

# DRAFT – Meeting Minutes for Board of Fire Wards – 10/28/19

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## 1. Call to Order

A regular monthly meeting of Board of Fire Wards was held on October 28, 2019, at the Safety Complex. The meeting began at 6:03 p.m. and was presided over by Chairman Steve Colburn and Ricky Houde, as recording secretary.

## 2. Attendees

**Members:** Chief R.Vezina, S.Colburn, S.Dinsmore, M.Bluteau, D,Hewey & R.Houde

**Guests:**

## 3. Approval of Minutes – None

## 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.

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

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.

## 6. New Business

Discussion of the 2020 Budget and review of 2019 Expensed to Date.

## 7. Chief's Report

YTD Operating Budget: 66% expensed

YTD Ambulance Billing: \$128,600

Calls YTD 600

## 8. Manifest

- Steve Colburn makes a motion to accept the Fire Department's accounts payable manifest for checks dated October 31, 2019 in the amount of \$6,147.82.
- S.Dinsmore seconded;
- Voted and passed 5-0-1.

## 9. Adjournment

- Motion to adjourn at 7:15 p.m. Colburn/Houde – Passed 6-0-0.