

066

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

Fire Station 2  
George Pierce Training Room  
August 9, 2022

Portsmouth, NH  
1800 hours

**I. Call to Order:**

Chairwoman Matthes called the meeting to order at 1800 hours.

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

Chairwoman Matthes led the pledge of allegiance.

Present were Commissioners: Jennifer Matthes, Richard Gamester and Michael Hughes; Fire Chief Todd Germain, Assistant Fire Chief William McQuillen, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Captain Jason Gionet, Lieutenant John Goodwin and Firefighters: Jon Gray, Adam Lamonica and Scott Young.

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

*Motion, to approve the minutes of July 12, 2022, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.*

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

**V. Recognition of Groups or Individuals: None.**

**VI. Reports:**

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

*Commissioner Gamester motioned to discuss Chief's reports 22-057 through 22-060. Motion was seconded by Chairwoman Matthes.*

Chief Germain reviewed reports with the Commission.  
Report (057), 2022 Response Report for July 2022. The report shows the department responding to a total of 453 calls for the month: 153 Fire Calls and 300 Ambulance Calls. Total year to date shows the department responding to 2796 calls: 809 fire and related service calls and 1987 ambulance service calls. Fire calls continue to increase each month and we are on pace for over 3400 ambulance service calls at year end. Chief Germain reported on some incidents of interest that occurred during the month along with the safety message regarding fishing safety tips. Report (058), Fire and EMS Call Summary Report, shows the department responded to 153 fire calls for the month of July. EMS activity was 300 with the top three responses being for syncope/fainting, weakness and anxiety attack/acute stress reaction. There were 5 calls for drug overdose/abuse and 52 non-transports. Report (059), FY23 Budget, Chief Germain reviewed the budget which is tracking high with upfront costs that are

expensed at the beginning of each fiscal year. Report (060), Overtime Analysis, provided a breakdown of how overtime was used in the month of July along with a summary of what was charged to OT-Recall for the month.

*Motion, to accept Chief's Reports 22-057 through 22-060, was made by Commissioner Gamester. Motion was seconded by Commissioner Hughes and passed unanimously.*

**B. Staff Reports:**

Assistant Chief reported on training and operations happening within the department. Hiring process is on-going. Four conditional offers made with two who have started and two are in the process of background checks and physicals. FF Oral Board next week to fill the one open vacancy that we have right now if the other 2 make it through fine. Department personnel participated in active shooter trainings with the PD. Working on after action report and did discover things we need to work and improve on. Overhead door project delayed until October. Completed radio system upgrades. Batteries for portables that were ordered last November just came in. Replacement hose that was order in March remains outstanding. Supply is hard to get right now. Same with turnout gear taking just under a year to get. Commissioner Gamester inquired about the possibility of ordering things earlier in anticipation of these delays. Chief answered that even though they say it may take a year, could still be longer so it's ongoing with challenges. Commissioner Gamester inquired about rolling stock and the purchasing of apparatus and determining what will last and if it's taking 2-years now to get an ambulance, is it possible to order ahead of time? Chief replied that we can't obligate money we don't have unfortunately.

Deputy Chief Howe reported on Prevention and the many construction projects happening within the City. Thirsty Moose looking to expand, tenant fit ups for larger mixed use buildings, etc. FPO Wheeler and Deputy Howe have been subpoenaed to court over citations that were issued for a restaurant. Working with the Assessing department on multi-family residential buildings to get inspections going.

**VII. Old Business:**

Chief spoke briefly of the FY22 budget and the amount of surplus decreasing due to the outstanding balance of the Air Show invoice being applied to it where it was originally discussed that the City would cover it and several capital projects that were closed out in advance of the expense being submitted. Budget was a tough one but we still came out with a small surplus despite the department covering COVID leave, which we weren't reimbursed for, and covering several firefighter vacancies and an officer vacancy.

**IX. New Business: None.**

*Commissioner Gamester made the motion to enter into non-public session at 1820 hours in accordance with RSA 91-A:3, II (b) for discussion on posting of Chief*

*Fire Commission Minutes of August 9, 2022 continued:*

*Officer position. Motion was seconded by Commissioner Hughes and passed unanimously.*

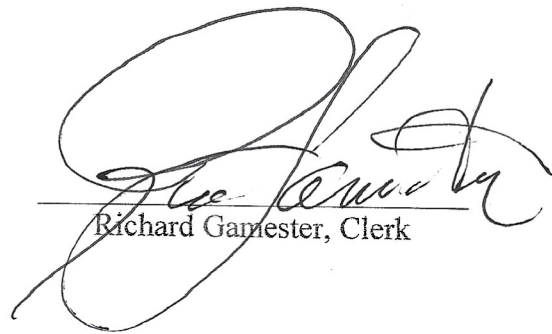
*Motion, to leave non-public session and return to public session at 1855 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.*

Public session reconvened at 1855 hours.

*Commissioner Gamester made the motion to seal the non-public minutes. Motion was seconded by Commissioner Hughes and passed unanimously.*

**X. Adjournment:**

*Motion, to adjourn at 1856 hours, was made by Commissioner Gamester. Motion was seconded by Chairwoman Matthes and passed unanimously.*



Richard Gamester, Clerk