

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

**Wednesday, June 1, 2022
177 Lake Street, Nashua, NH
Training Classroom
4:15 PM**

Roll Call

Pledge of Allegiance

Moment of Silence

**22 80 Request “Out of Order” into Non-Public for Dispatch Supervisor
Promotion discussion – candidate Charles Brisk**

Period for Public Comment (RE: Agenda Items)

CONSENT AGENDA

Approval of Minutes:

22 81 May 4, 2022 Regular Meeting Minutes

Communications:

**22 82 From: Local 789
Re: Local 789/Labor Collaborative Letter**

Reports:

22 83 Departmental Detail Expenditures Report

REGULAR AGENDA:

Staff Reports:

- 22 84 A. Chief Buxton**
- B. Assistant Chief Atkinson**

Discussion:

- 22 85 Local 789**

Old Business:

N/A

New Business:

- 22 86 Authorization for action: Personnel – effective 6/05/22**
Dispatcher promotion to Dispatch Supervisor
- 22 87 Station patch request for Station 5**

Remarks

Remarks by Fire Commission

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

Personnel:

- 22 88 A Personnel Item A ~ sick/vacation**
- 22 88 B Personnel Item B ~ Retirement**
- 22 88 C Personnel Item C ~ Grievance**
- 22 74 C Personnel Item 74C ~ Grievance**

Non Public if required

Date and Location of Next BFC Meeting:

Wednesday, July 6, 2022, 5:30 PM at 177 Lake St Training Classroom

Date and Location of other Events

- **Sunday, June 5th 10:00 Dispatch Supervisor Swearing In – 70 East Hollis St.**
- **Saturday, June 11th 8:00 – Lieutenant Interviews – 177 Lake Street**
- **Sunday, June 12th 10:00 – Recruit school pinning – 70 East Hollis St.**
- **Monday, June 13th 09:00 - Captain/DFC Interviews – 177 Lake Street**
- **Wednesday, July 6th Dispatch Supervisor interview – 177 Lake Street**

Adjourn



City of Nashua
Human Resources Department
Administrative Services Division
229 Main Street - Nashua, NH 03060

22 80

(603) 589-3230
Fax (603) 589-3209

May 10, 2022

To: Board of Fire Commissioners
Cc: Deputy Chief Jim Kirk

Re: Promotional Interviews: Fire Dispatch Supervisor

Below you will find the candidate who is scheduled for an interview on June 1, 2022 at 1620 hours.

1. Charles Brisk

Sincerely,

Nancy Trask
Human Resources Manager

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
WEDNESDAY, MAY 4, 2022**

22 81

THE MEETING CAME TO ORDER AT 5:30 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:

Deputy Fire Chief James Kirk
Deputy Fire Chief Mark Wholey
President of Local 789 Thomas Wholey

All stood as Commissioner Lambert lead The Pledge of Allegiance.

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

PUBLIC COMMENT (RE: NFR AGENDA ITEMS)

N/A

CONSENT AGENDA

22 51 Wednesday, April 6, 2022 Regular Meeting Minutes

Motion by Commissioner Lambert to accept, as presented, the meeting minutes and place on file
Seconded by Commissioner Steere
Vote: passed 5-yes

05/13/2022 kmc

Communication(s):

22 65-66 Thank You(s)

Motion by Commissioner Lambert to accept, as presented, the communication and place on file
Seconded by Commissioner Steere
Vote: passed 5-yes

22 67 Departmental Detail Expenditures Report

Motion by Commissioner Lambert to accept, as presented, the Departmental Detail Expenditures Report and place on file
Seconded by Commissioner Steere
Vote: passed 5-yes

REGULAR AGENDA

Staff Reports

22 69 A Chief Buxton

Chief Buxton discussed the following:

- Monthly meetings with the Mayor
- FY22 Budget status
- MOA for Dispatch Supervisor test
- Fire Station Alerting System
- Operations and Behavioral Health working groups with Local 789

Motion by Commissioner Garant to accept Chief Buxton's April report, as presented, and place on file
Seconded by Commissioner Lambert
Vote: passed 5-yes

22 68 B Assistant Chief Atkinson

Assistant Chief Atkinson discussed the following:

