

Town of Newington, NH
Board of Fire Engineers Meeting Minutes
May 1, 2024 1700hrs

CALL TO ORDER:

Meeting called to order at 1700hrs by Engineer Ann Hebert.

ATTENDANCE:

Engineer Ann Hebert, Engineer Jim Fabrizio, Chief E.J. Hoyt, Assistant Chief Patrick Moynihan and Administrative Assistant Crystal Ruhland.

PUBLIC COMMENT:

None.

MINUTES:

Engineer Fabrizio made a motion to accept minutes from April 3, 2024 meeting. Engineer Hebert seconded. Motion carried 2-0. Fabrizio – Yes. Hebert - Yes.

CHIEF'S REPORT:

Engineer Hebert made a motion to accept Chief's Report for April. Engineer Fabrizio seconded. Motion carried 2-0. Hebert -Yes. Fabrizio-Yes.

OLD BUSINESS:

Apparatus:

- Annual hose and ladder testing has been completed.
- Engine 4 is back in for punch list completion and leaking windshield.

2024 Budget:

- 2024 YTD Salary & OT: \$117,318.75; Overtime (\$57,932.46); Total \$59,386.29.
- 2024 Part-time OT YTD \$714.81.
- 2024 Revenue YTD = \$132,058.72.

Grants:

- Federal DOJ – Being allocated to tree work, estimated to cover 8 or 9 trees.
- Firehouse Subs Grant – Application has been submitted.

Staffing:

- April:
 - FT was needed 25 times to cover the 3rd position shift (61%).
 - Vacant Hours = 720; FT Covered Hours = 436.

- May:
 - FT is needed to cover 20+ shifts.
 - Chief 2 will be covering several shifts.
- New Hire – Jeff Nelson will be joining the B Shift and his first day will be May 15th. Four more resumes are being reviewed for remaining three positions.

NEW BUSINESS:

Station:

- Repair work is being arranged:
 - Shingle and flashing replacement
 - Apparatus Bay leak
 - Sewer Issue - Resolved
 - Repainting of yellow lines in front of apparatus bays
 - Lockers have arrived and kitchen layout is being updated

Misc:

- New website is in final design stages and being launched live.
- Instagram page has been started.
- Town Personnel Manual – Neutral discussion was had.
- Hardship Application Received - Engineer Hebert made a motion to approve request for date of service December 15, 2023, balance due \$2,269.00, invoice # 23-321980. Engineer Fabrizio seconded. Motion carried 2-0. Hebert -Yes. Fabrizio-Yes.
- Request to purchase a TV and wall mount for the gym. Purchase will not exceed \$1000.00 and will be installed by fire department. Engineer Hebert made a motion to approve. Engineer Fabrizio seconded. Motion carried 2-0. Hebert -Yes. Fabrizio-Yes.

PAYROLL:

Signed.

PURCHASE ORDERS:

Signed.

GOOD TO THE ORDER:

None.

The Board Voted to adjourn at 1745; Motion by Engineer Hebert. Second by Engineer Fabrizio. 2-0.