welcomed new Administrative Assistant Crystal Ruhland. Starting on 7/10/23.

Minutes: Engineer Fabrizio made a motion to accept meeting minutes for June 7, 2023 as written. Engineer Hebert seconded. Motion carried 3-0. Hebert-yes. Fabrizio-yes, Klanchesser-yes.

Chief's Report: Engineer Hebert made a motion to accept the Chief's Report for June. Engineer Jim Fabrizio seconded. Motion carried 3-0. Hebert-yes. Fabrizio-yes, Klanchesser-yes.

Old Business:

Apparatus:

Ambulance 1 has a rear suspension issue. Department has vendor lined up to replace a few parts to improve issue. Looking at parts of approximately \$600 plus labor. Trying to avoid a costly rear-end rebuild as ambulance is a 2013, starting to show it's age. Ambulance also has a slow oil leak from head that is being monitored. Current vendor doing repairs will not do rear-end rebuilds. Coolant line let go. Ambulance temporarily placed OOS for repair.

Portsmouth Ambulance covered Friday into Saturday.

New Engine- Build out is moving along. Issue with interior cabinet doors being installed to open in reverse has been acknowledged. Department will not ask for modification as to not delay build.

Command Pickup 2 - Currently in service. Truck is partially outfitted with lights and radio. Waiting on cap for bed.

UTV - All accessories ordered by the Newington Police Association have been received and installed. Fit up of materials done by department.

Budget

Currently 57% left for 2023.

2023 Salaries/OT lines Savings YTD \$100,948 (net)

Part-time OT YTD \$6,954

2023 Revenue \$87,000 * Does not include Ambulance Revenue for June, or permitting fees for large building projects or additions.

Grants

EOC \$170,000 Department of Justice Grant needed police and fire department meeting minutes that mentioned the grant. Chief Hoyt provided the department's minutes in a timely manner.

SAFER FY 22 Grant - No news expected until December.

Possible Grant - Department is in preliminary stages of applying for an equipment grant for up to \$25,000 without a matching funds requirement.

SAM.GOV, Because of difficulties with accessing the SAM.Gov , Chief Hoyt relayed information on status of the EOC Grant (\$170,000) and the \$1.8M roads grant to appropriate departments at their request. Both grants were listed as Archived on the website.

Staffing

Existing Staff Shortages: June - Full time staff was needed 6 times to cover 3rd shift positions (20%) . The 4th shift position went vacant 21 times in 30 days (70%).

Part-time Staffing:Department welcomed two new members on board.

First Candidate started his initial forty hours of orientation and was hired Full-time by another department. His status is on hold.

Second candidate is a Paramedic. She has completed her initial forty hours and starts shifts on Sunday July 9. Availability uncertain due to school commitment.

Permit Software

AC Moynihan and Building Inspector (BI) Boston had 2 demonstrations of permitting software. First demo was software currently used by the Newington Town Clerk. AC Moynihan described it as cost effective but not user friendly.

Second demo was software that allowed multiple departments and residents to use. Software has capability to generate department specific reports and would also allow residents to access all of the permitting information for their property. Cost yearly is approximately \$6,000.

BI Boston to obtain 3rd software demo and quote.

New Business:

Station Study- Station study status email went to M. Roy with all the information that she had previously requested and already received. M. Roy confirmed receipt of information and that it 'll be passed on to the Selectmen.

Fire Alarm Run Cards - Updated Run Cards will be presented at the next Company Officers Meeting (July 6) and will be updated with Rockingham County Dispatch.

New Deposit Account - A separate deposit account for Ambulance Revenue has been approved. All deposits for ambulance revenue will be made to the new account with the intention of having the account proved to monthly reconciliations provided by ambulance billing company.

Purchase Orders & Payroll Manifests: Signed

Chiefs Comments:

AC Moynihan took part as evaluator in promotional process in Dover Fire.

Chief Hoyt took part as evaluator in promotional process for Rye Fire.

Semprini Annual Pickle Ball Tournament - 2022 donation intended for the police (\$250) and fire (\$250) department was made out to the Town of Newington as one check for \$500 and deposited into the general fund.

Portable radio - Portable radio was damaged beyond repair. Not replacing as of this time. Disciplinary warnings have been issued to personnel responsible.

Good of the Order:

Cisco Bikers & Beers Ride - July 22nd 8am-12pm 300+ riders

Sabine Strong - August 12th Trailer and UTV committed to race.

Meeting adjourned by motion of Engineer Hebert, Seconded by Chairman Klanchesser at 1750.