

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

Station 1
November 30, 2005

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, Assistant Chief Achilles, and Deputy Chief Griswold.

II. Approval of Minutes of Previous Meeting:

Motion, to accept the minutes of September 21, 2005, made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

III. Reports:

A. Fire Chief's Reports:

Motion, to accept Chief's Reports 05-065 through 05-069, made by Commissioner Wentworth, seconded by Commissioner Gamester, unanimous.

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

IV. Old Business: None.

V. Presentations of Written Communications:

Chief LeClaire read an email he received from one of the tenants, Ms. Krajewski, formerly of 389 Broad Street.

Motion, to accept and place on file, made by Commissioner Gamester, seconded by Chairman Hughes, unanimous.

VI. New Business:

Chief updated Commission on the FY2007 Budget process and identified schedule, which was included in Commission packet. Capital Improvement Plan shows slight variations in rolling stock and other items. Fees schedule being reviewed. Performance audits update on City Council's agenda.

Minutes from November 30, 2005 continued:

Assistant Chief Achilles led discussion on new fire station(s) design.

Motion, to authorize Chief LeClaire to expend Capital to create an RFP to hire an architect to help in the design of the new fire stations, made by Chairman Hughes, seconded by Commissioner Gamester, unanimous.

Chief LeClaire noted new gear washer currently on order for Station 1.

VII. Recognition of Groups or Individuals:

Chief LeClaire read letter from Atlantic Plastic Surgery Center recognizing Deputy Chief Steven Griswold for the outstanding fire and safety presentations he made.

Also read, was letter received from Portsmouth Police Department recognizing Lt. Richard Murphy and his leadership role in the Police Explorers Weekend Challenge.

Motion, to accept and place on file, made by Commissioner Wentworth, seconded by Commissioner Gamester, unanimous.

VIII. Public Hearings: None.

IX. Non-public Session:

Motion, to enter into Non-public Session at 1930 hours, made by Commissioner Gamester, seconded by Chairman Hughes, unanimous.

Motion to come out of Non-public Session at 1950 hours, made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

Motion, to approve Chief LeClaire's contract proposal and to forward to the City Council for their review and approval, at the earliest possible time, made by Commissioner Gamester, seconded by Chairman Hughes, unanimous.

X. Adjournment:

Motion to adjourn at 1955 hours made by Commissioner Gamester, seconded by Commissioner Wentworth, unanimous.

Richard Gamester, Clerk