

Board of Fire Engineer's Minutes

March 17, 2020

08:30 hrs.

Gilford Fire-Rescue

Meeting called to order by Engineer Lyman at 08:45 hrs.

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

Excused: Engineer Spear,

Chairman Akerley led the Pledge of Allegiance to the flag.

Minutes of Previous Meetings – February 19 & 21, 2020

Motion by Engineer Lyman to approve the February 19 & 21, 2020 minutes, seconded by Chair Akerley. Unanimously approved

Report of the Fire Chief

Activities

- Attended services for Ret. Franklin Fire Chief Lachapelle's father.
- Conducted a number of hands on training sessions at the Training Facility – Focus on hose training.
- Conducted a few inspections.
- Attended a Selectmen's meeting.
- Attended a Department Manager's meeting.
- Took 4 days of vacation.
- Attended a MACE meeting regarding activities surrounding the Covid-19 outbreak.
- Attended a NHAFC monthly meeting in Boscawen.
- Attended a meeting at Laconia MS to discuss the possibility of establishing an acute care center on that site.
- Attended a special Selectmen's meeting regarding Covid-19
 - Reviewed the Draft Minutes form the recent Selectmen's meeting.
- Listened in on several State conference calls regarding Covid-19.
- Cancelled an out of state trip to Burlington, VT (assessment center assistance).

Budget

- 2020 Budget – Current copy distributed to the Engineers
 - A project that was not budgeted or predicted, but must be completed is to raise the 2 ambulance overhead doors. A new ambulance on a 4 wheel drive chassis with liquid springs will not fit in our current doors. Estimate \$5,000 project.
 - Lt. DeCarli provided an overview of the projected task to be completed
 - The person performing the work is a contractor that works with the Town of Gilford – Eric Gallagher

Personnel

- FF Nate Hanson has resigned due to health reasons. He and his family are fine. He has taken a job in Franconia with the Adaptive Ski Program at Cannon.
- New budget includes 2 new firefighters. Advertised to hire 3 firefighters.
 - Chief Carrier utilized social media to post the open positions.

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Activity Log: January – February 2020 and March to date:

- Reports provided to BOE
- At the end of February we were 50+ calls behind the first two months of 2019. Both Jan and Feb of 2019 were record high incident counts for each month.
- March 2020 (through 3/15) – 59 incidents. On pace to do 122. Average March is 115.
- Covid-19 – no incidents. We know of 2 people tested in Gilford and were negative.

Training

- Conducting shift training with each shift at the Training Facility over the next 3-4 months. Pulling and advancing hose lines. Basics. Hands-on.

Operations

- Policies and Procedures
 - Deputy Ober has reorganized, cleaned up, and updated our policies, procedures, and directives. They are easily accessed electronically.
 - Covid-19 – There has been a tremendous amount of information sharing, coordinating, and meetings regarding the virus since last Monday. We are very concerned for the potential workforce implications the disease may have if it hits us. We do expect the numbers to increase before they decrease.
 - Chief Carrier is working closely with our mutual aid partners, the Public Health Network, and State authorities.
 - Chief Carrier has had regular contact with the Town Administrator and with Superintendent of Schools Kirk Beitler.

Report of the Deputy Chief

Fire Prevention / Inspections

- Activity report provided to the Engineers
- Coors Lite VIP Club will require sprinkling – full review in process
- Garden Hill Drive
 - There are approximately 4-5 single family homes being planned
 - There are three lots left to develop
- Airport Commons is moving along
 - Gilford House of Pizza has started developing the new location
 - CED has moved to their new location in Laconia
 - Still waiting for information for Tractor Supply

Vehicle Maintenance

- Engine 3 – light tower and voltage issue.
 - A broken wire appears to be the issue
- Ambulance 2 – paint.
 - March 30th is the projected completion date for the work being performed

EMT

- Re-certifications are almost completed

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Call Department

- Orientation started March 6-8, 2020
- Two of our new members have already arrived to cover, as calls arise

IT – No update

Old Business

- Town of Gilford – Personnel Policies Effective July 01, 2018 –last reviewed March 13, 2020
 - **A motion to adopt the town personnel policies as approved by the Board of Selectmen as outlined in the March 13, 2020 meeting minutes by Engineer Lyman, seconded Chair Akerley. Unanimously approved**

Old Business - Non-Public Session

- **RSA 91-A:3, II (c)** *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
- **A motion to move into non-public session at 09:11 by Engineer Lyman, seconded by Chair Akerley. Unanimously approved**
- **A motion to move back into Public Session at 09:48 by Engineer Lyman, seconded by Chair Akerley. Unanimously approved.**

New Business:

- Ambulance Bids – Lt. DeCarli
 - Chief Carrier provided a written outline of the ambulance bidding outcome
 - Lt DeCarli provided additional information regarding how the four bids were reviewed and how they came to the final decision. The prices below do not reflect the additional \$9,000.00 for radio equipment.
 - PL Custom \$251,365.00 - \$258,504.00
 - Horton \$248,562.00 - \$255,986.00
 - Life Line \$261,275 - \$255,115 – Adv. price savings
 - EAV \$205,657.00 – quote was too vague and did not provide information needed
 - **Motion to approved presenting tp the selectmen with Lt. DeCarli's recommendations of Life Line to provide the new ambulance, not to exceed the town warrant of \$275,000.00 by Engineer Lyman, seconded Chair Akerley. Unanimously approved**
- **Adjournment**
 - Motion by Engineer Lyman to adjourn at 10:26 am, seconded by Chair Akerley. Unanimously approved
- **Next Meeting Date:** April 21, 2020 @ 0830 hrs. Gilford Fire-Rescue

Respectfully Submitted

AA Charlene Boulanger