- Electrical work at Station 2-177 Lake Street, Station 1-15 Amherst Street, Station 5-101 Pine Hill Road
- Computer upgrades update
- AV Project for Training/Safety Classroom and Library at Station 2-177 Lake Street
- Handout of 1st. Quarter Run Report with responses by Ward

Motion by Commissioner Melizzi-Golja to accept Assistant Chief Atkinson's April report, along with the First Quarter 2022 Run Report, as presented, and place on file and attach the First Quarter 2022 Run Report to the minutes of the meeting
Seconded by Commissioner Lambert
Vote: passed 5-yes

Discussions

22 69 Local 789

President Thomas Wholey discussed the following:

- Working with administration regarding Behavioral Health
 - Creating local team for peer support
- Workers Compensation
- Safety Committee
 - Concerns with May Days, especially out of own
- Grievance

Motion by Commissioner Melizzi-Golja to accept Local 789's discussion, as presented, and place on file

Seconded by Commissioner Steere

Vote: passed 5-yes

OLD BUSINESS

N/A

NEW BUSINESS

22 70 Article 17 – Tobacco/Smoking Restriction Policy

Motion by Commissioner Garant to approve and place on file Item 22-70, Article 17 – Tobacco/Smoking Restriction Policy

Seconded by Commissioner Lambert

Vote: passed 5-yes

22 71 Article 25 – Uniform Policy

Motion by Commissioner Garant to accept and place on file Item 22-71, Article 25 – Uniform Policy as amended in the copy provided by the Chief and have amended copy included with the minutes

Seconded by Commissioner Steere

Vote: passed 5-yes

22 72 Article 35 – WC Light Duty Policy #34

Motion by Commissioner Lambert to accept and place on file Item 22-72, Article 35, Policy #34, Program of Light Duty and Restricted Return to Work Program, as updated, to reflect contract and remove city policy that no longer exists

Seconded by Commissioner Steere

Vote: passed 5-yes

22 73 MOA Dispatch Supervisor Test

Motion by Commissioner Lambert to accept and place on file Item 22-73, Memorandum of Agreement, for the Dispatch Supervisor Test, between The Board of Fire Commissioners, the City of Nashua and Local 789

Seconded by Commissioner Melizzi-Golja

Vote: passed 5-yes

REMARKS

N/A

REMARKS BY FIRE COMMISSION

Commissioner Lambert

- Burn Permit Notification Call

Commissioner Steere

- Thanked Deputy Fire Chief Kirk and Shift Management Technician John Coburn for the ride along visiting stations
- Thanked for allowing his son to visit station

PUBLIC COMMENT (RE: NFR NON-AGENDA ITEMS)

N/A

Motion by Commissioner Melizzi-Golja to go out of order on the agenda and take Item 22 75 regarding a meeting the BOFC had with City Attorney Clay before Personnel Items 22 74 A, B & C

Seconded by Commissioner Lambert

Vote: passed 5-yes

22 76 A NON-PUBLIC SESSION

Motion by Commissioner Melizzi-Golja at 6:11 PM to enter into Non-Public session, by roll call, in accordance with NH RSA 91-A:3 II (I) consideration of legal advice presented by the city attorney regarding Non-Public sessions and how they should be operating

Seconded by Commissioner Lambert

BY ROLL CALL

Commissioner Burgess	YES
Commissioner Garant	YES
Commissioner Lambert	YES
Commissioner Melizzi-Golja	YES
Commissioner Steere	YES

Vote: passed

Deputy James Kirk and Deputy Mark Wholey were also in attendance.

Reviewed information provided by Attorney Clay regarding Right to Know

05/13/2022 kmc

Motion by Commissioner Melizzi-Golja that the Board comes out of Non-Public session, by roll call, at 6:33 PM.

Seconded by Commissioner Garant

BY ROLL CALL

Commissioner Burgess	YES
Commissioner Garant	YES
Commissioner Lambert	YES
Commissioner Melizzi-Golja	YES
Commissioner Steere	YES

Vote: passed 5-yes

PERSONNEL ITEMS

22 74 Personnel Item A

Motion by Commissioner Garant to accept and place on file the sick/vacation report

Seconded by Commissioner Steere

Vote: passed 5-yes

22 74 Personnel Item B

Motion by Commissioner Garant to accept and place on file, with regrets, Firefighter Alex Flagler's letter of resignation

Seconded by Commissioner Lambert

Vote: passed 5-yes

22 77 A NON-PUBLIC SESSION

Motion by Commissioner Melizzi-Golja to enter into Non-Public session at 6:35 PM in accordance with NH RSA 91-A:3, II (e) consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof

Seconded by Commissioner Lambert

BY ROLL CALL

Commissioner Burgess	YES
Commissioner Garant	YES
Commissioner Lambert	YES
Commissioner Melizzi-Golja	YES
Commissioner Steere	YES

Vote: passed

Reviewed Martineau Grievance, Item 22-74 C, received 04/26/2022 and related documents.

