

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

**Wednesday, April 6, 2022
177 Lake Street, Nashua, NH
Training Classroom
5:30 PM**

Roll Call

Pledge of Allegiance

Moment of Silence

Period for Public Comment (RE: Agenda Items)

CONSENT AGENDA

Approval of Minutes:

22 51	March 2, 2022	Regular Meeting Minutes
22 52	March 22, 2022	Special Meeting Minutes

Communications:

22 53	From: American Legion Post 247 Tyngsboro MA
	Re: Mutual Aid fire at the Legion

Reports:

22 54	Departmental Detail Expenditures Report
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REGULAR AGENDA:

Staff Reports:

22 55	A. Chief Buxton
	B. Assistant Chief Atkinson

Discussion:

22 56 Local 789

Old Business:

N/A

New Business:

22 57 Information only Organizational Chart
22 58 Information only FY2023 Budget
22 59 Resolution R22-021 Re-purpose of Unexpended Bond Proceeds
22 60 Date for Dispatch Supervisor Interviews (6/1/22)
22 61 Dates for Deputy Fire Chief, Captains and Lieutenant Interviews

Remarks

Remarks by Fire Commission

Period for Public Comment (RE: Non-Agenda Items)

Personnel:

22 62 Personnel Item A
22 62 Personnel Item B

Non Public if required

Date and Location of Next BFC Meeting:

Wednesday, May 4, 2022, 5:30 PM at 177 Lake St Training Classroom

Date and Location of other Events

Saturday, April 30, 2022, 10:00 AM – VFW Loyalty Day (FF of the year) – Nashua Senior Center

Adjourn

22 51

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
WEDNESDAY, MARCH 2, 2022**

THE MEETING CAME TO ORDER AT 17:30 PM

MEMBERS PRESENT:

Paul Garant
Gary Lambert
John Steere

MEMBERS NOT PRESENT:

Kevin Burgess
Mary Ann Melizzi-Golja

STAFF PRESENT:

Chief Steve M. Buxton
Acting Assistant Chief William B. Atkinson

STAFF NOT PRESENT:

OTHERS PRESENT:

Bob Duffy
Laurie Ortolano
Members of Local 789

All stood as Chief Buxton lead The Pledge of Allegiance.

A Moment of Silence was held for all those lost in the fire service.

PUBLIC COMMENT (RE: NER AGENDA ITEMS)

N/A

CONSENT AGENDA

Approval of Minutes

Wednesday, February 2, 2022 Regular Meeting

22 36

Motion by Commissioner Lambert to accept as presented the meeting minutes and place on file
Seconded by Commissioner Steere
Vote: passed 3-yes

03/03/2022 kmc

Communication(s):

Thank You(s) (4)

22 37 - 22 40

Motion by Commissioner Lambert to accept as presented the Thank You(s) and place on file
Seconded by Commissioner Steere
Vote: passed 3-yes

Departmental Detail Expenditures Report

22 41

Motion by Commissioner Lambert to accept as presented the Departmental Detail Expenditures Report and place on file
Seconded by Commissioner Steere
Vote: passed 3-yes

REGULAR AGENDA

Staff Reports

A. Chief Buxton

22 42 A

Chief Buxton discussed the following:

- Request action to be taken on 2022 hiring list
- Request action to be taken on promotional list
- Request action to be taken on lieutenant promotion for 04/10/2022
- Had initial meeting with Mayor Donchess
- Ladder 2
- Thanked all for attending his Swearing-In Ceremony on March 1, 2022

Motion by Commissioner Lambert to accept Chief Buxton's February report as presented and place on file
Seconded by Commissioner Steere
Vote: passed 3-yes

B. Acting Assistant Chief Atkinson

22 42 B

Acting Assistant Chief Atkinson discussed the following:

- No written report at this time
- Spending time with the Division Heads
- Getting a state of the state with respect to each of the Division Heads
- Having conversations with Chief Buxton in terms of the direction to take department

Discussions

Local 789

22 43

- N/A

OLD BUSINESS

N/A

NEW BUSINESS

Authorization for action: Personnel New Hires

22 44

Motion by Commissioner Lambert to accept the list of nine new hires and authorize the hiring scheduled on May 2, 2022
Seconded by Commissioner Steere
Vote: passed 3-yes

Promotional List

22 45

Promotional List from interviews on February 26, 2022

Motion by Commissioner Lambert to accept and authorize the Promotional List
Seconded by Commissioner Steere
Vote: passed 3-yes

Authorization for action: Personnel Lieutenant Promotion

22 46

Motion by Commissioner Steere to authorize the promotion of Pvt. William Shea to Lieutenant effective Sunday, 04/10/2022
Seconded by Commissioner Lambert
Vote: passed 3-yes

