CITY OF NASHUA  
BOARD OF FIRE COMMISSION  
AGENDA

Monday, June 1, 2020  
Virtual Via Zoom Teleconference  
5:30 PM

Roll Call

Pledge of Allegiance

Moment of Silence

Period for Public Comment (RE: Agenda Items)

CONSENT AGENDA

Approval of Minutes:

| 20 42 | Monday, March 2, 2020 | Regular Meeting Minutes |
| 20 43 | Tuesday, May 19, 2020 | Special Meeting Minutes |
| 20 44 | Wednesday, May 20, 2020 | Special Meeting Minutes |

Communications:

| 20 45 | From: Pack 225 Cub Scouts, St. Louis Church  
Re: Thank you – Tour of Fire Station |
| 20 46 | From: Ken Steffen  
Re: Thank you – For Service |
| 20 47 | From: Patty Whitney  
Re: Thank you – For Service |

Reports:

| 20 48 | Departmental Detail Expenditures Report |

05/29/2020 kmc
REGULAR AGENDA

Staff Reports:

20 49
A. Chief Rhodes
B. Assistant Chief Walker

Discussion:

20 50
Local 789

Old Business:

20 51
Documentation for previously approved items for reference A, B, C

New Business:

Authorization(s) for Action: Expenditure(s)

20 52
HVAC Work – Station 1 – Gym

Remarks by Fire Commission

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

Personnel:

20 53
Personnel Item A

Non Public if required

Date and Location of Next BFC Meeting:

Monday, July 6, 2020, 5:30 PM, Location TBD

Adjourn

Date and Location of other Events

05/29/2020 kmc
CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
MARCH 2, 2020

MEMBERS PRESENT:
Kevin Burgess
Paul Garant
Anthony Patti

MEMBERS NOT PRESENT:
Don Davidson
Ken Marquis

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

OTHERS PRESENT:
Alderman Tencza
Alderman Dowd
President of Local #789 - John McAllister
Members of Nashua Fire Rescue

THE MEETING CAME TO ORDER AT 5:31 PM

All stood as Fire Commissioner Paul Garant lead The Pledge of Allegiance.

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

PUBLIC COMMENT (RE: NFR AGENDA ITEMS)

No discussion

CONSENT AGENDA

Motion by Commissioner Garant to accept as presented and place on file the Consent Agenda
Seconded by Commissioner Patti
Vote: passed 3-yes

Approval of Minutes

February 2, 2020 Regular Meeting 20 22

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

Departmental Detail Expenditures Report

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

Accident(s) (2)

Motion by Commissioner Garant to accept as presented the Accident Reports and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

REGULAR AGENDA

Staff Reports

A. Chief Rhodes

Motion by Commissioner Garant to accept Chief Rhodes’ report as presented and place on file
Seconded by Commissioner Patti
Vote: passed 3-yes

B. Assistant Chief Walker

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

Discussions

Local 789

President McAllister had nothing new to report.

OLD BUSINESS

N/A

NEW BUSINESS

N/A

03/16/2020 kmc
Remarks

Chief Rhodes spoke regarding ESCI’s, the company working on the Master Plan Study, suggestion to put something in a mailer to go out to the community regarding community risk reduction and/or fire prevention messaging. There would be two benefits to this, one, it would be getting a safety message out to the residents and two, it will potentially get NFR one step closer to an ISO rating of 1. The chief has worked with David Fredette, City of Nashua’s Treasurer, and a Fire Prevention Life Safety Message is being sent out with the April Waste Water bills. Approximately 18,000 messages will be sent out.

Remarks by Fire Commission

Commissioner Garant thanked Engine 6 for their service on his personal call. Commissioner Patti thanked Station 1 for their service on his personal call. Commissioner Patti discussed how great the escort and procession to bring Captain Phaneuf home was and the respect shown was greatly appreciated by all.