22 77 B

Motion by Commissioner Melizzi-Golja that the Board comes of Non-Public session, by roll call, at 7:37 PM.

Seconded by Commissioner Lambert

BY ROLL CALL

Commissioner Burgess YES
Commissioner Garant YES
Commissioner Lambert YES
Commissioner Steere YES
Commissioner Melizzi-Golja YES
Vote: passed 5-yes

22 78

Motion by Commissioner Lambert at 7:38 PM to seal the minutes of the Non-Public session of the Wednesday, 05/04/2022, BOFC Meeting until such time as the Board of Fire Commissioners vote that the minutes may be unsealed. 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 Garant
Vote: passed 5-yes

MOTION TO ADJOURN

22 79 **Adjourn Meeting**

Motion by Commissioner Garant to adjourn the meeting at 7:40 PM
Seconded by Commissioner Lambert
Vote: passed 5-yes

TIME AND LOCATION OF NEXT MEETING:

Dispatcher Supervisor Interviews
Wednesday, June 1, 2022, prior to the Commission Meeting
at 177 Lake Street, Classroom

Regular Scheduled Board of Fire Commission Meeting
Wednesday, June 1, 2022, 5:30 pm
at 177 Lake Street, Classroom

Date and Location of other Events

Pinning Ceremony
Sunday, May 22, 2022 10:00 am
at 70 East Hollis Street

THE
LABOR COLLABORATIVE
LLC

3 BOULEVARD STREET
MILTON, MA 02186
DIRECT DIAL: 617-817-9040

LEAH MARIE BARRAULT

Lbarrault@laborcollaborative.com

May 17, 2022

VIA EMAIL (Burgessk@nashuanh.gov; Kburgess74@yahoo.com)

Chairman Kevin Burgess
Board of Fire Commissioners
City of Nashua
Fire Administration
29 Main Street
Nashua NH 03064

Re: Nashua Firefighters Association, Local 789

Dear Chairman Kevin Burgess,

As you may know, our firm represents the Nashua Firefighters Association, IAAF Local 789 (“Union”). I write to you on behalf of Union President Tom Wholey regarding this Board’s violation of the New Hampshire’s Right to Know Law, RSA §91-A:3, that occurred at its May 4, 2022, meeting and to articulate the Union’s demand that you address and amend such immediately lest litigation shall ensure.

Here are the facts as I understand them to be. On March 26, 2022, the Union initiated a grievance pursuant to its collective bargaining agreement with the City of Nashua and this Board regarding a promotional process that was conducted by the Nashua Fire Department back in 2020. The grievance was not settled at the earlier steps, and such was presented to your Board on May 4, 2022, during the public session of your meeting. After President Wholey’s presentation of the grievance, this Board went into a non-public session to hear the Fire Department’s presentation and to render its decision. This non-public session lasted for approximately 45 minutes. President Wholey had a subsequent conversation with you during which he expressed his concern regarding the Board’s decision to hear the Department’s presentation and render its decision behind closed doors and without the Union’s input to which you stated to him that this “is how it’s always been done,” which the Union’s contests as true.

Notwithstanding, it is the Union’s position that this Board’s actions in partially considering and acting upon the Union’s grievance regarding a 2020 promotional process in nonpublic session violates RSA §91-A:3(II), which provides in relevant part:

II. Only the following matters shall be considered or acted upon in nonpublic session:

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant...
- ... (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph...
- ... (f) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present...

As stated above, the Union's grievance does not require this Commission to consider and render a decision regarding a promotion but rather the process by which a promotional list was established in 2020 and from which members were subsequently promoted. The Union's grievance raises no issues that would adversely affect the reputation of a member. As of May 4th, the Union had not filed nor had it threatened to file this case for arbitration. Rather, the Union was hopeful that after making its presentation, that this Commission would agree with it and sustain the grievance. And, lastly, there were no attorneys present during this non-public session. Thus, pursuant to §91-A:3(II), this Commission should have considered both the Union's and the Department's presentations in public session and it should have gone on to act upon the Union's grievance in public session as well. It is the Union's opinion that this Commission's failure to do so violates §91-A:3(II).

