

**Town of New Boston**

**Board of Fire Wards**

**November 14, 2022**

Fire Wards in attendance at the meeting were Wayne Blassberg, Brian Dubreuil, Joe Segien and Chief Plourde. Dick Moody joined the meeting at 7:12 pm. Brandon Merron and Derek Danis joined the meeting at 7:38 pm following a medical call.

Also in attendance were NBFD Interim Assistant Administrator Laurel Flax and Frank Fraitzl, who will be starting as NBFD Operations Chief on November 21, 2022.

The meeting opened with the Pledge of Allegiance at 7:01 pm.

**Public Comments**

A community member noted dispatch issues were mentioned by the son of a neighbor who works there and is aware of those issues.

Note: Meeting went slightly out of order while waiting for members to arrive and return from medical call.

**Old Business**

Item 1. Approval of Public and Non-Public Minutes from October 24 meeting and November 1 meeting. Joe Segien made a motion to approve the Public and Non-Public Minutes from the October 24 meeting and the Minutes from the November 1 meeting. The motion was seconded by Brian Dubreuil. All were in favor. The motion passed.

Item 6. Forestry 1 Status and Funds Expenditure

- Forestry 1 still needs to go to Brazecom for some work and to have the compartment for the radios installed.
- Eductor pumps still need to be purchased under the refurb – have quote.

Item 7. Trailer for RTV

- Brandon Merron quoted \$7500 for a 7' x 16' trailer.
- Brian Dubreuil has a quote for \$8700 for a 7' x 14' trailer that is "red and ready to go" – it is a new Pace Cargo Sport.

Dick Moody joined the meeting at 7:12 pm.

**Appointment**

Chief Plourde introduced Frank Fraitzl who will assume duties as Operations Chief. Official start date is Monday November 21, 2022. We will support him and integrate him into the department.

**Old Business (Continued)**

Item 2. Warrant Articles

- Brian Dubreuil listed and provided updates on the Warrant Articles that will be voted on in the March 2023 Town Election. Most of these are written.
  - Reverse 1994 Warrant Article relating to Fire Chief having to be a member of the Board of Fire Wards. We are un-modifying the original State Statute. We will adopt 154 E without any extra terminology. Brian Dubreuil has completed writing the explanation for this change. This change will not take effect until 1 year after it is voted in.
  - Increase in Dispatch fees if budget fails
    - Brian Dubreuil will look into this one with the Finance Director, as it may be contractual which would not require a Warrant Article if the budget fails.
  - Frank Fraitzl's Salary – Change to 40-hours/week
  - Nan's House Rental for Per Diem overnight employees
  - Utility 2 – Remove \$339,000 from CIP to purchase vehicle
  - Bunting Station upgrades to address Primex issues if new station fails.
    - This is our biggest issue.
    - Decisions need to be made of how far to go with repairs to Bunting Station.
    - We do not want to give the false impression that the existing station can be fully upgraded to meet current codes.
    - Primex will not cancel our policy but we should use the report as a tool to get the upgrades done.
    - Safety of our people is the priority
  - Establish new Capital Reserve Fund to Purchase, Upgrade and Repair Major Equipment
    - \$50,000 to start
    - Covers items such as Turnout Gear and SCBA's
  - CIP Fund – Put in \$150,000 for Trucks
  - The Town is writing the Warrant for the New Station

#### Item 5. Station Project Status and Updates

- There was a discussion of the New Fire Station and Renovations to Bunting Station.
- Many of the Primex deficiencies will be difficult or impossible to correct and extremely expensive in the existing building.

#### Item 4. Budget Status and Year End Prep

- Chief Plourde indicated that Protective Clothing is a large line item in the budget that is not currently fully expended.
  - We want to encumber the money, but it may take up to a year to get gear from Bergeron.
  - Gear Rental is an option.
  - We may be able to use "Off-the-Rack" Gear for Per Diem employees.
- Brian Dubreuil spoke with Eric Dubowik and there are also some spare funds in Fire Prevention that we may be able to use this year.

Derek Danis and Brandon Merron arrived at 7:38 pm.

