

**CITY OF NASHUA
BOARD OF FIRE COMMISSION
AGENDA**

**Monday, April 1, 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 39 March 4, 2019 Regular Meeting Minutes

Reports:

19 40 Departmental Detail Expenditures Report

19 41 Accidents (1)

REGULAR AGENDA:

Staff Reports:

- 19 42 **A. Chief Rhodes**
B. Assistant Chief Walker

Discussion:

- 19 43 **Local 789**

Old Business:

- 16 56 **Station 3 / Spit Brook Road Station Addition Update**
- 16 110 **Strategic Planning Committee Update**

New Business:

- 19 44 **Authorization(s) for Action: Personnel**
New Hire - Dispatcher

Personnel:

- 19 45 **Personnel Item A, B, C, D**

Date and Location of Next BFC Meeting:

Monday May 6, 2019, 5:30 PM at 177 Lake St Training Classroom

Wednesday, May 22, 2019 NFR Awards Recognition Night

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
MARCH 4, 2019**

MEMBERS PRESENT:

Kevin Burgess
Paul Garant
Anthony Patti

MEMBERS NOT PRESENT:

Kevin Gage
Ken Marquis

STAFF PRESENT:

Assistant Chief George A. Walker

STAFF NOT PRESENT:

Chief Brian D. Rhodes

OTHERS PRESENT:

Aldерwoman Melizzi-Golja
Deputy Fire Chief Glen MacDonald
President of Local #789 - John McAllister

THE MEETING CAME TO ORDER AT 5:30 PM

All stood as Commissioner Burgess lead The Pledge of Allegiance.

A Moment of Silence was held for Berwick Captain Joel Barnes, Marion Firefighter Thomas Nye, Lexington Firefighter John Ritchie, Medford Firefighter Stephen Pina and other recent deaths and all those lost.

PUBLIC COMMENT

No discussion

CONSENT AGENDA**Approval of Minutes**

February 4, 2019 Regular Meeting

19 31

Motion by Commissioner Burgess to accept meeting minutes and place on file

Seconded by Commissioner Patti

Vote: passed 3-yes

Communications – Thank You (s) 19 32
Thank You (1)

No discussion

Departmental Detail Expenditures Report 19 33

No discussion

Accidents (1) 19 34

No discussion

REGULAR AGENDA

Staff Reports

A. Chief Rhodes 19 35 A

Motion by Commissioner Burgess to accept Chief Rhodes' report as submitted and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

B. Assistant Chief Walker 19 35 B

Motion by Commissioner Burgess to accept Assistant Chief Walker's report as presented and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

Discussions

Local 789 19 36
President John McAllister had nothing to report.

OLD BUSINESS

Spit Brook Road/Station 3 Addition Update 16 56
The test patch is being watched to make sure it continues to hold up.
The lighting issue in the new bay has been resolved.
All of this will be taken care of before the one year warranty period is reached.

Strategic Planning Committee Update 16 110
Alderswoman Melizzi-Golja reported the Strategic Planning Committee met in January. They will be presenting to the Planning & Economic Development Committee and then on to the Board of Aldermen. There are no more meetings scheduled for the Strategic Planning Committee at this time.

Four New Dispatcher Positions (Introduced in FY19 Budget Process) 17 97
Motion by Commissioner Burgess to continue with the hiring process for the dispatchers
Seconded by Commissioner Patti
Vote: passed 3-yes

Alderwoman Melizzi-Golja mentioned that the extra parking spaces for Chestnut Street for Fire Alarm was approved by the Board of Aldermen.

PERSONNEL ITEMS

Personnel Item 19 37 A

Motion by Commissioner Burgess to accept and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

Personnel Item 19 37 B

Motion by Commissioner Burgess to accept with regret and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

Personnel Item 19 37 C

Motion by Commissioner Burgess to accept with regret and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

Personnel Item 19 37 D

Motion by Commissioner Burgess to accept with regret and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

NON-PUBLIC SESSION

No non-public session

MOTION TO ADJOURN

Motion by Commissioner Burgess to adjourn the meeting at 5:41 PM 19 38
Seconded by Commissioner Patti
Vote: passed 3-yes

TIME AND LOCATION OF NEXT MEETING:

**Monday April 1, 2019, 5:30 pm
at 177 Lake Street, Classroom**



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019

1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
51 SALARIES & WAGES							
51100 WAGES FULL TIME	12,190,364.00	12,190,364.00	-	913,618.10	8,880,461.31	3,309,902.69	
51300 OVERTIME	99,040.00	99,040.00	-	2,308.79	29,967.20	69,072.80	
51330 OVERTIME-COVERAGE	725,778.00	725,778.00	-	53,205.31	537,381.75	188,396.25	
51500 WAGES ELECTED OFFICIALS	7,500.00	7,500.00	-	1,875.00	5,076.39	2,423.61	
51600 LONGEVITY	163,000.00	163,000.00	-	-	142,995.27	20,004.73	
51614 SICK INCENTIVE	32,212.00	32,212.00	-	-	-	32,212.00	
51628 EXTRA HOLIDAY	673,630.00	673,630.00	-	-	480,136.89	193,493.11	
51650 ADDITIONAL HOURS	1,527,864.00	1,527,864.00	-	118,911.57	1,219,904.75	307,959.25	
51700 STIPENDS	254,900.00	254,900.00	-	19,161.33	185,288.14	69,611.86	
51712 SPECIAL DETAIL-PENSIONABLE	2,300.00	2,300.00	-	-	-	2,300.00	
51750 RETIREMENT & SEPARATION PAY	-	0.00	-	45,841.24	45,841.24	(45,841.24)	
51900 SALARY ADJUSTMENTS	5,208.00	5,208.00	-	-	-	5,208.00	
	\$ 15,681,796.00	\$ 15,681,796.00	\$ -	\$ 1,154,921.34	\$ 11,527,052.94	\$ 4,154,743.06	73.51 %
52 FRINGE BENEFITS							
52100 FICA/MEDICARE	287,171.00	287,171.00	-	19,393.44	193,995.18	93,175.82	
52150 PENSION EXPENSE	4,794,837.00	4,794,837.00	-	355,570.58	3,548,644.04	1,246,192.96	
52300 BENEFITS	2,818,660.00	2,818,660.00	-	228,241.59	2,237,162.72	581,497.28	
52800 EDUCATIONAL ASSISTANCE	23,000.00	23,000.00	-	2,864.75	11,396.00	11,604.00	
	\$ 7,923,668.00	\$ 7,923,668.00	\$ -	\$ 606,070.36	\$ 5,991,197.94	\$ 1,932,470.06	75.61 %
53 PROFESSIONAL & TECHNICAL SERVICES							
53135 MEDICAL SERVICES	24,000.00	24,000.00	2,270.20	-	5,586.80	16,143.00	
53142 CONSULTING SERVICES	4,000.00	4,000.00	-	-	-	4,000.00	
53455 TESTING SERVICES	4,500.00	4,500.00	-	319.50	1,769.50	2,730.50	
	\$ 32,500.00	\$ 32,500.00	\$ 2,270.20	\$ 319.50	\$ 7,356.30	\$ 22,873.50	29.62 %
54 PROPERTY SERVICES							
54100 ELECTRICITY	113,142.00	113,142.00	-	905.11	84,099.73	29,042.27	
54107 HEATING OIL	2,098.00	2,098.00	-	-	-	2,098.00	
54114 HEATING GAS	65,750.00	65,750.00	-	11,149.98	43,571.84	22,178.16	
54141 WATER	30,000.00	30,000.00	-	1,437.25	18,891.55	11,108.45	
54228 PEST CONTROL SERVICES	2,800.00	2,800.00	692.00	336.00	2,076.00	32.00	
54243 HVAC MAINTENANCE	23,000.00	23,000.00	4,868.27	1,084.76	22,720.18	(4,588.45)	
54280 BUILDING/GROUNDS MAINTENANCE	52,000.00	52,000.00	2,625.25	1,007.35	12,221.97	37,152.78	

