

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

**Wednesday, September 6 2023
177 Lake Street, Nashua, NH**

**Training Classroom
Commission Meeting
5:00 PM**

Roll Call

Pledge of Allegiance

Moment of Silence

Period for Public Comment (RE: Agenda Items)

23 90 Assistant Chief Interviews Non-Public Session

CONSENT AGENDA:

Minutes:

23 91 July 5, 2023 Meeting Minutes

23 92 August 23, 2023 Special Meeting Minutes

Reports:

23 93 Departmental Detail Expenditures Report

Communications:

**23 94 From: Salem Fire Department
Re: Mutual Aid Coverage**

REGULAR AGENDA:

Staff Reports:

23 95A Chief Buxton
23 95B Assistant Chief Atkinson

Discussion:

23 96 Local 789

New Business:

23 97 **Authorization for action: Personnel**
Approval of Promotion for Position of Assistant Fire Chief (C2)
Individual to be determined – Effective date To Be Determined

23 98 **Authorization for action: Personnel**
Approval of Promotion for Position of Assistant Fire Chief (C3)
Individual to be determined – Effective date To Be Determined

23 99 **Retirement Notification: Personnel**

23 100 **Retirement Notification: Personnel**

Remarks by Fire Commission

Period for Public Comment

Date, Time and Location of Next BFC Meeting:

Wednesday, October 4, 2023, 5:30PM at 177 Lake Street Training Classroom

Date, Time and Location of other Events

Sunday, October 1, 2023, 10:00am, Memorial Sunday, at Firemen's Memorial at the intersection of Manchester and Concord Streets, breakfast to follow at the Courtyard by Marriot at 2200 Southwood Drive, Nashua

**CITY OF NASHUA
BOARD OF FIRE COMMISSION
MEETING MINUTES
WEDNESDAY, JULY 5, 2023**

THE MEETING CAME TO ORDER AT 5:30 PM

MEMBERS PRESENT:

Kevin Burgess
Paul Garant
Gary Lambert
Mary Ann Melizzi-Golja

MEMBERS NOT PRESENT:

John Steere

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

All stood as Commissioner Garant 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

Minutes:

23 77 June 7, 2023 Regular Meeting Minutes

Reports:

23 78 Departmental Detail Expenditures Report

Communications:

- 23 79 **From: Town of Dunstable Fire Department**
Re: Thank You Mutual Aid 05/23/23
- 23 80 **From: Town of Hollis Fire Department**
Re: Thank You Mutual Aid 05/29/23
- 23 81 **From: Town of Hollis NH Fire Department**
Re: Thank You Mutual Aid 06/26/23

23 77 – 81

Approval of Consent Agenda Items

Motion by Commissioner Garant to accept and place on file, as presented, the Consent Agenda items as follows: 1.) The Previous Meeting Minutes, 06/07/2023, 2.) The Departmental Detail Expenditures Report and 3.) The Communication(s),
Seconded by Commissioner Lambert
Vote 4-Yes
Motion Carries

REGULAR AGENDA

Staff Reports:

23 82 A **Staff Report: Chief Buxton**

Chief Buxton discussed the following:

- Thanked members for a couple of high level/high risk incidents this past month
 - Water Rescue at the Main Street Bridge
 - Deputy Wholey was in command
 - Went very well.
 - Members performed as one would expect
 - Wrong way accident on the highway during same shift as the water rescue
 - Member of Amherst Fire Department was one of the first members on the scene and provided some assistance and coordination with NFR members.
 - Very busy shift
 - Very busy month
 - Coming in to summer time vacation season always lean on members a little bit extra to maintain appropriate staffing levels
- FY23 finished in the black
 - Operating Budget was spent down to about \$500
 - Still waiting on a few accounts in utilities to be brought up to speed.
 - Payroll
 - After the action with the Emergency Funds, were able to recover enough money once the recruits hit the floor to finish with about \$34,000 in the positive.

