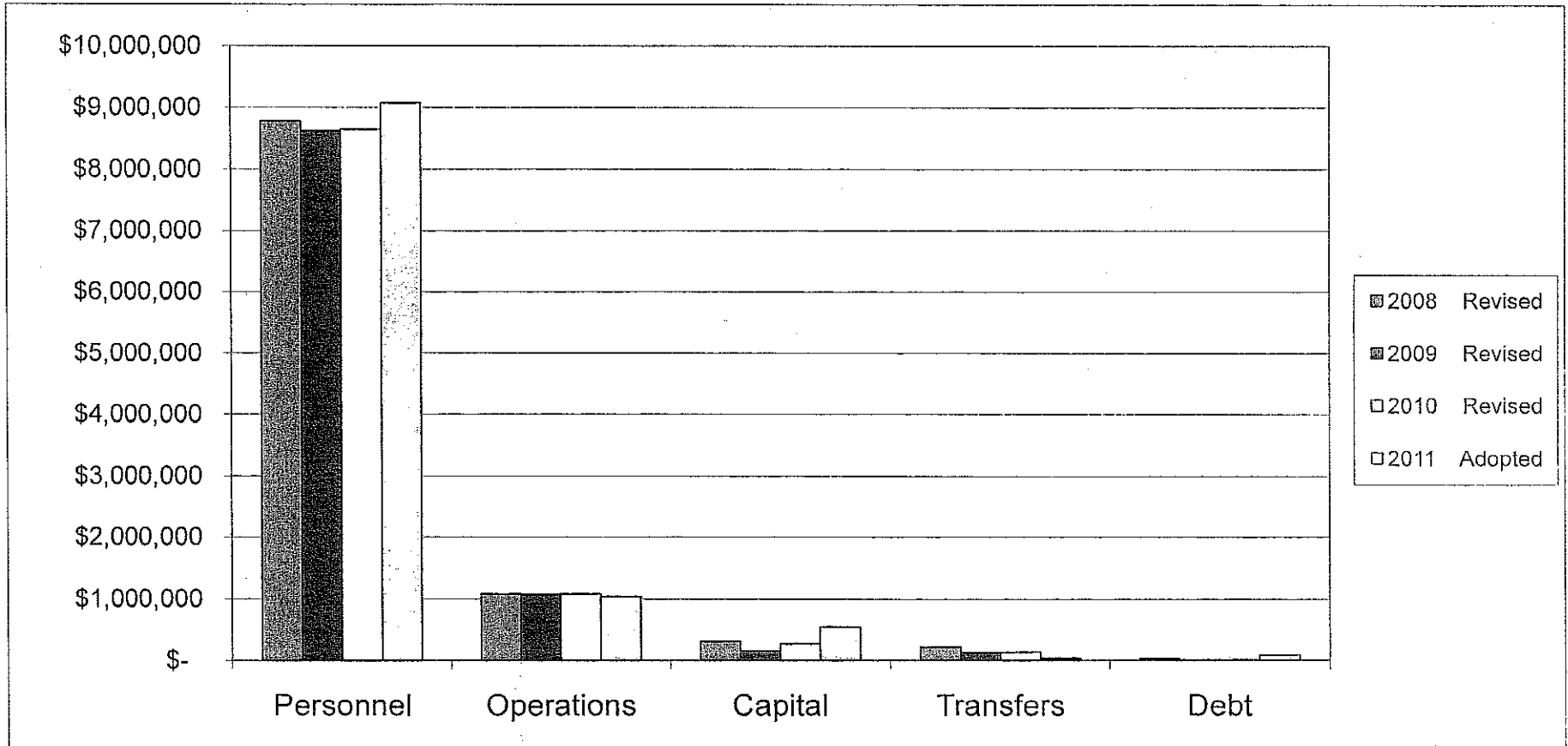


FIRE

**Town of Derry, NH
Fire Department Budget Comparison
FY2008 - FY2011**

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	2008 Revised	2009 Revised	2010 Revised	2011 Adopted	% of Change FY10-FY11
Personnel	\$ 8,775,803	\$ 8,613,495	\$ 8,636,335	\$ 9,068,552	5.0%
Operations	1,078,395	1,069,515	1,079,220	1,041,152	-3.5%
Capital	296,319	137,251	261,500	537,500	105.5%
Transfers	207,000	120,000	125,000	29,450	-76.4%
Debt	26,083	2,884	2,882	83,182	2786.3%
Total	\$ 10,383,600	\$ 9,943,145	\$ 10,104,937	\$ 10,759,836	6.5%

Town of Derry, NH

Department Mission and Objectives Fiscal Year 2011

Department: Fire

Activity Center: Prevention & Emergency Services

Department Mission: **Plan · Prevent · Provide**

The Core Values of the Derry Fire Department continue to be Excellence through Professionalism, Integrity and Compassion.

