

**Town of New Boston**

**Board of Fire Wards**

**August 22, 2022**

Fire Wards in attendance at the meeting were Chief Plourde, Brian Dubreuil, Derek Danis, Brandon Merron, Joe Segien and Dick Moody. Wayne Blassberg joined the meeting at 7:14 pm.

Also present was NBFD Interim Assistant Administrator Laurel Flax.

The meeting opened with the Pledge of Allegiance at 7:02 pm.

**Public Comments:** None

**Appointments:** None

**Old Business:**

**Item 1.** Discussion and approval of minutes from August 8 meeting. Brandon Merron made a motion to accept the minutes from the August 8 meeting. The motion was seconded by Joe Segien. All were in favor. The motion passed.

**Item 2.** CIP Status

- Chief Plourde and Derek Danis went through the new CIP forms and the equipment forms look ok.
- Derek Danis met with Fred Hayes to discuss how to address delays in ordering vehicles
  - We will need to put in a Warrant Article for early withdrawal of funds for 2025 due to delays in ordering.
  - This Warrant Article is a placeholder and is specific to withdrawal of funds for a particular vehicle.
- Funds for the New Utility have already been pulled and that is why we need the numbers to order by October.
- Derek Danis indicated that we need to add equipment to the CIP for the items listed in the Project Management Spreadsheet.
- Chief Plourde stated that there are a number of high dollar items that should be added from the list:
  - PPE - 10 Year Cycle
  - Generator Station– 15 Year Cycle
  - Thermal Imager Cameras (3) - 10 Year Cycle
  - Mobile and Portable Radio Upgrade– 10 Year Cycle
  - Jaws of Life – 12 Year Cycle
- There was a discussion of PPE Gear
  - Chief Plourde indicated that we need a list of people and when they got gear to determine when replacements are due. Also, the Serial Numbers and Date of Manufacture for all gear should be recorded. Some gear may need replacement at 6-years rather than 10.

- Brandon Merron added that we still have money for gear in the current budget and there is also some gear money in the ambulance funds.
- Derek Danis will send an email to all active members and create a spread sheet showing gear and dates of acquisition.
- Brian Dubreuil added that gear for the Per Diem people could be an issue and Brandon Merron added that we need to have gear for new people. Chief Plourde said that it is currently taking 4-months to get gear so that we may need to rent gear for new people until their gear arrives.
- Brian Dubreuil indicated that PPE CIP needs to be set up to use the money until it is spent so that it can continue past the year allocated if needed.
- Derek Danis suggested pre-ordering some regular sizes to have on hand for new people and ordering gear as soon as a person comes on to the department. Derek Danis also indicated that we have ordered gear and had it billed by the end of the year when it arrives the following year.
- Brian Dubreuil and Brandon Merron indicated that the new TCP/Aladtec software will track gear in addition to certifications.
- Derek Danis and Chief Plourde will meet to put an action plan together for PPE.
- October 12, 2022 at 6:30 pm is our night to present to CIP
- Chief Plourde will also request that Car 1 funds be released.

### **Item 3: Budget Status**

- Chief Plourde indicated that the budget is not bad as it stands for this year.
  - There are still some funds for Truck Safety Equipment for this year.
  - He has asked the officers to indicate what is needed soon so that it can be ordered by the end of the Year.
  - Brandon Merron suggested a new Port-a-Tank. Joe Segien or Derek Danis will order it.
  - Budget is overspent on vehicle maintenance.
  - Dick Moody added that Car 1 passed inspection and we are waiting for the bill for repairs.
  - The Emergency Calls budget still looks good but there are big hits coming from Structure Fires and Mutual Aid Calls.
  - Derek Danis indicated that we have exceeded the diesel budget due to the increased price for diesel fuel and the number of calls.
  - Chief Plourde and Brian Dubreuil are meeting with the Town Administrator on Wednesday morning.
  - Chief Plourde asked that Brandon Merron, Joe Segien and Rich Little put together a budget for Items and Equipment for 2023.
  - Brian Dubreuil indicated that the Per Diem slots are getting filled up with our people and the new person from Goffstown.