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- A regular payroll week is about \$320,000.
 - Looking to see if there is a way to get the the leftover balance transferred into the Emergency Event Fund Account to continue building that.
- FY24 Budget was Adopted
 - After some adjustments to the budget, some things were added back in that the Mayor had taken out, landed a little bit north of a 6.6% increase
- Negotiations Update
 - Have reached a tentative agreement
 - The union is working on red-line copy to present to administration so both administration and the union can put final touches on editing
 - May require a special meeting by the board if there is no regular meeting in August in order to move the contract forward
 - Goal would be to get it to the Board of Alderman in August potentially
 - Then to the Budget Committee the end of August
 - Then potentially back to the Board of Alderman the beginning of September
 - Time frame is pretty aggressive at this point in time but gearing for that
 - Thanked President Wholey and the negotiating team on both sides
 - In the chief's time at NFR this is one of the first times there has ever been a tentative agreement in place prior to or in the area of other contract expiring
 - Due in large part to the hard work that was done by both sides at the table
 - Kudos to both sides as well as to Steve Bolton for his work and his experience he brought to the table
- Action Items
 - Dispatch Hire
 - Couple of Retirement Resignations
- Commissioner Melizzi-Golja asked for Chief Buxton to summarize what was added back in to the FY24 Budget
 - Chief Buxton
 - Operating Lines were left alone
 - Requested ½ year funding for the second Assistant Chief Position
 - Mayor cut to a ¼ of a year funding
 - Able to get that restored to ½ year
 - Should be able to put that position in to play in the January time frame.
 - Requested ½ year funding for Captain of EMS
 - Mayor cut that completely
 - Unable to get that restored.
 - NFR worked in collaboration with the Radio Communications Division to start a part time IT position within the Fire Department
 - Falls in Radio Communications budget
 - Will report to Radio Communications and NFR
 - Radio Communications needs the position for Radio Communications, Fire related things in regards to bidirectional radio amplifiers that go in to a lot of the newly constructed buildings, the hospitals, places with radio signal problem. They fall under NFPA, have to have a presence to inspect their installation as well as an annual inspection on them.

- Mayor cut a portion of this position
 - It was able to be funded appropriately, restored to full year.
- Funding for a dedicated Captain of the Dive Team
 - Currently there is a Captain that manages a fire house and the dive team as well.
 - Now the Captain can focus on just the Dive Team, very similar to the HazMat Team Captain
- Funding to transition the SMT positions to lieutenant positions, probably about the January time frame
- There was a lot of talk around the Facilities Study and Floor Repair at the Amherst Street Station that Assistant Chief Atkinson proposed in the Capital Improvements Program
 - They chose not to fund either through the budget.
 - The Facilities Study is a definite priority as is the floor repair.
 - The Facilities Study will probably come through first.
 - The night of the budget wrap-up there was a lot of talk about using escrow funds potentially to fund the Facilities Study project.
- Commissioner Garant inquired how the person ended up in the river.
 - Deputy Wholey addressed the inquiry:
 - The police department is investigating how the person got in to the river.
 - A civilian whose wife works at the vape shop on the corner heard the commotion and came around and he entered the river himself to assist the person.

Motion by Commissioner Melizzi-Golja to accept Chief Buxton's June report, Item 23 82 A, as presented, and place on file

Seconded by Commissioner Lambert

Vote 4-Yes

Motion Carries

23 82 B Staff Report: Assistant Chief Atkinson

Assistant Chief Atkinson discussed the following:

- Pointed out the attachments he provided with his report
 - DPW Subdivision Project for the drill yard at Four Hills
 - For years have been trying to carve out a parcel that can be deeded to the Fire Department
 - Climate is receptive at this point and time
 - Working with Matt Sullivan and Lisa Fauteux
 - Just under 6 acres of land
 - In the process of trying to determine how to go about subdividing it
 - Matt Sullivan is on board and pretty much spear heading moving this forward
 - Moving some trees behind the drill yard and off the end of the where the burn building is to give better access to all four sides of the building
 - DPW would clear the trees, do some stumping and shim it
 - Have started the project already

- Nashua Sculpture Symposium
 - They are interested in placing a sculpture at Station 2 – 177 Lake Street
 - Time crunch and wanted to bring it to the board for approval
 - The artist wants to be present when it is placed
 - Drawing shows the two locations
 - Recommend to approve it at this time
 - Acceptability of the subject matter of the sculptures
 - As long as it meets the size constraints
 - Have some of their other sculptures on other properties and they are more than acceptable
 - Good neighbor, showing them willing to do the pro-active approach
 - Give them a blanket approval but NFR would have the ultimate approval prior to placement
 - Commissioner Melizzi-Golja commented that she agrees with approving it now. It is much easier to figure out what you're doing with the sculptures if you have an approved site. They are always working with the city.
 - Commissioner Melizzi-Golja asked if Assistant Chief Atkinson would like a motion under New Business tonight to approve it. Assistant Chief Atkinson said he would.
- Presented a Recruitment Video
 - Assistant Chief Atkinson thanked Deputy Kirk who coordinated the efforts for the video
 - First go around of a draft
 - Reflects very well on the organization
- Somewhere around the middle of October Assistant Chief Atkinson will be retiring.

Commissioner Melizzi-Golja commented that it was a great video.

Motion by Commissioner Garant to accept Assistant Chief Atkinson's June report, Item 23 82 B, as presented, and place on file

Seconded by Commissioner Lambert

Vote 4-Yes

Motion Carries

Discussion:

23 83

Local 789

Local 789 President Tom Wholey was not present.

President Wholey contacted Chief Buxton to let him know he was not able to attend.

