CITY OF NASHUA
BOARD OF FIRE COMMISSION
AGENDA

Monday, March 4, 2019 at 5:30 PM
177 Lake Street, Nashua, NH
Training Classroom

Pledge of Allegiance

Moment of Silence

Period for Public Comment

CONSENT AGENDA

Approval of Minutes:

19 31 February 4, 2019 Regular Meeting Minutes

Communications:

19 32 From: Merrimack Fire Department
Re: Thank You for Mutual Aid

Reports:

19 33 Departmental Detail Expenditures Report

19 34 Accidents (1)
REGULAR AGENDA:

Staff Reports:

19 35  A. Chief Rhodes  
       B. Assistant Chief Walker

Discussion:

19 36  Local 789

Old Business:

16 56  Station 3 / Spit Brook Road Station Addition Update

16 110  Strategic Planning Committee Update

New Business:

Personnel:

19 37  Personnel Item A, B, C, D

Date and Location of Next BFC Meeting:

Monday April 1, 2019, 5:30 PM at 177 Lake St Training Classroom

03/01/19, kmc
CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
FEBRUARY 4, 2019

MEMBERS PRESENT:
Kevin Burgess
Paul Garant
Ken Marquis
Anthony Patti

MEMBERS NOT PRESENT:
Kevin Gage

STAFF PRESENT:
Chief Brian D. Rhodes
Assistant Chief George A. Walker

OTHERS PRESENT:
Deputy Fire Chief Steve Buxton
Deputy Fire Chief Glen MacDonald
President of Local #789 - John McAllister
Several Members of Nashua Fire Rescue

THE MEETING CAME TO ORDER AT 5:30 PM

All stood as Commissioner Marquis lead The Pledge of Allegiance.

A Moment of Silence was held for all those lost and recent fire fighter deaths.

PUBLIC COMMENT

No discussion

CONSENT AGENDA

Approval of Minutes
January 7, 2019 Regular Meeting

Motion by Marquis to accept meeting minutes and place on file
Seconded by Patti
Vote: passed 4-yes

Approval of Minutes
January 24, 2019 Special Meeting

Motion by Marquis to accept meeting minutes and place on file
Seconded by Patti
Vote: passed 4-yes
Communications – Thank You (s)
Thank You (1)
No discussion

Departmental Detail Expenditures Report
No discussion

Accidents (2)
No discussion

REGULAR AGENDA

Staff Reports

A. Chief Rhodes

Motion by Commissioner Marquis to accept Chief Rhodes’ report as presented and place on file
Seconded by Commissioner Burgess
Vote: passed 4-yes

B. Assistant Chief Walker

Motion by Commissioner Marquis to accept Assistant Chief Walker’s report as presented and place on file
Seconded by Commissioner Burgess
Vote: passed 4-yes

Discussions

Local 789
President John McAllister requested to speak in Non-Public session.
President John McAllister asked for the board’s assistance in regards to how members who take Military Leave are compensated.

Motion by Commissioner Marquis to accept the verbal report from Local 789 President John McAllister and place on file
Seconded by Commissioner Patti
Vote: passed 4-yes

OLD BUSINESS

Spit Brook Road/Station 3 Addition Update
There was an overhead door issue recently but that is resolved.
The test patch in the floor is holding up.
The lighting issue in the new bay has been rectified.
All of this will be taken care of before the one year warranty period is reached.
02/27/19 kc
Strategic Planning Committee Update
Commission Garant had nothing to report.

NEW BUSINESS

Authorization for Action: Expenditure – Rescue Equipment

Motion by Commissioner Marquis to authorize the purchase of Paratech Struts from Harrison Shrader
Not to exceed $12,300
Seconded by Commissioner Patti
Vote: Passed 4-yes

PERSONNEL ITEMS

Personnel Item

Motion by Commissioner Marquis to accept and place on file
Seconded by Commissioner Burgess
Vote: passed 4-yes

Personnel Item

Discussed in Non-Public Session

NON-PUBLIC SESSION

Motion by Commissioner Patti at 5:46 PM to enter into non-public session in accordance pursuant to N.H. RSA 91-A:3, subsection 2C by roll call, which is required, to discuss matters which, if discussed in public, could adversely affect the reputation of any person other than a member of this public body itself, unless that person requests an open meeting.
Seconded by Commissioner Marquis
Vote: passed 4-yes – by roll call

Motion by Commissioner Patti that the Board comes out of non-public session at 6:45 PM
Seconded by Commissioner Burgess
Vote: passed 4-yes

MOTION Seal Minutes of Non-Public Session

Motion by Commissioner Patti to seal the minutes of the Non-Public session until such time the board decides to unseal them. The reason for sealing the minutes is that divulgence of this information could adversely affect the reputation of a person other than a member of the board.
Seconded by Commissioner Marquis
Vote: passed 4-yes
MOTION TO ADJOURN