REMARKS

N/A

REMARKS BY FIRE COMMISSION

Commissioner Steere

- Toured Fire Alarm
 - Grateful for the opportunity
 - Recognized Superintendent Jeremy Audette, Dispatch Supervisor Kyle Ball, Dispatcher Jeff Labrie and Dispatcher Chris Carter

PUBLIC COMMENT (RE: NFR NON-AGENDA ITEMS)

- Laurie Ortolano (41 Berkeley Street) discussed the following:
 - Congratulated all the new promotions in the department
 - Barrier Issue
 - Wants any written communication given to the city on the barrier issue
 - There is a meeting Thursday, 03/09/2022, at City Hall regarding the barriers.

03/03/2022 kmc

- Chief Buxton informed her there was no written documentation.
- Bob Duffy (7 Brick Manor Drive) discussed the following:
 - Complimented NFR for having the policy of not using the sirens as much as in other cities
 - Thanked the department and the chief for their work.

PERSONNEL ITEMS

Personnel Item

22 47 A

Motion by Commissioner Steere to accept and place on file the sick/vacation report
Seconded by Commissioner Lambert
Vote: passed 3-yes

NON-PUBLIC SESSION

N/A

MOTION TO ADJOURN

Motion by Commissioner Lambert to adjourn the meeting at 5:46PM
Seconded by Commissioner Steere
Vote: passed 3-yes

22 48

TIME AND LOCATION OF NEXT MEETING:

Regular Scheduled Board of Fire Commission Meeting
Wednesday, April 6, 2022, 17:30 pm
at 177 Lake Street, Classroom

Date and Location of other Events

Promotional Swearing-In
Assistant Chief William B. Atkinson
Sunday, March 6, 2022, 10:00 am
at 70 East Hollis Street

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING MINUTES
TUESDAY, MARCH 22, 2022**

22 52

THE MEETING CAME TO ORDER AT 04:03 PM

MEMBERS PRESENT:

Kevin Burgess
Paul Garant
Gary Lambert
Mary Ann Melizzi-Golja
John Steere

MEMBERS NOT PRESENT:

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Chief William B. Atkinson

STAFF NOT PRESENT:

OTHERS PRESENT:

Personnel Item MOA with Local 789 for Dispatch Supervisors 22 49

Motion by Commissioner Lambert to accept as presented the MOA with Local 789 for Dispatch Supervisors and place on file
Seconded by Commissioner Melizzi-Golja
Vote: passed 5-yes

MOTION TO ADJOURN

Motion by Commissioner Garant to adjourn the meeting at 4:14PM **22 50**
Seconded by Commissioner Steere
Vote: passed 5-yes

TIME AND LOCATION OF NEXT MEETING:

Regular Scheduled Board of Fire Commission Meeting
Wednesday, April 6, 2022, 17:30 pm
at 177 Lake Street, Classroom

Thank you

You've been
a great big help...

...and you deserve
a great big
thank you!

We are reaching out to show our appreciation to the Nashua fire fighters who helped to save the American Legion in Tyngsboro on March 6th. You are our heroes and we salute you. We hope to rebuild as soon as possible. Our members (vets) miss their place of comfort & support. When we do please join us! Gratefully,
E-Board Commander & Amer. Legion members
POST 247