Old Business:

23 32

Update on FY24 Budget

<https://city-nashua-nh-budget-book.cleargov.com/10318/introduction/principle-officers>

Covered during Chief Buxton's report.

New Business:

23 84 **Authorization for action: Personnel**
Approval of Samantha Allen as a Dispatcher Effective Date “To Be Determined”

Motion by Commissioner Lambert to authorize to hire Samantha Allen as a Dispatcher at a hire date To Be Determined.
Seconded by Commissioner Garant
Vote 4-Yes
Motion Carries

23 87 **Nashua Symposium Sculpture at 177 Lake Street**

Motion by Commissioner Melizzi-Golja to approve the two locations identified at 177 Lake Street as referenced in the handout provided by Assistant Chief Atkinson and that they are approved with the understanding that a final determination will be made at the time of the proposed installation regarding the nature of the sculptures
Seconded by Commissioner Lambert
Vote 4-Yes
Motion Carries

23 85 **Resignation Notification: Personnel**

Motion by Commissioner Garant to accept the resignation retirement notification from Private Keith Makarawicz, Item 23 85, as presented and place on file with regrets
Seconded by Commissioner Lambert
Vote 4-Yes
Motion Carries

23 86 **Resignation Notification: Personnel**

Motion by Commissioner Garant to accept the retirement notification from Private Michael Melchionne, Item 23 86, as presented and place on file with regrets
Seconded by Commissioner Lambert
Vote 4-Yes
Motion Carries

Remarks by Fire Commissioners

N/A

Public Comment

N/A

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Date, Time and Location of Next BFC Meeting:

August – No Scheduled Meeting but may need a special meeting in August for Tentative Agreement with Local 789

Wednesday, September 6, 2023, 5:30PM at 177 Lake Street Training Classroom

Date, Time and Location of other Events

Sunday, July 9, 2023, Station 5 from 3:00 to 7:00 Lt. Matt Simard's Pig Roast Retirement Cookout

Monday, August 21, 2023, Annual Retiree Cookout, Social Hour 5:00pm-6:00pm with dinner to follow

Adjourn

Motion by Commissioner Garant to adjourn the meeting at 5:57 PM

Seconded by Commissioner Lambert

Vote 4-Yes

Motion Carries

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING MINUTES
WEDNESDAY, AUGUST 23, 2023**

THE MEETING CAME TO ORDER AT 4:02 P.M.

MEMBERS PRESENT:

Kevin Burgess
Mary Ann Melizzi-Golja
John Steere

MEMBERS NOT PRESENT:

Paul Garant
Gary Lambert

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Chief William B. Atkinson

STAFF NOT PRESENT:

OTHERS PRESENT:

Deputy Fire Chief Mark Wholey
Local 789 President Thomas Wholey
Local 789 Steward At Large Julian Reed

SPECIAL AGENDA NEW BUSINESS

23 88 Discussion on Assistant Chief Positions

Chief Buxton discussed the following:

- Assistant Chief Atkinson verbalized his retirement effective in October
- Time being of the essence, in conversation with Commissioner Burgess
 - Posted the positions
 - Letters of those interested are due by Monday, 08/27/2023
 - Resumes are due by Wednesday, 08/30/2023
 - In order to include them in the BOFC Packages for the September meeting
 - Those members expressing interest to move forward will be able to be interviewed at the September BOFC meeting
 - September BOFC Meeting will start at 5:00pm in order to hold interviews

Motion by Commissioner Melizzi-Golja to accept Item 23 88, oral information as presented and place on file

Seconded by Commissioner Steere

Vote 3-Yes

Motion Carries

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23 89 Local 789 CBA Ratification

Chairman Burgess discussed the following:

- Everyone has had the opportunity to review the redline
- Open for any questions or discussion
- Has a question about the 3% one time that was struck on the grid
 - That is in the actual grid

Chief Buxton mentioned that in FY27 the certification levels have been removed
Chairman Burgess was part of the committee that negotiated the contract, he is good with it.

Commissioner Melizzi-Golja requested that, for the purpose of the minutes, that Chief Buxton give a summary of the major changes so they're captured in the minutes for the public to look at.

Chairman Burgess asked if Chief Buxton has highlights.

