

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

Station 1
December 16, 2004

Portsmouth, NH
1900 hours

I. Call to Order:

Chairman Hughes called the meeting to order at 1900 hours and led Pledge of Allegiance. Along with Chairman Hughes present were Commissioners Gamester and Wentworth, Chief LeClaire, Assistant Chief Achilles, Deputy Chief Griswold and Firefighter McQuillen, Local 1313.

II. Approval of Minutes of Previous Meeting:

Motion, to accept the minutes of November 17, 2004, made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

III. Reports:

A. Fire Chief's Reports:

Motion, to accept Chief's Reports 04-068 through 04-072, 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: None.

VI. New Business:

The FY2006 Budget Schedule was handed out to Commissioners. Chief LeClaire commented on the Joint Budget Committee meeting that was held earlier in the day. Budget guidelines suggested along with the addition of performance measured base processes. Police, Fire and Schools expecting a 5% increase in fixed costs alone. Some numbers have not come in yet including the Consumer Price Index. Councilor St. Laurent expected to make a motion at Monday's City Council meeting proposing to limit budget increase to no more than CPI however, once he heard recommendation of going through the process first, he decided to hold on his motion. Capital Improvement Plan still moving forward with recommendations of the department however, rescue boat on hold for now.

Assistant Chief Achilles spoke of the firefighter oral boards that were held last week. 14 candidates interviewed for 2 openings. Called back 5 to meet with the Chief, made top 3 conditional offers with 2 (a paramedic and an intermediate) moving on to the polygraph testing portion of the hiring process. Hope to hire

Minutes from December 16, 2004 Continued:

in mid January. Asst. Chief Achilles also noted that training has begun on the SEMS unit. With the SEMS unit, every SCBA is addressed to which an alarm will go off to a receiver when an airpack is low on air or a firefighter has collapsed and is not moving in 45 seconds. The receiver can also send an alarm to the firefighter when notification is needed.

Deputy Chief Griswold addressed the new telephone system which, was installed this week.

VII. Recognition of Groups of Individuals: None.

VIII. Public Hearings: None.

IX. Non-public Session:

Motion, to enter into non-public session at 1950 hours, made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Motion, move to table to a time uncertain, the request by a member for a six-month leave of absence so that the member can meet with the Fire Chief about the request, made by Commissioner Gamester, seconded by Chairman Hughes, unanimous.

Motion, to come out of non-public session at 2030 hours, made by Commissioner Wentworth, seconded by Commissioner Gamester, unanimous.

X. Adjournment:

Motion to adjourn at 2032 hours made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Richard Gamester, Clerk