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022

22 54



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	13,754,013.00	13,754,013.00	-	1,234,200.68	10,016,713.20	3,737,299.80	
51300 OVERTIME	113,341.00	113,341.00	-	8,508.30	74,441.18	38,899.82	
51330 OVERTIME-SHIFT COVERAGE	2,578,409.00	2,578,409.00	-	323,012.71	2,784,703.00	(206,294.00)	
51500 WAGES ELECTED OFFICIALS	7,500.00	7,500.00	-	1,875.00	5,625.00	1,875.00	
51600 LONGEVITY	145,200.00	145,200.00	-	-	140,147.80	5,052.20	
51614 SICK INCENTIVE	32,212.00	32,212.00	-	-	-	32,212.00	
51628 EXTRA HOLIDAY	737,950.00	737,950.00	-	58,129.84	529,107.69	208,842.31	
51700 STIPENDS	263,043.00	263,043.00	-	23,282.40	191,702.12	71,340.88	
51712 SPECIAL DETAIL-PENSIONABLE	2,300.00	2,300.00	-	-	-	2,300.00	
51750 RETIREMENT & SEPARATION PAY	-	134,180.22	-	128,481.97	419,357.42	(285,177.20)	
51800 SALARY ADJUSTMENTS	85,130.00	85,130.00	-	-	7,177.70	77,952.30	
51890 YEAR END PAYROLL PARTIAL WEEK CHARGEBAC	-	0.00	-	-	(320,903.42)	320,903.42	
	\$ 17,719,098.00	\$ 17,853,278.22	\$ -	\$ 1,777,490.90	\$ 13,848,071.69	\$ 4,005,206.53	77.57 %
52 FRINGE BENEFITS							
52100 FICA/MEDICARE	337,268.00	337,268.00	-	31,399.85	265,492.17	71,775.83	
52150 PENSION EXPENSE	5,597,830.00	5,597,830.00	-	554,008.15	4,444,885.16	1,152,944.84	
52300 BENEFITS	3,535,657.00	3,535,657.00	-	303,066.95	2,472,979.68	1,062,677.32	
52800 EDUCATIONAL ASSISTANCE	25,000.00	25,000.00	-	248.00	7,733.00	17,267.00	
	\$ 9,495,755.00	\$ 9,495,755.00	\$ -	\$ 888,722.95	\$ 7,191,090.01	\$ 2,304,664.99	75.73 %
53 PROFESSIONAL & TECHNICAL SERVICES							
53135 MEDICAL SERVICES	24,000.00	24,000.00	1,003.30	-	23,657.70	(661.00)	
53142 CONSULTING SERVICES	4,000.00	4,000.00	-	-	-	4,000.00	
53452 STAFFING SERVICES	-	10,200.00	0.40	-	10,167.60	32.00	
53455 TESTING SERVICES	4,500.00	7,100.00	9,407.12	-	1,059.13	(3,366.25)	
	\$ 32,500.00	\$ 45,300.00	\$ 10,410.82	\$ -	\$ 34,884.43	\$ 4.75	99.99 %
54 PROPERTY SERVICES							
54100 ELECTRICITY	115,400.00	115,400.00	-	9,684.45	79,083.44	36,316.56	
54107 HEATING OIL	2,100.00	2,100.00	-	-	-	2,100.00	
54114 HEATING GAS	70,400.00	70,400.00	-	14,058.13	45,458.37	24,941.63	
54141 WATER	35,600.00	35,600.00	203.75	4,779.57	25,324.37	10,071.88	
54228 PEST CONTROL SERVICES	3,000.00	3,000.00	850.00	178.00	1,918.00	232.00	
54243 HVAC MAINTENANCE	55,000.00	55,000.00	5,429.17	11,580.70	41,062.63	8,508.20	



**CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022**

1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
54 PROPERTY SERVICES							
54280 BUILDING/GROUNDS MAINTENANCE	60,000.00	60,000.00	7,754.87	973.38	48,966.11	3,279.02	
54414 HARDWARE MAINTENANCE	12,000.00	9,400.00	200.00	-	2,415.49	6,784.51	
54428 TECHNOLOGY OPERATIONS	20,000.00	20,000.00	-	-	17,579.00	2,421.00	
54487 EQUIPMENT REPAIRS & MAINTENANCE	19,500.00	19,500.00	2,974.10	2,760.42	9,450.27	7,075.63	
54600 VEHICLE REPAIRS & MAINTENANCE	30,000.00	30,000.00	1,305.73	2,839.35	26,824.88	1,869.39	
	\$ 423,000.00	\$420,400.00	\$ 18,717.62	\$ 46,854.00	\$ 298,082.56	\$ 103,599.82	75.36 %
55 OTHER SERVICES							
55118 TELEPHONE-CELLULAR	8,400.00	8,400.00	-	687.18	6,515.35	1,884.65	
55200 DUES AND MEMBERSHIPS	1,500.00	1,500.00	296.00	100.00	1,507.00	(303.00)	
55307 MILEAGE REIMBURSEMENTS	300.00	300.00	7.00	-	11.00	282.00	
55400 CONFERENCES AND SEMINARS	8,000.00	8,000.00	-	-	1,638.00	6,362.00	
55421 EMPLOYEE TRAINING & CERTIFICATIONS	7,000.00	7,000.00	-	-	3,095.00	3,905.00	
55600 PRINTING SERVICES	450.00	450.00	122.45	-	706.69	(379.14)	
55607 POSTAGE & DELIVERY	1,650.00	1,650.00	-	-	672.68	977.32	
55699 OTHER CONTRACTED SERVICES	12,500.00	27,500.00	242.89	681.97	27,372.21	(115.10)	
	\$ 39,800.00	\$54,800.00	\$ 668.34	\$ 1,469.15	\$ 41,517.93	\$ 12,613.73	76.98 %
61 SUPPLIES & MATERIALS							
61100 OFFICE SUPPLIES	8,000.00	8,000.00	246.93	892.14	4,515.35	3,237.72	
61107 CLOTHING & UNIFORMS	130,000.00	130,000.00	3,280.75	1,503.75	117,662.08	9,037.17	
61110 PROTECTIVE CLOTHING	92,000.00	92,000.00	41,658.20	2,874.59	50,161.40	180.40	
61135 EDUCATIONAL SUPPLIES	4,000.00	0.00	-	-	-	-	
61142 MEDICAL SUPPLIES	8,000.00	8,000.00	1,155.60	-	(820.80)	7,665.20	
61156 CHEMICALS	1,800.00	1,800.00	1.00	-	264.00	1,535.00	
61166 GASES	1,900.00	1,900.00	7.00	-	193.00	1,700.00	
61245 TRAINING MATERIALS	1,500.00	1,500.00	831.48	357.55	2,566.24	(1,897.72)	
61299 MISCELLANEOUS SUPPLIES	3,300.00	3,300.00	297.72	593.75	3,528.89	(526.61)	
61300 FUEL, UNLEADED	18,225.00	15,500.00	0.10	-	7,840.39	7,659.51	
61307 FUEL, DIESEL	45,000.00	35,000.00	100.06	169.08	21,985.92	12,914.02	
61428 CLEANING & JANITORIAL SUPPLIES	20,200.00	20,200.00	2,190.77	1,319.23	8,883.90	9,125.33	
61435 FIRE EXTINGUISHERS	1,200.00	1,200.00	0.82	-	3,233.18	(2,034.00)	
61499 BUILDING SUPPLIES	4,000.00	4,000.00	-	-	1,748.27	2,251.73	
61538 LIME AND FERTILIZER	2,500.00	2,500.00	815.00	-	1,185.00	500.00	
61650 COPIER SUPPLIES	1,000.00	1,000.00	-	-	542.44	457.56	