Chief Buxton discussed the following:

- Payroll Grids
 - Year One – FY24
 - Roll holidays in to base salary
 - Cancel the FLSA 5-hour rule
 - 2.5% COLA for entire labor group
 - Year Two – FY25
 - 2% Adjustment to pay grids for Suppression force and FMO for Hazard, which will be maintained moving forward
 - 2% COLA entire labor group
 - Exchange for HMO program the city had requested, Local 789 countered with a request for MERP (Medical Expenditure Reimbursement Program), MERP will be funded
 - Year Three – FY26
 - HazMat A Team Members
 - Currently Receive an hour weekly stipend
 - Will change to a 3% increase to base salary
 - Dive Team Members
 - Currently Receive an hour weekly stipend
 - Will change to a 3% increase to base salary
 - HazMat A Team Members
 - Currently Receive a half hour weekly stipend
 - Will change to a 1.25% increase to base salary
 - 2.5% COLA for entire labor group
 - Year Four – FY27 Requests
 - Payroll grids adjusted all to the Certification 3 level and will embark on an in-service training program for those that become promoted which will allow to control the ability when a member gets promoted that they achieve the certification the team wants them to have where as currently it is left up to the individual and they get the financial award if they achieve it.
 - 3% COLA for entire labor group
- Administrative side
 - Many language-updates
 - Cleanups to some language that has been in there for many years
 - Credit to both sides for the updates, there was an all-out effort to adjust that

- Incorporated four MOUs into the CBA
 - Military Leave
 - Administrative Overtime
 - Daylight Savings Time
 - Promotional Process Adjustment
- Healthcare
 - Agreement to establish a healthcare trust committee to review healthcare and potential different programs and savings that both the city and membership could realize and potentially achieve better benefits
- Establishment of language for a Captain of EMS position within the organization when able to receive funding for it
 - Will adjust some of the promotional process
 - There won't be a special test for the position, it will come directly off the captains' list as currently a special test is held
- Establishment of the In-Service Training Programs
 - Will allow for a member to be removed from the line and send to school when they get promoted to achieve the proper training. Currently this is a struggle and do not have the ability to do this.
- Overall
 - Collaborative effort
 - First time in Chief Buxton's career at NFR that have had a tentative agreement in place prior to the expiration of the previous CBA

Chief Buxton wanted to thank President Wholey, the Entire Executive Board, Commissioner Burgess, Commissioner Lambert, Deputy Wholey and Attorney Bolton for their efforts in negotiating the package. These efforts, especially the payroll grids, would not be at all possible without the support of Anne-Marie Boucher and Karen Conde.

Chairman Burgess stated, for the record, that the Local successfully ratified the contract.

President Wholey discussed the following:

- Went well
- Questions answered
- Big changes in the organization
- Promotional process for the specialty jobs
- Change of working conditions which some have to adjust to
- Find, in the chief's point of view, the streamline promotions and move up through and create job opportunities for the membership. Feel it is a proactive approach to those positions instead of stand-alone tests.
- Local 789 appreciates all the efforts.
- Can't thank Chief Buxton enough and Deputy Wholey for all their work
- Did a lot of workshops behind the scenes before going to City Hall
- Commissioner Burgess being there at City Hall as well
- Attorney Bolton, hands down it was a true negotiation of the Local wanted things and the City wanted things
- Local 789 appreciates the efforts, most importantly with healthcare.
- Local 789 did an analysis of the cost of what it would do to go to the HMO
 - It is pretty costly if you do use it.
- That was the initiative in the last contract with the HSA and driving members over there

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- MERP account is going to answer a lot of recruitment and retention issues.
 - Medical Expense Reimbursement Program is through the IAFF.
 - Started out in the Northwest
 - Launched tax codes
 - Can go coast to coast with it
 - Local 789 will be the first fire department union in the Northeast to have accomplished this goal
 - MERP is just starting to get moving
 - Answering a lot of pension concerns that were changed upstate, the benefits that were stripped from all the new hires and some of the sliding scale
 - Hoping that's very attractive to help with recruiting membership coming to Nashua
- Rolling Holidays in – a way of getting a higher salary without going to COLA
- COLA is 10% over the four years so trying to keep that low, Local 789 does think of the citizens of Nashua and the tax payer, don't want to ask for too much but also trying to support families, felt this was the best way to do it.
- Loss of the FLSA 5-hour rule – takes a toll on members when working all the extra hours. It's 2023, the Local has been bargaining that down and finally achieved it to say that it's worth working the overtime to maintain the staffing to provide the safety it does for the community, not just for the citizens but the firefighters so trying to entice members to fill those shifts and make it beneficial to take away the time from their families to say there is a little bit higher monetary value.
- Hands down a great experience
- It was a pleasure working with Chief Buxton on this and Deputy Wholey.

Motion by Commissioner Steere to accept Item 23 89, the Local 789 Ratified CBA as presented and send it to the Board of Alderman for approval

Seconded by Commissioner Melizzi-Golja

Vote 3-Yes

Motion Carries

Commissioner Steere thanked everyone for participating in negotiations and thanked Local 789 for ratifying the contract.

Commissioner Melizzi-Golja thanked everyone for participating in negotiations and thanked Local 789 for ratifying the contract.