Simply, New Hampshire's Right to Know Law, §91-A:3, was promulgated to promote openness and transparency in the conduct of public entities such as yours. This was the opposite of what occurred on May 4th. Moreover, on May 11, 2022, you sent a letter to President Wholey informing him that the Board was denying the Union's grievance and in such you stated "[t]here is an absence of rebuttal from the Union with each denial given in this process." You state such, however, as detailed above, you deprived President Wholey from the opportunity to defend the Union's grievance fairly and fully prior to your Board acting upon such.

Kevin Burgess, Chairman
May 17, 2022
Page 3 of 3

The Union intends to submit its grievance to arbitration today, Tuesday, May 17th, to preserve its rights. However, the Union simultaneously demands that this Board reviews its actions taken during its May 4th meeting as to the Union's grievance, which are stated above, and rectify such in a manner that either permits for a full consideration and decision-making process of the Union's grievance in public session or, if the Board can cite to appropriate legal authority supporting its decision to place the Union's grievance in nonpublic session, then a full consideration and decision making process of the Union's grievance in nonpublic session. To the extent that this Board does neither of these two things, the Union reserves its right to file a claim against the Board at the Public Employee Labor Relations Board and the Superior Court and in furtherance of such demands the immediate production of all meeting minutes and notes of the Board's May 4th nonpublic session relating this Boards consideration and action upon its grievance.

Thanks in advance for your prompt reply.

Sincerely yours,

Leah M. Barrault

Leah Marie Barrault

cc. Thomas Wholey (via email)



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

22.83

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	-	1,004,252.20	11,999,572.40	1,754,440.60	
51300	OVERTIME	113,341.00	113,341.00	-	9,869.73	87,614.47	25,726.53	
51330	OVERTIME-SHIFT COVERAGE	2,578,409.00	2,578,409.00	-	326,290.06	3,373,194.64	(794,785.64)	
51500	WAGES ELECTED OFFICIALS	7,500.00	7,500.00	-	-	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	-	57,420.72	586,528.41	151,421.59	
51700	STIPENDS	263,043.00	263,043.00	-	18,356.67	228,459.46	34,583.54	
51712	SPECIAL DETAIL-PENSIONABLE	2,300.00	2,300.00	-	-	-	2,300.00	
51750	RETIREMENT & SEPARATION PAY	-	134,180.22	-	46,095.96	493,959.00	(359,778.78)	
51900	SALARY ADJUSTMENTS	85,130.00	85,130.00	-	-	7,177.70	77,952.30	
51990	YEAR END PAYROLL PARTIAL WEEK CHARGEBAK	-	0.00	-	-	(320,903.42)	320,903.42	
52	FRINGE BENEFITS	\$ 17,719,098.00	\$ 17,853,278.22	\$ -	\$ 1,462,285.34	\$ 16,601,375.46	\$ 1,251,902.76	92.99 %
52100	FIGAMEDICARE	337,268.00	337,268.00	-	26,765.91	316,627.92	20,640.08	
52150	PENSION EXPENSE	5,597,830.00	5,597,830.00	-	461,870.46	5,307,559.24	290,270.76	
52300	BENEFITS	3,535,657.00	3,535,657.00	-	245,676.69	2,961,159.99	574,497.01	
52800	EDUCATIONAL ASSISTANCE	25,000.00	25,000.00	-	2,633.00	12,222.00	12,778.00	
53	PROFESSIONAL & TECHNICAL SERVICES	\$ 9,495,755.00	\$ 9,495,755.00	\$ -	\$ 736,946.06	\$ 8,597,569.15	\$ 898,185.85	90.54 %
53135	MEDICAL SERVICES	24,000.00	24,000.00	1,003.30	-	23,657.70	(661.00)	
53142	CONSULTING SERVICES	4,000.00	6,400.00	-	-	2,400.00	4,000.00	
53452	STAFFING SERVICES	-	10,200.00	0.40	-	10,167.60	32.00	
53455	TESTING SERVICES	4,500.00	7,520.00	2,572.12	7,250.00	8,309.13	(3,361.25)	
54	PROPERTY SERVICES	\$ 32,500.00	\$ 48,120.00	\$ 3,575.82	\$ 7,250.00	\$ 44,534.43	\$ 9.75	99.98 %
54100	ELECTRICITY	115,400.00	115,400.00	-	16,280.39	105,923.98	9,476.02	
54107	HEATING OIL	2,100.00	2,100.00	-	-	-	2,100.00	
54114	HEATING GAS	70,400.00	70,400.00	-	6,080.14	61,486.09	8,913.91	
54141	WATER	35,600.00	35,600.00	-	3,078.36	30,914.48	4,581.77	
54228	PEST CONTROL SERVICES	3,000.00	3,000.00	514.00	89.00	2,254.00	232.00	
54243	HVAC MAINTENANCE	55,000.00	55,000.00	839.92	-	45,651.88	8,508.20	



GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MAY 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	7,814.19	6.79	51,826.07	359.74	
54414	HARDWARE MAINTENANCE	12,000.00	9,000.00	200.00	-	2,415.49	6,384.51	
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	9,176.53	1,485.69	12,933.23	(2,609.76)	
54600	VEHICLE REPAIRS & MAINTENANCE	30,000.00	30,000.00	2,022.17	4,150.46	32,388.89	(4,411.06)	
		\$ 423,000.00	\$ 420,000.00	\$ 20,670.56	\$ 31,170.83	\$ 363,373.11	\$ 35,956.33	91.44 %
55	OTHER SERVICES							
55118	TELEPHONE-CELLULAR	8,400.00	8,400.00	-	1,537.89	8,073.14	326.86	
55200	DUES AND MEMBERSHIPS	1,500.00	1,500.00	66.00	230.00	2,437.00	(1,003.00)	
55307	MILEAGE REIMBURSEMENTS	300.00	300.00	7.00	-	11.00	282.00	
55400	CONFERENCES AND SEMINARS	8,000.00	8,000.00	-	494.78	3,722.78	4,277.22	
55421	EMPLOYEE TRAINING & CERTIFICATIONS	7,000.00	7,000.00	-	-	3,195.00	3,805.00	
55600	PRINTING SERVICES	450.00	450.00	122.45	-	706.69	(379.14)	
55607	POSTAGE & DELIVERY	1,650.00	1,650.00	-	-	867.76	782.24	
55699	OTHER CONTRACTED SERVICES	12,500.00	27,500.00	993.22	717.40	28,820.33	(2,313.55)	
		\$ 39,800.00	\$ 54,800.00	\$ 1,188.67	\$ 2,980.07	\$ 47,833.70	\$ 5,777.63	89.46 %
61	SUPPLIES & MATERIALS							
61100	OFFICE SUPPLIES	8,000.00	8,000.00	109.11	-	4,731.37	3,159.52	
61107	CLOTHING & UNIFORMS	130,000.00	130,000.00	694.10	397.25	120,740.98	8,564.92	
61110	PROTECTIVE CLOTHING	92,000.00	92,000.00	29,507.99	3,440.77	66,510.62	(4,018.61)	
61135	EDUCATIONAL SUPPLIES	4,000.00	0.00	-	-	-	-	
61142	MEDICAL SUPPLIES	8,000.00	8,000.00	-	-	(820.80)	8,820.80	
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	0.43	321.50	5,096.78	(3,597.21)	
61299	MISCELLANEOUS SUPPLIES	3,300.00	3,300.00	40.72	-	3,927.19	(687.91)	
61300	FUEL, UNLEADED	18,225.00	15,500.00	0.10	-	9,968.19	5,531.71	
61307	FUEL, DIESEL	45,000.00	35,000.00	145.40	181.56	30,324.83	4,529.77	
61428	CLEANING & JANITORIAL SUPPLIES	20,200.00	20,200.00	670.39	4,281.39	14,414.14	5,115.47	
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	195.96	146.97	689.41	114.63	