The vision for our Fire Department is to improve quality of life through innovative community risk reduction programs and effective delivery of emergency services as validated through accreditation and professional standards.

The mission of the Derry Fire Department is "Plan, Prevent, Provide." In other words to plan for emergency incidents and events; to prevent those incidents from occurring, and when we are unable to prevent them; to provide the highest level of fiscally responsible, effective, and efficient services in order to enhance the health, welfare and safety of the citizens, visitors and businesses in the Town of Derry.

Emergency services provided by the Derry Fire Department include, fire code compliance inspections and plan reviews, public safety education and training, fire suppression, advanced life support emergency medical services, hazardous material incident mitigation, technical rescue, emergency dispatch services to Derry and a number of other local towns as well as other services required to insure the safety of the citizens and inhabitants of the community.

Department Objectives:

We shall:

- Minimize the loss of life and damage to property from fire through public education; code compliance; along with competent and timely emergency medical responses that provides high quality, pre-hospital, advanced and basic life support treatment and emergency transport services to community citizens and visitors; technical rescues

services necessitated by growing commercial development of Derry and its roadways; and fire suppression services to community citizens and visitors to the community who experience unfriendly fires.

- Provide a safe work environment for our members through an active joint management and labor Health and Safety Program.
- Continue to look to ways to improve the effectiveness and efficiency of our current services, doing so in a less costly manner and while searching for new revenue sources to offset the costs.
- Contain the effects of sudden, uncontrolled releases of hazards substances, including the products of unfriendly fires, and minimize their effects to the health of our citizens, visitors, and the environment.
- Provide a diverse range of non-emergency services and educational programs that improve the health, safety, and security of the public, businesses, schools, community groups, and visitors, while minimizing personal injuries, loss of life, and property loss.

Town of Derry, NH

Activity Center Narrative, Programs and Activities FY 2011

DEPARTMENT:

ACTIVITY CENTER:

NARRATIVE

The delivery of fire suppression services, emergency medical services, fire prevention and code enforcement, and emergency communications are at the core of the existence of the Derry Fire Department.

In regards to fire suppression and technical rescue, our efforts are focused upon safe arrival and for the coordinated, timely rescue of trapped occupants; protecting those areas not actively involved in fire; confining the spread of fire to the area of origin; extinguishing the fire; protecting and salvaging the contents of the building; then conducting an exhaustive search to insure all hidden fire has been exposed and extinguished. To maintain the readiness of these forces, the Department undertakes a series of programs to insure timely and professional services.

The delivery of emergency medical services (EMS) is the largest volume service offered by the Derry Fire Department. This service involves responding appropriate resources to requests for emergency medical aid, providing the appropriate level of pre-hospital medical care, and then safely transporting the patient to the closest, most appropriate medical facility.

The Department maintains one ambulance located at the Central Station which is equipped and staffed at the Advanced Life Support (Paramedic) level on a twenty-four hour basis.

Three other Advanced Life Support Ambulances, one located each at the Island Pond Station, Hampstead Road Station, and the English Range Station, are immediately available and are cross staffed by personnel, including one Paramedic, otherwise assigned to fire engines. This allows us to provide the most cost effective and efficient fire suppression and EMS services to the entire community.

During FY 2010 the Fire Department reviewed the budget and was required to reduce the minimum staffing for companies commencing January 13, 2010. The overtime budget did not allow the Department to maintain the minimum 16 person staffing.

On shifts that had no vacancies we were able to remain at the 17 person or 16 person levels. On days when only 15 persons are available for duty we operate with that amount of staff. On when shift staffing is at 15 there is a reduction in overall service level to the Town; including the inability to staff and respond the Tanker to reported or confirmed structure fires. These changes were made to maintain the absolute minimum safe staffing of fire and EMS apparatus, while at the same time it also allowing us to maintain the approved budget and keep all stations open.

This plan required moving apparatus to other station locations. The Ladder Truck will now respond from the Hampstead Road Station with the on-duty crew cross staffing the Engine, Ambulance and Rescue 4. All other companies will cross staff the apparatus in the station as outlined.

