

**Gilford Fire-Rescue
Board of Fire Engineers
2 June 2010**

The Board of Fire Engineers met in special session on Wednesday, 2 June 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, FF. Dominic DeCarli, FF. Jeffrey Madon and Executive Secretary Catherine M. Reitz.

Call to Order: The meeting was called to order at 0827 hours.

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

II. Apparatus and Equipment:

A. Rescue Refurbish: FF. DeCarli reported the Truck Committee's results on quotes obtained for the refurbishment of the Rescue. The Truck Committee consisting of Co Chairs FF. DeCarli and FF. Madon along with Lt. Richard Andrews, FF. Nicholas Proulx and Lt. David Low were commended by the Board and Chief Beland for their five-months of diligent work to prioritize the list of repairs and research the best vendor to complete the refurbishment. Working with the budget of \$85,000 Valley Fire Equipment of Bradford, NH itemized the repairs required and submitted a quote for \$79,478. Geoff Ruggles, Finance Director ensured the Committee that the five quotes required due to the cost exceeding the \$50,000 cap was not necessary as long as capable vendors within a 1.5-hour radius were solicited. Valley Fire Equipment is a single source vendor meaning that the truck repairs as well as the painting can be done at the same location. This will allow for less time out of service. The lettering will be completed by Gator Signs. A balance of \$1600 has been reserved. The Rescue will be delivered to Valley Fire Equipment 21 June (after Bike Week). Expected return is 10 – 12 weeks. Forestry 1 will house the extrication tools for MVA's, the SCBA and Rescue Trailers will hold other equipment with the remainder to be stored at the Station. Engineer Brouillard moved to authorize Chief Beland to sign the Contract authorizing Valley Fire Equipment to refurbish the Rescue for \$79,478. Engineer Spear made the second. Vote was unanimous.

III. Personnel:

A. Deputy Chief Vacancy: Chief Beland distributed the proposed advertisement to hire a Deputy Fire Chief. Tomorrow he and Chairman Akerley will meet with Scott Weden, the Local Government Center representative handling the hiring procedures. The advertisement will be placed in the Concord Monitor, Foster's Citizen and the Union Leader in the Sunday edition for one day. New Hampshire, Maine and Vermont Fire Academies as well as New England municipal, state and Fire Chief's websites will also post the announcement.

B. Firefighter Hiring List: Captain Balcom reported that Lt. Richard Andrews facilitated the testing and interviewing process to develop a Firefighter hiring list. Engineer Brouillard moved to establish the firefighter hiring list based on the presentation of the ten successful candidates effective 31 May 2010 to 31 May 2011. Engineer Spear made the second. Chairman Akerley recused himself from this vote.

C. Lieutenant Hiring List: Engineer Brouillard moved to authorize FF. Madon to serve in the position of Lieutenant/Temporary Serving Out of Rank (TSOR) based on his test/interview results. Engineer Brouillard stated whereas the Department requires two employees TSOR, he moved to authorize Chief Beland to begin the process of retesting for this position as soon as possible. Engineer Spear made the second. Vote was unanimous.

D. Call Company: The Call Company-EMS Committee comprised of Capt. Balcom, FF. Patrick McGonagle and Paramedic Rae Mello-Andrews conducted testing and interviews for four applicants for the two vacancies. Engineer Brouillard moved to accept the Committee's recommendation and offer Call Company-EMS status to Brett Scholbe and Susan Brown. Engineer Spear made the second. Vote was unanimous. The Call Company – Fire Committee is comprised of Capt. Balcom, Paramedic Rae Mello-Andrews and FF. Martin Barrett conducted testing and interviews for six applicants. Engineer Brouillard moved to accept the Committee's recommendation and offer Call Company-Fire status to Roger Ellsworth, Chris Scholbe, Tim Jalbert, Samuel Adams, Damien Sevin and Kaitlin Olsen. Engineer Spear made the second. Vote was unanimous. Engineer Brouillard commended both committees. All newly hired Call Company staff will live within a 10 minute radius of the Station for sufficient response time.

E. Live-In Student Program: Engineer Brouillard moved to approve FF. Ryan Cronin of Nashua as the Senior Live-In Student for the term 2010 – 2011. Engineer Spear made the second. Vote was unanimous. FF. Proulx is conducting Freshman Live-In Student interviews and ride time. Two students are competing for this position.

IV. Training

A. Training Facility Fund Raising: The weekend Yard Sale realized a profit of \$2,160 with another \$400 collected from the Gilford Fire-Rescue staff Cookbooks. Tonight is the Live Auction at Patrick's Pub & Eatery. Chief Beland will complete the grant application to Franklin Savings Bank. Tilton Trailer will deliver the containers in the near future. Belknap Landscape will set the containers with their crane. The committee will design the layout of the Facility. A specific name for the Facility has not been decided upon as yet.

V. Other Business:

A. Use of Light & Sirens: An SOP is in place to cover this issue. There have been no problems in this area.

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

Engineer Brouillard moved to enter Non Public Session Per RSA 91-A:3II (a) at 0920 hours. Engineer Spear made the second. Vote was unanimous. Also present were Chief Beland and Executive Secretary Reitz. Engineer Brouillard moved to exit Non Public Session at 0931 hours. Engineer Spear made the second. Vote was unanimous. No action was taken.

With no further business, the meeting adjourned at 0945 hours.

Respectfully submitted:

Catherine M. Reitz
Executive Secretary

Preliminary Subject to Board Approval