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022

1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
61 SUPPLIES & MATERIALS							
61699 EQUIPMENT MAINT SUPPLIES	28,000.00	28,000.00	10.42	422.72	28,017.28	(27.70)	
61705 TIRES	33,000.00	33,000.00	1.02	4,284.00	16,925.98	16,073.00	
61709 LUBRICANTS	6,500.00	6,500.00	303.13	225.92	3,680.87	2,516.00	
61799 VEHICLE PARTS & SUPPLIES	55,000.00	55,000.00	3,043.42	21,194.12	61,302.40	(9,345.82)	
61807 PUBLICATIONS	4,000.00	4,000.00	-	-	2,932.78	1,067.22	
61830 SUBSCRIPTIONS	1,000.00	1,000.00	-	-	189.95	810.05	
61900 MEALS	400.00	400.00	-	-	357.50	42.50	
61910 MEALS - FUNCTIONS	400.00	400.00	-	-	526.88	(126.88)	
	\$ 470,925.00	\$454,200.00	\$ 53,943.42	\$ 33,836.85	\$ 337,442.90	\$ 62,813.68	86.17 %
68 OTHER EXPENSES							
68335 ARSON INVESTIGATION EXPENSES	4,000.00	4,000.00	0.68	-	3,805.37	193.95	
68337 NEW HIRE APPLICATION EXPENSES	1,000.00	2,525.00	1.00	66.50	2,430.00	94.00	
68355 SPECIAL AWARDS	2,000.00	2,000.00	369.52	-	1,511.21	119.27	
	\$ 7,000.00	\$8,525.00	\$ 371.20	\$ 66.50	\$ 7,746.58	\$ 407.22	95.22 %
71 EQUIPMENT							
71000 EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71025 SMALL TOOLS	4,000.00	4,000.00	1.40	1,417.00	2,295.60	1,703.00	
71400 EMERGENCY RESCUE EQUIPMENT	25,000.00	25,000.00	1,506.39	3,540.33	44,238.30	(20,744.69)	
71414 PHOTOGRAPHIC EQUIPMENT	400.00	400.00	-	-	-	400.00	
71432 FIRE APPARATUS EQUIPMENT	66,000.00	66,000.00	5,389.79	863.86	22,681.80	37,928.41	
71450 AUDIO VISUAL EQUIPMENT	1,300.00	1,300.00	-	-	-	1,300.00	
71800 FURNITURE & FIXTURES	12,000.00	12,000.00	488.49	5,507.02	15,020.35	(3,508.84)	
71999 MISCELLANEOUS EQUIPMENT	25,000.00	15,000.00	1.00	2,120.92	3,321.32	11,677.68	
	\$ 134,700.00	\$124,700.00	\$ 7,387.07	\$ 13,449.13	\$ 87,557.37	\$ 29,755.56	76.14 %
90 BUDGET ADJUSTMENTS							
90120 MAYORAL BUDGET ADJUSTMENTS	(77,184.00)	(77,184.00)	-	-	-	(77,184.00)	
	\$(77,184.00)	(\$77,184.00)	\$ -	\$ -	\$ -	\$(77,184.00)	-
TOTAL - FIRE	\$ 28,245,594.00	\$28,379,774.22	\$ 91,498.47	\$ 2,761,889.48	\$ 21,846,393.47	\$ 6,441,862.28	77.30 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022

