

**Gilford Fire-Rescue  
Board of Fire Engineers  
12 May 2010**

The Board of Fire Engineers met in regular session on Tuesday, 12 May 2010 at 39 Cherry Valley Road, Gilford, New Hampshire.

Present: Chairman William Akerley, Engineer Philip Brouillard, Engineer Don Spear, Chief John Beland, Capt. Michael Balcom and Executive Secretary Catherine M. Reitz.

**Call to Order:** The meeting was called to order at 1701 hours.

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

**II. Adoption of Minutes:** Minutes of 20 April 2010 meeting were reviewed, motion to accept and were approved. Motion carried.

**III. Budget Review:**

**A. 2010 Budget:** The budget is adequately expended. The phone and ambulance supply accounts are of concern. Ms. Reitz will request a breakdown of the phone account from the Finance Office to determine why this account is 54% expended at this point in time. Lt. Andrews will closely monitor ambulance supply expenditures.

**IV. Personnel:**

**A. Deputy Chief Vacancy:** Chief Beland met with representatives of the LGC (the Local Government Center) and a private career recruiter for the purpose of hiring a Deputy Chief. Based on his findings, Engineer Brouillard moved to engage the Local Government Center to act as our agent to advertise, collect applications, and preliminarily screen applicants for the position of Deputy Fire Chief. Engineer Spear made the second. Vote was unanimous. Three to five candidates will be selected. Chairman Akerley will participate in the interview process along with the Chief and Officers.

**B. Firefighter Hiring List:** Lt. Richard Andrews facilitated the testing and interviewing process to develop a Firefighter hiring list which will be in affect for one year.

**C. Lieutenant Hiring List:** Two members of the department participated in the Lieutenant's exam/assessment center conducted this week. The results will be presented to the Board of Fire Engineers at the special meeting in June. This

process allows for firefighters to temporarily serve out of rank for a 1-year period.

**D. Call Company:** Capt. Balcom reported that there are twelve applicants for the seven positions open on the Call Company roster. Testing and interviewing is in process. Results will be presented to the Board of Fire Engineers at their special meeting in June.

#### **V. Apparatus and Equipment:**

**A. Breathing Apparatus:** The Breathing Apparatus is expected to arrive this Friday, May 14<sup>th</sup>. All but two firefighters have been FIT tested for the masks. These will be FIT during training by the BA technician. Expected time to be placed in service is within one month after inventory and training is accomplished.

**B. 8 Utility 1:** The pick up truck is at Bayview Auto Body this week for rehab/paint and repair of the tail gate.

**C. Engine 2:** Engine 2's springs were evaluated at Donovan Springs today upon the recommendation of the Town Mechanic. Engineer Brouillard moved to authorize Donovan Springs to upgrade the spring arch for a price not to exceed \$1800.00. Engineer Spear made the second. Vote was unanimous.

#### **VI. Training**

**A. Training Facility Fund Raising:** The Gilford Firemen's Relief Association obtained a line of credit against their assets to purchase all the containers and equipment to construct the Fire Training Facility. Fund raising will continue to repay this expenditure.

#### **VII. Fire Prevention:**

No reports at this time.

#### **VIII. Other Business::**

**A. Special Meeting:** A special meeting of the Board of Fire Engineers will be held in early June; date to be announced.

**B. Comstar:** The Board of Selectmen wrote off \$130K of uncollectible ambulance transport debt from Comstar earlier this month. As a result, the Selectmen assigned the Finance Director the responsibility of investigating how much uncollectible debt occurs from transports from the Gunstock Recreation Area. Current collection rates are within the range to be expected.

#### **IX. Other Business:**

**A. Decon Room Project Status:** Now that the fiberglass has cured, Firefighter Charles Campbell will install the wall panels. A plumber will complete reinstallation of the sink making this project complete.

**B. Coverage:** Until the time a Deputy is hired, Capt. Balcom will assume the responsibilities for the Department whenever Chief Beland is not available.

**C. Retired Chief Hayes:** Chief Hayes' retirement party will be held at Gunstock Recreation Area on 22 May.

**X. Non Public Session Per RSA 91-A:3II (a) – If Needed:**

Engineer Brouillard moved to enter Non Public Session at 1746 hours. Engineer Spear made the second. Vote was unanimous. Also present were Chief Beland and Executive Secretary Reitz. Engineer Spear moved to exit Non Public Session at 1759 hours. Engineer Brouillard made the second. Vote was unanimous. No action was taken.

With no further business, the meeting adjourned at 1701 hours.

Respectfully submitted:

*Catherine M. Reitz*

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Executive Secretary

*Preliminary Subject to Board Approval*