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019



1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
54 PROPERTY SERVICES							
54414 HARDWARE MAINTENANCE	12,750.00	12,750.00	2,555.51	2,820.15	4,192.99	6,001.50	
54450 OFFICE EQUIP REPAIRS & MAINTENANCE	200.00	200.00	-	-	-	200.00	
54487 EQUIPMENT REPAIRS & MAINTENANCE	18,930.00	18,930.00	1,190.61	810.32	4,326.55	13,412.84	
54600 VEHICLE REPAIRS & MAINTENANCE	28,000.00	28,000.00	2,512.31	984.15	17,638.24	7,849.45	
	\$ 348,670.00	\$ 348,670.00	\$ 14,443.95	\$ 20,535.07	\$ 209,739.05	\$ 124,487.00	64.30 %
55 OTHER SERVICES							
55118 TELEPHONE-CELLULAR	8,400.00	8,400.00	-	664.09	6,196.06	2,203.94	
55200 DUES AND MEMBERSHIPS	800.00	800.00	-	-	1,364.00	(564.00)	
55307 MILEAGE REIMBURSEMENTS	300.00	300.00	-	-	-	300.00	
55400 CONFERENCES AND SEMINARS	6,000.00	6,000.00	-	200.00	4,047.00	1,953.00	
55421 EMPLOYEE TRAINING & CERTIFICATIONS	8,000.00	8,000.00	-	225.00	2,700.00	5,300.00	
55600 PRINTING	600.00	600.00	-	-	225.92	374.08	
55607 POSTAGE & DELIVERY	1,483.00	1,483.00	-	-	657.05	825.95	
55699 OTHER CONTRACTED SERVICES	8,050.00	8,050.00	515.38	410.08	9,284.62	(1,750.00)	
	\$ 33,633.00	\$ 33,633.00	\$ 515.38	\$ 1,499.17	\$ 24,474.65	\$ 8,642.97	74.30 %
61 SUPPLIES & MATERIALS							
61100 OFFICE SUPPLIES	8,000.00	8,000.00	554.19	215.61	3,691.54	3,754.27	
61107 CLOTHING & UNIFORMS	108,850.00	108,850.00	5,869.50	-	97,295.39	5,685.11	
61110 PROTECTIVE CLOTHING	61,200.00	61,200.00	5,010.07	2,175.28	37,811.15	18,378.78	
61135 EDUCATIONAL SUPPLIES	4,000.00	4,000.00	-	-	2,869.00	1,131.00	
61142 MEDICAL SUPPLIES	8,800.00	8,800.00	715.30	284.70	1,711.60	6,373.10	
61156 CHEMICALS	1,810.00	1,810.00	500.00	-	-	1,310.00	
61166 GASES	1,900.00	1,900.00	-	-	80.00	1,820.00	
61299 MISCELLANEOUS SUPPLIES	3,325.00	3,325.00	656.30	-	1,723.14	945.56	
61300 FUEL, UNLEADED	14,755.00	14,755.00	-	-	7,591.02	7,163.98	
61307 FUEL, DIESEL	55,000.00	55,000.00	329.62	-	20,676.39	33,993.99	
61428 JANITORIAL SUPPLIES	19,200.00	19,200.00	802.08	1,583.75	13,037.90	5,360.02	
61435 FIRE EXTINGUISHERS	1,000.00	1,000.00	465.40	-	1,672.95	(1,138.35)	
61499 BUILDING SUPPLIES	4,100.00	4,100.00	965.81	-	970.47	2,163.72	
61538 LIME AND FERTILIZER	2,500.00	2,500.00	1,032.00	-	468.00	1,000.00	
61650 COPIER SUPPLIES	2,000.00	2,000.00	-	116.12	522.54	1,477.46	
61699 EQUIPMENT MAINT SUPPLIES	23,550.00	23,550.00	947.98	3,413.71	10,242.90	12,359.12	
61705 TIRES	21,000.00	21,000.00	192.00	-	24,430.00	(3,622.00)	



