

**CITY OF NASHUA  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
WEDNESDAY, APRIL 6, 2022**

**THE MEETING CAME TO ORDER AT 5:30 PM**

**MEMBERS PRESENT:**

Kevin Burgess  
Paul Garant  
Gary Lambert  
Paul 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:**

Alderman at Large Moran (Liaison from BOA)  
Deputy Fire Chief Kirk  
Deputy Fire Chief Wholey  
Vice President of Local 789 Benjamin Lefebvre

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**

**Approval of Minutes**                      **Wednesday, March 2, 2022 Regular Meeting**                      **22 51**  
**Motion** by Commissioner Lambert to accept, as presented, the meeting minutes and place on file  
Seconded by Commissioner Steere  
Vote: passed 5-yes

**Approval of Minutes**

**Tuesday, March 22, 2022 Special Meeting**

**22 52**

**Motion** by Commissioner Lambert to accept, as presented, the special meeting minutes and place on file

Seconded by Commissioner Steere

Vote: passed 5-yes

**Communication(s):**

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

**22 53**

**Motion** by Commissioner Lambert to accept, as presented, the communication and place on file

Seconded by Commissioner Steere

Vote: passed 5-yes

**Departmental Detail Expenditures Report**

**22 54**

**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 Buxton**

**22 55 A**

Chief Buxton discussed the following:

- ) Ladder 2 - back in service
- ) FY23 - Budget work, Capital Improvements work
- ) FY22 Budget – current status
- ) Master Plan - guidance
- ) Monthly meeting with the Mayor
- ) ISO Rating
- ) AMR Contract
- ) Status of apparatus OOS

**Motion** by Commissioner Garant to accept Chief Buxton’s March report, as presented, and place on file

Seconded by Commissioner Lambert

Vote: passed 5-yes

**B. Assistant Chief Atkinson**

**22 55 B**

Assistant Chief Atkinson discussed the following:

- ) Audio/Visual Video Conferencing Bids for upgrading the equipment in the Training/Safety Classroom and Library
- ) Probationary Firefighter

**Motion** by Commissioner Steere to accept Assistant Chief Atkinson’s March report, as presented, and place on file

Seconded by Commissioner Garant

Vote: passed 5-yes

## **Discussions**

Local 789

22 56

Vice President Benjamin Lefebvre discussed the following:

- ) No Grievances to present.
- ) Thanked the BOFC for their support
- ) Members working with Assistant Chief Atkinson
- ) Work on Local 789's new office
  - o Sign at new office will eventually go up

**Motion** by Commissioner Lambert 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**

### **Information Only Organizational Chart**

22 57

Chief Buxton discussed/explained the changes in the Organizational Chart.

**Motion** by Commissioner Lambert to accept and place on file the Organizational Chart  
Seconded by Commissioner Steere

Vote: passed 5-yes

### **Information Only FY23 Budget**

22 58

Meeting with Mayor - Tuesday, 04/12/2022, 11:00am

Budget Hearing with Budget Committee – Wednesday, 06/08/2022, 7:00pm

**Motion** by Commissioner Melizzi-Golja to accept the budget information and place on file  
Seconded by Commissioner Lambert

Vote: passed 5-yes

### **Resolution R22-021**

22 59

#### **Re-purpose of Unexpended Bond Proceeds**

**Motion** by Commissioner Melizzi-Golja to recommend to the Board of Alderman that they approve the repurposing of the unexpended bond funds not to exceed \$152,030 for updates to the municipal fire alarm system

Seconded by Commissioner Lambert

Vote: passed 5-yes

**Date for Dispatch Supervisor Interviews**

**22 60**

**Motion** by Commissioner Garant to establish the Dispatch Supervisor Interviews for Wednesday, 06/01/22 starting at 3:00pm, allotting 30 minutes for each interview/deliberation time  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**Date for Officer Interviews**

**22 61**

**Motion** by Commissioner Melizzi-Golja to establish Saturday, 06/11/2022, starting at 8:00am and Monday, 06/13/2022, starting at 9:00am, as the dates for the Deputy Fire Chief, Captains and Lieutenant Interviews  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**REMARKS**

- ) Chief Buxton asked if the commission would be interested in having a meeting with Nicole Clay, City of Nashua’s Right to Know Attorney, to discuss Right-to-Know.
  - o The BOFC would like a meeting.
  - o Chief Buxton will contact Attorney Clay to set up a meeting.

**REMARKS BY FIRE COMMISSION**

N/A

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

N/A

**PERSONNEL ITEMS**

**Personnel Item**

**22 62 A**

**Motion** by Commissioner Garant to accept and place on file the sick/vacation report  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**Personnel Item**

**22 62 B**

**Motion** by Commissioner Garant to accept, with regrets, and place on file Fire Dispatch Supervisor Ray Anderson’s letter of resignation  
Seconded by Commissioner Lambert  
Vote: passed 5-yes

**NON-PUBLIC SESSION**

N/A

**MOTION TO ADJOURN**

**Motion** by Commissioner Lambert to adjourn the meeting at 6:19PM  
Seconded by Commissioner Garant  
Vote: passed 5-yes

**22 63**

**TIME AND LOCATION OF NEXT MEETING:**

Regular Scheduled Board of Fire Commission Meeting  
Wednesday, May 4, 2022, 5:30 pm  
at 177 Lake Street, Classroom

**Date and Location of other Events**

Promotional Swearing-In  
Lieutenant William Shea  
Sunday, April 10, 2022, 10:00 am  
at 70 East Hollis Street

Retirees Dinner  
Wednesday, April 13, 2022, 6:00 pm  
at 177 Lake Street

VFW Loyalty Day  
Firefighter of The Year  
Saturday, April 30, 2022, 10:00 am  
at The Nashua Senior Center