

**CITY OF NASHUA  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, JANUARY 12, 2022**

**THE MEETING CAME TO ORDER AT 17:30 PM**

**MEMBERS PRESENT:**

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

**MEMBERS NOT PRESENT:**

**STAFF PRESENT:**

Chief Brian D. Rhodes  
Assistant Chief Steve M. Buxton

**STAFF NOT PRESENT:**

**OTHERS PRESENT:**

Local 789 Vice President Benjamin Lefebvre  
Lt. Michael DuVarney  
Lt. Erik Kolden  
Dispatcher Jeff Labrie  
Lt. Matthew Perault  
Pvt. William Shea  
Pvt. Brett Haynes  
Retired Assistant Chief George Walker  
Numerous Station 2 Members

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

## **ORGANIZATIONAL MEETING:**

### **Elections**

**22 01**

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

**22 01A**

Seconded by Commissioner Steere

Vote: passed 5-yes

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

**22 01 B**

Seconded by Commissioner Lambert

Vote: passed 5-yes

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

Seconded by Commissioner Lambert

Vote: passed 5-yes

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

**22 01 C**

Seconded by Commissioner Lambert

Vote: passed 5-yes

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

Seconded by Commissioner Steere

Vote: passed 5-yes

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

**22 01 D**

Seconded by Commissioner Steere

Vote: passed 5-yes

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

Seconded by Commissioner Steere

Vote: passed 5-yes

### **Mission Statement**

**22 02**

) Chief Rhodes spoke in regards to the revision of the Mission Statement and read the Mission Statement.

**Motion** by Commissioner Garant to accept as presented the Mission Statement of Nashua Fire Rescue and place on file

Seconded by Commissioner Lambert

Vote: passed 5-yes

## **CONSENT AGENDA**

### **Approval of Minutes**

Wednesday, December 1, 2021 Regular Meeting

22 03

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

### **Communication(s):**

#### **Thank You(s) (1)**

22 04

**Motion** by Commissioner Lambert to accept as presented the Thank You(s) and place on file  
Seconded by Commissioner Steere  
Vote: passed 5-yes

### **Departmental Detail Expenditures Report**

22 05

**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**

#### **A. Chief Rhodes**

22 06 A

**Motion** by Commissioner Steere to accept Chief Rhodes' December report as presented and place on file  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

#### **B. Assistant Chief Buxton**

22 06 B

**Motion** by Commissioner Lambert to accept Assistant Chief Buxton's December report as presented and place on file  
Seconded by Commissioner Steere  
Vote: passed 5-yes

## **Discussions**

Local 789

22 07

- ) Vice President Lefebvre discussed the following:
- o Two grievances
    - Process for hiring members for the Strategic Planning Day and the Orientation Run
    - Daylight Savings Time Pay

**Motion** by Commissioner Garant to accept and place on file discussion item 22 07

Seconded by Commissioner Lambert

Vote: passed 5-yes – by roll call

## **OLD BUSINESS**

N/A

## **NEW BUSINESS**

**Informational Only - Strategic Plan Committee 2021 Event** 22 08  
**Listing of who attended**

**Discussion Item - Non-Public Process Revised – Agenda item for** 22 09  
**monthly review of sealed minutes**

- ) Schedule Attorney Nicole Clay, City of Nashua’s Right-to-Know Coordinator for a BOFC Meeting to discuss

**Motion** by Commissioner Garant to accept and place on file

Seconded by Commissioner Steere

Vote: passed 5-yes

**Set date for BOFC interviews for promotional candidates** 22 10  
**DFC (2), Captains (6), Lieutenant (8)**

- ) Assistant Chief Buxton spoke in regards to the need for promotional candidate interviews.  
) Chief Rhodes spoke in regards to the timing of the interviews.

**Motion** by Commissioner Steere to set Saturday, January 29, 2022 starting at 8:00 am for promotional candidate interviews

Seconded by Commissioner Garant

Vote: passed 5-yes

**Authorization for action: Personnel**  
**Fire Marshal Administrative II Position**

22 11

) Chief Rhodes spoke in regards to the Fire Marshal Administrative Assistant II position.

