

**MINUTES OF PUBLIC SAFETY COMMITTEE MEETING  
EXECUTIVE CONFERENCE ROOM  
FEBRUARY 11, 2016 – 8:00 A.M.**

Committee Members Present:

Martin Pepin, Chair  
City Manager, Bob Belmore  
Chief Dean Crombie  
Chief Keith Hoyle  
Councilor Jessica Paradis  
Councilor Denis Messier

Other:

Captain Russ Timmons  
Captain David Kretschmar  
Finance Director, Scott Smith

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The meeting was called to order at 8:04 am.

**Approve Past Meeting Minutes**

Councilor Messier moved to approve the minutes of the January 28, 2016 meeting, seconded by Councilor Paradis. Motion carried with a 3-0 vote.

**Fire Department Staffing**

Councilor Pepin said there is a staffing issue because of overtime restraints. Council has asked for 4 firefighters per shift but there is not enough in the budget line item.

Council set a policy years ago, when overtime escalated, that they would have 3 fire fighters on duty during the day, plus the Chief, and 4 on duty at night. We also have mutual aid available, and call fire fighters.

Recently, the department had a lot of change over; firefighters leaving, illnesses and injury. This is part of the reason for the overtime.

By charter, the City Manager is required to let the Council know when there is over spending. Finance Director Smith shared an accounting estimate showing the overspending estimated at \$35,966.16 by the end of the fiscal year. Current projection shows that the Fire Department can absorb this in the bottom line of the budget. Councilor Messier asked what the average is that they have over expended in past years and Director Smith said it is usually about \$30k. So about average. City Manager Belmore has already directed Fire Chief Hoyle to hold spending on discretionary budget lines.

Councilor Pepin said an alternative would be to have 3 firefighters on duty at night, instead of 4. After further discussion on staffing levels and budget, Councilor Messier said they should stay the course. Committee consensus was in agreement.

**Miscellaneous**

*Councilor Messier, seconded by Councilor Paradis, made a motion to endorse the purchase of 2 new police cruisers. The motion passed with a unanimous vote, 3-0.*

Adjournment

*Councilor Messier moved to adjourn the meeting, seconded by Paradis. Motion carried with a 4-0 vote.*

Meeting adjourned at 8:18 am

Respectfully submitted:

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Trish Harris, City Clerk