

**CITY OF NASHUA
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
WEDNESDAY, MARCH 1, 2023**

THE MEETING CAME TO ORDER AT 5:30 PM

MEMBERS PRESENT:

Kevin Burgess
Gary Lambert
John Steere

MEMBERS NOT PRESENT:

Paul Garant
Mary Ann Melizzi-Golja

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Chief William B. Atkinson

STAFF NOT PRESENT:

OTHERS PRESENT:

Deputy Fire Chief Kevin Kerrigan
Inspector/Investigator Michael DuVarney
Captain Glenn Telgen

All stood as Commissioner Steere 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 23 Wednesday, February 1, 2023 Regular Meeting Minutes

Report(s):

23 24 Departmental Detail Expenditures Report

Communication(s):

- 23 25 **From:** Nashua Soup Kitchen & Shelter Inc.
 Re: Thank You for Auction Item for Raising Hope
- 23 26 **From:** Hollis Fire Department
 Re: Thank You for Mutual Aid Assistance
- 23 27 **From:** Pepperell Fire Department
 Re: Thank You for Mutual Aid Assistance

23 23 – 23 7 Approval of Consent Agenda Items

Motion by Commissioner Steere to accept and place on file, as presented, the Consent Agenda items as follows: 1.) The previous meeting minutes, 2.) The Departmental Detail Expenditures Report and 3.) The Communication(s)

Seconded by Commissioner Lambert

Vote: 3-yes

Motion Carries

REGULAR AGENDA

Staff Reports

23 28 A Chief Buxton

Chief Buxton discussed the following:

-) Thanked members for their work on several challenging events
 - o Extreme Weather Event 02/03-02/05
 - Better than 800 calls, 612 calls for service
 - Fire Alarm did outstanding job
 - Members in street performed with the professionalism expected each and every day, couldn't be more-proud of them
-) Lions Club Firefighter of the Year
 - o Nicholas Dionne was the organization's nominee.
 - Work within organization
 - Work as a member of the Apparatus Committee for the last 8 years
-) Communications
 - o Thank Yous
 - Nashua Soup Kitchen
 - Hollis Fire Department
 - Pepperell Fire Department
-) FY23 Budget
 - o Operating Budget is tracking well.
 - o Tightened up to save for Recruit School
 - o Motor repair problem for Engine 9 will cost about \$25,000

-) Action Items
 - o Rules and Regulations
 - Article 4 – Grooming
 -) Ask not to take-action, remove
 -) Work still needs to be done.
 -) Will provide at next meeting
 - Article 21 – Testing Procedure for Substance Abuse
 -) A change in vendor
 - o Used to use SNHHS
 - o Contract is now with St. Joseph’s Business & Health.
-) iPads for BOFC
 - o Would like the BOFC to consider receiving the board packages in electronic format
 - It would save on delivering to door step ahead of time.
 - For those that desire it, the binders could still be built and brought to the meeting.
 - o As a time of transition, for the next couple of meetings iPads will be out at meetings to see if it is a good workflow for the commissioners.

Motion by Commissioner Lambert to accept Chief Buxton’s February report, as presented, and place on file
 Seconded by Commissioner Steere
 Vote: 3-yes
 Motion Carries

23 28 B Assistant Chief Atkinson

Assistant Chief Atkinson discussed the following:

-) Echoed Chief Buxton’s comments with respect to the cold weather event
 - o The guys did an outstanding job.
 - o Apparatus wise there were only a couple of frozen gauges.
 - o For the amount of time the apparatus were outside in the weather, fared extremely well.
-) Facilities
 - o Presented a proposal of a little over 12 million in Capital Improvement Projects
 - Outlined in report
 - Hopefully we will get a favorable response from the Capital Improvements Committee with respect to obtaining some funding for projects.
 - They are in order of priority.
-) iPads
 - o We can certainly work towards having a space in there that is an editable space where notes and comments can be made.
-) Commissioner Lambert commented that he didn’t know we didn’t have a chaplain.
 - o Assistant Chief Atkinson addressed
 - We used to have a chaplain.
 -) Responded to working fires
 -) Would go to the stations to have coffee with the guys

-) Salvation Army did a restructure
 -) Chaplain retired
- Challenge to find folks that have the time, that are available and also are willing to deal with emergency services.
- Found a fellow that meets criteria, has experience in emergency services, willing to commit the time
 -) Trying to find a fit and arrive at a job description for him
 -) Not a paid position at this time

Motion by Commissioner Steere to accept Assistant Chief Atkinson's February report, as presented, and place on file
 Seconded by Commissioner Lambert
 Vote: 3-yes
 Motion Carries

Discussions

23 29 Local 789

-) No representation from Local 789
-) President Wholey did contact Commissioner Burgess to let him know that he would be unable to attend.

OLD BUSINESS

N/A

NEW BUSINESS

23 30 Article 4 - Grooming

Motion by Commissioner Lambert to Table Item 23 30, Article 4 - Grooming to the next meeting
 Seconded by Commissioner Steere
 Vote: 3-yes
 Motion Carries

23 31 Article 21 – Testing Procedure for Substance Abuse

-) Commissioner Lambert asked if any surprise urine tests are done.
 - o Chief Buxton addressed
 - Random testing is a collective bargain right and currently do not have that right.
 - Do have reasonable suspicion testing
 -) This is the policy we would follow for that and it speaks to that in disciplinary procedure within the collective bargaining agreement

Motion by Commissioner Steere to accept Item 23 31, Article 21 – Testing Procedure for Substance Abuse

Seconded by Commissioner Lambert

Vote: 3-yes

Motion Carries

REMARKS BY FIRE COMMISSION

Commissioner Steere

-) Has had opportunity to go on ride-a-longs with deputy chiefs several times
 - o It was made aware to him that it would be fantastic if other commissioners went on ride-a-longs with the deputies.
 - o Commissioner Steere feels it would be a great opportunity for the other commissioners to go on ride-a-longs.
 - o A great opportunity to understand the organization better

Commissioner Burgess will confirm the commitment of a minimum of two commissioners for interviews prior to the April commission meeting.

PUBLIC COMMENT

N/A

DATE, TIME AND LOCATION OF NEXT MEETING:

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

Date, Time and Location of other Events

Nashua VFW Loyalty Day Ceremony, Nashua Senior Center
Saturday, May 6, 2023 at 10:00 AM

MOTION TO ADJOURN

Adjourn Meeting

Motion by Commissioner Steere to adjourn the meeting at 5:44 PM

Seconded by Commissioner Lambert

Vote: 3-yes

Motion Carries