

Town of Newington, NH
Board of Fire Engineers Meeting Minutes
June 3, 2020 at 1800 hrs

Meeting called to order by Chair John Klanchesser at 1800 hrs.

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

Public Comment: None

Minutes: Chairman Klanchesser made a motion to accept minutes from March 4 2020 meeting as written. Engineer Hebert seconded. Motion carried 2-0. Chairman Klanchesser made a motion to accept non public minutes from March 4 2020 meeting as written. Engineer Hebert seconded. Motion carried 2-0.

Chiefs Report: Chairman Klanchesser made a motion to accept Chief's report for March, April and May as written. Engineer Hebert seconded, motion carried 2-0.

Payroll Review: Board reviewed and approved department payroll for March, April, and May.

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.

Old Business:

Covid Response – Chief Hoyt informed the board of the department's triaging patients using staggered response plan. Initial patient care and assessment is performed by one crew member, with another crew member in observation from 6 foot distance.

Full-Time hiring process – The department received 21 applications (7 lateral transfers), 14 met requirements, 8 invited back to next step. Of the 8 invited, 5 are past members of the department. Oral boards are scheduled for June 18th.

New Business: Firefighter Stipend – Chief Hoyt completed all necessary paperwork with State for stipend. Payout is over \$30,000 and is for 11 full-time, 3 part-time members. Check to arrive in early June. Town will pay out in one lump sum.

Expired Gear – Chief Hoyt asked permission to donate expired gear to the Dover CTC Firefighter 1 program. Engineer Hebert made a motion to donate 5 coats, 2 pants, 2 helmets and 2 odd boots. Chairman Klanchesser seconded. Motion carried 2-0.

Expired CPR manikins- Assistant Chief Moynihan asked permission to reach out to a local educator to see if he could use the outdated CPR manikins. Board had no objections.

Disposal of old Tough Books – Department has 4 tough book laptops from 2004. All do not turn on. Board authorized the proper disposal of the laptops with the batteries to be recycled at a local vendor.

IT – Department has been having problems with our main server. Replacement cost for server is \$3,950 plus installation. Engineer Hebert made a motion to replace server from bid presented. Chairman Klanchesser seconded. Motion carried 2-0.

PS Trax Operations Tracking Software – Chiefs Hoyt and Moynihan presented the operations tracking software system to the board. Board was impressed with the information but tabled the discussion until next meeting.

Station Overhead AMP- has been ordered, still waiting to receive it.

Chief Hoyt presented the board with renewal options for I Am Responding. The board authorized Chief Hoyt to renew the department's 5 year contract. Chief Hoyt mentioned several upgrades to I Am Responding that the department will benefit the department.

SOG'S - Board had reviewed Standard Operational Guideline's for Promotions, OT Coverage, Department Uniform and Cancer Risk Reduction. Engineer Hebert made a motion to approved 4 SOG's as presented. Chairman Klanchesser seconded. Motion carried 2-0.

Station Update – Mice were found in Engine 5 and Forestry 1. Some hose was found to be damaged. GSC has been in to work on mitigation.

Asbestos Cost – Administration side of the building has damaged flooring that contains asbestos. Repair costs = \$2,138.44, tear out = \$34,357.61

Station Addition – Architect has completed the updates and sent out a revised set of plans. FD asked that "storage room" possibly change into the Physical Training space. Double doors were added to the hallways of the meeting room and a new hot water heater was budgeted for as well.

SCBA Hydro Tests – The department is scheduling air packs for hydro testing. Cost per pack is \$50, total cost is \$1,200.

Protective Vests- Assistant Chief Moynihan made a presentation to the board on the need to purchase Protective Vests for the department members. Board asked A/C Moynihan for more information to be presented at next meeting.

Apparatus Process – Chief Hoyt informed the board that E-ONE stopped by the department with a new fire truck and met with the Chief briefly to discuss products. Pierce will be also meeting with Chief Hoyt this month to show new products. The pump on Engine 5 does not meet the criteria to be recertified because of age. Engine 2 lease payments are ending within a year. New engines take two years from order to build.

Assistant Chief Schedule Changes – The board, Chief Hoyt and Assistant Chief Moynihan agreed to modify Assistant Chief Moynihan's schedule to Wednesday – Saturday. A/C Moynihan will be dedicated Chief Officer on Saturday's.

Town Personnel Manual – The personnel manual was modified without the input from town employees or town boards. The board was informed that department members are not willing to sign to accept changes to the manual. It is believed that the police department will not be signing for the new personnel manual either. Engineer Hebert will reach out to other departments to see if there is interest to meet to discuss.

Chief and Assistant Chief Contracts –Chief Hoyt and A/C Moynihan received letters and new contracts from the Town's Attorney. Both Chief Hoyt and A/C Moynihan stated that their current contracts are legally binding and that they are not considering signing the new contracts as presented. Board will review.

The Board signed purchase orders.

Chief's Comments:

Good to The Order: None.

Non- Public Session: At 2054 hours, Motion made by Chairman Klanchesser to enter into NON-Public session under NH RSA 91-A:3, II(A) Dismissal, promotion or compensation. Seconded by Engineer Hebert.

Non- public Session concluded at 2110 by motion of Engineer Klanchesser seconded by Engineer Hebert. Roll Call vote. Hebert – YES, and Klanchesser-Yes.

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

No Decision Made.

The Board Voted to adjourn at 2115. Motion by Engineer Hebert. Second by Chairman Klanchesser. 2-0.