

**CITY OF NASHUA  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, JANUARY 4, 2023**

**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 James Kirk  
Deputy Fire Chief Mark Wholey  
Deputy Fire Chief James Kirk  
Captain Glenn Telgen  
Lieutenant Armstrong  
Private Cyrus Hebert  
Local 789 President Tom Wholey  
Assistant Superintendent David Robert  
Dispatch Supervisor Kyle Ball

All stood as Commissioner Steere lead The Pledge of Allegiance.

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

**ORGANIZATIONAL MEETING:**

**23 01 Elections**

**23 01**

**Motion** by Commissioner Lambert to open the floor for nominations

Seconded by Commissioner Steere

Vote: 5-yes

Motion Carries

## **23 01 A**

**Motion** by Commissioner Melizzi-Golja to nominate Commissioner Burgess as Chairman for the next year

Seconded by Commissioner Garant

Vote: 5-yes

Motion Carries

**Motion** by Commissioner Lambert to close the nominations for Chairman

Seconded by Commissioner Steere

Vote: 5-yes

Motion Carries

## **23 01 B**

**Motion** by Commissioner Lambert to nominate Commissioner Garant as Vice Chairman for the next year

**Motion** by Commissioner Garant to amend to nominate Commissioner Lambert as Vice Chairman for the next year

Seconded by Commissioner Steere

Vote: 5-yes

Motion Carries

**Motion** by Commissioner Garant to elect Commissioner Lambert as Vice Chairman for the next year

Seconded by Commissioner Steere

Vote: 5-yes

Motion Carries

**Motion** by Commissioner Steere to close the nominations for Vice Chairman

Seconded by Commissioner Garant

Vote: 5-yes

Motion Carries

## **23 01 C**

**Motion** by Commissioner Steere to nominate Commissioner Melizzi-Golja as Clerk for the next year

Seconded by Commissioner Lambert

Vote: 5-yes

Motion Carries

**Motion** by Commissioner Lambert to close the nominations for Clerk

Seconded by Commissioner Garant

Vote: 5-yes

Motion Carries

## **23 02 Mission Statement**

- ) Commissioner Garant asked if “education” was both public and internal.
  - o Chief Buxton confirmed that it is both.

**Motion** by Commissioner Melizzi-Golja to accept as presented the Mission Statement of Nashua Fire Rescue and place on file  
Seconded by Commissioner Lambert  
Vote: 5-yes  
Motion Carries

## **23 03**

**No need for Non-Public**

## **PUBLIC COMMENT (RE: NFR AGENDA ITEMS)**

N/A

## **CONSENT AGENDA**

**Minutes:**

**23 04      Wednesday, December 7, 2022 Regular Meeting Minutes**

**Communication(s):**

**23 05      From:      New Searles Elementary School  
             Re:        Thank You for food basket donations**

**Report(s):**

**23 06      Departmental Detail Expenditures Report**

**23 07      Accident(s) (1)**

## **23 04 – 23 07 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, 2.) The Communication(s), 3.) The Departmental Detail Expenditures Report and 4.) Accident(s)  
Seconded by Commissioner Lambert  
Vote: 5-yes  
Motion Carries

## **REGULAR AGENDA**

### **Staff Reports**

#### **23 08 A Chief Buxton**

**Motion** by Commissioner Steere to accept Chief Buxton's December report, as presented, and place on file

Seconded by Commissioner Lambert

Vote: 5-yes

Motion Carries

#### **23 08 B Assistant Chief Atkinson**

- ) Commissioner Garant asked for clarification on the NFRIS having EMS calls in it.
  - o Assistant Chief Atkinson clarified the Run Report for Commissioner Garant and confirmed the EMS calls are the total number for AMR.
- ) Commissioner Lambert inquired, in reference to the fire on Amherst Street, about how common it is that a fire goes undetermined.
  - o Assistant Chief Atkinson discussed Commissioner Lambert's inquiry. Often times the cause is consumed in the fire due to rate of fire. It makes it that much more challenging to determine the cause of the fire. Insurance companies have their own investigators so if they can't come to a collective consensus, then it goes undetermined.
  - o Commissioner Burgess asked if something like that actually gets closed out or is it just forever undetermined.
    - Assistant Chief Atkinson explained that unless something comes up to connect it otherwise, it goes as an undetermined fire.

**Motion** by Commissioner Garant to accept Assistant Chief Atkinson's December report, as presented, and place on file

Seconded by Commissioner Lambert

Vote: 5-yes

Motion Carries

### **Discussions**

#### **23 09 Local 789**

- ) Local 789 President Wholey discussed the following
  - o Reached out to Mayor's office to set up some dates for bargaining
    - The contract ends June 30, 2023.
    - Very hopeful to get to the table and do right by the membership and get a contract negotiated without going without
  - o Giving Back to the community
    - Successful with Operation Warm, almost \$7,000 in coats were provided to the community center on Arlington Street
    - Members did the Annual Christmas Baskets done this year.