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

	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
1000 GENERAL FUND							
152 FIRE							
61 SUPPLIES & MATERIALS							
61699 EQUIPMENT MAINT SUPPLIES	28,000.00	28,000.00	10.42	18.99	28,036.27	(46.69)	
61705 TIRES	33,000.00	33,000.00	1.02	-	17,297.98	15,701.00	
61709 LUBRICANTS	6,500.00	6,500.00	302.88	-	7,200.63	(1,003.51)	
61799 VEHICLE PARTS & SUPPLIES	55,000.00	55,000.00	2,534.53	515.99	71,555.46	(19,089.99)	
61807 PUBLICATIONS	4,000.00	4,000.00	-	-	2,932.78	1,067.22	
61830 SUBSCRIPTIONS	1,000.00	1,000.00	-	-	512.35	487.65	
61900 MEALS	400.00	400.00	-	-	403.87	(3.87)	
61910 MEALS - FUNCTIONS	400.00	400.00	-	-	526.88	(126.88)	
68 OTHER EXPENSES	\$ 470,925.00	\$454,200.00	\$ 35,036.87	\$ 9,304.42	\$ 390,672.38	\$ 28,490.75	93.73 %
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	-	2,430.00	94.00	
68355 SPECIAL AWARDS	2,000.00	2,000.00	-	-	1,511.21	488.79	
71 EQUIPMENT	\$ 7,000.00	\$8,525.00	\$ 1.68	\$ -	\$ 7,746.58	\$ 776.74	90.89 %
71000 EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71025 SMALL TOOLS	4,000.00	4,000.00	1.40	-	2,295.60	1,703.00	
71400 EMERGENCY RESCUE EQUIPMENT	25,000.00	25,000.00	1,201.91	361.90	45,903.78	(22,105.69)	
71414 PHOTOGRAPHIC EQUIPMENT	400.00	400.00	-	-	-	400.00	
71432 FIRE APPARATUS EQUIPMENT	66,000.00	63,800.00	5,389.79	-	24,401.23	33,808.98	
71450 AUDIO VISUAL EQUIPMENT	1,300.00	1,280.00	-	-	-	1,280.00	
71800 FURNITURE & FIXTURES	12,000.00	12,000.00	433.63	-	15,075.21	(3,508.84)	
71989 MISCELLANEOUS EQUIPMENT	25,000.00	15,000.00	1.00	-	3,321.32	11,677.68	
90 BUDGET ADJUSTMENTS	\$ 134,700.00	\$122,280.00	\$ 7,027.73	\$ 361.90	\$ 90,997.14	\$ 24,255.13	80.16 %
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	\$ 67,501.33	\$ 2,250,298.62	\$ 26,144,101.95	\$ 2,168,170.94	92.36 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2022
THROUGH MAY 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	\$ 67,501.33	\$ 2,250,298.62	\$ 26,144,101.95	\$ 2,168,170.94	92.36 %



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

	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
1001 GENERAL FUND -CAP IMPROVEMENTS							
152 FIRE							
81 CAPITAL OUTLAY/IMPROVEMENTS							
81100 CAPITAL IMPROVEMENTS	50,000.00	79,482.59	1.80	-	29,193.20	50,287.59	36.73 %
	\$ 50,000.00	\$79,482.59	. \$ 1.80	\$ -	\$ 29,193.20	\$ 50,287.59	36.73 %
TOTAL - FIRE	\$ 50,000.00	\$79,482.59	\$ 1.80	\$ -	\$ 29,193.20	\$ 50,287.59	36.73 %
TOTAL - GENERAL FUND -CAP IMPROVEMENTS	\$ 50,000.00	\$79,482.59	\$ 1.80	\$ -	\$ 29,193.20	\$ 50,287.59	36.73 %



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

	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
1010 GENERAL FUND PY ESCROWS							
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	\$67,503.13	\$2,250,298.62	\$26,188,704.15	\$2,218,458.53	



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

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

To: Chairman Kevin Burgess
From: Chief Steve M. Buxton *SMB*
Date: May 25, 2022
Re: June Commission Report

Administrative Meetings and Activities:

- Monthly meetings with Mayor.
- BOA meetings for repurposed Bond funding
 - Fire Alarm cabling project approved
 - We will now work to get the contract through finance
- FY23 Proposed Budget
 - \$100,000 mayoral adjustment
- Ambulance Advisory Meeting
 - AMR Contract Amendment still pending
- Labor Management monthly meeting
 - IAFF 789 Executive Board

FY 2022 Update

- Forty Seven weeks of FY22 have been completed and attached are details
- Operating budget is tracking normally.
- Payroll budget is tracking to end underwater.
 - We have met with CFO Griffin and are awaiting legislation for a supplemental budget

Current Projects

- Capital Improvement Plan submitted for FY23
 - Fire Station Alerting System received an A-2 rating
 - Deferred Maintenance \$50,000
- Awaiting ARPA funds disbursement news
- Initial Budget submitted for FY23 (4.426%)
- FY 23 CERF Schedule under review

- Master Plan / Strategic Plan tracking
- Training Classroom AV Project
- Public Safety Portable Radio Replacement
- Grant funded Specialty Team Physicals underway 05/16 – 05/27.