Date and Location of Next BFC Meeting:

Wednesday, September 6, 2023, at 177 Lake St Training Classroom, 5:00 pm for interviews, meeting to follow

Date, Time and Location of other Events

Thursday, September 7, 2023 at 7:00 pm
Budget Committee Meeting to discuss Local 789 Contract

Sunday, October 1, 2023, 10:00am, Memorial Sunday, at Firemen's Memorial at the intersection of Manchester and Concord Streets, breakfast to follow at the Courtyard Marriot at Southwood Drive

Adjourn

MOTION TO ADJOURN

Motion by Commissioner Steere to adjourn the meeting at 4:19 P.M.
Seconded by Commissioner Melizzi-Golja
Vote - 3
Motion Carries

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2024
THROUGH AUGUST 31, 2023

23 93



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	14,341,959.00	14,341,959.00	-	254,103.87	1,276,056.35	13,065,902.65	
51300 OVERTIME	161,034.00	161,034.00	-	42,286.39	48,037.92	112,996.08	
51330 OVERTIME-SHIFT COVERAGE	2,928,000.00	2,928,000.00	-	109,396.19	441,611.42	2,486,388.58	
51500 WAGES ELECTED OFFICIALS	7,500.00	7,500.00	-	-	-	7,500.00	
51600 LONGEVITY	125,000.00	125,000.00	-	-	-	125,000.00	
51614 SICK INCENTIVE	40,000.00	40,000.00	-	-	-	40,000.00	
51628 EXTRA HOLIDAY	767,000.00	767,000.00	-	-	58,715.57	708,284.43	
51700 STIPENDS	318,400.00	318,400.00	-	5,029.32	25,203.71	293,196.29	
51712 SPECIAL DETAIL-PENSIONABLE	2,300.00	2,300.00	-	-	-	2,300.00	
51750 RETIREMENT & SEPARATION PAY	-	0.00	-	-	69,156.83	(69,156.83)	
51900 SALARY ADJUSTMENTS	782,587.00	782,587.00	-	-	-	782,587.00	
51990 YEAR END PAYROLL PARTIAL WEEK CHARGEBACK	54,398.00	54,398.00	-	-	-	54,398.00	
	\$ 19,528,178.00	\$ 19,528,178.00	\$ -	\$ 410,815.77	\$ 1,918,781.80	\$ 17,609,396.20	9.83 %
52 FRINGE BENEFITS							
52100 FICAMEDICARE	577,241.00	577,241.00	-	7,352.43	37,089.14	540,151.86	
52150 PENSION EXPENSE	5,280,804.00	5,280,804.00	-	119,742.00	557,285.07	4,723,518.93	
52300 BENEFITS	3,780,524.00	3,780,524.00	-	65,947.50	332,653.46	3,447,870.54	
52800 EDUCATIONAL ASSISTANCE	27,000.00	27,000.00	-	686.50	3,918.00	23,082.00	
	\$ 9,665,569.00	\$ 9,665,569.00	\$ -	\$ 193,728.43	\$ 930,945.67	\$ 8,734,623.33	9.63 %
53 PROFESSIONAL & TECHNICAL SERVICES							
53135 MEDICAL SERVICES	25,000.00	25,000.00	10,000.00	-	-	15,000.00	
53142 CONSULTING SERVICES	20,000.00	20,000.00	5,001.00	-	-	14,999.00	
53455 TESTING SERVICES	10,000.00	10,000.00	5,000.00	-	-	5,000.00	
	\$ 55,000.00	\$ 55,000.00	\$ 20,001.00	\$ -	\$ -	\$ 34,999.00	36.37 %
54 PROPERTY SERVICES							
54100 ELECTRICITY	120,000.00	120,000.00	-	-	12,923.22	107,076.78	
54107 HEATING OIL	2,100.00	2,100.00	-	-	-	2,100.00	
54114 HEATING GAS	75,000.00	75,000.00	-	-	997.22	74,002.78	
54141 WATER	45,000.00	45,000.00	100.00	400.00	1,636.68	43,263.32	
54225 INSPECTION SERVICES	20,000.00	20,000.00	5,105.00	-	-	14,895.00	
54228 PEST CONTROL SERVICES	3,000.00	3,000.00	2,768.00	-	-	232.00	
54243 HVAC MAINTENANCE	55,000.00	55,000.00	20,952.18	1,047.82	1,047.82	33,000.00	

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2024
THROUGH AUGUST 31, 2023



