

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

Fire Station 2
George Pierce Training Room
March 21, 2023

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 William McQuillen, Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Lieutenants: John Goodwin, Duncan Regonini and Brian Wade and Firefighters: Adam Lamonica, Jon Gray, Madison Simard, Ian McFarland and Eric Detweiler.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of February 14, 2023, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals: None.

VI. Presentation of Written Communications:

Chief McQuillen read thank you email received from Helen Thibodeau, Chief Clinical Officer at Northeast Rehab Hospital for the response to a broken pipe during the cold weather.

Motion to accept and place on file was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

VII. Reports:

A. Fire Chief's Reports:

Chairwoman Matthes motioned to discuss Chief's reports 23-021 through 23-024. Motion was seconded by Commissioner Gamester.

Chief McQuillen reviewed reports with the Commission.

Report (021), 2023 Response Report for February 2023. The report shows the department responding to a total of 399 calls for the month: 146 Fire Calls and 262 Ambulance Calls. Chief spoke briefly about some of the activity for the month noting a fire activation at 3 Gosling Road created by burst pipes and severe flooding, two building fires: one at the Safeway Storage facility on McDonough Street and the other at 111 Oriental Gardens, and a chimney fire at 62 Coakley Road. The safety message focused on day light savings time and things to remember. Report (022), Fire and EMS Call Summary Report, shows the department responded to 146 fire calls for the month of February. EMS activity was 262 with the top three responses being for leg pain, weakness and abdominal pain. There were 7 calls for drug overdose/abuse and 47 non-transport. Report (023), FY23 Budget, Chief reviewed the budget which is still tracking with surplus with some projects being delayed until 4th quarter to see where budget numbers come in. Report (024), Overtime Analysis, provided a breakdown of how overtime was used in the month of February along with a summary of what was charged to OT-Recall for the month.

Motion, to accept Chief's Reports 23-021 through 23-024, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

B. Staff Reports:

Assistant Chief reported on facilities and operations happening within the department. He noted ENE has been working on Sta 2 HVAC systems and installing new controls to prevent freezing of units and working with DPW on constructing a temporary wall for the 400th celebration at Station 1. Truck 2 has been repaired and reinspected by Greenwood. Marine 1 is out of service for maintenance. Electronic inventory management system has been put in place for medical supplies. All personnel have recertified their EMS credentials for this cycle. Three firefighters have successfully completed their probation and will be sworn in next month and Firefighter Jack Bouchard will begin his career with the department on Monday, March 27th.

Deputy Chief Howe reported on Prevention and the many construction projects happening within the City noting single family homes being built on the horse farm property on Peverly Hill Road, Wrens Nest having its own street name and City reviewing other street names and number issues, Pease new fixed base operations and fuel farm are in approval process and Buffalo Wild Wings to hold a soft opening in their new location.

VIII. Old Business: None.

IX. New Business:

Chief McQuillen reviewed the award received from the Federal Department of Homeland Security Assistance to Firefighters Grant Program (AFG) in the amount of \$333,294.54 As a result of this grant, the department is looking to have the CIP

project VE-21-FD06 for Self-Contained Breathing Apparatus (SCBA) replacement amended to eliminate the FY25 and FY26 appropriations.

Motion, to accept the AFG Grant award of \$333,294.54 and proceed with request to have the CIP project for Self-Contained Breathing Apparatus replacement amended for the FY25 and FY26 appropriations, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

Motion, to accept the donation of \$100 from Shirley Van Aken with gratitude, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

X. Adjournment:

Motion, to adjourn at 1831 hours, was made by Commissioner Hughes. Motion was seconded by Chairwoman Matthes and passed unanimously.

Michael Hughes, Clerk

DRAFT