**Motion** by Commissioner Lambert to approve the hiring Karen Dukeshire for the Fire Marshal Administrative Assistant II position

Seconded by Commissioner Steere

Vote: passed 5-yes

**Authorization for action: Personnel**  
**Lt. Mobley promotion to Captain 01/30/2022**

22 12

**Motion** by Commissioner Garant to authorize the promotion of Lt. Mobley to Captain effective Sunday, 01/30/2022

Seconded by Commissioner Lambert

Vote: passed 5-yes

**Authorization for action: Personnel**  
**K-4 Interview/Promotion – To be discussed in Non-Public**

22 13

**Motion** by Commissioner Steere to promote Lt. Michael DuVarney to K4-Fire Marshal Inspector Investigator

Seconded by Commissioner Lambert

Vote: passed 5-yes

**REMARKS**

N/A

**REMARKS BY FIRE COMMISSION**

Commissioner Garant

) Expressed his thanks to Ken Marquis and Anthony Patti for their service to the board.

) Congratulations to Anthony Patti & his wife on the birth of their daughter

) Thanked Lt. Haynes & Local 789 President Wholey for providing the Sick Bank Status Report.

o Gives the commission information to make a decision in regards to sick bank issues

) Thanks to the members for their donations for the gift card donations

) Congratulations to Karen Dukeshire

) Congratulations to Lt. Mobley

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

N/A

01/14/2022 kmc

**PERSONNEL ITEMS**

**Personnel Item** 22 14 A

**Motion** by Commissioner Garant to accept and place on file  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**Personnel Item** 22 14 B

**Motion** by Commissioner Garant to accept and place on file  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**Personnel Item** 22 14 C

**Motion** by Commissioner Lambert to accept the retirement of Dispatch Supervisor  
Sharyn Hill-Filteau, with regret, and place on file  
Seconded by Commissioner Steere  
Vote: passed 5-yes

**Personnel Item** 22 14 D

**Motion** by Commissioner Steere to honor the retirement of Deputy Fire Chief Glen  
MacDonald, with regret, and place on file  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**Personnel Item** 22 14 E

**Motion** by Commissioner Garant to accept, with regret, and place on file the letter of  
retirement notice from Chief Brian Rhodes  
Commissioner Garant thanked him for all his service to the City of Nashua.  
Seconded by Commissioner Steere  
Vote: passed 5-yes

**Personnel Item** 22 14 F

**Motion** by Commissioner Garant to, affective February 18, 2022 at 18:00pm, appoint  
Assistant Chief Steve Buxton as Acting Chief of the Department and then on  
March 1, 2022 he assume the position of Chief of Department  
Seconded by Commissioner Melizzi-Golja

) Commissioner Garant shared when he became commissioner another Buxton was chief and that  
chief welcomed a candidate to come in to his office and spend as much time as he needed  
to become familiar with the department. Today, knowing that this is his last term, to be  
able to make this motion for the promotion of Steve Buxton, to him, is very important. He  
knows that Assistant Chief Buxton will be a lot like his father.

Vote: passed 5-yes

**NON-PUBLIC SESSION**

**22 15 A**

**Motion** by Commissioner Melizzi-Golja at 18:15 PM to enter into Non-Public session in accordance with 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 such person requests an open meeting.

Seconded by Commissioner Lambert

ROLL CALL

Vote: passed 5-yes – by roll call

**Motion** by Commissioner Melizzi-Golja that the Board comes out of non-public session by roll call at 19:25 PM **22 15 B**

Vote: passed 5-yes

**Motion** by Commissioner Melizzi-Golja at 19:25 PM to seal the minutes of the Non-Public session of the Wednesday, 01/12/2021, 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. **22 16**

Seconded by Commissioner Steere

Vote: passed 5-yes

**MOTION TO ADJOURN**

**Motion** by Commissioner Garant to adjourn the meeting at 19:30 PM

**22 17**

Vote: passed 5-yes

**TIME AND LOCATION OF NEXT MEETING:**

Special Board of Fire Commission Meeting  
Saturday, January 29, 2022, 8:00 am  
at 177 Lake Street, Classroom

Regular Scheduled Board of Fire Commission Meeting  
Wednesday, February 2, 2022, 17:30 pm  
at 177 Lake Street, Classroom

**Date and Location of other Events**