

062

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

Fire Station 2
George Pierce Training Room
August 13, 2024

Portsmouth, NH
1800 hours

I. Call to Order:

Chairman Gamester called the meeting to order at 1800 hours.

Present were Commissioners: Richard Gamester, Jennifer Matthes and Michael Hughes; Fire Chief William McQuillen, Deputy Fire Chief Patrick Howe, Administrative Manager Tracy Freeman, Firefighter Jack Bouchard and his family along with members from the department.

II. Pledge of Allegiance with Attendance:

Chairman Gamester led the pledge of allegiance.

III. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of July 9, 2024 was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

IV. Public Comment Session: None.

V. Recognition of Groups or Individuals:

Chief McQuillen spoke briefly of the United States Secret Service Certificates of Appreciation that he and Assistant Chief Jason Gionet were presented with in recognition of efforts and outstanding support in the 2024 Presidential Primary Campaign.

Chief McQuillen swore in Firefighter Jack Bouchard.

Commissioner Matthes made the motion for a 10-minute recess for pictures at 1805 hours. Motion was seconded by Commissioner Hughes and passed unanimously.

Meeting reconvened at 1815 hours.

VI. Presentation of Written Communications: None.

VII. Reports:

A. Fire Chief's Reports:

Commissioner Matthes motioned to discuss Chief's reports 24-058 through 24-061. Motion was seconded by Commissioner Hughes.

Report (058), 2024 Response Report for July 2024. The report shows the department responding to 3073 calls year to date. There were 478 calls for the month of July: 154 Fire Calls and 324 Ambulance Calls. Chief noted that both ambulance & Fire calls were slightly up from last month. Chief spoke briefly about some of the activities for the month noting a building fire at 164 Post Road, a motor vehicle accident with a car into a pole with power lines down at 360 Constitution Ave which had responding companies waiting 53 minutes for power to be killed before extricating 3 patients. Chief working with Eversource to find out the reasons why it took almost an hour to shutoff power in an emergency. Chief went on to note a call from USCG to assist in an medical intercept at Star Island, and a building fire at 100 Greenleaf Ave with crews managing to keep the fire contained to the garage before major damage to the home. Safety message recognized swimming pool systems and important safety inspections that should be done annually to ensure everything is working properly. Report (059), Fire and EMS Call Summary Reports, shows the department responded to 154 fire calls for the month of July and EMS activity was 328 for the month with the top three responses being for injury to head/scalp, abdominal pain/problems and weakness. There were 6 drug overdose/abuse and 76 non-transport. Report (060), FY24 Budget & FY25 Budget, Chief reviewed the budget reports with FY24 budget ending the year with a surplus of \$43K and FY25 budget being only one month in, with a slight surplus at this time. Report (061), 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 24-058 through 24-061, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

B. Staff Reports:

Chief McQuillen reported for Assistant Chief on facilities and operations happening within the department noting station 2 boiler repair with a hot water system failure. Hot water systems in the stations have been added to our maintenance plan. New ambulance contract has been received and order being placed. Anticipated delivery time is up to 29 months. Truck 5 had repairs to the coolant system. The NH Fire Academy, in conjunction with NH DES, put together a PFAS Containing Foam Take Back Program and the department was able to dispose of 110 gallons which is what was remaining in inventory. New SCBAs are now in service. We have one candidate starting August 27th and a second candidate in the background process. These 2 candidates will put us at fully staffed levels. Captain Kenneway continues to work on department EMS on-duty training programs and the scheduling of EMS refresher training for this fall. Data collection period has ended and we are working on compiling that

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data for submission to Medicare for the Medicare Ambulance Cost Recovery Audit.

Deputy Chief Howe reported on Fire Prevention Activity noting 42 permits issued and 55 inspections done. Prevention Officer Putney took part in a community outreach at Peer Connections, Prevention Officer Wheeler attended Portsmouth High School Life Skills Class along with Station 2 companies for "Local Super Hero Day". Department provided inspection and oversight of Independence Day fireworks. Commissioner Matthes inquired about the approvals not associated with FD permits and what that means. Deputy Howe replied stating it would be permits that are issued through the building department however, any new building that goes up the Fire Department has involvement in with regards to fire safety codes, egress, etc.

VIII. Old Business: None.

VIII. New Business:

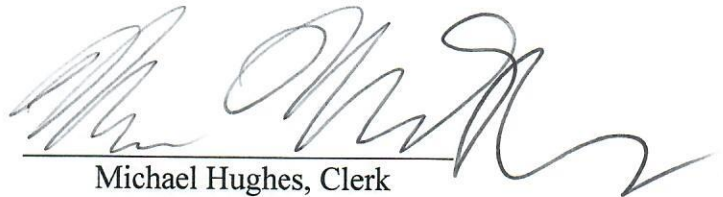
Motion, to enter into Non-public session at 1840 hours in accordance with RSA 91-A:3, II (a) for personnel matter, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.

Motion, to close and come out of Non-public Session at 1903 hours and return to public session, was made by Commissioner Hughes. Motion was seconded by Commissioner Matthes and passed unanimously.

Motion, to seal the minutes of today's Non-public session, was made by Commissioner Hughes. Motion was seconded by Commissioner Matthes. On a vote of 3-0, motion passes.

IX. Adjournment:

Motion, to adjourn at 1904 hours, was made by Commissioner Matthes. Motion was seconded by Commissioner Hughes and passed unanimously.


Michael Hughes, Clerk