

MINUTES OF THE PUBLIC SAFETY COMMITTEE  
CITY COUNCIL CHAMBERS  
August 30, 2023 – 4:00 p.m.

Committee Members Present: Councilor Martin Pepin, Chairman  
Councilor Kenneth S. Vincent, Vice-Chairman  
Councilor Denis Messier  
Councilor Nancie Cameron

Administration/Staff present: City Manager, Bob Belmore  
Finance Director, Scott Smith  
Fire Chief, George Kramlinger  
Stewarts Ambulance Manager, Paul Robidas  
City Clerk, Kristen LaPanne

---

Chairman Pepin called the meeting to order at 4:04 p.m.

APPROVE THE PAST MEETING MINUTES OF JULY 27, 2023

*Councilor Cameron made a motion to approve the minutes of the July 27, 2023 meeting. The motion was seconded by Councilor Messier and passed 4-0.*

ASSISTANCE TO FIREFIGHTERS GRANT (AFG) FOR RESCUE EQUIPMENT

City Manager Belmore provided the Committee with a memorandum regarding a request to accept an Assistance to Firefighters Grant (AFG). He noted that Fire Chief Kramlinger has been successful in obtaining an AFG for the purchase of technical rescue equipment for the Fire Department, the Grant award is in the amount of \$47,619 and it requires a City match of \$2,381. Manager Belmore stated that the Grant must be accepted or declined by the City by September 11th.

Chief Kramlinger added that the Grant is to improve the Fire Department's technical rescue capabilities and primarily in the areas of confined space and rope rescue. He stated that the current equipment has exceeded its life span and more modernized rescue equipment is available to help continuing to advance the City's Fire Department capabilities as well as providing mutual aid to local communities.

There was additional discussion regarding the details of the technical rescue equipment to be replaced including Councilor Messier's comment that he would support a battery powered generator in the future which would allow for a quieter and lower emission rescue.

Belmore asked that the Councilors consider supporting a Resolution to accept the Grant and consider waiving Council rules at the next Council meeting in order to meet the Grant acceptance deadline.

*Councilor Messier made a motion to sponsor a Resolution for the acceptance of the Assistance to Firefighters Grant for the purchase of technical rescue equipment in the amount of \$47,619 with a City match of \$2,381. The motion was seconded by Councilor Cameron and passed 4-0.*

## FIRE DEPARTMENT UPDATES:

### A. Fire Station Completion Schedule

Fire Chief Kramlinger provided the Committee with an update on the new Fire Station's completion schedule noting that there are a few left over punch list items such as hydroseeding and parking spot lines still needing to be completed. Additionally, refinements to the lighting controls, HVAC controls and radio system configuration are ongoing. Chief Kramlinger added that most of the furniture has been ordered and delivered. Councilor Messier inquired about the Fire Station mailbox, Chief Kramlinger confirmed that the Department is working with a company to install a granite post for the mailbox. Councilor Messier also asked about the debris pile on the site and Chief Kramlinger stated that he is meeting with the contractors tomorrow morning at 6:30 a.m. and will address any debris that remains on-site.

### B. Red Globes/Main Entrance

Chief Kramlinger noted that he feels that the option that best maximizes the look of the main entrance at night would be to install the red globe fixtures underneath the "dog house" which sits above the main entrance door.

### C. October Open House

Chief Kramlinger stated that he is looking for the Committee's feedback on when the Fire Department should expect to host an open house for the public. He recommends hosting the event before Fire Prevention Week in October in order to obtain resources from the State Fire Marshal such as the smoke house and arson K-9. Additionally, the Chief's recommendation comes with the chance of warmer weather and slightly longer days should the event take place in the late afternoon.

The Committee discussed potential dates and times for the Fire Department's Open House. The Committee agreed to schedule the Open House on Wednesday, September 27<sup>th</sup> from 4:00 p.m. to 6:00 p.m.

Chief Kramlinger noted that he is working with City Manager Belmore on the logistics of the event including invitations, ceremonies, and promoting the event to the public. He also thanked the City's Elected Officials and City Staff for the support that they have shown to the Fire Department in terms of its new facility, new apparatus and equipment which he feels has allowed the Department to obtain two Assistance to Firefighters Grants two years in a row.

Councilor Messier inquired about the timeline of the new Deputy Chief position being filled. Chief Kramlinger commented that he and the City Manager are working on creating the job description. Councilor Pepin thanked Chief Kramlinger for his work and input on the new Fire Station.

## POLICE DEPARTMENT UPDATES

City Manager Belmore provided the Committee with a memorandum from Chief McLin who is away at a conference and could not attend the meeting.

Manager Belmore confirmed that the body cameras were scheduled to go live on August 22<sup>nd</sup> and that after the City Council approved the CIP vehicles on August 7<sup>th</sup>, the Police Department was able to secure two Ford Explorers and one unmarked vehicle. Manager Belmore stated that the Department currently has two recruits attending the Police Academy and are due to graduate in November and that there will be an audit by the New Hampshire Police Standards and Training Council in September. He added that the Police Department is audited annually for training requirements, firearms qualifications, background investigations, pursuit policy and rosters of sworn personnel.

Manager Belmore updated the Committee on staffing within the Police Department, he noted that two officers are in field training with one schedule to complete their field training by the end of August. He noted that a certified New Hampshire officer from another NH Department is slated to begin around September 11<sup>th</sup> pending the completion of the background investigation. Manager Belmore stated that with the departure of Sargent Lefebvre, Master Police Officer/K-9 Officer Colton Deschenes has been promoted to the rank of Sargent. Additionally, Police Officer Scott South will begin training within the schools as the new School Resource Officer with the prior School Resource Officer, Detective Fuller.

Manager Belmore stated that Police Chief McLin recommends to increase the command staffing level by adding an additional Police Sargent position to assist in managing the new recruits. Manager Belmore commented that he is in support of an additional Police Sargent. Councilor Messier inquired about the funding of the new position. It was confirmed that the new position would be funded from within the Police Department's current budget.

***Councilor Cameron made a motion to support the addition of one Sargent position within the Police Department. The motion was seconded by Councilor Messier and passed 4-0.***

#### EMS UPDATES

Stewarts Ambulance Manager, Paul Robidas, stated that their on-time performance and response time has remained consistent and that regarding a staffing update, they are in good shape and shifts are filled, but they still could use another one or two individuals. Manager Robidas confirmed that they have received two new ambulances to replace older vehicles but that they are not able to be placed in services until they receive radios which are required by the State. He noted that the radios are on back order and expect to be received in mid-October.

#### MISCELLANEOUS

Councilor Messier requested an update on the Police Dispatch radio console. It was discussed that the radio console is on order but has not yet been received.

#### ADJOURNMENT

***Councilor Messier made a motion to adjourn. The motion was seconded by Councilor Cameron and passed 4-0. The meeting adjourned at 4:36 p.m.***

Respectfully submitted,

---

Kristen LaPanne, City Clerk