

CITY OF NASHUA
BOARD OF FIRE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, APRIL 1, 2026

THE MEETING CAME TO ORDER AT 17:30 PM

MEMBERS PRESENT:

Kevin Burgess
Thomas Kelly
John Steere

MEMBERS NOT PRESENT:

Gary Lambert
Mary Ann Melizzi-Golja

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Chief Eric A. Tremblay
Business Manager Karen M. Conde
Local 789 President Cy Hebert

STAFF NOT PRESENT:

Assistant Chief Adam M. Pouliot

OTHERS PRESENT:

Board of Alderman John Sullivan

All stood as Commissioner Kelly led 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:

26 34 March 4, 2026

Regular Meeting Minutes

Reports:

26 35 Departmental Detail Expenditures Report

26 36 Accidental / Damage Report (1)

Communications:

26 37 From: Salem Fire Department

Re: Gratitude

26 38 From: Kathryn Moreland

Re: Gratitude

26 34 thru 26 38 Approval of Consent Agenda Items

Motion by Commissioner Kelly to accept and place on file, as presented, the Consent Agenda items

Seconded by Commissioner Steere

MOTION CARRIED

REGULAR AGENDA

Staff Reports:

26 39 A Chief Buxton

Chief Buxton expressed that he can address any questions regarding his submitted report and discussed the following:

- Three grievances currently received
 - Deputy and Chief Levels
 - President Hebert and Chief Buxton will work to get them resolved.
- FY27 Budget Timeline
 - Dates to remember listed below
 - Key Dates among them
 - Thursday - May 21st – NFR's meeting with the Budget Review Committee
 - Monday – June 8th – Public Hearing
- Chief will be out of town Friday, 04/03/2026 through Monday, 04/06/2026

Motion by Commissioner Kelly to accept Item 26 39 A, Chief Buxton's April commission report, as presented and submitted, and place on file.

Seconded by Commissioner Steere

MOTION CARRIED

26 39 B Assistant Chief Tremblay

Assistant Chief Tremblay expressed that he can address any questions regarding his submitted report and discussed the following:

- Engine 2
 - Currently doing in service training
 - The hope is it will be in service next Wednesday.
- Engine 1
 - Will be scheduling to go to Allegiance for final inspection last week in April or sometime in May.
 - Will go in to service about a month after delivered
- Fire Alarm
 - Offers have been made to the two new Fire Alarm Operators.
 - Will have full roster as of 04/20/2026

Motion by Commissioner Steere to accept Item 26 39 B Assistant Chief Tremblay's April commission report, as presented and submitted, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

26 39 C Assistant Chief Pouliot

Assistant Chief Pouliot's report was submitted.

Motion by Commissioner Kelly to accept Item 26 39 C Assistant Chief Pouliot's April commission report, as submitted, and place on file.

Seconded by Commissioner Steere

MOTION CARRIED

26 39 D Quarterly Budget Update

- FY26 Budget is tracking accordingly
 - Payroll is at 75% at ¾ of the way through the year.
 - Professional & Technical Services is in a good position.
 - Property Services is at 70%.
 - Utilities are behind but that is to be expected.
 - Other services is stable.
 - Supplies & Materials is stable but more to come at the end of the year.
 - Other expenses
 - New Hire Line is starting to get used
 - Equipment is stable but more to come at the end of the year.
- Commissioner Kelly inquired about professional development for members and officers and if there are funds allotted for that.
 - A discussion then followed.

Motion by Commissioner Steere to accept Item 26 39 D, as presented, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

Discussion:

26 40 Local 789

Local 789 President Cy Hebert discussed the following:

- Reiterated that there are a couple of grievances as Chief Buxton indicated
 - Very fresh, just submitted
 - Will sit down with the chief and hoping for simple answers and have good results

Motion by Commissioner Kelly to accept Item 26 40, as presented and placed on file.

Seconded by Commissioner Steere

MOTION CARRIED

Old Business:

25 15 Board of Fire Commission By-Laws

No update, leave on agenda

New Business:

26 41 Review of May - August Meeting Dates, Quorum, and Possible Need to Reschedule

- Review of dates took place.
- No need to update or change dates.
- Should be ok with a quorum.

26 42 Awards Ceremony

- Discussion of award recipient and the different levels of the awards, Chiefs Award, Commissioners Award
- The Awards Committee decides the awards.

Personnel:

N/A

Remarks by Fire Commissioners

N/A

Public Comment

N/A

Date, Time and Location of Next BOFC Meeting:

- Wednesday ~ May 6, 2026 ~ 5:30 pm ~ 177 Lake Street Training Classroom

Date, Time and Location of other Events

- Wednesday ~ May 20, 2026 ~ NFR Recognition Night
Social Hour 6:00 pm to 7:00 pm
Recognition 7:00 pm to 9:00 pm
- Thursday ~ May 21, 2026 ~ 7:00pm - 9:00pm ~ FY27 Departmental Fire Budget Review - Budget Review Committee – 229 Main Street – Aldermanic Chambers
- Friday ~ May 29, 2026 ~ 2:00pm ~ Recruit School Graduation ~ 177 Lake Street
- Thursday ~ June 08, 2026 ~ 7:00pm - 9:00pm ~ FY27 Budget - Public Hearing – 8 Titan Way – Nashua High School North
- Thursday ~ June 10, 2026 ~ 7:00pm - 9:00pm ~ FY27 Budget - Wrap-Up Session #1 – 229 Main Street – Aldermanic Chambers
- Thursday ~ June 11, 2026 ~ 7:00pm - 9:00pm ~ FY27 Budget - Wrap-Up Session #2 – 229 Main Street – Aldermanic Chambers
- Tuesday ~ June 23, 2026 ~ 7:00pm - 9:00pm ~ FY27 Budget – 2nd Reading and Possible Final Passage

Adjourn

Motion by Commissioner Kelly to adjourn the meeting at 18:00 PM

Seconded by Commissioner Steere

MOTION CARRIED