The budget as proposed by the Department in FY 2011 will allow the normal shift staffing to remain at a minimum of 16 personnel and a maximum of 17 personnel on some shifts. The on-duty Battalion Chief may at their discretion staff to the level that they deem appropriate during severe storms or multiple incidents using the recall procedures.

If the FY 2011 Fire Department budget is reduced to less than the Department is requesting reductions in staffing and service levels will occur. If budget reductions occur that only allow for daily staffing 14 persons or less per shift it will require temporary shutting down of an Engine Company, which will require closure of a fire company and the fire station for a part of or the entire shift.

Through the Bureau of Fire Prevention the Department provides a full range of services to insure proper compliance with applicable local, state and national fire safety codes and ordinances, while supporting local business, landlords, and homeowners through timely issuance and inspection of legally required permits. In addition, the Department provides citizen education on topics intended to prevent the outbreak of fire, and to increase their ability to survive a fire should one occur. This activity is the most effective activity from the perspective of avoiding human suffering. If the FY2011 Fire Department budget is reduced to less than the Department is requesting reductions in fire prevention services, including those associated with public education, plans reviews and the issuance of permits will result. Delays in the issuance of permits and in the plans review process can delay projects, and have negative economic

consequences to business, landlords, and homeowners in Derry.

PROGRAMS AND ACTIVITIES

Fire In-service training and education: This on-going program is designed to maintain the skill level of department personnel in fire sciences and the skills and competencies relating to fire suppression operations. This program includes a series of weekly and monthly training topics coordinated by Office of the Battalion Chief and each company officer. The Department provides fire and rescue training without the availability of a full-time Training Officer. The Department relies on Private Contract Companies, Trainers and the State of NH Fire Academy to provide training programs. The Department augments its training by the use of video tape training program and on-line services when available. The Department continues to utilize Derry fire fighters to assist in the training of Derry fire fighters. Each member is required to actively participate in providing training for the Department

EMS In-service training and education: This on-going program is designed to insure that field practitioners maintain a high level of proficiency in emergency pre-hospital medical care. Personnel are required to attend regular sessions of continuing education at Parkland Medical Center (our medical resource hospital) and receive regular in-put from our Medical Director. In addition to these regular monthly sessions, the Department maintains an annual training schedule that provides weekly training topics designed to bolster our ability to provide high-level patient care, and to meet requirements established by the rules of the State of New Hampshire Bureau of Emergency Services.

Pre-incident planning and risk assessment: This on-going program is designed to determine what realistic risks are faced by the community, how best to protect the community from these, and how best to respond to these risks. This includes using current resources and capabilities provided by the Derry Fire Department, reallocation of resources, expansion of our technical rescue capabilities, and expanded involvement with mutual and automatic aid.

Haz -Mat In-service training and education: This on-going program is designed to maintain the skill level of department personnel in hazardous materials response. This program includes an annual refresher training class is intended to maintain the certification of all personnel at the Hazmat Operations Level.

Code Compliance: The Department provides a full range of fire code compliance services including plans review, site inspections, and on-going annual fire code inspections. Technically demanding plan reviews are conducted by the Bureau of Fire Prevention. These reviews typically involve commercial properties or properties that constitute places of assembly. Residential plan review is limited to multiple family residential structures. Once the plans receive approval, routine inspections are conducted during all phases of building construction to insure that construction proceeds according to the approved drawings, and in compliance with applicable fire codes. Bureau of Fire Prevention conducts code compliance inspections for residential heating systems; this includes gas-burning appliances, oil burners, and like equipment. Inspections to review on-going code compliance are conducted by trained fire inspectors. The Department visits each commercial property, manufacturing facility, schools, day-cares and places of public assembly on an annual basis to insure proper continuing fire code compliance as required by the State Fire Code.

Public Education: The Department offers a range of educational activities intended to reduce the frequency and severity of human suffering related to fires and personal safety. Additionally the Department provides information and education intended to enhance the survival skills of at risk populations (young & elderly) should they become involved in a fire situation. All members of the Department participate in the field delivery of these services. Activities such as the "Fire Safety House", programs targeting pre-school through high school students, public fire extinguisher training, and our Annual Open House are example of the Department's efforts to forward the message of fire prevention and survival. These efforts are coordinated through the Battalion Chiefs and Bureau of Fire Prevention.