Apparatus

- Engine Three / Five delivery expected June
- Preconstruction meeting for Engine Two forthcoming

Grievances:

- Promotional Process Grievance in this month's package at the BOFC level.
- Transfer day off Grievance
- Arbitration Date set for:
 - Inequitable distribution of Overtime
 - FLSA / Day light Savings Time

Action Items:

- Station Five Patch

Meetings / Notable Events

- Multiple WF incidents
- Staff Meeting postponed to 6/2/2022
- City Hall meetings (Mayor, BOA, Legal, Administrative Services, CFO, Risk)
- NHAFC
- Multiple Meetings with IAFF Local 789 President Wholey
- Recruit Class 211 Pinning 5/22/2022

Respectfully submitted,

Steve M. Buxton
Chief of Department



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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: May 24, 2022
 Re; May Commission Report

Department Activity Summary Report

- In the month of May, the organization handled 3,187 calls for service of which 632 were NFIRS applicable calls and 387 TEMSIS (EMS) applicable responses (as of 05/24/2022).

Training / Safety Division

- Recruit class 221 is progressing well, we are at the half way point. Evaluations have been completed, one struggling recruit has shown significant improvement in recent days.
- Parks and Rec has completed tree trimming work on the ramp leading in to the drill yard.
- We are still having trouble getting cars for extrication training.

Fire Marshal

- Year to date the office has completed 501 inspections.
- Continue to handle inspections and permitting.
 - 42 inspections performed
 - 183 permits administered
 - 88 online applications for burn permits
 - 190 online seasonal permit holder requests to burn
- New Site plan reviews
 - Two new 3 story dormitory buildings at Rivier University. These will be located on the corner of South Main and Old Field Road.
 - The micro society Charter School at 591 West Hollis is looking to add a portable building with 2 additional classrooms.
 - Phase II of the Riverfront landing Project is approved. They have reached out to schedule a pre-construction meeting ASAP and will be submitting plans for building permits. This project is 3 five story buildings.
 - Conceptual site plan for development on the former Mohawk tannery Site. Proposal is for nine four story buildings. 489 new dwelling units.
- Fire Investigations
 - 73 Ash Street - Possibly caused by a faulty lithium in a laptop computer.
 - 20 Barrington - Possibly caused by a propane torch being used against the side of the building while prepping the area for paving.

- 5 Van Buren Street - Undetermined. We were able to obtain security camera footage of the area of the fire. Even with the video no obvious cause was found.
- 5 Osgood Road - Cause was electrical.

Fire Alarm

- Continued maintenance work of Gamewell system.
- Added material cost markup when invoicing for repairs as a result of a motor vehicle accident. Previously we invoiced for cost only with no markup to cover overhead.

Mechanical

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

Facilities

- Identified station electrical repair/improvement projects continue.
- All 6 Station have two new PC's running Windows 10.
- Identified plumbing repair issues at station 5 should be completed by 5/26
- Bids to upgrade AV equipment in the Training Safety classroom and library being reviewed. Anticipate final approval in April.

Apparatus

- Ladder 2 continues to be trouble free.

Meeting/Notable Events

- Situational Awareness Training with Steve Oberg scheduled for June
- Recruit class 221 finishes June 3rd.
- Tentative Recruit ceremony June 12 at 10 am.
- Nashua Sculpture Symposium selected Station 4 and the rail trestle as the location for this year's projects. Multiple sculptures will be placed in the back of the station along the sides of the future rail trail. There will also be a sculpture placed on top of the granite wall on the south side lower level. Retaining wall outside the lower bay doors. It is anticipated this sculpture will be visible from East Hollis Street.