1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
TOTAL - GENERAL FUND	\$ 28,245,594.00	\$28,379,774.22	\$ 91,498.47	\$ 2,761,889.48	\$ 21,846,393.47	\$ 6,441,882.28	77.30 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022

1001	GENERAL FUND -CAP IMPROVEMENTS	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
81	CAPITAL OUTLAY/IMPROVEMENTS							
81100	CAPITAL IMPROVEMENTS	50,000.00	79,482.59	9,001.80	-	20,193.20	50,287.59	
		\$ 50,000.00	\$ 79,482.59	\$ 9,001.80	\$ -	\$ 20,193.20	\$ 50,287.59	36.73 %
	TOTAL - FIRE	\$ 50,000.00	\$ 79,482.59	\$ 9,001.80	\$ -	\$ 20,193.20	\$ 50,287.59	36.73 %
	TOTAL - GENERAL FUND -CAP IMPROVEMENTS	\$ 50,000.00	\$ 79,482.59	\$ 9,001.80	\$ -	\$ 20,193.20	\$ 50,287.59	36.73 %



**CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MARCH 31, 2022**

1010 GENERAL FUND PY ESCROWS	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
52 FRINGE BENEFITS							
52800 EDUCATIONAL ASSISTANCE	-	5,841.00	-	-	5,841.00	-	-
71 EQUIPMENT							
71800 FURNITURE & FIXTURES	-	9,568.00	-	-	9,568.00	-	-
TOTAL - FIRE	\$ -	\$15,409.00	\$ -	\$ -	\$ 15,409.00	\$ -	100.00 %
TOTAL - GENERAL FUND PY ESCROWS	\$ -	\$15,409.00	\$ -	\$ -	\$ 15,409.00	\$ -	100.00 %
GRAND TOTAL:	\$28,295,594.00	\$28,474,665.81	\$100,500.27	\$2,761,889.48	\$21,881,995.67	\$6,492,169.87	



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

Steve M. Buxton
Acting Fire Chief
Nashua Fire Rescue
(603) 594-3651
BuxtonS@nashuanh.gov

To: Chairman Kevin Burgess
From: Chief Steve M. Buxton *SMB*
Date: April 1, 2022
Re: April Commission Report

Administrative Meetings and Activities:

- Began Monthly meetings with Mayor.
- BOA meetings for repurposed Bond funding
 - Fire Alarm cabling project
- Joint Infrastructure / Planning and Economic Development Meetings
 - Extended Outdoor Dining Program
- AMR Contract Amendment
- Ambulance Advisory Committee

FY 2022 Update

- Thirty nine Weeks of FY 22 have been completed and attached are details
- Operating tracking normally. Payroll tracking to end underwater. In discussion with City Hall.

Current Projects

- Capital Improvement Plan submitted for FY 23
- Initial Budget submitted for FY 23 (4.426%)
- FY 23 CERF
- Master Plan / Strategic Plan tracking
- Training Classroom AV Project
- Public Safety Portable Radio Replacement

Apparatus

- Ladder Two has returned to Nashua and is back in service
- Engine Three / Five delivery expected May

- Major repair to Ladder One (18K +)

Operations:

- Organizational Chart
- Two work groups have been established with Local 789 representatives. They are currently working to review / craft operational policies in two areas:
 - Operations
 - Behavioral Health

Grievances:

- Transfer Day off Grievance. Response sent from Chiefs level
- Arbitration ruling came back on deferred retirement. Payments being made.
- Arbitration Date set for:
 - Inequitable distribution of Overtime
 - FLSA / Day light Savings Time

Action Items:

- Dispatch Supervisor Interviews suggested date of June 1, 2022 (prior to meeting)
- Suppression interviews:
 - Lieutenants suggested dates of June 11, 2022 – 08:00 – 13:00
 - Deputy Chiefs and Captains suggested date the week of 6-13 through 6-17 (5 hours)