Public Comment (Re: NFR Non-Agenda Items)

No discussion

Personnel Items

Personnel Item

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

Items Not on Agenda – Introduced at Meeting

Personnel Item

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

Non-Public Session

N/A

Motion to Adjourn

Motion by Commissioner Garant to adjourn the meeting at 5:52 PM
Seconded by Commissioner Patti
Vote: passed 3-yes

03/16/2020 kmc
TIME AND LOCATION OF NEXT MEETING:

Monday, April 6, 2020, 5:30 pm
at 177 Lake Street, Classroom

Dates and Locations of Other Events/Meetings:

Thursday, March 12, 2020
PAL St. Paddy’s Day Rumble Boxing Event
Nashua Police/Fire and Manchester Police/Fire
Nashua Community College
505 Amherst Street
6:45pm – 10:00pm

Wednesday, May 27, 2020
Nashua Fire Rescue Recognition Night
Nashua Community College
Judd Gregg Auditorium
505 Amherst Street
6:00pm – 7:00pm Reception
7:00pm – 9:00pm Ceremony
CITY OF NASHUA
BOARD OF FIRE COMMISSION
SPECIAL MEETING
Tuesday, May 19, 2020 at 1:00 PM
City Hall
3rd Floor Auditorium

MINUTES

MEMBERS PRESENT:
Kevin Burgess
Don Davidson via telecommunication
Paul Garant
Ken Marquis
Anthony Patti

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

OTHERS PRESENT:
Human Resources Director Larry Budreau

THE MEETING CAME TO ORDER AT 1:00 PM

CBA Tentative Agreement

Motion by Commissioner Garant to accept as presented the CBA Tentative Agreement and place on file
Seconded by Commissioner Davidson
Vote: passed 5-yes – by roll call

Stated on 05/19/2020 at 13:17 PM, Commissioner Davidson will not be taking part in the interview process.

2020 Promotional Deputy Candidate Interviews

To be conducted in the Non-Public Session.

2020 Promotional Captain Candidate Interviews

To be conducted in the Non-Public Session.
NON-PUBLIC SESSION

Motion by Commissioner Garant at 13:20 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 Garant that the Board comes out of non-public session at 17:45 PM
Seconded by Commissioner Marquis
Vote: passed 4-yes – by roll call

MOTION Seal Minutes of Non-Public Session

Motion by Commissioner Garant at 17:50 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.
The results of the interviews will be given to Human Resources Director Larry Budreau.
Seconded by Commissioner Marquis
Vote: passed 4-yes – by roll call

MOTION TO ADJOURN

Motion by Commissioner Marquis to adjourn the meeting at 17:55 PM
Seconded by Commissioner Garant
Vote: passed 4-yes
CITY OF NASHUA
BOARD OF FIRE COMMISSION
SPECIAL MEETING
Wednesday, May 20, 2020 at 1:00 PM
City Hall
3rd Floor Auditorium

MINUTES

MEMBERS PRESENT:
Kevin Burgess
Paul Garant
Ken Marquis
Anthony Patti

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

OTHERS PRESENT:
Human Resources Director Larry Budreau

THE MEETING CAME TO ORDER AT 1:00 PM

2020 Promotional Lieutenant Candidate Interviews

To be conducted in the Non-Public Session.

NON-PUBLIC SESSION

Motion by Commissioner Garant at 13:34PM 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 Garant that the Board comes out of non-public session at 16:38 PM
Seconded by Commissioner Marquis
Vote: passed 4-yes – by roll call
MOTION Seal Minutes of Non-Public Session 20 40A

Motion by Commissioner Garant at 16:40PM 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.
The results of the interviews will be given to Human Resources Director Larry Budreau.
Seconded by Commissioner Marquis
Vote: passed 4-yes – by roll call

MOTION TO ADJOURN 20 41

Motion by Commissioner Marquis to adjourn the meeting at 16:45 PM
Seconded by Commissioner Garant
Vote: passed 4-yes
February 11, 2020

Nashua Fire Station #4
70 E. Hollis St.
Nashua, NH 03060

Dear Firemen,

Thank you very much for giving us such a great tour of your fire station. It was neat to see all the fire equipment you need to wear, it seems very heavy. Thanks for bringing us to see the kitchen, lounging area, and exercise room. It was very neat to go downstairs and see the ladder truck, that's a really big truck! And really neat to climb into the fire truck.

Thanks for teaching us about the fire station and fire safety.

Yours in Scouting,
I am Chief Rhodes,
my name is Ken Stefan
and I wanted to write to you today
to thank you and all the firefighters
for all you do every day of the year
but especially during this Coronavirus
thing!!! You are at greater risk now
more than ever!!! And you continue
to do your job.

Your dedication is remarkable,
you all should be awarded medals!!!
Please accept my sincerest gratitude and
respect for your all you guys and gals do
for the city of Nashua!! You make us
all proud of our city!!!! Be careful
out there!!!