1000 GENERAL FUND	152 FIRE	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
54 PROPERTY SERVICES								
54280 BUILDING/GROUNDS MAINTENANCE		60,000.00	60,000.00	27,884.37	(32.36)	1,256.79	30,858.84	
54400 SOFTWARE LICENSING		25,000.00	25,000.00	18,100.00	-	-	6,900.00	
54407 SOFTWARE MAINTENANCE		5,000.00	5,000.00	-	-	-	5,000.00	
54414 HARDWARE MAINTENANCE		15,000.00	15,000.00	-	-	-	15,000.00	
54487 EQUIPMENT REPAIRS & MAINTENANCE		20,000.00	20,000.00	11,451.00	-	-	8,549.00	
54600 VEHICLE REPAIRS & MAINTENANCE		35,000.00	35,000.00	39,048.84	16.26	3,747.27	(7,796.11)	
54821 EQUIPMENT RENTAL		2,000.00	2,000.00	1,800.00	-	-	200.00	
		\$ 482,100.00	\$482,100.00	\$ 127,209.39	\$ 1,431.72	\$ 21,609.00	\$ 333,281.61	30.87 %
55 OTHER SERVICES								
55118 TELEPHONE-CELLULAR		12,500.00	12,500.00	2,000.00	-	734.00	9,766.00	
55200 DUES AND MEMBERSHIPS		2,500.00	2,500.00	1,967.00	175.00	175.00	358.00	
55307 MILEAGE REIMBURSEMENTS		200.00	200.00	10.00	-	-	190.00	
55400 CONFERENCES AND SEMINARS		5,000.00	5,000.00	-	-	150.00	4,850.00	
55421 EMPLOYEE TRAINING & CERTIFICATIONS		10,000.00	10,000.00	1,250.00	-	-	8,750.00	
55600 PRINTING SERVICES		500.00	500.00	50.00	-	-	450.00	
55607 POSTAGE & DELIVERY		1,000.00	1,000.00	-	-	-	1,000.00	
55699 OTHER CONTRACTED SERVICES		2,000.00	2,000.00	2,000.00	-	-	-	
		\$ 33,700.00	\$33,700.00	\$ 7,277.00	\$ 175.00	\$ 1,059.00	\$ 25,364.00	24.74 %
61 SUPPLIES & MATERIALS								
61100 OFFICE SUPPLIES		8,000.00	8,000.00	349.50	-	239.47	7,411.03	
61107 CLOTHING & UNIFORMS		155,000.00	155,000.00	14,694.00	698.35	104,664.35	35,641.65	
61110 PROTECTIVE CLOTHING		95,000.00	95,000.00	24,513.87	-	288.13	70,198.00	
61135 EDUCATIONAL SUPPLIES		4,000.00	4,000.00	-	-	-	4,000.00	
61142 MEDICAL SUPPLIES		10,000.00	10,000.00	5,333.55	-	794.44	3,872.01	
61156 CHEMICALS		1,000.00	1,000.00	200.00	-	-	800.00	
61166 GASES		1,000.00	1,000.00	300.00	-	-	700.00	
61245 TRAINING MATERIALS		4,000.00	4,000.00	1,000.00	-	-	3,000.00	
61299 MISCELLANEOUS SUPPLIES		3,000.00	3,000.00	1,201.00	-	540.05	1,258.95	
61300 FUEL, UNLEADED		22,000.00	22,000.00	500.00	-	-	21,500.00	
61307 FUEL, DIESEL		60,000.00	60,000.00	2,748.64	-	251.36	57,000.00	
61428 CLEANING & JANITORIAL SUPPLIES		22,000.00	22,000.00	4,255.80	-	941.53	16,802.67	
61435 FIRE EXTINGUISHERS		3,000.00	3,000.00	2,000.00	-	-	1,000.00	
61499 BUILDING SUPPLIES		3,000.00	3,000.00	-	-	-	3,000.00	

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2024
THROUGH AUGUST 31, 2023