Respectfully Submitted,

William Atkinson

William Atkinson
Assistant Fire Chief

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

DATE **June 1, 2022**

ISSUE: **Authorization for Promotion**

DECISION: **A motion is in order**

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

By vote of the Board of Fire Commissioners the following promotion has been approved.

Effective: June 5, 2022

**Dispatcher _____ will be promoted to the position of
Dispatch Supervisor.**

Chairman

Clerk



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

May 23, 2022

To: Commissioner Kevin Burgess
From: Chief Steve M. Buxton
Re: Station Five patch

Commissioner Burgess,

I have received an artist's rendering as well as a communication from Captain Michael Curran in regards to the Station Five Patch. Attached you will find both documents for your consideration.

Captain Curran is looking for approval of the artwork before they proceed. Moving forward will incur costs that are the responsibility of the station five members. They would like your feedback / approval prior to spending money on the project.

I have been informed the members of station five are in support of this rendering. It should be noted that the only artwork on the nose of the plane will be the words Flyin' 5 Five. This is very similar to past patches.

Thank you for your consideration.

Respectfully submitted,

Steve M. Buxton
Chief of Department

Buxton, Steve

From: Curran, Michael
Sent: Sunday, May 22, 2022 2:53 PM
To: Buxton, Steve
Cc: Kerrigan, Kevin
Subject: station 5 patch

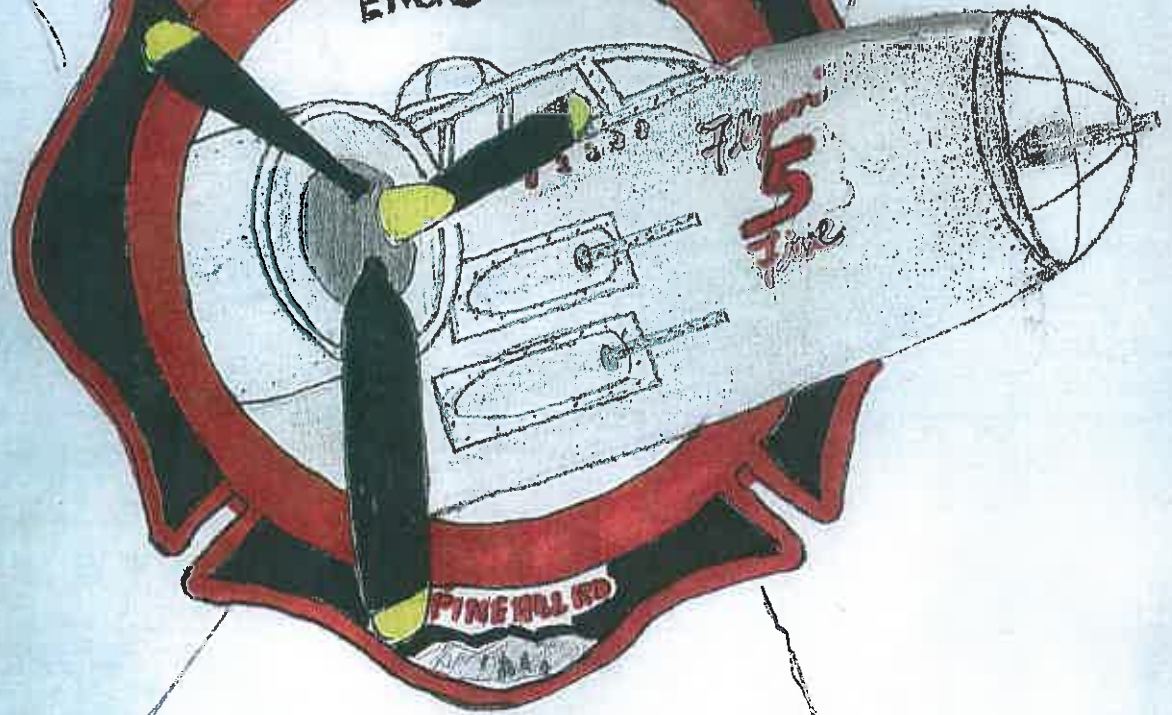
Chief,

I have submitted a hand drawn artist rendering of the newly designed station 5 patch for approval by yourself and the fire commission. Let this submission stand as a respectful request for approval. This patch will be the official station patch and be placed on the rear of the new Engine 5 once it arrives. If you have any questions please contact me.

Capt. Curran

MASHUA

ENGINE



ENGINE