Meetings / Notable Events

- Multiple WF incidents
- Staff Meeting 03/23/22
- City Hall meetings (Mayor, BOA, Legal, Administrative Services, CFO, Risk)
- NHAFC
- Multiple Meetings with IAFF local 789 President Wholey

Respectfully submitted,

Steve M. Buxton

Steve M. Buxton
Chief of Department



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

William B. Atkinson
 Assistant Chief
 (603) 594-3651
 FAX (603) 594-3654
AtkinsonW@NashuaNH.gov

To: Chief of Department Steve Buxton
 Chairman Kevin Burgess
 From: Assistant Chief William Atkinson
 Date: March 31, 2022
 Re; April Commission Report

Department Activity Summary Report

- In the month of March the organization handled 4,209 calls for service of which 730 were NFIRS applicable calls and 429 TEMSIS (EMS) applicable responses (as of 03/30/2022).

Training / Safety Division

- EMS refresher training has been completed.
- Recruit School will be starting May 2, 2022, 9 new hires
- 200 hours of company training completed at Holiday Inn
- 40 hours of company training completed at an acquired structure on Groton Road.
- 12 probationary fire fighters coming off probation April 12, 2022.
- 2 probationary fire fighters will have probation extended.

Fire Marshal

- Continue to handle inspections and permitting.
 - Place of Assembly permits currently 3 -5 months behind. Anticipate to be current by July 2022.
 - 76 inspections performed
 - 264 permits administered
 - 123 online applications for burn permits
 - 120 online seasonal permit holder requests to burn
- New Site plan reviews
 - Proposed development of new single family homes at the North End of the Flatley Property. Approx. 60 homes. Plan is to access off Shadowbrook.
 - 44 townhouse units off from Merit Parkway.
 - 3 house subdivision on Caldwell @ Lund.
- Fire Investigations
 - 78 Vine Street – explosion caused by aerosol paint being used inside dwelling that came in contact with a heat source. Explosion caused structural damage to 3 exterior walls. Building was condemned.
 - 46 Summer Street garage fire. Mechanical failure in the engine compartment of a pick-up truck that was being worked on.

- 12 West Hollis Street. Chicken and Chips. Fire started in a fryer and quickly extended. Cause was accidental.
- 116 Pine Street: Cause was electrical.

Fire Alarm

- Continued maintenance work of Gamewell system.
- Acting Dispatcher/Supervisor Murphy to start April 2nd.
- \$153,000.00 repurposed funds left over from apparatus bonds will fund the expansion of fire alarm notification circuits (7 miles of cabling) in the north end and northwest sections of the city.
- 8 dispatcher candidates to start testing for 2 open positions this month.
- Dispatcher Supervisor test May 5th, 4 members to test.

Mechanical

- Normal operations servicing deficiencies found.
- Performing scheduled maintenance continues.

Facilities

- All known outstanding repair items have been revisited and scheduled to be addressed.
- Organization wide IT inventory taken. On April 4th we will begin updating our 2011-2012 vintage desktops.
- April 19th mini ductless split AC to be replaced at station 6.
- Bids to upgrade AV equipment in the Training Safety classroom and library being reviewed. Anticipate final approval in April.

Apparatus

- Ladder 1 returned from Allegiance, back in service.
- Ladder 2 is back in service, so far functioning fine.