#### Item 4. Fire Station Committee

- Brandon Merron indicated that there will be a public live-streamed meeting at the library on August 30. The 3-Selectmen, the Town Administrator and all Fire Wards will be there. Police Chief Brace is also expected to be there.
- There was a suggestion from a resident to put up a metal building for the trucks at the new site and use the existing station for living quarters. There are many issues with this concept.
- Brandon Merron suggested using Brian Dubreuil's monthly newsletter statistics in preparation for the meeting – we want to be sure to have an agenda and plan on what we will say so that we will be prepared.
- Brandon Merron stated that there is still a debate about Safety Complex vs. Fire Station.
- Chief Plourde indicated that the Select Board has the final say, but the Fire Wards have many more years of experience in the Fire Service and have valuable input into what is needed for a Fire House.
- Derek Danis emphasized that we need to hear from the Nay-Sayers so that we can address their concerns.
- Brandon Merron indicated that we have been put on notice by Primex that our existing station is not sufficient. Some of the structural issues with the building cannot be fixed. No one is losing their insurance, but we do need to address all the issues listed.
- Brandon Merron added that the Fire Station Committee is on board with the new station.
  - They have had 2-Meetings and have done introductions.
  - All but one are in agreement about what we are doing
  - Brandon Merron would like one of the Towns people on the committee to take the lead.
- Brandon asked the design team about changing the building design and was told it is not as easy as cutting things off. They will wait to modify the design until after the meeting on the 30<sup>th</sup>.
- Brandon indicated that we are hoping to get the cost down to \$6-7 Million, but until we know what we are building, we cannot have good numbers.
- Brian Dubreuil added that we should list our needs and then let the Town decide what they want to do.
- Wayne Blassberg indicated that there was a document with the police requirements that we could compare to our requirements. Brandon has that document and will send to the group.
  - Chief Plourde emphasized that we do not want to pit one department against another. We should articulate our needs:
    - Deficiencies in current station
    - Ability to respond to calls
    - Health and safety for our employees
    - Primex Report issues
    - Brian Dubreuil added Recruitment and Retention – within 5-years we will be looking at full time people and we need somewhere to put them.

**Item 5: Forestry 1**

- Brandon Merron stated that he has not gotten Forestry 1 back to his shop at Brazecom to finish working on it.
- Brandon Merron also stated that Forestry 1 went to a call and was struggling for power. He suggested taking it in to TMS to plug into computer, take it for a ride up a hill and figure out what the problem is.
- Brandon Merron also indicated that the brake light stays on and beeps when you release brake – he believes this is a sensor issue. Also, we are waiting for parts for the front lights.
- Dick Moody and Joe Segien discussed some additional modifications to Forestry 1. Joe Segien has a list for the Forestry 1 Rehab and will send it to all.

**Item 6. New Ambulance 1**

- Fire Wards signed the Purchase Order for radios for the new Ambulance so that the radios can be ordered to arrive by the time the Ambulance arrives in February.
- P.L. Custom has indicated that delivery of the new Ambulance 1 will be in February 2023.
- Gina Catalano has checked the specs and Brian Dubreuil thinks it is all set.
- Chief Plourde suggested keeping the existing Ambulance 2 as a reserve/standby.
- Dick Moody is concerned that we are getting too many vehicles and if we keep Ambulance 2 without running it regularly, it won't last.

**Item 7. Utility 2 Replacement**

- Joe Segien is concerned with the size requirements needed to fit in our existing station.
- Joe Segien will discuss the needs assessment for the Utility at the next Officers' Meeting.
- Brian Dubreuil or Joe Segien will send email to the Officers to get their needs assessment prior to the meeting.
- Brian Dubreuil indicated that this should be a Support Vehicle and a Light Duty Rescue with Hazmat Equipment.
- Brandon Merron started a discussion of the existing Utility 2 which we plan to keep as a staff vehicle.
  - Need to get weight out of it – remove Air Cascade and use extra air bottles on trucks
  - Chief Plourde suggesting selling the body that is on it and getting a flatbed.

**Item 8. Storage Container Project**

- Joe Segien reported on the Storage Container Project
  - Fortin does not have any containers available.
  - Central School is not moving their containers until October, so that is not an option.
  - Working with Page Street to get a 40' Container.
  - Pad still has an 8" difference in height from front to back such that we may have to block the end in back to level it. There have been issues with getting the Town to level it.
- Chief Plourde indicated that the dumpster needs to be removed. Brandon Merron stated that he could do it, but will need some notice.
- Chief Plourde suggested that the monthly cost of the container should be charged to the Town Credit card to make billing easier.

- There was some discussion that we might need to landscape around container to make it more acceptable for our neighbors.

