

Town of Newington, NH
Board of Fire Engineers Meeting Minutes
April 3, 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 and Administrative Assistant Crystal Ruhland.

PUBLIC COMMENT:

None.

MINUTES:

Chairman Klanchesser made a motion to accept minutes from March 6, 2024 meeting. Engineer Hebert seconded. Motion carried 3-0. Klanchesser - Yes. Hebert - Yes. Fabrizio – Yes.

CHIEF’S REPORT:

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

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

OLD BUSINESS:

Apparatus:

- Engine 4 had a “stop engine” code caused by wiring harness and has been resolved.
- Annual hose testing is scheduled for next week.
- Radio maintenance and updates have been completed. A new 6 bank charger is needed and one radio needs repair.
- Amkus annual service has been completed.

2024 Budget:

- 2024 YTD Salary & OT: \$89,981.94; Overtime (\$39,883.17); Total 50,098.77.
- 2024 Part-time OT YTD \$257.14.
- 2024 Revenue YTD = \$120,768.99.

Grants:

- Federal DOJ – \$170k EOC. Equipment has been ordered.
- Firehouse Subs Grant – Will be applying for this for thermal imaging equipment.

Staffing:

- March:
 - FT was needed 22 times to cover the 3rd position shift (71%).
 - The 4th position went vacant 27 times in 31 days (87%).
 - Vacant Hours = 816; FT Covered Hours = 382.
- April:
 - Dropping coverage to 3 on duty at all times and no longer staffing the 4th position.
 - FT is covering 25 shifts, (11 Day, 1 Night and 13-24hr shifts).
 - FT is covering 61% of shifts, PT covering 31% of shifts.
 - 3rd Position Total Hours = 720
 - FT Covered Hours = 436, PT Covered Hours = 284.
- Members who had not picked up any shifts over the last 90 days were sent letters notifying them of their separation from NFD effective immediately.

NEW BUSINESS:

Station:

- Some mice removal has occurred and service will be arranged.
- Yellow lines outside the front apparatus bays will be repainted.
- Jeremy Boston will be touching base with Bob Champaign for follow up.
- 2 of 3 new lockers have arrived and installed. PD is taking old lockers.

Misc:

- New website design has been worked on by Crystal Ruhland.
- Department Orientation Policy Update: Approved.

PAYROLL:

Signed.

PURCHASE ORDERS:

Signed.

GOOD TO THE ORDER:

- MDA Trans NH Bike Ride Article had a photo in there marketing in front of the NFD.

The Board Voted to adjourn at 1740; Motion by Chairman Klanchesser. Second by Engineer Fabrizio. 3-0.