

**Gilford Fire-Rescue
Board of Fire Engineers
19 March 2008**

The Board of Fire Engineers met in regular session on Wednesday, 19 March 2008 at 39 Cherry Valley Road, Gilford, New Hampshire.

Present: Chairman William Akerley, Engineer Philip Brouillard, Engineer Don Spear, Chief James Hayes, Deputy John Beland, Lt. Michael Balcom, FF. Jeffrey Madon and Executive Secretary Catherine M. Reitz.

Call to Order: The meeting was called to order at 0825 hrs.

I. Salute to the Flag: All recited the Pledge of Allegiance.

II. Adoption of Minutes: Minutes of February 21, 2008 were reviewed, motion to accept and were approved. Engineer Spear abstained. Motion carried.

III. Election of Chairman: Engineer Brouillard nominated William Akerley as Chairman of the Board of Fire Engineers for the years 2008 – 2009. Engineer Spear made the second. Vote was unanimous. Chairman Akerley thanked the Board and Staff for their support and vote of confidence.

IV. Budget Review:

A. 2007 Budget Review: The 2007 budget ended the year as currently indicated with a balance of \$48,471. There are minor outstanding invoices that may be taken from the 2007 budget. Changing the budget year from calendar to fiscal was discussed.

B. 2008 Budget: Nearing the end of the first quarter, the budget is nearly 25% expended. Residents voted to approve \$214,000 for 2008 ambulance replacement and \$50,000 to be appropriated to Capital Reserve for the second ambulance replacement scheduled in 5 years.

V. Apparatus & Equipment:

A. Engine 1: FF. DeCarli and Madon traveled to Pennsylvania to the KME factory last month. The purpose of this trip was to conduct the final factory inspection and to take loose equipment to be mounted. The engine is now in Massachusetts awaiting additional brackets. Expected delivery is this Friday. After the radios are installed and staff has had adequate training, Engine 1 will be placed in service by mid April.

B. New Ambulance: Four bids have been received with a price difference of \$156,141 to \$175,022. The low bid has been eliminated due to research of the experience of other departments with this manufacturer. Availability of the type of chassis requested was discussed. An Econo line type ambulance will be on demonstration this afternoon. Engineer Brouillard again expressed his opinion that the new ambulance be a four-wheel drive due to the landscape and environment of Gilford. He stated that the ambulance bay could be reconfigured and enlarged to accommodate the extra 4 inches four-wheel drive would add to the vehicle height. Chief Hayes will continue to work on bid specification. The current bids are effective until June 1st. If required, new specs may be put out for rebidding.

1. The rear step on Ambulance 2 was re-fabricated at Weld-Fab due to rusting.
2. Lakes Region Fire Apparatus repaired 5 valve leaks on Engine 2.
3. Chief Hayes commended FF. DeCarli for his work on fleet maintenance.
4. Irwin Motors will repair the Expedition.
5. DPW resolved the fuel leak in the Explorer.

D. Truck Committee Report: This committee has divided into sub groups to identify function, role and specific systems to spec the Rescue on its expected capability. Target date of replacement is 2010. Budget figures must be finalized by the third quarter of 2009 for the 2010 budget request. Extra room will be kept available for the possibility of new equipment.

E. Forestry Truck Project: The existing Forestry will be reloaded and equipped for the spring fire season. Winnepesaukee Truck will evaluate the second hand chassis for reliability.

F. SCBA: Non life threatening electronic issues and the response by the manufacturer are being tracked by Lt. Balcom on the breathing apparatus. If a resolution has not been satisfactorily completed by May, the manufacturer will be contacted again. None of these issues compromise the safety of the Firefighters. It was suggested that like model SCBA's of other Fire Departments be researched.

