

**SUNAPEE FIRE DEPARTMENT
BOARD OF ENGINEERS
January 14, 2019**

Dan Ruggles called the meeting to order at 7:03pm.

Present were: Dan Ruggles, Dana Ramspott, Howard Sargent and Mark Scott.

M Scott made a motion to approve the minutes of December 10, 2 and it was seconded by D Ramspott. Unanimous

D Ruggles informed the Board of Engineers that the 2-bay cold storage unit will be housed at the Highway Garage.

D Ruggles distributed the Town of Sunapee Capital Reserve Fund spreadsheet. (Attached) He indicated he has been using a 5% increase in vehicles per year. M Scott questioned if there will be enough to purchase the Ladder Truck when it comes due and D Ruggles in explained this would buy a used one.

No updated budget available at this time.

D Ruggles explained the Holmatro Combi Tool will be converted to a battery-operated unit.

M Scott distributed the proposed administrative duties of the Fire Chief. (Attached) A discussion also took place about the duties of a Fireward.

D Ruggles informed all that the foam pump on Engine 2 has been repaired.

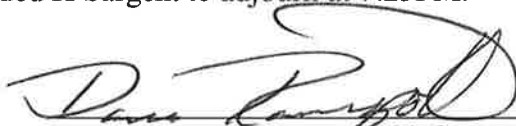
It was reported that 2018 sent the Sunapee Fire Department on 526 calls.

H Sargent will purchase 8 signs for the doors to and from the apparatus bay.

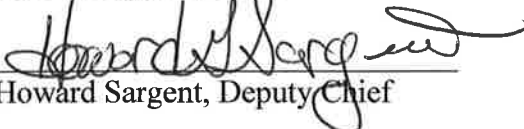
M Scott made a motion and it was seconded H Sargent to adjourn at 7:23PM.




Daniel Ruggles, Chief



Dana Ramspott, Deputy Chief



Howard Sargent, Deputy Chief



Mark Scott, Deputy Chief

**TOWN OF SUNAPEE FIRE DEPARTMENT
CAPITAL RESERVE FUND
2019 SCHEDULE FOR VEHICLE & EQUIPMENT REPLACEMENT**

Year	Equipment Number	Vehicle Make	Vehicle Model	Year Manufactured	Year Purchased	Scheduled Replacement	Vehicle or Equipment Estimated Cost	Projected CRF Contribution	Estimated Annual CRF Balance
2018								115,000	356,290
2019			Dodge	1953		Quick Response Vehicle	125,000	115,000	346,290
2020								115,000	461,290
2021								115,000	576,290
2022								115,000	691,290
2023	94 engine 1	Mack	R Model	1993	1993	2023	500,000	115,000	306,290
2024								115,000	421,290
2025								115,000	536,290
2026								115,000	651,290
2027								115,000	766,290
2028	94 Rescue 7	E-ONE	Ford 550	2003	2003	2028	250,000	115,000	631,290
2028	SCBA	MSA		2013	2013	2028	250,000		381,290
2029	94 engine 3	V-Tech		1999	1998	2029	550,000	115,000	-53,710
2030								115,000	61,290
2031								115,000	176,290
2032								115,000	291,290
2033								115,000	406,290
2034								115,000	521,290
2035								115,000	636,290
2036	94 Ladder 5	Pierce		2001	2006	2036	650,000	115,000	101,290

ADMINISTRATIVE DUTIES OF THE FIRE CHIEF

- 1) Budget Meetings
- 2) Department Head Meetings
- 3) Kearsarge Mutual Aid Meetings
- 4) Regional Hazmat Meetings
- 5) Town Safety Committee Meetings
- 6) Meetings with the Town Manager
- 7) Meetings with the Board Of Selectmen
- 8) Peer Committee Meetings
- 9) Meetings with area Fire Chiefs
- 10) Fireward Meetings
- 11) 4th of July Meeting
- 12) Meetings with People/Businesses about Fire Codes
- 13) Meetings with Sales and Service Companies
- 14) Taking Phone Calls from Insurance Companies for information about the Department
- 15) School Inspections
- 16) Care Facility Inspections
- 17) Oil Burner Inspections
- 18) Woodstove Inspections
- 19) Fireworks Inspections
- 20) Issue Permits to Operate a Place Of Assembly
- 21) All Department Vehicle Inspections, Registrations and Service
- 22) Complete Run Sheets/Time/Point Sheets Monthly
- 23) Approve all Bills for the Fire Department and Safety Services Building
- 24) Schedule Equipment and Property Repairs for Safety Services Building and Georges Mills Station
- 25) Meet with all New Members to obtain W9's, W4's and distribute Gear
- 26) Investigate All Complaints
- 27) Reprimand in writing
- 28) Make and Issue ID Cards for Members
- 29) Oversee the Purchasing of New Equipment
- 30) Investigate/Take Care of Alarms at the Safety Services Building and Georges Mills Station
- 31) Day to Day Operational Decisions
- 32) Travel to Obtain Supplies for the Fire Department and Safety Services Building
- 33) Issue Occupancy Permits
- 34) Attend Deliberative Session
- 35) Attend Summer Town Meeting
- 36) As Fire Warden, Write Fire Permits



TOWN OF SUNAPEE

Volunteer Interest Form

For Town Committees, Boards, and Commission

Name: _____ Date: _____
(Last) (First)

Sunapee Registered Voter: () Yes () No

Mailing Address: _____ Street Address (if different): _____

Lived in Sunapee Since: _____ Home Phone: _____ Work Phone _____

E-mail: _____ Fax: _____

1. Please indicated the Board/Commission/Committee you would like to serve on in order of preference.
 (1-First Choice, 2-Second choice, etc.)

- | | |
|---|---|
| <input type="checkbox"/> Abbott Library Trustee
<input type="checkbox"/> Capital Improvement Committee
<input type="checkbox"/> Crowther Chapel Committee
<input type="checkbox"/> Planning Board Alternate
<input type="checkbox"/> Thrift Shop
<input type="checkbox"/> Zoning Board Alternate | <input type="checkbox"/> Advisory Budget Committee
<input type="checkbox"/> Conservation Commission
<input type="checkbox"/> Fireward
<input type="checkbox"/> Recreation Committee
<input type="checkbox"/> Upper Valley Lake Sunapee Regional |
|---|---|

2. For consideration:

a. Occupation: _____ b. Employer: _____

c. Length of current employment: _____ d. Education: _____

e. Relevant Experience: _____

f. Do you feel there may be any *conflict of interest* with your personal beliefs, occupation, or employer if appointed to serve on any of the above boards, commissions, or committees? Yes No

g. Volunteer Time Available _____ hours per week (daytime) _____ hours per week (evenings)
 _____ hours per week (weekends)

h. Did you previously serve on any Municipal or School District Board/Committee/Commission? Yes No

i. If yes, please indicate Town/Position: _____ / _____ / _____

j. Are you willing to serve as an Alternate? ___ Yes ___ No

k. Are you willing to serve on a Sub-Committee? ___ Yes ___ No

3. Why do you want to serve on this board/committee? _____

4. What attributes and/or qualifications can you bring to the Board/Committee/Commission? _____

5. Your reasons for wanting this/these appointments /appointments are:

6. Additional Comments: _____

(Signature)

(Date)

Please send completed application form and resume, if available, to the Town Manager's Office, 23 Edgemont Road, Sunapee, NH 03782 (telephone 603-763-2212, fax 603-763-4925)

“considered public information and may be distributed or copied”