1000 GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152 FIRE							
61 SUPPLIES & MATERIALS							
61538 LIME AND FERTILIZER	2,000.00	2,000.00	1,410.00	-	500.00	90.00	
61650 COPIER SUPPLIES	1,000.00	1,000.00	269.94	-	-	730.06	
61699 EQUIPMENT MAINT SUPPLIES	25,000.00	25,000.00	4,700.00	-	-	20,300.00	
61705 TIRES	35,000.00	35,000.00	15,500.00	-	-	19,500.00	
61709 LUBRICANTS	8,000.00	8,000.00	8,500.00	-	-	(500.00)	
61799 VEHICLE PARTS & SUPPLIES	60,000.00	60,000.00	44,265.83	-	4,858.20	10,875.97	
61807 PUBLICATIONS	4,000.00	4,000.00	-	-	-	4,000.00	
61830 SUBSCRIPTIONS	1,000.00	1,000.00	-	-	-	1,000.00	
61900 MEALS	500.00	500.00	85.98	-	-	414.02	
61910 MEALS - FUNCTIONS	500.00	500.00	-	-	-	500.00	
	\$ 528,000.00	\$ 528,000.00	\$ 131,828.11	\$ 698.35	\$ 113,077.53	\$ 283,094.36	46.38 %
68 OTHER EXPENSES							
68335 ARSON INVESTIGATION EXPENSES	4,000.00	4,000.00	1,350.00	-	337.84	2,312.16	
68337 NEW HIRE APPLICATION EXPENSES	20,000.00	20,000.00	2,010.00	790.00	790.00	17,200.00	
68355 SPECIAL AWARDS	2,000.00	2,000.00	-	-	-	2,000.00	
	\$ 26,000.00	\$ 26,000.00	\$ 3,360.00	\$ 790.00	\$ 1,127.84	\$ 21,512.16	17.26 %
71 EQUIPMENT							
71000 EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71025 SMALL TOOLS	4,000.00	4,000.00	1,936.12	-	1,278.88	785.00	
71400 EMERGENCY RESCUE EQUIPMENT	25,000.00	25,000.00	5,861.56	-	1,231.44	17,907.00	
71414 PHOTOGRAPHIC EQUIPMENT	500.00	500.00	-	-	-	500.00	
71432 FIRE APPARATUS EQUIPMENT	70,000.00	70,000.00	4,576.00	-	124.00	65,300.00	
71450 AUDIO VISUAL EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71800 FURNITURE & FIXTURES	20,000.00	20,000.00	3,000.00	-	362.02	16,637.98	
71999 MISCELLANEOUS EQUIPMENT	25,000.00	25,000.00	6,200.00	-	-	18,800.00	
	\$ 146,500.00	\$ 146,500.00	\$ 21,573.68	\$ -	\$ 2,996.34	\$ 121,929.98	16.77 %
TOTAL - FIRE	\$ 30,465,047.00	\$ 30,465,047.00	\$ 311,249.18	\$ 607,639.27	\$ 2,989,597.18	\$ 27,164,200.64	10.83 %

GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT

FISCAL YEAR 2024

THROUGH AUGUST 31, 2023



1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
	TOTAL - GENERAL FUND	\$ 30,465,047.00	\$30,465,047.00	\$ 311,249.18	\$ 607,639.27	\$ 2,989,597.18	\$ 27,164,200.64	10.83 %

CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2024
THROUGH AUGUST 31, 2023



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	50,000.00	-	-	-	50,000.00	
81300	MACHINERY AND EQUIPMENT	-	0.00	1,000.00	-	-	(1,000.00)	
		\$ 50,000.00	\$50,000.00	\$ 1,000.00	\$ -	\$ -	\$ 49,000.00	2.00 %
	TOTAL - FIRE	\$ 50,000.00	\$50,000.00	\$ 1,000.00	\$ -	\$ -	\$ 49,000.00	2.00 %
	TOTAL - GENERAL FUND -CAP IMPROVEMENTS	\$ 50,000.00	\$50,000.00	\$ 1,000.00	\$ -	\$ -	\$ 49,000.00	2.00 %
	GRAND TOTAL:	\$30,515,047.00	\$30,515,047.00	\$312,249.18	\$607,639.27	\$2,989,597.18	\$27,213,200.64	



SALEM FIRE DEPARTMENT

CHIEF OF DEPARTMENT LAWRENCE D. BEST

152 MAIN STREET, SALEM, NH 03079

PHONE: 603-890-2215 CELL: 603-327-1018

lbest@salemnh.gov

23 94

August 07, 2023

Chief Steve Buxton
Nashua Fire Rescue
70 East Hollis Street
Nashua, NH 03060

Chief Buxton,

On behalf of Salem Fire Department, I would like to thank you and the members of your department for assisting us on Saturday, August 05th for station coverage. As I'm sure you know, Brian Murray was a member of SFD for over 14 years. Although Brian moved on two years ago to Atkinson Fire as the Chief of Department, his accomplishments, and friendships here at SFD continued on. It was our honor to assist Atkinson Fire with the arrangements for our friend, Chief Brian Murray.

Your assistance with station coverage at our Central Station gave all our members the opportunity to participate in the Firefighter's walk through to honor Brian.

Your assistance is greatly appreciated.

Regards,

Lawrence D. Best
Chief of Department



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

Steve M. Buxton
Chief of Department
(603) 594-3651
FAX (603)594-3654
BuxtonS@NashuaNH.gov

To: Chairman Kevin Burgess
From: Chief Steve M. Buxton
Date: September 1, 2023
Re: September Commission Report

FY23 Update

- Nine weeks of FY24 have been completed and attached are details.
 - Operating budget is tracking accordingly
 - Payroll budget is tracking accordingly
- FY23 Budget has been closed out.
 - NFR budget finished with a minor surplus in both operating and payroll.

