

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

Station 1
October 20, 2004

Portsmouth, NH
1900 hours

I. Call to Order:

Chairman Hughes called the meeting to order at 1905 hours and led Pledge of Allegiance. Along with Chairman Hughes present were Commissioners Gamester and Wentworth, Chief LeClaire, Deputy Chief Griswold. Absent: Assistant Chief Achilles.

II. Approval of Minutes of Previous Meeting:

Motion, to accept the minutes of September 15, 2004, made by Commissioner Wentworth, seconded by Commissioner Gamester, unanimous.

III. Reports:

A. Fire Chief's Reports:

Motion, to accept Chief's Reports 04-055 through 04-059, made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

B. Other (to included internal dept. written communications): None.

IV. Old Business: None.

V. Presentations of Written Communications:

Motion, to accept and place on file the thank you letter received from Lonza Biologics, made by Chairman Hughes, seconded by Commissioner Wentworth, unanimous.

VI. New Business:

Chief LeClaire discussed Capital Improvement Plan for FY06. Chief also updated Commission on FY05 Capital expenditures and what has been released and not released to date.

Chief gave an overview on SEMS Unit and what it would provide to the department. He also identified the proposed schedule for fire apparatus replacement including the purchase of a 29' fireboat replacing one used now, which does not allow for use during winter months.

Motion, to approve expenditure of SEMS Unit provided by sole source vendor Industrial Protection for \$60,000.00, made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Minutes from October 20, 2004 Continued:

Regarding Homeland Security Grant monies, Chief noted State provided City Manager with commitment letter to which, City Council will accept in their upcoming meeting. Commitment letter allows for City to expend the dollars with guaranteed reimbursement from the State to the City for those expenditures relating to the grant(s).

VII. Recognition of Groups of Individuals: None.

VIII. Public Hearings: None.

IX. Non-public Session:

Motion, to enter into non-public session for personnel matters, made by Chairman Hughes at 1935 hours, seconded by Commissioner Gamester, unanimous.

Motion, to come out of non-public session at 1950 hours with no votes taken, made by Chairman Hughes, seconded by Commissioner Wentworth, unanimous.

X. Adjournment:

Motion to adjourn at 1951 hours made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Richard Gamester, Clerk