#### **Item 9. AFG Grant Update and Status**

- Brian Dubreuil reported on the FEMA Awards.
  - We have not heard anything about the grant we requested for 2-Cardiac Monitors and a Lucas.
  - One round of awards went out so far.
  - Grants come out 2-times a week until the money is spent
  - Rejections go out after all the awards are done with an explanation for the rejection.
- Derek Danis asked if the Cardiac Monitors are in the Ambulance Budget. Brian Dubreuil indicated that Dan MacDonald had put them in since we need new ones regardless of whether or not we get the grant. Gina Catalano has been evaluating the currently available monitors.
- Brian Dubreuil stated that we will know within 6-weeks if we got the grant.

#### **Item 10. CMS**

- Brian Dubreuil explained CMS and what is needed.
  - CMS is Center for Medicare Services.
  - They are looking for Statistical Info on how and who we bill.
  - We were tagged on this last year and got a 1-year waiver.
  - Will need to work with Comstar and Finance on this.
  - Have to act by January and provide all information by June.
  - If we do not do this, we forfeit the ability to bill thru Medicare and will incur a penalty.
  - This is on the Project Road Map and we plan to get it done.

#### **Item 11. Primex**

- Brandon Merron indicated that he has the numbers for most of the projects that can be done.
- Chief Plourde asked for a report so that we can do the Warrant Articles and plan for the projects.
- Brandon Merron will send the Report. He is still waiting for traffic information from Cassie Mullen.
- Brandon Merron noted that we may run into the issue where the cost exceeds a percent of the building value and we will have to meet ADA and Environmental requirements that will dramatically increase the cost.
- Brandon Merron added that we will not be able to fix some of the structural issues.

#### **New Business:**

##### **New Item 1. John Jones**

- Brian Dubreuil indicated that John Jones is resigning his Active Status.
- The Association will recognize his years of service with a plaque.
- He will be added to the Constitution list.
- He will also be able to come back to active status in the future if he is able.

##### **New Item 2. Constitution List**

- Chief Plourde indicated that the Constitution list of past members with greater than 20-years of service needs to be updated

- Need to find someone to do Calligraphy – the person who did the existing list is no longer around.
- Wayne Blassberg added that there is a second sheet for the list with some names on it.

**Other Business:** None

**Chief's Report:**

- Chief Plourde thanked everyone for their efforts. There have been a lot of calls!!! Brandon Merron has been doing a lot of them.
- Need a list for Labor Day Weekend.
- Need Sign-up for Fair.
  - Brian Dubreuil will set up the Fair schedule in the TCP/Aladtec software.
  - Brandon Merron will send Brian Dubreuil the information for the Fair Schedule – need 2-people from Friday noon until close at 10 pm.
- Derek Danis stated that Engine 1 and the RTV go to the Fairgrounds for the Fair.
- Derek Danis added that we will need to budget for details such as the Fair next year. He also noted that the police bill for their time at the Fair.
- Chief Plourde indicated that 4-H allows us to use Fairgrounds for training, so maybe we do not bill them as much.
- Brian Dubreuil added that last year we charged them \$8/hour and this year it would be \$16/hour which could be an issue.
- Derek Danis asked about the Weekend Officer Duty Hours in TCP/Aladtec. Brian Dubreuil indicated that this was the “Officer Stipend” that was not allowed by FLSA and also the “EMT Nights and Weekends Stipend” was not allowed by FLSA per the lawyer.
- Brian Dubreuil suggested using any leftover Monday thru Friday Per Diem funds this year to pay for some weekend night Per Diems. Chief Plourde, Brian Dubreuil and Derek Danis will look into this.

**Roundtable:**

- Joe Segien stated that we need to get the article into the Beacon for the 911 Ceremony.
  - Brandon Merron stated that Marie MacDonald wrote the article and he took care of it.

Brandon Merron made a request for Non-Public per RSA 91-A: 3.II (a),(b),(c) Personnel and Legal. The motion was seconded by Wayne Blassberg. All Fire Wards were in favor by Roll Call vote. The motion passed.

The Board entered Non-Public Session at 8:42 pm.

The Board reconvened the Public Session at 9:19 pm.

There was no motion to seal the minutes

Joe Segien commented on the seat belt alarm issue in Tanker 1. The sensor pads for the middle and passenger seats have slid back so that you can't sit on them and that causes the alarm. He will move them up so that you will sit on them.

Chief Plourde indicated that the next Fire Wards Meetings would be on September 12th and September 26<sup>th</sup>. There may also be a need for a meeting on September 19<sup>th</sup>.

Chief Plourde made a motion to adjourn the meeting at 9:24 pm. The motion was seconded by Brandon Merron. All were in favor. The motion passed.

Minutes recorded by Laurel Flax