Item 6. (continued)

- Chief Plourde requested that Brandon Merron provide a final bill for work on the Forestry 1 Rehab done by Brazecom. Brandon Merron will provide a bill prior to year end or we will encumber the funds.
- Chief Plourde asked if we had heard anything about the Grant for Forestry. Brian Dubreuil indicated that if we have not gotten a letter, we did not get the grant.

Item 5. (continued)

- Brandon Merron indicated that he has some prices for the Sprinkler System in Bunting Station.
  - \$100,000 for a 30,000 gal. Cistern – this does not include the water or where we put it. We do not have an official quote from excavators.
  - Diesel Fire Pump is required and that is not included - \$130,000 to \$150,000
  - All Plumbing has to be replaced.
  - Sprinkler System - \$210,000
  - Total for new sprinkler system is ~ \$500,000.
- Brandon Merron also provided an electrical quote of \$20,000
- Quote to provide a standalone ventilation system for Utility 2 in the back bay is \$10,000.
- Many listed building deficiencies are not yet addressed such as the Gear Room.
- Boat issue is resolved.
- Brian Dubreuil suggested that we just address Safety and not do any major reconstruction at Bunting Station.
- Joe Segien may have an idea for the Gear Locker.
- There was agreement that we need a true “Needs Assessment”.
- Chief Plourde indicated that the Primex Report provides a good basic Needs Assessment and that we should address the Safety Concerns from the report as a priority.
  - Turnout Gear Storage
  - Decon Showers and Bathrooms
    - Nan’s house will help with basic showers – not decon.
  - Boat Storage – We will get it down soon.
  - Food prep and cooking appliances have been moved to storage trailer.
  - Slip, Trip and Fall Hazards
  - Standalone exhaust for Utility 2
  - SCBA Maintenance and Repair Area
  - Sprinkler System to protect the Town’s investment
  - Structural Concerns – the building is still standing
  - Electrical System
- Chief Plourde suggested 1-Warrant Article for Safety Issues and 1-Warrant Article for the Sprinkler system
  - Derek Danis suggested that since the Fire Station is a Municipal Building, we should transfer it to the Town and they should do the sprinkler system.
  - Brandon Merron will send the Structure and Sprinkler info to the Town.
  - Brian Dubreuil is concerned that we are showing massive increases in our budget this year and next year

- Brian Dubreuil suggested that we send a letter to the Select Board explaining the deficiencies with their municipal building as outlined in the Primex report and let the Town solve the building issues.
- The Select Board has indicated that they control the Town buildings.
- We have made a good faith effort to move forward since we got the Primex report in June

#### Item 8. Car 1 & Car 2 Acquisition Purchase Funding

- Cars will be called “Staff Vehicles” rather than “Command Vehicles”
- Brandon Merron indicated that the Hooksett vehicle has some radios in the trunk that will need to be programmed, but that the radio in the car is no good. If we get a car radio, they will put it in for us.
- Brian Dubreuil is getting a quote for a Kenwood radio and should have it tomorrow. They have an 8-week lead time.

#### Item 4. (continued)

- Derek Danis stated that Rich Little is reaching out to Bergeron for any outstanding invoices from 2022. Derek Danis will find out about any outstanding orders or invoices from Bergeron.
- Chief Plourde would like to take any leftover funds from Protective Clothing and some from the Revolving Fund to purchase All-Weather Hi-Vis gear.
  - This would be a 3-Season coat to use for everything that is NOT structural fire fighting.
  - Should be ANSI for Traffic and Blood Borne Pathogens
  - Patch on the Fleece liner and lettering on back (NBFD)
  - Brandon Merron will investigate jackets.
  - Brian Dubreuil will talk to Brian at East Coast to see what they have.
- Chief Plourde indicated that the captains should send out a message to find out what people need.
- Chief Plourde requested ideas for a Year-End Gift for the membership.