Meeting/Notable Events

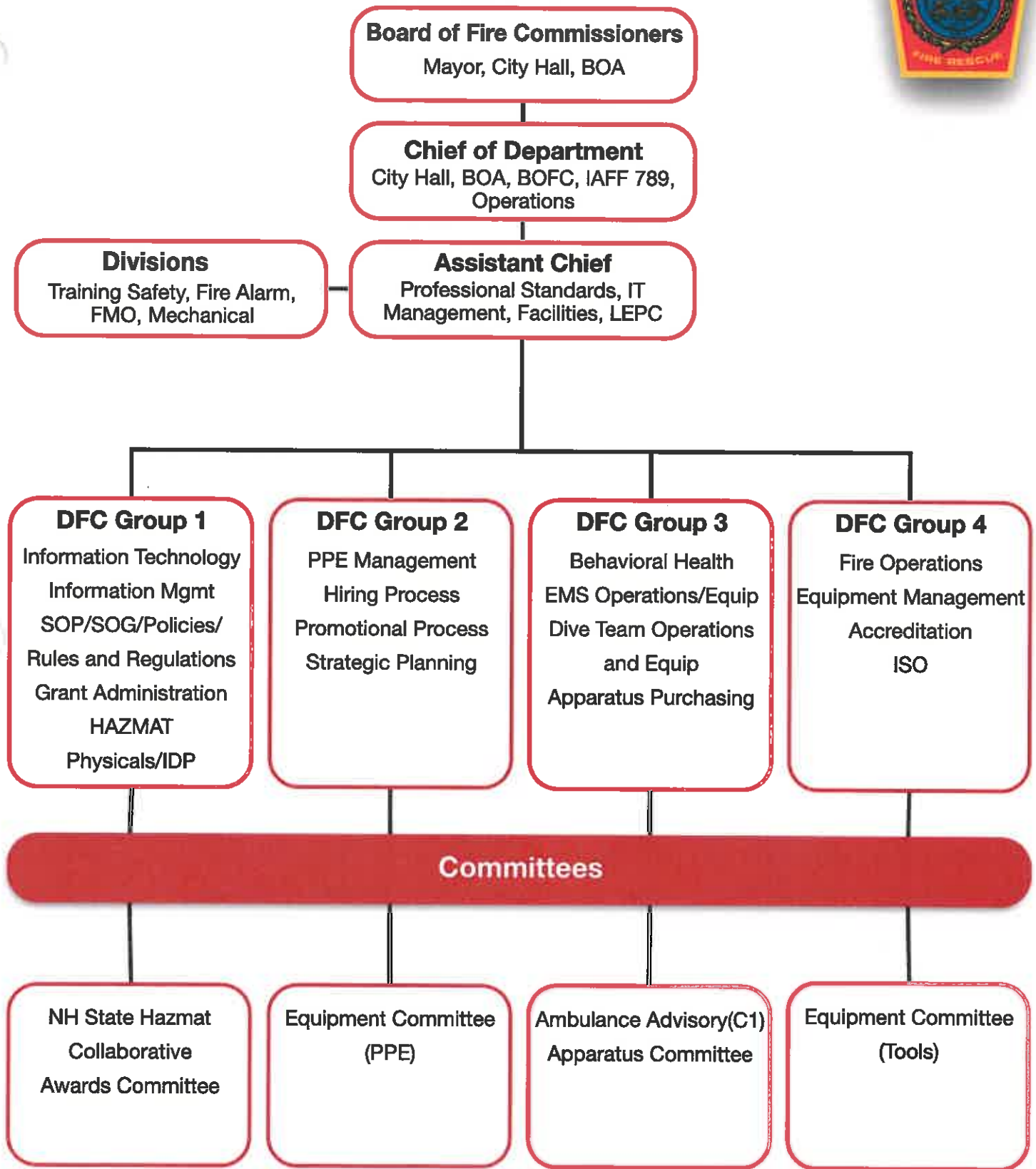
- April 30th VFW Loyalty Day recognizing Lt. Martineau to be held at the Senior Center @ 10 am.
- Attended a Hazmat reintroduction meet and greet at the New Boston Fire Department.
- Meetings with all NFR department heads.
- Staff Meeting March 3/23/2022.
- Met with Jen Deshaies regarding crafting Critical Incident Leave policy
- Met with Alderman Dowd and Moran.
- Met with IAFF Local 789 President Wholey.

Respectfully Submitted,

William Atkinson

William Atkinson
Assistant Fire Chief

2022 Nashua Fire Rescue Organizational Chart



Board of Aldermen

City of Nashua
229 Main Street
Nashua, NH 03061-2019
(603) 589-3030



MEMORANDUM

TO: Board of Fire Commissioners
FROM: Donna Graham, Legislative Affairs Manager
DATE: March 23, 2022
SUBJ.: Referral from Board of Aldermen

Resolution R-22-021 - Changing the Purpose of up to One Hundred and Fifty-Two Thousand and Thirty Dollars (\$152,030) of Unexpended Bond Proceeds from the Fire Department Pumper Truck and Aerial Ladder Truck Purchases to Infrastructure Improvements to the Municipal Fire Alarm System

Please be advised that the Board of Aldermen met on March 22, 2022 and referred the above-referenced Resolution R-22-021 - Changing the Purpose of up to One Hundred and Fifty-Two Thousand and Thirty Dollars (\$152,030) of Unexpended Bond Proceeds from the Fire Department Pumper Truck and Aerial Ladder Truck Purchases to Infrastructure Improvements to the Municipal Fire Alarm System to the Budget Review Committee and Board of Fire Commissioners for their review and recommendation. Please note that a public hearing has been scheduled for Monday, April 25, 2022 at 7:00 p.m. in the Aldermanic Chamber.

The Board looks forward to receiving your recommendations with respect to the proposed Resolution. Please forward it to my attention at your earliest convenience and also advise the date it will appear on your next meeting. Thank you in advance.