Motion by Commissioner Marquis to adjourn the meeting at 6:46 PM
Seconded by Commissioner Patti
Vote: passed 4-yes

TIME AND LOCATION OF NEXT MEETING:
Monday March 4, 2019, 5:30 pm
at 177 Lake Street, Classroom

Dates and Locations of Other Events/Meetings:

ITEMS NOT ON AGENDA – Introduced at Meeting
Merrimack Fire Rescue

Merrimack, New Hampshire

Brian,

The Department of Merrimack Fire Rescue would like to thank the Nashua Fire Department for their assistance at the recent garage fire at 417 South Baboosic Lake Road.

We appreciate your department’s willingness to work alongside of us.

Sincerely,

[Signature]

Michael P. Currier
Fire Chief
Merrimack Fire Rescue
### Property Services

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Building Grounds Maintenance</td>
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<td>HVAC Maintenance</td>
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<td>Pest Control Services</td>
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<tr>
<td>Water</td>
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### Professional & Technical Services

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<tr>
<td>Benefits</td>
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<tr>
<td>Pension Expense</td>
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<tr>
<td>Halloween &amp; Christmas</td>
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### Salaries & Wages

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<tr>
<td>Special PBI</td>
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<td>Stripes</td>
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<td>Extra Holiday</td>
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<td>Overtime Full Time</td>
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### General Fund

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<td>Total Expenditures</td>
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<td>Expenditures Compared to MTD</td>
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<tr>
<td>Expenditures Compared to FYTD</td>
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*Fiscal Year 2019*
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| 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 | 1.47/00 |
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<th>REMAINING Amount</th>
<th>EXPENDED Amount</th>
<th>EXPENDED MTD</th>
<th>ENC/COMMIT</th>
<th>BUDGET AVAILABLE</th>
<th>ORIGINAL BUDGET</th>
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**TOTAL**

- **90%** NAVIGATIONAL BUDGET ADJUSTMENTS
- **50% BUDGET ADJUSTMENTS**
  - **71989 MISCELLANEOUS EQUIPMENT**
  - **71980 FURNITURE & FIXTURES**
  - **71995 AUDIO VISUAL EQUIPMENT**
  - **71992 FIRE APPARATUS EQUIPMENT**
  - **71993 PHOTOGRAPHIC EQUIPMENT**
  - **71994 PHOTOGRAPHIC EQUIPMENT**
  - **71995 EMERGENCY RESCUE EQUIPMENT**
  - **71996 SMALL TOOLS**
  - **71997 EQUIPMENT**
- **71880 SPECIAL AWARES**
- **68386 NEW FIRE APPARATUS EXPENSES**
- **68387 ARSON INVESTIGATION EXPENSES**
- **68388 OTHER EXPENSES**
- **61910 WEELS - FUNCTIONS**
- **61919 NEWS**
- **61920 SUBSCRIPTIONS**
- **61921 REPRINTS & SUPPLIES**
- **61999 VEHICLE PARTS & SUPPLIES**
- **61930 SUPPLIES & MATERIALS**
- **152 FIRE**
- **1000 GENERAL FUND**

**NOTES:**

- **Page 3 of 6**
- **March 01, 2019**

**GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT**

**CITY OF NAUSHUA, NEW HAMPSHIRE**

**THROUGH FEBRUARY 28, 2019**

**FISCAL YEAR 2019**
<table>
<thead>
<tr>
<th>Date</th>
<th>City of Nashua, New Hampshire</th>
<th>General Fund</th>
<th>Departmental Detail Expenditures Report</th>
<th>Fiscal Year 2019 Through February 28, 2019</th>
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<tbody>
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<td>March 01, 2019</td>
<td>9:53:35 AM</td>
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<th>Expenditures Expended</th>
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<td>$68,681.38</td>
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<td>$6,264,398.92</td>
<td>$8,000,177.00</td>
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<td>$66.68 %</td>
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**Total - General Fund**

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<th>Amount Remaining</th>
<th>% Used</th>
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<td>0.00%</td>
</tr>
<tr>
<td>Item</td>
<td>Amount</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>MISCELLANEOUS EQUIPMENT</td>
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<tr>
<td>FIRE APPARATUS EQUIPMENT</td>
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<tr>
<td>EQUIPMENT MAINT SUPPLIES</td>
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</tr>
<tr>
<td>PROTECTIVE CLOTHING</td>
<td></td>
</tr>
<tr>
<td>SUPPLES &amp; MATERIALS</td>
<td></td>
</tr>
</tbody>
</table>