V. Training:

1. FF. Martin Barrett has become certified Firefighter Level I. His efforts were applauded.
2. FF. Madon is enrolled in the certified Company Officer Program.
3. Deputy Beland and Lt. Mercuri have become certified as Haz-Mat Technicians.
4. Adjustments have been made in the Training Schedule. Since EMS is an on-going training in itself, this component has been replaced with Pre-Plan training.
5. The Firefighter Stand Down scheduled for June 22nd will highlight the effort to reduce (Line of Duty Deaths) firefighter fatalities.
6. Deputy Beland will receive instruction on suppression systems in relation to large box stores and mills at the National Fire Academy in June.
7. The Community Citizen's Academy will educate elected officials on all components of the unique operations of the Fire Department.
8. The Lieutenant's Exam will be held in April.
9. Deputy Beland and FF. DeCarli are in Leadership Phase II at the Local Government Center. Lt. Balcom is in the freshmen Phase I class. Lt. Balcom is also enrolled in Leadership Lakes Region.
10. Gilford Fire, Police and School Department officials traveled to Florida earlier this year to participate in "Safe Schools Initiative" training. This group meets regularly to provide guidelines to staff and SRO's (Student Resource Officers) on emergency preparedness, lock down drills, safety and security.
11. FF. Mooney and DeCarli will attend ARFF – Aircraft Rescue Fire Fighter training.

VII. Fire Prevention:

Inspector Pendergast continues his work on regular annual building inspections as well as residential and preplans.

Will Drew of King's Grant Inn has appealed the requirement to install a sprinkler system to the State Fire Marshal. A meeting has been scheduled with administration, Fire Marshal Degnan and Mr. Drew. Oriental Gardens has submitted sprinkler plans to be incorporated in their newly

designed restaurant. Inspector Pendergast has been approached to assume a part time position as the Health Inspector.

VIII. Personnel:

A. Call Company: There are 23 Firefighters and EMT's as well as a Rescue Tech Specialist and a Safety Officer on the Call Company. There are three vacancies. FF. Proulx has provided orientation for the new firefighters. Ladder training will be held this Saturday.

B. Live-In Student Program: Engineer Brouillard moved to accept staff recommendation that Ryan Brown become the Senior Live-In Student and member of the Call Company. Engineer Spear made the second. Vote was unanimous.

C. Probation Status: FF. Proulx has completed all requirements to become eligible for full time status.

IX: Other Business:

A. Administrative Code Revision: Engineer Brouillard moved to elect Engineer Spear to serve as Clerk of the Board of Fire Engineers. Chairman Akerley made the second. Vote was unanimous. Engineer Brouillard moved to accept the changes in the Administrative Code as recommended by Chief Hayes. Engineer Spear made the second. Vote was unanimous.

B. Meeting Schedule & Information Preparation: The Board will maintain their meetings on the third Wednesday of each month at 0815 hours. Information packets will be available to the Engineers in the Station mailroom on the Friday prior to the regularly scheduled meeting.

C. 2nd Annual Awards Night: This special awards presentation and pot luck dinner will be held on 18 April 2008 beginning at 1830 hours at the Elks Club on Sugar Bush Lane. The Elks waived the hall rental fee in their appreciation of Firefighters.

D. Fire Act Grant: Engineer Brouillard moved to concur with and authorize Chief Hayes to apply for Fire Act Grant to purchase a washer/extractor for Protective Clothing. Engineer Spear made the second. Vote was unanimous.

E. Health & Safety Imitative Report: No report is available at this time.

F. Building Project Updates:

I. Stairs to Administrative Storage: This project will be completed after the builder finishes the dry wall.

II. School Storage: Nearly half of the school storage has been removed from the basement.

III. Mezzanine/Gear Room: All equipment and records have been removed from this area. Each piece of lumber will be carefully separated to be used in the construction of the new gear equipment area in the Administration Wing basement. The specialty trailers will be stored in the former mezzanine/gear room area.

G. Other: Power Stretchers for the new ambulance were discussed. FF. Madon distributed "Supporter" decals to the Engineers. These will be included in the bi-annual funding letter to residents.

With no further business, Engineer Brouillard moved to adjourn at 1059 Hours. Motion was seconded by Engineer Spear. Vote was unanimous.

Respectfully submitted:

Catherine M. Reitz
Executive Secretary