Community Service: The Department provides an array of community services intended to meet the needs of a diverse community. Services include CPR training, Bike Medic Services, and injury and illness awareness programs; combined with the proper application of fire codes reduces the emotional and financial harm citizen's face under fire conditions. For this reason, we feel our Fire Prevention and Education activities are among the most valuable offered to the community.

During 2010 the Department provided to number of community groups and individuals CPR training. The Department in conjunction with the Rockingham VNA has begun a "slips and falls" preventative program for senior and other at risk populations in Derry.

If the FY 2011 Fire Department budget is reduced to less than the Department is requesting reductions in staffing and service levels will occur, including the areas of public education and community services. Since many of these programs are provided by shift personnel, if a station closure were to occur, the availability of shift personnel will become limited due to the relative increased demands of emergency response, and these programs may be discontinued.

Equipment Procurement and Replacement: The Department maintains a system for the replacement of expendable and non-expendable fire and medical supplies to insure vehicles are in a constant state of readiness. Responsibility for this program is shared throughout various levels of the Department. Department members are responsible to replace supplies used after each emergency from available inventory. Fire Captains are responsible for vehicle inventories and the in-house inventory of expendable fire and medical supplies. The Director of EMS is responsible for supply orders and relationship with EMS medical vendors.

Fire Equipment/Supply Maintenance & Replacement: The Department maintains small equipment needed to complete our fire suppression mission such as exhaust fans, extrication equipment, self-contained breathing apparatus and protective clothing. This program is coordinated through the Office of the Battalion Chief which is responsible for the upkeep of records and schedules

Wellness and Physical Fitness: The Department maintains a mandatory program of medical physical exams to insure personnel are physically capable of performing the rigors required of fire fighters. A program of on-duty physical fitness supports this program. These fitness activities enhance or maintain their level of fitness and ability to complete the oftentimes physically challenging tasks associated with fire fighting. These programs are coordinated jointly through the Fire Chief's office and the Department's wellness coordinators.

National Accreditation level of care: The Derry Fire Department has become one of only a few fire based EMS providers on the East Coast to operate its ambulance service at national accreditation standards level. The Department achieved accreditation through the Commission on Accreditation of Ambulance Services (CASS) in 2002, and was reaccredited in 2005, and again in 2008.

Continuous Quality Initiative: The Department maintains a Continuous Quality Care (CQI) initiative intended to insure a high standard of patient care. Patient Care reports are reviewed to insure compliance with treatment standards and protocols. In instances when standards of care have not been followed or achieved, further scrutiny occurs to identify the cause of the deviation to insure future compliance. The CQI program also includes a format where field practitioners can recommend changes to standards of care and protocols based upon field experiences. The Derry Fire Department has had an active CQI process for many years, long before it became a requirement under the New Hampshire Bureau of Emergency Medical Services rules.

Contract Services to Surrounding Communities: In addition to providing emergency medical services to the citizens of Derry, the Department provides these services to the Towns of Chester and Auburn and the Parkland Medical Center (emergency transports) In total emergency medical services gross approximately \$ 900,000 in revenues annually for the Town.

Southeastern New Hampshire Hazardous Materials Mutual Aid District: The Department maintains an active membership and high level of support of this Hazardous Materials Mutual Aid District. This District consists of 16 communities banded together to provide a coordinated hazardous. The Department maintains a Level B hazardous materials response capability for the protection of the community. This response level allows responders to asses, analyze, and mitigate releases of hazardous materials that pose a hazard through inhalation, direct contact, or skin absorption. This response level is commensurate with the typical risk within the Town of Derry. Although hazardous materials response is a low frequency within Derry, the high consequence of such an incident to people, groundwater, and the environment merits our measured delivery of hazmat services. To maintain a response readiness, the Department undertakes a series of program to insure timely and professional services. Derry currently supplies approximately 22 members to the District's Hazardous Materials Response Team. Through the terms of the mutual aid agreement, our personnel receive monthly training exercises, annual medical evaluations and all protective apparel needed to participate according to Federal guidelines. Additionally, the District stocks our Hazardous Materials Response Trailer with spill containment supplies.

Fleet Maintenance: The Department maintains an on-going vehicle maintenance program through the Director of Maintenance. The program includes scheduled safety checks and fluid changes, as well as annual certification of pumps, ground ladders and aerial ladders as well as

biannual state inspections. The Mechanic is certified ASE and EVT (Emergency Vehicle Technician). With the increasing specialization of and the unique equipment on fire and ems emergency vehicles, an appropriately trained and certified fleet mechanic is important to reducing liability to the Town of Derry.