**Total - GP PRIOR YEAR ENC & ESCROWS:** $24,203.752.00

**Total - FIRE:** $391,888.48

**Total - MISCELLANEOUS EQUIPMENT:** $24,203.752.00

**Total - FIRE APPARATUS EQUIPMENT:** $24,203.752.00

**Total - EQUIPMENT MAINT SUPPLIES:** $19.75.00

**Total - PROTECTIVE CLOTHING:** $19.75.00

**Total - SUPPLES & MATERIALS:** $34.950.88

**Through February 28, 2019**

**Fiscal Year 2019**

**General Fund - Departmental Expenditures Report**

**City of Nashua, New Hampshire**

March 01, 2019
To: Chairman Paul Garant / BFC  
From: Brian D. Rhodes, Chief of Department  
Date: February 28, 2019  
Re: March Commission Meeting Staff Report

**Administrative Meetings/Activities:** Attended the NH Assoc. of Fire Chiefs Monthly meeting, attended Safe Stations Stakeholders Meeting. Ambulance Advisory and CTAB meetings, met numerous times with Financial Services Staff in preparation for budget talk with Mayor, met with Mayor, CFO, and Chairman Garant re FY20 budget attended meeting of Advisory Board at Revive Recovery. Panel member for NHPR radio show “The Exchange” to discuss Opioid Crisis, attended Black History Month Celebration at Arlington St CC, attended State of the City address, Staff Meeting, met with Local and two dispatchers re: new CAD, attended CERF meeting with Mayor to outline FY20 needs, C2 and I both went on WSMN on separate days to promote NFR and promote Safety for our citizens, met with State FM Parisi.

**FY 19 Budget Update:** 35 weeks of FY 19 have been completed and the attachment details our status.  
**NFR Activity Summary:** To date members responded to 2270 calls for service in 2019 with 932 of those calls being NFIRS applicable.  
**Good of the Department:** Best wishes for a healthy and happy retirement to Insp. /Inv. Teague and Pvt. R. Labrecque. Grant funded vehicle is progressing on schedule at the manufacturer. Asst. Chief Walker, Business Mgr. Conde, and Admin. Boucher did an incredible job and worked extremely hard with FY 20 budget preparations!

**Project Updates:** CAD/RMS training has begun and proceeding on schedule. Members have been receiving ongoing training. We are hopeful to go live on April 1 but final determination will not be made until all training is complete and our dispatch staff is as comfortable as can be with the new program. This new program represents a major change for dispatch and I am extremely grateful for the hard work and diligence that

**Personnel Items:** N/A  
**Grievance Status:** N/A  
**Next Meeting:** April 1, 2019

Respectfully submitted,

Brian D. Rhodes  
Chief of Department
To: Chief of Department Rhodes
Chairman Paul Garant/ BFC
From: Assistant Chief Walker
Date: March 4, 2019
Re: January 2019 Fire Commission Report

TRAINING / SAFETY DIVISION

EMS recertification has been completed and the last of the Ready, Check, Inject practical should be done this week. Ongoing RED NMX Cad training for all NFR members. New GPS Units were delivered and installed on all front line apparatus.
Training division working on several new or updated SOP’s and working on a possible house to do a training burn.

FIRE MARSHAL

The fire marshal office continues to handle inspections and new construction plans. They are down to 2 inspectors with the retirement of Asst. Supt. Dan Teague. The process to replace Inspector Teague is underway.

FIRE ALARM

The fire alarm division continues to convert data into the new REDNMX Cad System in preparation for a tentative April 1, 2019 go live date. Dispatcher Test was held on February 14, 2019 with 13 passing. Interviews for the 4 new dispatchers has been completed. A list of potential candidates will be established.

MECHANICAL

Mechanics continue on preventative maintenance on all apparatus and department vehicles. They plowed all stations during the recent storms. E4’s Def issue has been repaired at Minuteman. Ladder 2 is at Minuteman for aerial issues.

FACILITIES

All facilities are in good shape. There was some wind damage (shingles and flashing) at a few of the stations. These are minor and have been repaired. The RFP for 177 Lake St. HVAC/Domestic Hot Water replacement is ongoing, with a final walk thru on Wednesday March 6, 2019. The open bid date is March 31, 2019. An HVAC/Heating System Preventive Maintenance Contract for all NFR buildings is being
completed and will go out in early spring. Station 5 kitchen cabinets have been ordered and will be installed once they arrive.

EXPENDITURES

No expenditures.

MEETING / NOTABLE Events

- NHAFC meeting
- NHRS Board of Trustee Meeting
- NHRS Benefits and PPCC Meetings
- NFR Staff meeting
- We have completed 65% of the FY 2019 budget
- Mayors Budget Meeting
- Lions Club

Respectfully Submitted,

George A. Walker
Assistant Fire Chief