

**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
 - o Water Rescue at the Main Street Bridge
 - Deputy Wholey was in command
 - Went very well.
 - Members performed as one would expect
 - o 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.
 - o Very busy shift
 - o Very busy month
 - o 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
 - o Operating Budget was spent down to about \$500
 - Still waiting on a few accounts in utilities to be brought up to speed.
 - o 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