#### Item 9. Chief Plourde and Brian Dubreuil had a Zoom Call with all the bordering Mutual Aid chiefs.

- They are aware of the problem with EMS and Mutual Aid.
- We presented our Emergency Funding, Per Diem Program and Rental Unit for night stays. They were fairly supportive.
- Bedford is the most stressed followed by Goffstown.
- We are working on a plan to rotate Mutual Aid, but there are issues with response times.
- We have run cards for EMS, but they are set up geographically. Bedford gets hit because of Rose Meadow and where it is.
- We are trying to address this more. We have to give dispatch information on who to call.

#### Item 10. Nan’s House Apartment Rental and Start of New Shifts

- Brian Dubreuil is working with Aladtec to redo the scheduling software to include the new night and weekend shifts.
- The funding started on November 1, but we will not have the apartment at Nan’s house until December 1. They are doing renovations and painting.

- Also, we still have an insurance issue. They are looking for liability and personal property insurance. Brian Dubreuil is working with Tom Greene to figure it out.
  - The Town is renting the apartment through the Board of Fire Wards.
  - Primex does not do this kind of policy through their normal channels, but there is another Primex person who may be able to help.
- We are planning to sign the lease on November 28<sup>th</sup>.

#### Item 5. (continued)

- Brandon Merron reported on the Fire Station Committee Meeting
  - Fire Station Committee met last night.
  - Focus of meeting was to let the Police Department know that they are not forgotten, but they are not in the current plan.
  - Town and the Committee will work on Marketing.
  - We are doing the design,
  - Another Meeting on the 27<sup>th</sup>.
  - Brandon Merron indicated the changes made to the design
    - Pulled building back which made it cheaper, but the PD will not fit.
    - Pre-engineered garage with slots for 7-trucks – less jags in building
    - Brian Dubreuil noted that this was Idea #2 from Town.
    - Residence portion of building is about the same as it was originally.
    - 14,600 SF is > 1<sup>st</sup> Design and < Design with PD
    - Got most of the rooms we requested, may have to partition the offices.
    - The look of the building will fit in with the PO and Library.
  - Brian Dubreuil added that a “bump-out” is possible for future expansion – Decon and Locker rooms would move out to create space to fit all apparatus.
  - Brandon added that by Friday we will have a visual of the outside of the building.

#### **Round Table**

- Derek Danis had a concern that there is no accountability for gear. If a member loses something, we provide a replacement.
  - Brian Dubreuil suggested that the Aladtec software has the capability to track all equipment issued to a member.
  - We used to have a form to fill out when we issued equipment that the member had to sign, but we have not been using it for several years. Now we can use the software to do it.
  - Brian will put the gear and other equipment that is issued to members into the system.
  - Brian indicated that the officers should be checking gear
- Brandon Merron asked what is left in the Forestry Refurb budget and what is left in the Training Budget.
  - The State has not billed yet for a lot of the training done this year, but there should still be some left over.
  - Connor O’Brian completed his AEMT and he paid for it.
    - Brandon Merron asked if we are reimbursing him.
    - Connor O’Brian is starting work for Manchester, and may or may not still be doing Per Diem for us.

- Brandon Merron will find out his plans and then decide on reimbursement for the AEMT class.
- Frank Fraitzl suggested setting up reimbursement for classes over a period of time, such that it is phased in and will not continue if the person leaves the department.
- Wayne Blassberg asked about the permit for the Storage Trailer
  - Brian Dubreuil indicated that the Town Engineer has applied for the After-the-Fact permit from DES. We may get a 2<sup>nd</sup> bill for that work.
- Wayne Blassberg stated that the backup camera that was at the station was old technology and that we should get new ones for trucks that do not have them.

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

The Board entered Non-Public Session at 8:56 pm.

The Board reconvened the Public Session at 9:37 pm.

Derek Danis made a motion to seal the minutes from the Non-Public portion of this meeting indefinitely as allowed in RSA 93. The motion was seconded by Brandon Merron. All Fire Wards were in favor by Roll Call Vote. The motion passed

Brandon Merron made a motion to adjourn the meeting at 9:39 pm. The motion was seconded by Wayne Blassberg. All were in favor. The motion passed.

Minutes recorded by Laurel Flax.