

**Gilford Fire-Rescue
Board of Fire Engineers
14 July 2009**

The Board of Fire Engineers met in regular session on Tuesday, 14 July 2009 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. Frank Latosek, FF. Scott Mooney and Executive Secretary Catherine M. Reitz.

Engineer Brouillard exited the meeting at 0923 hours.

Call to Order: The meeting was called to order at 0820 hours.

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

II Adoption of Minutes: Minutes of 16 June 2009 meeting were reviewed, motion to accept and were approved. Motion carried.

III. Budget Review:

A. 2009 Budget: Overall, the y-t-d budget is on target with the exception of the overtime line item.

The Board of Selectmen, at their June 24th meeting, reversed their policy under VII.7 B2 now allowing and authorizing vacation leave be considered as hours worked. This will now allow for employees who take vacation in the same work week to be eligible for overtime paid at time and a half. Engineer Spear moved to accept the Selectmen's changes to this portion of the Personnel Policy. Engineer Brouillard made the second. Vote was unanimous.

The Finance Dept. is having software issues that cause encumbered funds to be deducted multiple times in several line items as well as the Capital Reserve.

B. Ambulance Supply Account: Effective September 1st, LRGHealthcare will bill ambulance services for restocking supply items used in transports. Based on preliminary research, this could possibly add up to \$8,000 to the Ambulance Supplies line item which will be included in the 2010 proposed budget. The hospital will bill at their cost. Expired drugs may be returned to the hospital for fair exchange of new drugs.

C. 2010 Budget Development: Chief Hayes and Deputy Beland will begin formulating the Capital Improvement Plan which is due the end of August. No deadline has been set as yet for presentation of the Operating budget. In 2010, all departments will see an increase in building operating expenses such as heating fuel, electricity, as well as benefit costs, etc. that will more realistically reflect actual departmental expenses.

IV. Personnel:

A. Call Company Status

I. Resignations: FF/EMT's Eian Darling and Nicholas Wawrzynski have tendered their resignations from the department due to a time commitment issue for Mr. Darling and

relocation out of area for Mr. Wawrzynski.

II. Several applications are on file for the above openings and others have made inquiries into the process of becoming affiliated with the department.

III. Samuel Adams has had a success first semester of Anatomy & Physiology. He next travels to Dartmouth College for additional courses.

V. Apparatus & Equipment:

A. Forestry Truck Project: Forestry I was in service for a time last week prior to the transmission failing. DPW is rebuilding it and it should be ready soon. Gator Signs did a fine job with the lettering.

B. Fire Boats:

1. 8 Boat 1: Dave's Motorboat Shoppe is changing filters and fuel treatment to include ethanol.

2. New Inflatable: 8B2 is in service and all shifts have had an opportunity to train on it.

C. Engine 2: This engine has experienced the same front end/uneven tire wear as it did last year. It was taken to Donovan Springs this morning for diagnosis and repairs.

D. Ambulance 2: Last year, Merrill Radiator repaired the a/c on A2. It will be delivered there tomorrow for the same issue.

E. Car 3: This vehicle will be delivered to us by next week. Gator Signs will affix decals and lettering.

F. Car 2 & Utility 1: Rust issues need to be addressed on both these vehicles soon._

VI. Training:

A. Deputy's Report:

Matthew Langley and Jason DeCoff are enrolled in FF Level I at the Fire Academy beginning next month. FF. Barrett, Beaupre and Beaulac have applied and are awaiting acceptance into FF Level II starting in September.

LRGHealthcare is hosting several third year medical students from the New England College of Osteopathic Medicine. The dual purpose is to expose the students to actual field emergency medical situations and secondly, to hopefully recruit them to establish their practice in the Lakes Region. Beginning August 2009 through July 2010, each Wednesday, these students will rotate between LRGH, Franklin Regional Hospital, Laconia Fire-Rescue, Franklin Fire Dept. and Gilford Fire-Rescue. According to Dr. Racicot, these students will work under the supervision of the highest medical authority; in our case that would be either be a paramedic, intermediate or a basic level EMT. Insurance will be provided under Dr. Racicot's license, the hospital, the college and/or the student's personal insurance. Each student will be required to sign a Fire-Rescue waiver.

The Chief of Saco Maine Fire Dept. has expressed an interest in providing a weekend training session based on our simulation software.

An After Action Report of the May '09 Tower Drill has been developed. A follow up Drill, utilizing the AAR, will be held the first weekend in October.

Five Call Staff have successfully become Rescue 1 operators.

Training Structure Proposal: Chief Hayes met with the Board of Selectmen last week regarding the plan to excavate the rear banking of the Fire Station and install 7 Convex trailers as a training complex. The two Selectmen present split the vote resulting in its failure. Both Selectmen were in complete support of the project, but not on the Town

campus for esthetics reasons. They were also pleased that tax payer funding will not be used for this endeavor. Town Administrator Dunn will assist Fire personnel in locating a more appropriate setting.

VII. Fire Prevention:

This week, several staff participated in a program sponsored by Lakes Region Community College for middle school students who may be interested in a career opportunity in the medical field.

VIII. Other Business:

Public Officials Day: The NH Fire Academy will host Public Officials Day on October 3rd from 8 AM to 3 PM. The Selectmen, Town Administrator and Chairman of the Budget Committee will also be invited to attend. Chairman Akerley will attend.

Old Home Day: This annual event is the 29th of August. Engineer's marching in the parade are to be at the Station by 9:30 AM.

A cardiac diversion protocol to transport active heart attack victims to either Concord Hospital or to CMC is in process. The goal is to have this in place by February 2010 for Laconia, Franklin and Gilford Departments; however since we already have the capability of faxing EKG's to LRGH we will be ready by September 1st.

Chief Hayes, Deputy Beland and the Dept. Paramedics will address the cost recovery proposal of paramedic intercepts from Alton prior to Alton's budget process.

Chairman Akerley inquired as to the progress with Comstar past due billing issues.

With no further business, the meeting adjourned at 1002 hours.

Respectfully submitted:

Catherine M. Reitz

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Executive Secretary

Preliminary
Subject to Board Approval