**Motion** by Commissioner Steere to accept Item 23 09, as presented, and place on file  
Seconded by Commissioner Lambert

Vote: 5-yes

Motion Carries

## **OLD BUSINESS**

### **22 141 Promotional Criteria Review Committee Discussion**

- ) Information on this was given to the BOFC last month for review.
- ) Chief Buxton reported that unfortunately Legal was not able to finish the official MOA in order for the board to vote on this item. They do not anticipate any issues, they just didn't have the opportunity to prepare it due to it being time consuming and have other tasks on their schedule.
- ) Chief Buxton said that Deputy Kirk, Lieutenant Armstrong and Private Cy Hebert were also on the committee and present so can field any questions for those that have had an opportunity to review it.
- ) Chief Buxton feels that it is pretty well laid out. It simplifies what was previously a very complex process.
- ) Commissioner Garant thanked the committee for an excellent job.
  - o He feels the actions of the committee moved the process much further along than anticipated. It certainly removes the subjective nature and makes it objective in terms of the process.
- ) Commissioner Burgess thanked Lieutenant Armstrong and Private C. Hebert.
- ) Commissioner Steere requested a background of putting this together and what the vibe and experience like.
- ) Lieutenant Armstrong addressed Commissioner Steere's question regarding the process.
  - o The committee represented the union body.
  - o They took an informal survey
  - o The committee opened up the floor to questions from the body about what was important moving forward, about changing the article as the contract suggested.
  - o Three major components were identified.
    - Some of which are included in the article.
    - Others aren't necessarily directly tied to it.
  - o Promotional material itself was a big consideration for a lot of the membership but that isn't contractual.
  - o Having the ability to sit down with the administration and discuss those sorts of changes and what is important to the membership steered the committee in the right direction towards that.
  - o The subjectivity of the current article, accountability on both sides, as Article 18 sits now, with the ranking process, it is very subjective. It's determined strictly by the list of who is eligible at the time. It is based on the three things in the article. The article talks about abilities, past performance, adherence to rules and regulations and policies. That is kind of arbitrary. It is hard for members to know how they are being ranked vs. not ranked. You could have two people that are equal but someone has to be ranked. The committee thought that was a difficult situation. There is no accountability back to the member or to administration to say this is what you could do better, this is

what you don't do as well. Now with the scoring system, criteria system, there is a tangible, fileable way to have discussions with deputies, with chiefs, to say this is what we think you could do better, this is what you do well. It gives the members more of a chance to focus on that. Another element is using the accountability through the members chain of command to be first and foremost.

- It was a long process, longer than the committee probably anticipated.
- They got into a lot of things, especially early on, in many different directions, but it was all productive. There were good faith discussions that he thinks will lead to better things in the future and potentially revisiting that type of committee over a period of time to just make sure we are headed in the right direction and still on track. The committee is anxious to see how it plays out. It came back through the ballot vote. Each station voted individually. There was more voting for it than against it. They didn't get a ton of feedback. It was sort of spread throughout the department and there were informal discussions. He thinks a lot of people were pleased with the outcome. He thinks there was an anticipation of a few other things that they were quickly able to stop. He thought it was productive. He felt it was nice to see it come to an end.

**Motion** by Commissioner Lambert to table Item 22 141 to the February BOFC Meeting  
Seconded by Commissioner Garant  
Vote: 5-yes  
Motion Carries

## **NEW BUSINESS**

### **23 10 Memorandum of Agreement between BOFC and Union Local 789 RE: Fire Inspector/Investigator Exam**

**Motion** by Commissioner Garant to accept and place on file the Memorandum of Agreement between the BOFC and Union Local 789, RE: Fire Inspector/Investigator Exam  
Seconded by Commissioner Lambert  
Vote: 5-yes  
Motion Carries

### **23 11 Tuition Reimbursement Form, Signature Requirement Change**

**Motion** by Commissioner Garant to accept and place on file the Tuition Reimbursement Signature Requirement Change  
Seconded by Commissioner Lambert  
Vote: 5-yes  
Motion Carries

**23 12     Authorization for action: Personnel  
Approval of Promotion for Superintendent of Fire Alarm  
David Robert, effective date To Be Determined**

**Motion** by Commissioner Lambert to approve the promotion of Assistant Superintendent David Robert to Superintendent of Fire Alarm with the effective date to be determined.  
Seconded by Commissioner Steere  
Vote: 5-yes  
Motion Carries

**23 13     Authorization for action: Personnel  
Approval of Promotion for Assistant Superintendent of Fire Alarm  
Kyle Ball, effective date To Be Determined**

**Motion** by Commissioner Garant to approve the promotion of Dispatch Supervisor Kyle Ball to Assistant Superintendent of Fire Alarm with the effective date to be determined.  
Seconded by Commissioner Steere  
Vote: 5-yes  
Motion Carries

**23 14     Authorization for action: Personnel  
Approval of 2023 New Probationary Firefighter Hire List, Date to be  
Determined**

- ) Commissioner Garant inquired if all 12 Probationary Firefighters would be coming on at once.
  - o Chief Buxton confirmed that all 12 would be in one Recruit Class.

**Motion** by Commissioner Lambert to approve the New Probationary Firefighter Hire List, effective date to be determined.  
Seconded by Commissioner Steere  
Vote: 5-yes  
Motion Carries

**REMARKS**

N/A

**REMARKS BY FIRE COMMISSION**

N/A

**PUBLIC COMMENT (RE: NFR NON-AGENDA ITEMS)**

N/A

## **PERSONNEL ITEMS**

### **23 15 A Personnel Item A ~ Retirement Notification**

**Motion** by Commissioner Garant to accept and place on file with a lot of regrets the letter of retirement received from Inspector Mark Rapaglia

Seconded by Commissioner Lambert

Vote: 5-yes

Motion Carries

### **23 15 B Personnel Item B ~ Promotional Interview Notification from HR**

**Motion** by Commissioner Lambert to accept and place on file Item 23 15 B

Seconded by Commissioner Steere

Vote: 5-yes

Motion Carries

## **NON-PUBLIC SESSION**

N/A

## **MOTION TO ADJOURN**

### **Adjourn Meeting**

**Motion** by Commissioner Lambert to adjourn the meeting at 5:56 PM

Seconded by Commissioner Garant

Vote: 5-yes

Motion Carries

## **TIME AND LOCATION OF NEXT MEETING:**

Regular Scheduled Board of Fire Commission Meeting  
Wednesday, February 1, 2023, 5:30 pm  
at 177 Lake Street, Classroom

## **Date and Location of other Events**