Thanks
Ken Stefan

P.S. Please excuse my handwriting, lol!

RECEIVED
APR 6 2020
NASHUA FIRE RESCUE
Dear Roger and Luis,

I just wanted to take a few moments to let you know how TRULY appreciative I am that you saved my life on April 3, 2020! In the fall I had symptoms of heart disease; my Dr. ordered an ECG, which came back acceptable, and he declared me ‘healthy’. My symptoms persisted, but I figured he knew what he was doing. Having Type 1 diabetes for almost 30yrs I’m well aware that the risk of heart disease is doubled for me, but given a “clean bill of health”, blood sugars under very good control, and no symptoms getting worse, I was willing to think I was ok.

On the morning that you brought me back to the living, I had gone to bed after my overnight shift. Shortly afterwards, I complained to my husband that my heart hurt and to bring me a baby aspirin, which he did. I dozed off for a bit and then TREMENDOUS pain in my jaw woke me up. He sat with me in the living room for a while until the cardiac arrest occurred. Thankfully hubs had been a volunteer firefighter in Goffstown, and had rescue skills! After calling 911, he and my 26yr old son began CPR. Due to COVID-19, 4 of my grandchildren were living with us at the time (ages 6-15) and with concern of them seeing Grandma in distress, my son shuffled the children downstairs to keep them distracted while NFD and you worked hard to bring me back to life.

Simply thinking of any other ending fills me with tears; that my husband, son and grandchildren might have had to witness my death; that maybe one of you were having a bad day and couldn’t perform at your best; that someone got lost on the way here; that someone unexperienced or disinterested answered the call; or there was an equipment failure; or any other number of events could have happened to prevent me from writing this note. I feel like the luckiest person alive!! I simply cannot express how grateful I am that you came to my rescue. That you were at the top of your game, and that you care enough for humankind that you’re willing to risk your own lives day in and day out, to save others. I’m sure that at times, it is a thankless job, but for all of those times that you don’t get the appreciation you deserve, I hope you’ll remember times like this!

With 5 children, 9 grandchildren and many, many years of life to pursue, I thank you, from the bottom of my heart, for giving us all “another chance”! My promise to you both, is that, I will not waste it! People seldom get a “second chance” at being alive and for this I am forever grateful. I am well on my way to recovery - still have some bruising from compressions, (but THANK YOU for no broken/cracked bones!) so it’s going a little slower than I’d like - but I have begun walking daily, eating healthy, and have lost 16lbs since this event happened. I am determined to continue to be the healthiest ME I can possibly be, and hope to run a 5k this fall - I haven’t run a race since Junior High! Thank you again, for the chance to live my life RIGHT and not just continue to squander it away! May you always be blessed with love and good fortune! Stay safe!

Sincerely,
Patty Whitney
## General Fund

### Fiscal Year 2020

#### Expenditures Report

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#### Special Awards

- **68935**
  - 68935 **NEW HOUSING EXPENSES**
  - 68935 **NEW HOUSING EXPENSES**

#### Other Expenses

- **69190**
  - **NEWS FUNCTIONS**
  - **NEWS FUNCTIONS**
  - **NEWS FUNCTIONS**

### General Fund

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Mayor of Nashua, New Hampshire

City of Nashua, New Hampshire

**Fiscal Year 2020**

**Through May 31, 2020**

**May 28, 2020**
To: Chairman Donald C. Davidson / BoFC
From: Brian D. Rhodes, Chief of Department
Date: May 31, 2020
Re: May 2020 Chief’s Report

**Administrative Meetings/Activities:** This month and the past three months have been completely occupied with COVID-19 pandemic and associated issues created by. Promotional Interviews were successfully completed and I offer sincere thanks to all who made it happen.

**FY 20 Budget Update:** 48 weeks of FY 20 have been completed and the attachment details our status.

**NFR Activity Summary:** During the months of March, April, and half of May are call volume was down approximately 50%. The second half of May has started to pick up and we are close to our daily historic call volume levels. Fire Marshal’s Office has been extremely busy with the reopening of restaurants as well as new plans and inspections.

**Good of the Department:** The COVID-19 Incident Management Team has done an incredible job with providing guidance and information to our members. This is a dynamic event and the amount of research, planning, and information they have produced is truly amazing! Our HQ Admin staff has been doing incredible work during these trying times both in the office and working remotely from home.