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019

1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
61 SUPPLIES & MATERIALS							
61709 LUBRICANTS	6,158.00	6,158.00	271.13	-	2,796.12	3,090.75	
61799 VEHICLE PARTS & SUPPLIES	48,642.00	48,642.00	4,323.96	4,801.07	37,320.34	6,997.70	
61807 PUBLICATIONS	4,400.00	4,400.00	-	-	92.00	4,308.00	
61830 SUBSCRIPTIONS	1,000.00	1,000.00	-	-	299.00	701.00	
61900 MEALS	400.00	400.00	-	-	-	400.00	
61910 MEALS - FUNCTIONS	400.00	400.00	-	-	266.64	133.36	
	\$ 401,990.00	\$ 401,990.00	\$ 22,635.34	\$ 12,590.24	\$ 265,566.09	\$ 113,786.57	71.69 %
68 OTHER EXPENSES							
68335 ARSON INVESTIGATION EXPENSES	2,000.00	2,000.00	-	-	1,345.50	654.50	
68337 NEW HIRE APPLICATION EXPENSES	1,000.00	1,000.00	-	-	311.97	688.03	
68355 SPECIAL AWARDS	2,000.00	2,000.00	-	-	-	2,000.00	
	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 1,657.47	\$ 3,342.53	33.15 %
71 EQUIPMENT							
71000 EQUIPMENT	1,100.00	1,100.00	-	-	-	1,100.00	
71025 SMALL TOOLS	4,850.00	4,850.00	290.26	34.94	1,015.66	3,544.08	
71400 EMERGENCY RESCUE EQUIPMENT	24,600.00	24,600.00	3,553.62	647.75	8,427.31	12,619.07	
71414 PHOTOGRAPHIC EQUIPMENT	400.00	400.00	-	-	194.94	205.06	
71432 FIRE APPARATUS EQUIPMENT	62,016.00	62,016.00	18,620.07	4,084.32	19,803.25	23,592.68	
71450 AUDIO VISUAL EQUIPMENT	1,800.00	1,800.00	-	-	-	1,800.00	
71800 FURNITURE & FIXTURES	9,100.00	9,100.00	-	99.98	11,295.51	(2,195.51)	
71999 MISCELLANEOUS EQUIPMENT	26,000.00	26,000.00	960.00	212.42	1,576.99	23,463.01	
	\$ 129,866.00	\$ 129,866.00	\$ 23,423.95	\$ 5,079.41	\$ 42,313.66	\$ 64,128.39	50.62 %
90 BUDGET ADJUSTMENTS							
90120 MAYORAL BUDGET ADJUSTMENTS	(133,365.00)	(133,365.00)	-	-	-	(133,365.00)	
	\$(133,365.00)	\$(133,365.00)	\$ -	\$ -	\$ -	\$(133,365.00)	-
TOTAL - FIRE	\$ 24,423,756.00	\$ 24,423,756.00	\$ 63,288.82	\$ 1,801,015.09	\$ 18,069,360.10	\$ 6,291,109.08	74.24 %

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019



1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
	TOTAL - GENERAL FUND	\$ 24,423,758.00	\$24,423,758.00	\$ 63,288.82	\$ 1,801,015.09	\$ 18,069,360.10	\$ 6,291,109.08	74.24 %

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019



1001	GF-CAPITAL IMPROVEMENTS	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
81	MAJOR CAPITAL OUTLAY/IMPROVEMENTS							
81100	CAPITAL IMPROVEMENTS	50,000.00	70,389.86	8,105.11		22,169.53	40,115.22	
		\$ 50,000.00	\$ 70,389.86	\$ 8,105.11	\$ -	\$ 22,169.53	\$ 40,115.22	43.01 %
	TOTAL - FIRE	\$ 50,000.00	\$ 70,389.86	\$ 8,105.11	\$ -	\$ 22,169.53	\$ 40,115.22	43.01 %
	TOTAL - GF-CAPITAL IMPROVEMENTS	\$ 50,000.00	\$ 70,389.86	\$ 8,105.11	\$ -	\$ 22,169.53	\$ 40,115.22	43.01 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2019
THROUGH MARCH 31, 2019

1010	GF-PRIOR YEAR ENC & ESCROWS	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
61	SUPPLIES & MATERIALS							
61110	PROTECTIVE CLOTHING		14,950.88	-		14,950.88		
61699	EQUIPMENT MAINT SUPPLIES		4,765.00			4,765.00		
71	EQUIPMENT							
71432	FIRE APPARATUS EQUIPMENT		21,285.48			21,285.48		
71999	MISCELLANEOUS EQUIPMENT		10,703.00			10,703.00		
		\$ -	\$19,715.88	\$ -	\$ -	\$ 19,715.88	\$ -	100.00 %
		\$ -	\$31,988.48	\$ -	\$ -	\$ 31,988.48	\$ -	100.00 %
	TOTAL - FIRE	\$ -	\$51,704.36	\$ -	\$ -	\$ 51,704.36	\$ -	100.00 %
	TOTAL - GF-PRIOR YEAR ENC & ESCROWS	\$ -	\$51,704.36	\$ -	\$ -	\$ 51,704.36	\$ -	100.00 %
	GRAND TOTAL:	\$24,473,756.00	\$24,545,852.22	\$71,393.93	\$1,801,015.09	\$18,143,233.99	\$6,331,224.30	



Nashua Fire Rescue
Administrative Office
70 East Hollis Street, Nashua, NH 03060
www.nashuafire.com

Brian D. Rhodes
Chief of Department
(603) 594-3651
FAX (603) 594-3654
Rhodesb@NashuaNH.gov

To: Chairman Paul Garant / BFC
From: Brian D. Rhodes, Chief of Department
Date: March 29, 2019
Re: April Commission Meeting Staff Report

Administrative Meetings/Activities: Attended the NH Assoc. of Fire Chiefs Monthly meeting, attended Safe Stations Stakeholders Meeting. Attended meeting of Advisory Board at Revive Recovery. Deputy Buxton and I traveled to Orlando as guests of the IAFC and attended a three day leadership/professional development program, attended CTAB meeting, began negotiations with Local 789 on the 27th, monthly staff meeting, and attended the Border Area Mutual Aid Assoc. meeting in Hudson on the 28th.