Facilities Maintenance: The Department provides services to the community through four fire station facilities. On-duty personnel complete the majority of maintenance and repair at these facilities. The office of Fire Chief, the Office of the Battalion Chief along with the Station Captains oversees the physical plants at our facilities. These individuals are responsible for contacts with private contractors and the coordination of on-going maintenance at the fire stations.

**Town of Derry, NH
FY 2011 Budget
Activity Center Summary By Category**

10 & 14 Department: FIRE		Activity Center : PREVENTION & EMERGENCY SVS						
Acct #	Account Description	FY 2008 Revised Budget	FY 2009 Revised Budget	FY 2010 Revised Budget	2010 Projected Actual	2011 Department Recommended	2011 Town Admin Recommended	2011 Town Council Adopted
Personnel Services								
110	P&ES PERMANENT POSITIONS	4,142,550	4,324,211	4,236,476	4,236,476	4,394,956	4,394,956	4,392,732
120	P&ES TEMPORARY POSITIONS	7,328	0	0	140	0	0	0
140	P&ES OVERTIME	777,346	696,000	696,000	700,600	824,761	667,945	647,945
190	P&ES OTHER COMPENSATION	658,476	679,535	695,796	793,796	811,108	811,153	811,153
200	P&ES EMPLOYEE BENEFITS	2,475,467	2,215,232	2,271,393	2,272,848	2,719,600	2,614,353	2,510,927
240	P&ES TUITION REIMBURSEMENT	10,000	10,000	10,000	10,000	10,000	10,000	10,000
291	P&ES TRAINING & CONFERENCES	51,735	40,700	45,000	45,000	48,700	36,700	36,700
292	P&ES UNIFORMS	46,055	46,190	46,385	56,362	46,270	40,770	40,770
TOTAL Personnel Services		8,168,957	8,011,868	8,001,050	8,115,222	8,855,395	8,575,877	8,450,227
Operations & Maintenance								
310	P&ES ARCHITECTS/ENGINEERING	10,500	12,300	0	5,000	0	0	0
340	P&ES BANKING SERVICES	3,400	3,600	3,600	3,600	3,600	3,600	3,600
341	P&ES TELEPHONE	24,200	18,990	20,990	20,990	23,250	23,250	23,250
342	P&ES DATA PROCESSING	0	5,950	5,950	6,860	5,950	5,950	5,950
355	P&ES PHOTO LABORATORY	500	500	500	500	500	200	200
360	P&ES CUSTODIAL SERVICES	5,500	5,500	5,520	5,520	5,520	5,520	5,520
390	P&ES OTHER PROFESSIONAL SVS	84,280	79,276	83,905	103,426	87,712	87,712	87,712
410	P&ES ELECTRICITY	29,348	29,170	27,170	27,170	27,170	27,170	27,170
411	P&ES HVAC	35,936	23,115	24,280	24,280	20,321	20,321	20,321
412	P&ES WATER	399,146	403,504	404,863	404,863	405,007	405,007	405,007