**Project Updates:** Master Plan Project Site Visit is on hold until travel restrictions are lifted. Specifics will be communicated once finalized.

**Personnel Items:**

**Grievance Status:**

**Next Meeting:** July 6th, 2020

Respectfully submitted,

Brian D. Rhodes
Chief of Department
To: Chief of Department Rhodes  
Chairman Donald Davidson/ BFC  
From: Assistant Chief Walker  
Date: May 29, 2020  
Re: June 2020 Fire Commission Report

**TRAINING / SAFETY DIVISION**
With R2 retiring the division is down to just Capt. Nielsen. He is working closely with the IMT Covid team. Recruiting is on hold at this time. Dive Class for June has been cancelled.

**FIRE MARSHAL**
The Fire Marshal division continues to handle inspections and permitting. The fire marshal office continues review new construction plans. There workload is increasing after a lull as the outside dinning is opening and crews returning to the workforce, requiring permits and inspections.

**FIRE ALARM**
Call volume is returning to normal levels as the city begins to open up.

**MECHANICAL**
Mechanical division continues on repairs and maintenance. Ladder 2 returned to service after returning from Pierce.

**FACILITIES**
HVAC Project at Station 2 is finally progressing. Fire Marshal side is almost complete and Firefighters side should be starting next week. Amherst Street Gym A/C replacement contract signed and awaiting equipment to arrive. Small bathroom project should be start first week of June. Small roof leak at Fire Alarm was repaired.

**MEETING / NOTABLE Events**
- NHRS Board of Trustee Meeting
- NHRS Benefits and PPCC Meetings
- Meetings with City Officials/Budget/Safe Station
- Daily City Conference Meetings
- 2 Days of Promotional Interviews

Respectfully Submitted,

[Signature]
George A. Walker  
Assistant Fire Chief
Proposal

Palmer & Sicard, Inc.
Energy Services Division

Proposal submitted to:
Nashua Fire Department
603-589-3460

Street: 177 Lake St
Station 1 Split System Replacement
15 Amherst St, Nashua NH

City, State and Zip Code:
Nashua NH 03060

Proposal:

We hereby propose to furnish all material and labor necessary to complete the following scope of work:

* Demo existing split system and dispose
* Furnish and install new condensing unit at exterior of building
* Furnish and install new refrigeration line set, as needed
* Furnish and install new refrigeration line set, as needed
* Fabricate and install new ductwork transitions, and modify existing ductwork as needed
* Disconnect and reconnect of existing electrical and control wiring
* Furnish and install new programmable thermostat
* All associated labor and permits included

Additional specifications and provisions:

Notes: All work to be performed during normal business hours. Scope of work is as described above. No additional HVAC, plumbing, gas piping, or control work is included in this proposal. New electrical line voltage wiring and low voltage control wiring is not included in this proposal, and can be provided at an additional cost, if required. No electrical is included in this proposal, beyond what is listed above. Any and all sheetrock, roofing, carpentry and/or construction is not included in proposal. Unforeseen circumstances may result in change of price and/or scope.

Option 1: Rheem brand, 4-ton system, 13seer - For the sum of: Ten Thousand, Thirty Five dollars - $10,035.00
Option 2: Trane brand, 4-ton system, 14.5seer - For the sum of: Eleven Thousand, Four Hundred Ninety dollars - $11,490.00

Payment to be made as follows:

Standard terms apply.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized Signature: Jake Rheaume
Jake Rheaume, Small Project Sales/Manager
Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Unless otherwise specified, payment terms are as follows: 45% due at signing, 45% due when equipment / materials delivered on site and 10% due at completion.

Date of Acceptance: 5/7/20

Energy Services Division
140 Epping Road
Exeter, New Hampshire 03833
Office: (603) 929-0910
Fax: (603) 929-0973
BOARD of FIRE COMMISSIONERS
NASHUA FIRE RESCUE
AUTHORIZATION FOR ACTION: EXPENDITURE

DATE       June 1, 2020
ITEM       HVAC – Work – Station 1 - Gym
VENDOR     Palmer & Sicard
COST       Not to exceed $11,500

Program
          Operating Budget
Account - Description
          54 – Property Services
Detail Account - Description
          52.1.720 – 54243 HVAC Maintenance

Documentation
          Proposal attached
Funding
          Not to exceed $11,500

Recommendation
          Approve

Board Action

Chairman                                                                 Clerk

05/29/2020 kmc