Attached – Resolution R-22-021



RESOLUTION

CHANGING THE PURPOSE OF UP TO ONE HUNDRED AND FIFTY-TWO THOUSAND AND THIRTY DOLLARS (\$152,030) OF UNEXPENDED BOND PROCEEDS FROM THE FIRE DEPARTMENT PUMPER TRUCK AND AERIAL LADDER TRUCK PURCHASES TO INFRASTRUCTURE IMPROVEMENTS TO THE MUNICIPAL FIRE ALARM SYSTEM

RESOLVED by the Board of Aldermen of the City of Nashua that the purpose of the remaining unexpended bond proceeds of up to One Hundred and Fifty-Two Thousand and Thirty Dollars (\$152,030), previously reserved and designated under Resolution R-20-008 (“Authorizing the Mayor and City Treasurer to issue bonds not to exceed the amount of one million four hundred thousand dollars (\$1,400,000) for the purchase of a new 2020 Pierce Arrow XT red aerial ladder truck and the for the Fire Department”) and Resolution R-18-081 (“Authorizing the Mayor and City Treasurer to issue bonds not to exceed the amount of six hundred and sixty thousand dollars (\$660,000) to purchase of a new pumper truck for the Fire Department”) is changed as follows:

The original purpose from R-20-008 and R-18-081 was for the purchase of two trucks for the Fire Department. The purposes for which the funds were originally borrowed is complete and there will be a remaining balance of proceeds that is surplus.

The remaining funds will be used for upgrades and improvements to the municipal fire alarm system. The useful life of the project is 40 years. The following is a brief explanation and tasks for the project.

Nashua’s Municipal Fire Alarm System provides direct and immediate notification of fire alarm system activations throughout the city. The Municipal Fire Alarm System is monitored by the fire alarm operators 24/7/365. Currently the system contains 15 box circuits and six station circuits. Circuit 15 provides monitoring for properties along the Amherst Street corridor northerly to the Merrimack town line. The number of fire alarm boxes on Circuit 15 have grown to exceed the recommended number on a single circuit. A new and distinct pathway across the Nashua River (Broad Street Parkway) separate from previous circuits is available and would provide additional circuits and redundancies to the system. Circuit 12 (Main Dunstable Road) contains only one highway crossing with no spare or additional conductor and a pathway exists crossing the highway that will allow for additional circuits and redundancies to be installed in this project, including but not limited to the new middle school project.

LEGISLATIVE YEAR 2022

RESOLUTION: R-22-021

PURPOSE: Changing the purpose of up to One Hundred and Fifty-Two Thousand and Thirty Dollars (\$152,030) of unexpended bond proceeds from the Fire Department pumper truck and aerial ladder truck purchases to infrastructure improvements to the municipal fire alarm system

ENDORSERS: Mayor Jim Donchess
Alderman-at-Large Melbourne Moran, Jr.

COMMITTEE ASSIGNMENT: Budget Review Committee
Board of Fire Commissioners

FISCAL NOTE: Allows \$152,030 to be spent on a capital project (municipal fire alarm system improvements) from unspent bond proceeds approved under R-20-008 and R-18-081. The approved purchases of two fire trucks is complete. If bond funds were not repurposed for this project, they could be used for other capital projects.

ANALYSIS

Resolutions R-20-008 and R-18-081 authorized bonding for the purchase of two trucks for the Fire Department. Those purchases are complete and there are surplus funds. This legislation allows those surplus funds to be used for infrastructure improvements to the municipal fire alarm system. That project can be found in the FY2022 Capital Improvements Program.

The use of bond proceeds is controlled by RSA 33:3-a. They may be spent only for purposes for which the loan is incurred, except as the statute otherwise provides. If no expenditure of the proceeds has been made or a balance remains after "completion" of the project, the funds may be authorized, by a 2/3 vote, for another project eligible for bonding for an equal or longer period, or the funds may be used to pay principal of the project's loan as it matures. RSA 33:3-a II. No public hearing is needed under bonding requirements because the reallocation is not the authorization of new borrowing. However, this is a supplemental appropriation. Charter Sec. 53 permits specific non-budget, supplementary appropriations. There should be notice and a public hearing. A two-thirds vote is required under Charter Sec. 56-b for an item or amount not in the mayor's budget. A roll call is required under Charter Sec. 49.

This legislation should be referred to the Board of Fire Commissioners.

Approved as to account structure, numbers and amount:

Financial Services Division

By: /s/John Griffin

Approved as to form:

Office of Corporation Counsel

By: Dorothy Clarke

Date: 14 March 2022