Current Projects

- ARPA funded projects:
 - FSAS is set to begin in September.
 - Expected to take a year for completion
 - Municipal Fire Alarm Infrastructure work has begun.
 - Expected to take three to four weeks for completion.
 - Traffic Preemption System work has begun.
 - Expected to be completed by late fall
- Master Plan tracking.
- Public Safety Portable Radio Replacement (Fall 2023).
 - Equipment beginning to arrive.
 - Accountability software forthcoming.
- Inflatable boat/ motor and trailer replacement expected to arrive in November.
- Apparatus delivery update:
 - Engine 2 November 2025
 - Engine 1 September 2025
 - Ladder 1 April 2025

Negotiations

- Both parties have ratified the CBA. Timeline for BOA approval is as follows:
 - August 28th first reading at BOA referred to Budget
 - September 7 Budget meeting 18:30
 - September 13 Final passage at BOA meeting

Grievances

- Discipline Grievance

Action Items

- Retirement / Resignation
- Assistant Chief Promotions

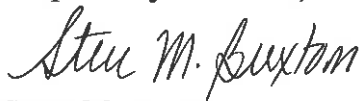
Meetings / Notable Events

- Multiple WF and Mutual aid incidents
- Staff Meeting
- City Hall meetings (Mayor, BOA, Administrative Services, CFO, Risk)
- NHAFC
- Negotiations
- Homeless Task Force
- Multiple Meetings with IAFF Local 789 President Wholey

Notable Dates

- September 11 ceremony – all Stations (9:45).
- October 1, 2023 Memorial Sunday 09:30 line up will begin.

Respectfully submitted,



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: August 31, 2023
Re: August Commission Report

Department Activity Summary Report

- In the month of August, the organization handled 4,413 calls for service of which 828 were NFIRS applicable calls and 474 TEMSIS (EMS) applicable responses as of August 30, 2023.

Training / Safety Division

- All recruits continuing to perform as expected to this point.

Fire Marshal

Inspections and permitting:

- 84 Inspections completed.
- 106 permits administered
- 47 online applications for burn permits
- 328 online seasonal permit holder requests to burn

Ongoing Construction Projects:

- Bronstein Housing Project: Final inspections have started and the first 2 buildings are slated to be occupied by October 1st.
- 72 Lake Street (5 Story). Interior rough-ins are complete.
- New Middle School: Building is almost weather tight. Rough inspections are ongoing.
- 3 new apartment buildings on Sanders Street. The wood panel walls are starting to go up. The wall panels are constructed off site and then craned directly in place as soon as they arrive. Stairs and manual standpipes will go up per floor as they are completed. The newly installed hydrants on this site are functioning. The project manager is happy to have crews stop by to check out the buildings. He just asks that you notify him ahead of time, his contact info is:
- Addition to the Hunt Home. Project is moving along quickly. Rough inspections are complete and the upper floors are installing finishes.
- Addition to Coliseum Seniors Residence. Concrete work (foundation /footings) are complete and steel is going up.
- New State Liquor Store on Northwest Plaza.
- Birch Hill and Main Dunstable School: Portable classrooms are on site and work has started to convert the gyms into temp classrooms. The portable classrooms are installed and fire

alarm systems for them are in service. The portables classrooms are on their own Master box separate from the school.

- 9 Townsend West, The new location for The Academy of Science and Design. A significant amount of work has occurred since last month. It looks like they will be able to open a portion of the building in time for the start of the school year.
- World Academy will have 2 portable classrooms in use at the rear of the school adjacent to the pool complex. The fire alarm systems for these classrooms will tied into the system for the main building.
- 249 Main Street 6 Story Building: Wood framing on floors 2 and above should start around Labor Day. The walls will be built on site as there is no room to Crane in pre-built walls.

New Site Plans/ Proposed projects:

Nothing new

Fires:

- 38 Brook Street: Kitchen fire, determined to be accidental. A food truck business was utilizing the homes kitchen for food prep. The health department was notified.
- 23 Temple Street: mattress fire appears to be accidental.

Pending Actions

- The City is organizing a cleanup of the homeless camps along the Temple Street rail bed on August 31th from 8 am – 10 am. Public works will be there with dump trucks and a front end loader. The Granite Group Plumbing Supply on Amory Street has cleared a significant amount of brush along the side and rear of their buildings. This area has been the scene of a couple of fires. There is still an encampment behind the building but at least the brush has been cut back.

Fire Alarm

- Purvis – Project is scheduled to begin the second week of September with the installation of equipment at station 5.
- Cabling project began August 30th, anticipated 3 ish weeks to complete.

Mechanical

- Nothing to report.

Facilities

- A draft Scope of Work document has been crafted for the Building Condition Facilities Study RFP.

Apparatus

- Supply chain issues continue as we await ordered components to complete up fit of new R2 vehicles

Behavioral Health

- The International Critical Incident Stress Foundation (ICISF) grant funded, 3 day Assisting Individuals in Crisis and Group Crisis Intervention class for up to 30 students hosted by Nashua Fire Rescue has been scheduled for November 13th, 14th and 15th.

Respectfully Submitted,

William Atkinson

William Atkinson
Assistant Fire Chief