

Town of Newington, NH  
Board of Fire Engineers Meeting Minutes  
July 1, 2020 at 1800 hrs

Meeting called to order by Chair John Klanchesser at 1802 hrs.

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

Public Comment: None

Minutes: Engineer Fabrizio made a motion to accept minutes from March 4 2020 meeting as written. Engineer Hebert seconded. Motion carried 3-0. Engineer Hebert made a motion to accept non public minutes from June 3 2020 meeting as written. Chairman Klanchesser seconded. Motion carried 3-0. Engineer Fabrizio made a motion to accept non public minutes from June 23 2020 meeting as written. Engineer Hebert seconded. Motion carried 3-0.

Chiefs Report: Chairman Klanchesser made a motion to accept Chief's report for June as written. Engineer Hebert seconded, motion carried 3-0.

Payroll Review: Board reviewed and approved department payroll for June.

Old Business:

Hose Testing – Completed. One piece of hose failed. All hose tested. Done within six hours. Ladders and drafting equipment tested too.

Station maintenance/construction updates: Contractors have toured the department and will be submitting bids for new addition project. Bids must be submitted within the month with contracts to be awarded by months end.

Bathrooms will be renovated in stages to leave the crews with a working shower.

Roof repairs – Five spots were patched in the roof.

Humidity issues – Administrative side of the building has ongoing humidity issues since the air conditioning unit was replaced. It has been determined that there are not enough returns to allow for the air conditioning unit to work properly.

Asbestos – new quote received for asbestos removal from floor (admin. side only) for \$13,000 (thirteen thousand dollars).

IT – Department's main server was replaced. New server's huge memory capacity will allow department to electronically file property/industry documents online. Assistant Chief Moynihan's computer was replaced as well.

PS Tracks – Chief Hoyt asked to go forward with purchase of PS Track software system.

Budget Status and Payroll Reductions – Chief Hoyt presented the board with an overall healthy financial picture. Chief Hoyt does not think the 15% budget reduction that the Town has asked for is achievable. Chief Hoyt assured the board that the department is conservatively spending. All board members agree that there should be absolutely no cuts to staffing.

New Business:

Meetings with Board of Selectmen: Board discussed availability to meet with Board of Selectmen on July 7<sup>th</sup> (budget) and July 14 (Personnel policy). Both meetings to take place at town hall at 5 pm. No schedule conflict noted. All members are available to attend.

Fireworks Permit – Chief Hoyt retyped the Fireworks Ordinance/Fireworks Permit. Emailed to town hall on June 25 to be added to town website. Not on website as on July 1.

Protective Vests – A/C Moynihan gave the board more information on the vests warrantee and replacement/depreciation. Board signed purchase order for Protective Vests.

The Board signed purchase orders.

Apparatus Replacement – Chief Hoyt said he expects three or four more vendors to submit information for purchase of new engine – price and time to build.

Chief's Comments: The department members have been doing a great job. June had several difficult calls that the department handled well. Department is having a hard time getting staffing back on recall. Chief Hoyt and Assistant Chief Moynihan have been coming in for recalls.

Good to The Order: None.

Meeting adjourned at 1931hours to move location for non-public session.

**Non- Public Session:** At 1935 hours, Motion made by Chairman Klanchesser to enter into Non-Public session under NH RSA 91-A:3, II(A) Dismissal, promotion or compensation AND NH RSA 91-A:3,II (B) Hiring. Seconded by Engineer Hebert.

Non- public Session concluded at 2030 by motion of Engineer Klanchesser seconded by Engineer Hebert. Roll Call vote. Hebert – Yes, Fabrizioo – Yes, and Klanchesser-Yes.

Chairman Klanchesser made a motion to seal non-public minutes indefinitely. Engineer Hebert seconded. Roll Call vote. Hebert-Yes, Fabrizioo-Yes and Klanchesser-Yes.

Decisions Made.

Board authorized Chief Hoyt to offer Fulltime Firefighter position to chosen candidate.

Board to consult legal representation on employment contracts.

The Board Voted to adjourn at 2035. Motion by Engineer Fabrizioo. Second by Chairman Klanchesser. 3-0.