**Town of Derry, NH
FY 2011 Budget
Activity Center Summary By Category**

10 & 14 Department: FIRE		Activity Center : PREVENTION & EMERGENCY SVS						
Acct #	Account Description	FY 2008 Revised Budget	FY 2009 Revised Budget	FY 2010 Revised Budget	2010 Projected Actual	2011 Department Recommended	2011 Town Admin Recommended	2011 Town Council Adopted
413	P&ES SEWER	2,639	3,853	3,853	3,853	4,103	4,103	4,103
430	P&ES CONTRACT REPAIR & MAINT	48,725	64,597	73,347	73,347	51,140	41,240	41,240
440	P&ES RENTAL & LEASES	15,411	10,937	10,679	10,679	14,920	14,920	14,920
490	P&ES OTHER PROPERTY RELATED SV	8,424	7,828	10,216	10,216	9,472	9,472	9,472
550	P&ES PRINTING	4,800	4,800	4,800	4,800	4,300	1,500	1,500
560	P&ES DUES & SUBSCRIPTIONS	13,600	13,674	13,833	13,833	13,433	13,433	13,433
610	P&ES GENERAL SUPPLIES	75,325	66,101	68,100	70,050	76,080	74,430	74,430
620	P&ES OFFICE SUPPLIES	9,000	7,500	7,500	7,500	7,500	7,500	7,500
625	P&ES POSTAGE	1,500	1,500	1,000	1,000	1,000	1,000	1,000
630	P&ES MAINT & REPAIR SUPPLIES	26,700	7,500	18,500	18,500	25,000	22,200	22,200
635	P&ES GASOLINE	10,300	7,000	7,372	7,372	6,750	6,750	8,100
636	P&ES DIESEL FUEL	48,100	41,100	45,050	45,050	42,400	42,400	42,400
640	P&ES CUSTODIAL & HOUSEKEEPING	12,700	12,500	12,500	12,500	12,500	12,500	12,500
660	P&ES VEHICLE REPAIRS	72,425	72,925	77,450	77,450	83,450	78,450	78,450
670	P&ES BOOKS & PERIODICALS	5,800	5,800	4,550	4,550	4,550	3,550	3,550
690	P&ES OTHER NON CAPITAL	76,650	99,138	73,400	79,084	103,650	93,350	73,350
	TOTAL Operations & Maintenance	1,024,909	1,008,658	1,008,928	1,041,993	1,039,278	1,005,528	986,878
	Capital Outlay							
710	P&ES LAND & IMPROVEMENTS	9,629	0	0	0	0	0	0
720	P&ES BUILDINGS	68,890	22,800	29,000	29,255	18,000	0	0
740	P&ES MACHINERY & EQUIPMENT	14,000	56,900	32,000	32,000	44,500	44,500	12,500
760	P&ES VEHICLES	181,300	44,501	200,500	200,500	525,000	525,000	525,000

Town of Derry, NH
 FY 2011 Budget
 Activity Center Summary By Category

10 & 14 Department: FIRE		Activity Center : PREVENTION & EMERGENCY SVS						
Acct #	Account Description	FY 2008 Revised Budget	FY 2009 Revised Budget	FY 2010 Revised Budget	2010 Projected Actual	2011 Department Recommended	2011 Town Admin Recommended	2011 Town Council Adopted
	TOTAL Capital Outlay	273,819	124,201	261,500	261,755	587,500	569,500	537,500
	Transfers							
910	P&ES TFR TO SPECIAL REVENUE	7,000	0	0	0	0	0	0
930	P&ES TFR TO CAPITAL PROJECT	0	0	0	0	0	0	29,450
960	P&ES TFR TO TRUST/AGENCY FUND	200,000	120,000	125,000	125,000	0	0	0
	TOTAL Transfers	207,000	120,000	125,000	125,000	0	0	29,450
	Debt Service							
980	P&ES DEBT SERVICE	17,108	2,724	2,723	2,724	83,023	83,023	83,023
	TOTAL Debt Service	17,108	2,724	2,723	2,724	83,023	83,023	83,023
	TOTAL PREVENTION & EMERGENCY SVS	9,691,793	9,267,451	9,399,201	9,546,694	10,565,196	10,233,928	10,087,078

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DERRY
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2011 2011 BUDGET

FOR PERIOD 99

ACCOUNTS FOR: GOV GENERAL FUND	2009 ACTUAL	2010 ORIG BUD	2010 REVISED BUD	2010 ACTUAL	2010 PROJECTION	2011 Adopted	PCT CHANGE
LICENSE/PERMIT/FEE	-30,440.00	-40,000.00	-40,000.00	-26,870.00	-40,000.00	-40,000.00	.0%
FED GOV REVENUE	-4,879.51	.00	.00	-3,075.24	.00	.00	.0%
ST NH REVENUE	-102.96	.00	.00	-10,047.16	.00	.00	.0%
OTH GOV REVENUE	-116,942.32	-110,000.00	-110,000.00	-121,553.94	-110,000.00	-112,500.00	2.3%
SERVICE REVENUE	-840,119.40	-918,193.00	-918,193.00	-947,887.05	-918,193.00	-943,193.00	2.7%
MISC REVENUE	-59,843.31	-35,000.00	-35,000.00	-70,836.43	-48,000.00	-35,000.00	.0%
INTERFUND TFR IN	.00	-229,500.00	-229,500.00	.00	-229,500.00	-109,750.00	-52.2%
OTH FINANCING SOURCE PREVENTION & EMERGENCY	-1,154.50 -1,053,482.00	-1,000.00 -1,333,693.00	-1,000.00 -1,333,693.00	-11,585.00 -1,191,854.82	-1,000.00 -1,346,693.00	-526,000.00 -1,766,443.00	.0% 32.4%