

DRAFT – Meeting Minutes for Board of Fire Wards – 10/14/19

1. Call to Order

A regular monthly meeting of Board of Fire Wards was held on October 14, 2019, at the Safety Complex. The meeting began at 6:00 p.m. and was presided over by Chairman Steve Colburn and Ricky Houde, as recording secretary.

2. Attendees

Members: Chief R. Vezina, S. Colburn, D. Hewey, & R. Houde

Guests:

3. Approval of Minutes

- Motion to approve the meeting minutes for September 9, 2019 Colburn/Hewey – Passed 4-0-0.
- Motion to approve the meeting minutes for September 23, 2019 Vezina/Colburn – Passed 4-0-0.

4. Communications – None

5. Old Business

Fire Alarm System Ordinance - Vezina, Colburn, Houde to revisit the Residential Sprinkler requirement and create final checklist by end of 2019.

Driveway Permits and Approval – None.

The Fire Command Vehicle – 10/9/19 The vehicle was taken. Waiting to schedule to outfit.

Discussion on existing Town Radio System that needs to be addressed. Town is developing report.

Standby Stipend – the plan is in action and it is working but weekend nights are still difficult to get coverage.

Station 2 Furnace – Town Hall is taking care of contract and scheduling.

6. New Business

Full Time employees follow Town Personnel Policy. Since Fire Rescue Employees are different, Chief Vezina is proposing a SOP on Personnel Policy and Holidays.

- Motion to approve the proposed General and proposed Holiday policies Colburn/Vezina – Passed 4-0-0.

New Discussion on closing the station down due to lack of staffing on Per Diem Day Shift. The station has been closed 5 times YTD. There was an incident that Henniker Fire was dispatched to cover.

CIP – Next year is to replace the Utility Truck and Life Packs.

7. Chief's Report

YTD Operating Budget: 56% expensed

YTD Ambulance Billing: \$128,600

Calls YTD 545

8. Manifest

- Steve Colburn makes a motion to accept the Fire Department's accounts payable manifest for checks dated October 17, 2019 in the amount of \$49,680.74.
- David Hewey seconded;
- Voted and passed 3-0-1.

9. Adjournment

- Motion to adjourn at 7:15 p.m. Colburn/Houde – Passed 4-0-0.