



SEABROOK FIRE DEPARTMENT

87 Centennial Street

Seabrook, NH 03874

Phone: 603-474-2611 Fax: 603-474-5187

seabrooknh.info



William J Edwards

Fire Chief

603-474-3880

Lawrence "Koko" Perkins

Deputy Fire Chief

603-474-5300

Date: July 14, 2020

To: Board of Selectmen &
William Manzi, Town Manager

From: William J Edwards, Fire Chief

Re: Fire Union - Captain Exam MOU

Hello Mr. Manzi,

The Fire Union had come to me a few months ago looking to discuss making changes to the Union Contract dealing with the Captain Exam process, specifically Article 7: Promotions.

After numerous meetings between myself and the Union Executive Board we had come to an agreement of a satisfactory process to go forward with. I would recommend the attached amendment to the contract to be approved and used with the next promotional process.

As always if there are any questions please let me know.

Respectfully,


William J Edwards

Fire Chief

Eligibility to take written

- 10 Years full time, or if you have at least 5 years on or before 05/21/2020

Written Test

- Based on current FF essentials and Fire officer books
- Given by NH fire standard and training
- The bi-annual Captain exam done on even years, will be given the second Friday in even yearned October, unless there is an issue with the state of NH being able to provide the exam on this date in that year, if so, said written exam will be scheduled as close to the second Friday on October, but not before
- If no one passes, another test will be given

Eligibility to get on list

- Pass written with a 70%, with no seniority points
- List can have only one person

Job posting

- A captain vacancy job posting must be posted within 30 calendar days of the previous captain's retirement date or open position, and said posting shall close two calendar weeks there after, or longer pending changes to the Town's policy. If either of these deadlines go beyond the second Friday of October on an even year, the oral board portion of the captain promotional exam will be delayed until after written test results are released by the State of NH, giving eligible members an opportunity to participate in the written exam. Unforeseen circumstances may delay or prolong the above process, this will be at the sole discretion of the Fire Chief

Eligibility Oral Board

- Must be on the written list with a 70% or above, no seniority points
- Oral board examination will be conducted by the State of NH and be and be conducted

as quickly as feasible, no sooner than 14 calendar days

Final scoring

- Seniority Points are based on full time status at 0.5 per year(Current Way)
- $((\text{Written} + \text{Oral})/2) + \text{Seniority Points} = \text{Final Score}$
- Top three final scores, #1 being the highest final score and so on
- Chief picks from top three, minimum of 1 person on list, no bump ups after appointment

In House voting

- After the oral board is given all members (except those on the top three list will not vote) of Local 2847 are given a chance but are not required to give the chief their written top three choices for captain. This info is used as a information tool by the chief, members will be given 7 calendar days to submit their list to the chief