

Gilford Fire-Rescue
Board of Fire Engineers
21 February 2008

The Board of Fire Engineers met in regular session on Thursday, February 21, 2008 at 39 Cherry Valley Road, Gilford, New Hampshire.

Present: Chairman William Akerley, Engineer Philip Brouillard, Chief James Hayes, Lt. Frank Latosek, FF. Charles Campbell and Executive Secretary Catherine M. Reitz, as well as two members of the public.

Excused: Engineer Mark LaBonte

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 January 16, 2008 meeting were reviewed, motion to accept and were unanimously approved.

III. Budget Review:

A. 2007 Budget Review: Other than several outstanding invoices encumbered, the 2007 budget should have a \$50,000 balance.

B. 2008 Budget: There were no objections presented at the budget Public Hearing. Expenses are limited to payroll and necessary repairs until the election of March 11th.

IV. Apparatus & Equipment:

A. Engine 1: The final inspection of the new engine will be conducted at the factory in Pennsylvania the first week of March. Miscellaneous equipment will be mounted at that time. Expected delivery is scheduled for mid March. The leasing agreement was resolved

B. New Ambulance: Bids for the new ambulance are due tomorrow. A demo is on loan to study a different type of chassis. Engineer Brouillard expressed his concern that the new ambulance should have 4-wheel drive to improve driving safety. Chief Hayes explained that this option was not included in the bid specifications. Also, 4-wheel drive will add to the height of the new ambulance and it is unlikely that it would fit in the bay, however an addendum will be requested of all companies to add this option to their RFP's. The Truck Committee will study the RFP's and will report to the Engineers at the March meeting.

C. General Repairs:

1. 8A2: Winnepesaukee Truck identified several air leaks in the system. They replaced the air bags repairing the leaks. As a result, the ride and stability has improved.

2. 8E2: Three of the five batteries were dead. All were replaced yesterday.

3. 8C2: Irwin Motors will repair the electrical module.

D. Truck Committee Report: This Committee will meet next week.

E. Forestry Truck Project: The chassis from DPW is now available. Due to many factors, it

will not be reconfigured into the new Forestry until summer.

V. Training:

On February 16th, the Gilford Professional Firefighters were honored to host Retired New York City Fire Department Chief Vincent Dunn who presented a seminar on *Firefighting Strategy and Tactics Training*. Over 150 firefighters from New England states participated. Based on positive evaluations this program was very successful. Similar training will be planned for the future.

The two major training props are in production which will be used for multiple training evolutions.

Deputy Beland reported that permanent and Call Company staff participated in over 5000 man-hours in 2007. FF. Barrett is testing this week for FF Level I.

Deputy Beland and Lt. Mercuri will participate in an 80-hour Haz-Mat Technician Course in March.

GF-R will host New Hampshire Fire Academy Haz-Mat training in April and Decontamination training in May. Upcoming training will put an emphasis on preplans.

Single fire departments do not have the resources to deal with technical rescue operations, therefore Gilford, Laconia, Franklin, Tilton/Northfield and Belmont have combined efforts to establish a Technical Rescue Committee to develop scenarios and formulate plans to coordinate rescues.

Gilford is partnering with Gunstock Ski Area for a major rescue drill to be held in April. David Stamps will video this drill.

Permanent and Call Company staff have done an outstanding job in outfitting the Rescue Trailer. Chairman Akerley applauded the collaborative effort of the Permanent and Call Company staff.

VI. Fire Prevention:

In order to avoid the tragedy that occurred at the Rhode Island night club, two night club businesses in Gilford were notified three years ago that due to their occupancy load and type of business, a sprinkler system must be installed in their buildings by April 2008. Plans have been submitted by one.

A 78-unit hotel complex is proposed for Gilford Commons. We are participating in the Safe School Planning Project. TD BankNorth has acquired Nadia's. Cumberland Farms sold their property on Lakeshore Road to Irwin Motors.

VII. Personnel:

A. Call Company: Engineer Brouillard moved to accept Chief Hayes' recommendation and hire EMT Sharon Hannafin and FF. Paddric Weller to the Call Company. Chairman Akerley made the second. Vote was unanimous. The Call Company performance evaluation packet will be available at the March meeting.

B. Live-In Student Program: Ryan Brown has been chosen as the Live-In Student candidate.

VIII. Other Business:

A. Administrative Code: The Town Administrator briefed the Chief and Deputy on the Administrative Code. Each department manager was asked to review the changes. Chief Hayes will submit his changes to the Board of Fire Engineers for their approval at the March meeting.

B. ISO Report: Chief Hayes, Deputy Beland, Mutual Aid Chief Doug Aiken and Deputy KG Lockwood met for five hours with the representative of ISO last month to dispute the negative discrepancies in their recent report that could affect our insurance rating. The last ISO assessment was conducted in 1985 and our protection class has not changed since then. The goal of the meeting is to prove that several items in the report are fallacies and once corrected, a subsequent evaluation will provide Gilford with a more reasonable rating. Some items were incorrect in the report and were changed to benefit us. Other items including documenting the Fire Department phone number under "Fire" in the phone book, preplanning, use of the New Hampshire Fire Academy for staff training, long range water supply plan and other documentation will affect our rating. It is our hope that by 2009 with improvements made for fire suppression and documentation, residents can see a reduction in their homeowners insurance. Chief Hayes will make this report to the Board of Selectmen upon the request of the Town Administrator.

C. 2nd Annual Awards Night: The Awards Night will be held on April 18th.

D. Building Project Updates:

1. Stairs to Admin Storage: The stairs have been installed to the basement.
2. School Storage: The school department will remove all documents stored under the Administrative Wing of the Fire Station by 3/31/08.
3. Mezzanine/Gear Room: Chief Hayes and FF. DeCarli have designed the layout organization of the Annex. All records stored in the Mezzanine have been relocated there. The used lumber from the demolished Mezzanine and old Weight Room will be used in the basement.

E. Employee Evaluations: Administration and staff have modified fire department employee evaluations. The Town Administrator has suggested that all departments town-wide adopt the revised versions which are more specific to related fields and less ambiguous.

IX. Non Public Session Per RSA 91-A:3 II (a): Engineer Brouillard moved to enter Non Public Session at 1028 hours. Chairman Akerley made the second. Vote was unanimous. Also present were Chief James Hayes, Deputy John Beland and Executive Secretary Reitz. Engineer Brouillard moved to exit Non Public Session at 1102 hours. Chairman Akerley made the second. Vote was unanimous. No action was taken in Non Public Session.

Engineer Brouillard exited the meeting at 1105 hours.

With no further business, the meeting adjourned at 1130 hours.

Respectfully submitted:

Catherine M. Reitz
Executive Secretary

