

**Board of Fire Engineer's Minutes**  
**January 21, 2020**  
**08:30 hrs.**  
**Gilford Fire-Rescue**

Meeting called to order by Engineer Spear at 08:30hrs.

Present: Chairman Akerley, Engineer Spear, Engineer Lyman, Chief Carrier, Deputy Ober, LT. DeCarli, FF. Mooney, FF Phillips, and AA Boulanger

Chairman Akerley led the Pledge of Allegiance to the flag.

Minutes of Previous Meetings – December 17, 2019

Motion by Engineer Lyman to approve the December 17, 2019 minutes, seconded by Engineer Lyman Spear. Chair Akerley Abstaining. Unanimously approved

**Report of the Fire Chief**

**Activities**

- Chief Carrier attended a Winnepesaukee Public Health Region meeting.
- Chief Carrier and a number of GFR staff finished AEMT Refresher classes, taught by FF/Paramedic Mello-Andrews.
- Served lunch at Gilford Elementary School.
- Attended 2 Selectmen's meetings.
- Taught a class in Tilton – Firefighting with Minimal Staffing.
  - Chief Carrier will provide another presentation at LRCC
- Attended the Annual Employee Christmas Luncheon.
- Participated in an interview for NH Fire Academy's Pro Board recertification.
- Briefly attended a LR Fire Chief's breakfast.
- Attended Department Manager's meeting.
- Covered for Lt DeCarli on Christmas morning for a couple of hours.
- Worked on NEAFC merger and personnel issues.
  - The vote will be on Feb 20, 2020
  - There is some opposition regarding the merger
- Attended a monthly NHAFC meeting at the NHFA.
- Held the first meeting to update the Town's Emergency Operations Plan.
  - Jane Hubbard Consulting is back with us this year to assist with the plan
- Conducted a few inspections.
- Attended a lunch at GHS and was presented with a wooden "thin red line" flag that the students had made. It is hung in the day room at the stairway landing.
- Attended an LRCC Advisory Board meeting.
- Attended the Public Hearing for the Town Budget.
- Spoke to the residents at Gilford Village Knolls II, regarding Fire Safety.

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**Budget**

- 2019 Budget
  - 2019 Budget Report provided to all Engineers
  - Remain in good shape.
    - Will be closed out this week.
    - Finished the year with a small surplus.
  - Building Maintenance is extremely over-spent
    - Basement Heat, Apparatus Floor Overage, Garage Door Opener, Propane Changeover.
  - Vehicle Fuels are over budget
    - This is primarily due to the new boat and the expense of boat fuel – Training
  - Vehicle Maintenance is under budget by more than \$12,000.
    - DPW does a fantastic job with keep all vehicles well maintained.
- 2020 Budget
  - Too early to have any report.
  - Public Hearing was last week. Deliberative Session is February 6, 7 pm.
    - At this time there appears to be no comments regarding the 2020 Budget

**Personnel**

- Preparing to administer a Lieutenant's Test.
- Preparing the hiring process – to start mid-April 2020
- FF Remick seeking approval to attend Paramedic Schooling.
  - **Motion to approve FF Remick to attend Paramedic Schooling in the amount of \$9500.00 by Engineer Spear. Seconded by Engineer Lyman. Unanimously approved.**

**Activity Log** January – December 2019 and January to date

- Activity Logs provided to the Engineers
- Chief Carrier presented a cumulative report spanning 15 years
- Finished 2019 – Busiest year, ever. 1737 Incidents. 1203 Medical Calls
- Data and Stats included in the Annual Reports.
  - Chief Carrier redesigned the Annual report.
  - Providing more detailed data/stat reports

**Training**

- Shifts have been conducting ice rescue training

**Operations – No updates**

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**Report of the Deputy Chief**

**Fire Prevention / Inspections**

- Activity report provided to the Engineers
- December was an average month for inspections
  - Inspection totals for 2019 @ 799 slightly up from 2018 @ 773
  - Revenues were slightly down from 2018
- Airport Plaza will be getting a new tenant (Tractor Supply). This will generate existing business to relocate, allowing Tractor Supply to be at the end of the building.
- In addition to Tractor Supply a new Real Estate office will be opening.
- The site study is 1.21.2020 for the Airport Plaza
  - Potential to make it on the January Planning Board Agenda

**Vehicle Maintenance**

- The new Forestry should be here by spring
- A2 is Out of Service
  - A2 will go back to the factory to have the warranty work completed on the paint in New Jersey
  - Originally this work was to be completely nearby. However, due to the extent of the work will need to go back to the factory

**EMS**

- New Stryker Stretcher has been delivered
  - General overview of the operating system and the ability of the new stretcher discussed
  - This will stay out of service
  - Once the new ambulance is complete and they are ready to install the bracket for the new stretcher, the equipment will remain here.

**Call Department**

- We have interviewed 5 prospective Call members. All 5 have advanced to the next step.

**IT**

- GFR is on schedule for computer upgrades
  - 1.28.2020 Mainstay will be on site to replace three computers.

**Old Business**

- 305.04 Training Agreement
  - Reviewed
  - No changes suggested

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**New Business:**

- Job Description – Firefighter Lieutenant – Review and Approval.
  - Brief discussion regarding the proposed changes
  - Update EMT-AEMT Requirements
  - Add NH Boaters License Required
  - **Motion to approve the Firefighter Lieutenant Job Description with changes by Engineer Lyman, seconded by Engineer Spear. Unanimously approved**
- Ambulance Request for Proposals
  - Chief Carrier has the new ambulance proposals ready to go.
  - Lt. DeCarli provided an overview of the bidding process for the new ambulance
    - **Motion to approve the start of the request for bidding for the new ambulance by Engineer Lyman, seconded by Engineer Spear. Unanimously approved**

**Other Business:**

- **Adjournment**
  - Motion by Engineer Spear to adjourn, seconded by Engineer Lyman. Unanimously approved  
09:38 hrs
- **Next Meeting Date:** February 18, 2020 @ 0830 hrs. Gilford Fire-Rescue

Respectfully Submitted

AA Charlene Boulanger