

MINUTES OF THE PUBLIC SAFETY COMMITTEE
EXECUTIVE CONFERENCE ROOM
September 25, 2019 @ 5:15pm

Committee Members present: Councilor Martin Pepin, Chairman
 Councilor Kenneth S. Vincent
 Councilor Edward LeVasseur
 Councilor Nancie Cameron

Administration/Staff present: City Manager Bob Belmore
 Police Chief David Kretschmar
 Fire Chief Keith Hoyle
 Deputy City Clerk Kelly Gagne

Other: Paul Robidas of Stewart's Ambulance Service

Chairman Pepin called the meeting to order at 5:15 pm

MINUTES OF THE PREVIOUS MEETING

Councilor Cameron made a motion to approve the minutes of the June 12, 2019 meeting, seconded by Councilor Vincent. The motion passed 4-0.

FIRE – EMS UPDATES

EMS Updates –

Robidas updated that all the CPR training for City employees has been completed. They are beginning an EMT-Basic program starting in October of this year which will include 3 City Call Firefighters. The current average response time is 4:10. The brand changeover is 99% complete with one command vehicle left which needs new lettering.

FIRE UPDATES-

Chief Hoyle updated that Port One has visited four times since being awarded the contract to assess the fire station site. There have been new radios beginning to arrive from the vendor, which will include nine portables and three mobile radios. There are 2 trucks that have been ordered, which include a Ford F-350 and a Ford F-450. The production line is not expected to start until November so we should expect them to arrive January 2020. There are two new Call Firefighters that will begin FF I/II training in December. There are three Firefighters that will begin the EMT-Basic program in October being held free of charge through Stewart's Ambulance Service. The NH DOS grant was awarded to us in the amount of \$6000 for active shooter equipment, but could not be delivered by August 31, 2019 deadline. So NH DOS awarded the City the same \$6000 grant with an equipment delivery deadline of August 2020.

Manager Belmore stated that the Fire Chief recruitment ad will be going out on October 1, 2019. He stated that he has hired MRI to help with the advertising and hiring process.

Councilor Vincent asked if there was a set of qualifications. Manager Belmore explained the ideal candidate packet that was compiled by City staff with MRI assistance.

Councilor LeVasseur asked about the transition timeline. Manager Belmore stated that is yet to be determined, however the new Chief will be well seasoned with experience and education so that it is expected they can hit the ground running.

POLICE DEPARTMENT OPERATIONS & STAFFING REVIEW

There was discussion regarding the Mayor's request for the City to review the Police Department overview of staffing and operations. Chief Kretschmar presented a booklet and gave an overview of each page. He spoke about current staffing levels, organizational chart, vehicles and partnerships with other agencies just to name a few. In closing he spoke of the department's needs.

Councilor Vincent asked about the department need for the IMC police database if that is a yearly cost. If so, what is the cost to add it? Chief Kretschmar stated that it would be somewhere in the vicinity of \$2500-\$3500 for an extra 10 licenses.

Councilor Pepin would like to schedule another meeting to further digest this information. Pepin would like to schedule the meeting for October 30, 2019 at 5pm.

Councilor Vincent made a statement that there has been a lot of change for the good since Chief Kretschmar has taken over.

MISCELLANEOUS

ADJOURNMENT

Councilor Cameron, seconded by Councilor Vincent made a motion to adjourn. The motion passed, 4-0. The meeting adjourned 6:00 pm.

Respectfully submitted,

Kelly Gagne, Deputy City Clerk