

064

**The Board of Fire Commissioners  
Portsmouth Fire Department**

Fire Station 1, Training Room  
July 10, 2018

Portsmouth, NH  
1730 hours

**I. Call to Order:**

Chairwoman Matthes called the meeting to order at 1730 hours.

**II. Pledge of Allegiance with Attendance:**

Chairwoman Matthes led the pledge of allegiance.

Commissioners: Jennifer Matthes, Richard Gamester and Michael Hughes, Chief Steven Achilles, Deputy Fire Chief Carl Roediger, Deputy Fire Chief James Heinz, Captains: Todd Germain and William McQuillen, Lieutenants: Rick Condon and Brian Ryll, and Firefighters: Samuel Chouinard, Timothy Dame, John Goodwin, Garrett Miller, Tamara Frechette, John Sylvester, Chad Putney, Joshua McCullough, and Peter O'Sullivan. Also present were Firefighter O'Sullivan's parents.

**III. Approval of Minutes of Previous Meeting:**

*Motion, to approve the minutes of June 12, 2018 was made by Commissioner Hughes. Motion was seconded by Commissioner Gamester and passed unanimously.*

**IV. Public Comment Session: None.**

**V. Presentation of Written Communications:**

Chief Achilles read thank you note from 5<sup>th</sup> grade Dondero student Hannah. Chief noted that the department's donation to raffle was for a ride to school with fire chief.

*Motion, to accept and place on file, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.*

**VI. Recognition of Groups or Individuals:**

Chief Achilles took a moment to recognize Firefighter Peter O'Sullivan who has successfully completed his probationary period.

Chief Achilles swore in Firefighter Peter O'Sullivan.

A 5-minute break was granted to allow for pictures at 1740 hours.

Meeting reconvened at 1745 hours.

**VII. Reports:**

**A. Fire Chief's Reports:**

*Commissioner Gamester motioned to discuss Chief's reports 18-60 through 18-063. Motion seconded by Commissioner Hughes.*

Chief Achilles reviewed reports with the Commission.

Report (060), 2018 Response Report with Service Activity and Safety message for June 2018. The report shows the department responding to 136 Fire Calls and 316 Ambulance Calls for the month. Fire calls were slightly up from last month however ambulance calls dropped slightly from last month.

Total year to date shows the department responding to 2421 calls: 691 fire and related service calls and 1730 ambulance service calls. Chief spoke briefly about some of the activity for the month noting a report of explosion at Five Guys occurring from a cooking appliance being turned on, a vehicle fire at exit 5 on 95N, a dumpster fire at 95 Brewery Lane which tied up crews over an hour, a gas main break at Maplewood Avenue and Hanover Street where a gas main was struck during construction activities, and a technical rescue at 325 Little Harbor Road where Station 1 companies and Rescue 7 responded to a 2 ½ year old boy stuck between two large concrete pieces. The Service Activity and Safety Message report was submitted to the Portsmouth Herald for publication in local newspapers. Report (061), Fire and EMS Call Summary Report, shows the department responded to 271 fire calls for the month of June with 135 of the calls being for rescue and medical responses. EMS activity was 316 with the top three responses of psychiatric/behavioral problems, abdominal pain/problems and alcohol abuse. Report (062), FY18 Budget, Chief Achilles provided status update and noted the department is projecting a surplus of \$157,000, and believes the outstanding June invoices will come within projected amounts. Chief noted that he will be putting together a list for encumbrance with Rescue 7 being a priority for equipment. Report (063), Overtime Analysis, provided a breakdown of how overtime was used in the month of June along with a summary of what was charged to OT-Recall for the month.

*Motion, to accept Chief's Reports 18-060 through 18-063, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.*

**B. Staff Reports:**

Deputy Chief Roediger had nothing to report outside normal operations of fire prevention.

Deputy Chief Heinz reported on Operations and Training within the department. He reviewed the following items; EMS in the Warm Zone and Rescue Task Force (RTF) training went extremely well and have received very positive reviews, Maplewood Ave project started this week with doubling the size of the water main from Cutts to Woodbury Ave. which should improve the water flow when completed, hose testing and SCBA cylinder testing was completed this month and just falling into the "summer groove".

**VIII. Old Business:**

Chief Achilles provided an update on the department's new rescue, Rescue 7 which is in-service however is not on the run card just yet but is able to respond if needed. Station Alerting System is still in the process of being completed and until it is, radios are being used to assist. Purchase Order for the rescue boat has been issued to RibCraft. Chief commented on a call today that the department answered for a boat that hit the rocks off Atlantic Heights. Coast Guard and other boats were delayed in response. Working on station 3 open house.

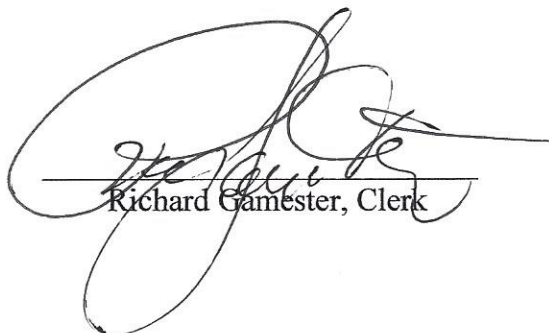
**IX. New Business:**

Chief Achilles noted the receipt of Deputy Chief Heinz's letter of intent to retire within the next three years.

**X. Adjournment:**

Chairwoman Matthes offered words of appreciation to Captain McQuillen and the others in this room and within the department in their hard work in getting the Firefighter Cancer bill signed this morning.

*Motion, to adjourn at 1802 hours, was made by Chairwoman Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.*



Richard Gamester, Clerk