FY 19 Budget Update: 39 weeks of FY 19 have been completed and the attachment details our status.

NFR Activity Summary: To date members responded to 2513 calls for service in March as of the writing of this report.

Good of the Department: Best wishes to FAO Walley on her return to MFD Dispatch. Four new FAO's have been hired and will begin training on April 1, 2019. The owner of Greenerd Press came to my office to express his thanks and gratitude for the outstanding efforts of the members who responded to his property for a fire. He also gave me a check made out to the Relief Association as an additional expression of his appreciation.

Project Updates: CAD/RMS training has begun and proceeding on schedule. Members have been receiving ongoing training. Supt. Audette has done a great job as NFR's project lead.

Personnel Items: Discussion re: request for new clothing/uniform addition.

Grievance Status: One submitted by Local 789 that has risen to Commission level.

Next Meeting: April 1, 2019

Respectfully submitted,

Brian D. Rhodes
Chief of Department



Nashua Fire Rescue
Fire Headquarters
70 East Hollis Street, Nashua, NH 03060
www.nashuafire.com

George A. Walker
Assistant Fire Chief
(603) 594-3651
FAX (603) 594-3654
Walkerg@NashuaNH.gov

To: Chief of Department Rhodes
Chairman Paul Garant/ BFC
From: Assistant Chief Walker
Date: April 1, 2019
Re: March 2019 Fire Commission Report

TRAINING / SAFETY DIVISION

Dive Team is conducting their annual Ice Dives. Training Division is working on several SOG'S and SOP's, drafts. A Dive Tender Class is scheduled. The training Division is also working on a house on West Glenwood St. for training burns, tentatively scheduled for May 7 & 8, 2019.

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 testing process to replace Inspector Teague is underway.

FIRE ALARM

The fire alarm division continues to train on the new REDNMX Cad System in preparation for a tentative go live date. This date has been pushed back to May 1, 2019. 4 Dispatchers have been hired for the 3rd dispatcher position and will be starting on April 1, 2019. We have received a resignation letter from a current dispatcher effective April, 3, 2019.

MECHANICAL

Mechanics continue on preventative maintenance on all apparatus and department vehicles. Ladder 2 and Engine 4 are back from Minuteman with repairs done to resolve the recent issues.

FACILITIES

All facilities are in good shape. RFP Bids were scheduled to be opened on Friday March 29, 2019. Will update on Monday. Still waiting on arrival of Stations 5 cabinets. Minor plumbing issues were repaired.

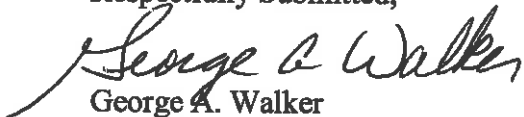
EXPENDITURES

No expenditures.

MEETING / NOTABLE Events

- NHAFC meeting
- NHRS Board of Trustee Meeting
- NHRS Benefits and PPCC Meetings
- NFR Staff meeting
- We have completed 74% of the FY 2019 budget
- HVAC RFP Bid Opening
- Boarder Area Meeting

Respectfully Submitted,

A handwritten signature in cursive script that reads "George A. Walker". The signature is written in black ink and is positioned above the printed name and title.

George A. Walker
Assistant Fire Chief

**BOARD OF FIRE COMMISSIONERS
NASHUA FIRE RESCUE
AUTHORIZATION FOR ACTION: PERSONNEL**

DATE **April 1, 2019**

ISSUE: **Authorization for New Hire**

DECISION: **A motion is in order**

Based on the information that has been provided, including necessary documentation and supporting evidence in this case.

By vote of the Board of Fire Commissioners the following New Hires have been approved.

Hire Date: **Wednesday, April 3, 2019 (tentative)**

Probationary Dispatcher Benjamin Douglas (replacement for Jessica Walley)

Chairman

Clerk