

CITY OF NASHUA
BOARD OF FIRE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, JUNE 3, 2026

THE MEETING CAME TO ORDER AT 17:00 PM

MEMBERS PRESENT:

Kevin Burgess
Thomas Kelly
Gary Lambert
Mary Ann Melizzi-Golja
John Steere

MEMBERS NOT PRESENT:

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Chief Eric A. Tremblay joined at 18:10
Assistant Chief Adam M. Pouliot
Business Manager Karen M. Conde
Local 789 President Cy Hebert

STAFF NOT PRESENT:

OTHERS PRESENT:

Human Resource Specialist Johanny Pena (left after interview)

All stood as Commissioner Steere 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 53 May 06, 2026 Regular Meeting Minutes

Reports:

26 54 Departmental Detail Expenditures Report

Communications:

26 55 From: Rivier University
Re: Public Safety Day

26 56 From: Amherst Fire and EMS
Re: Gratitude

26 57 From: Hollis Fire Department
Re: Gratitude

26 58 From: Esther Ross
Re: Gratitude

26 59 From: Amherst Fire and EMS
Re: Thank You

26 53 thru 26 59 Approval of Consent Agenda Items

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

Seconded by Commissioner Lambert

MOTION CARRIED

Non-Public Session

MOTION BY Commissioner Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS GO INTO Non-Public Session. BY ROLL CALL, PURSUANT TO RSA 91-A:3 II (a), THE DISMISSAL, PROMOTION, OR COMPENSATION OF ANY PUBLIC EMPLOYEE OR THE DISCIPLINING OF SUCH EMPLOYEE, OR THE INVESTIGATION OF ANY CHARGES AGAINST HIM OR HER, UNLESS THE EMPLOYEE AFFECTED (1) HAS A RIGHT TO A PUBLIC MEETING, AND (2) REQUESTS THAT THE MEETING BE OPEN, IN WHICH CASE THE REQUEST SHALL BE GRANTED

Seconded by Commissioner Steere

A viva voce roll call was taken, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>
Commissioner Kelly	<u>X</u>	<u> </u>
Commissioner Lambert	<u>X</u>	<u> </u>
Commissioner Steere	<u>X</u>	<u> </u>
Commissioner Melizzi-Golja	<u>X</u>	<u> </u>
Commissioner Burgess	<u>X</u>	<u> </u>
TOTAL #	<u>5</u>	<u> </u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 17:04 p.m.

Also present:

- Chief Buxton
- Human Resource Specialist Johanny Pena

Interviewed Assistant Superintendent of Fire Alarm Kyle Ball for Superintendent of Fire Alarm

Followed by discussion.

Effective date to be determined.

Motions made in non-public:

N/A

MOTION BY COMMISSIONER Melizzi-Golja TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONERS MEETING, AND NOT SEAL THE MINUTES

**SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 18:12 PM

REGULAR AGENDA

Staff Reports:

26 60 A Chief Buxton

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

- Drill Yard project
 - The project is moving forward.
 - Administrative Services will be bringing forward a bond for this project.
 - Request that Chairman Burgess draft a letter in support of the bond.
- In Service Training Program
 - Company Officer training/development program tailored to NFR
 - Chief Buxton is in full support of the program.
 - Request approval of this tonight

Motion by Commissioner Lambert to accept Item 26 60 A, Chief Buxton's June commission report, as presented and submitted, and place on file.

Seconded by Commissioner Steere

MOTION CARRIED

26 60 B Assistant Chief Tremblay

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

- Trip to Wisconsin to inspect Engine 1
 - Captain Matt Perault, Lieutenant Patrick Kerrigan, Private Nick Dionne Assistant Superintendent of Fleet Mechanics Randy Catudal great team to go there with. Their commitment is unbelievable.
 - Captain Matt Perault's last year on the committee, wanted to thank him for his commitment and dedication to this team.

Motion by Commissioner Steere to accept Item 26 60 B Assistant Chief Tremblay's June commission report, as presented and submitted, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

26 60 C Assistant Chief Pouliot

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

- Continue to work on Facility Maintenance
 - Next round of roof replacements goes to Finance Committee tonight.
 - Building Controls replacement at Station 4 will go to Finance Committee Meeting on 06/17/26.

Commissioner Steere commented on the partnership with Boston Med-flight and what a great organization it is.

Commissioner Kelly commented about recruit training and his observations.

- The Captain ran a phenomenal program.
- Feedback from Captains were great.

Motion by Commissioner Steere to accept Item 26 60 C Assistant Chief Pouliot's June commission report, as submitted, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

26 39 D Quarterly Budget Update

- FY26 Budget is tracking accordingly
 - Forty-Eight Weeks in.
 - Payroll and Fringe Benefits are on track.
 - Projection for utilities is in place.
 - HVAC and Buildings & Grounds are both over but this is covered.
 - Other Services is trending accordingly
 - Supplies & Materials is stable
 - Other Expenses
 - Surplus in the New Hire line to use to cover shortfalls elsewhere.
 - Equipment is trending accordingly.

Motion by Commissioner Lambert to accept Item 26 60 D, as presented, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

Discussion:

26 61 Local 789

Local 789 President Cy Hebert discussed the following:

- Two Grievances at the Chief's level
- Granted a 90-day extension to the chief to meet and have conversation about them.
 - Grievances are regarding the Promotional Process
- In Service Training Program
 - Good product
 - Haven't had this at NFR
 - Looking forward to Board of Fire Commission support

Motion by Commissioner Kelly to accept Item 26 61, as presented and placed on file.

Seconded by Commissioner Steere

MOTION CARRIED

Old Business:

25 15 Board of Fire Commission By-Laws

- Move to September

New Business:

26 62 Authorization for action: Personnel

Approval of Promotion for Position of Fire Alarm Superintendent - Kyle Ball

Effective Date: TBD

Motion by Commissioner Lambert to approve the promotion of Assistant Superintendent of Fire Alarm Kyle Ball to the position of Superintendent of Fire Alarm, effective TBD.

Seconded by Commissioner Kelly

MOTION CARRIED

26 63 Local 789 In Service Training Pay Update

Chief Buxton spoke to the proposal as a first step in Officer Development.

- Goal to get pay-grids, certification levels spelled out.
- Educating and developing
- Company Officer and Leadership development
- There would be a significant financial impact to the person if they do not follow through.

Commissioner Kelly commented on nice job getting this done. It is great to see this getting done.

- Would like to sit down and understand the process.

Commissioner Melizzi-Golja commented that if we want to continue promoting from within this is very important. Also thanked everyone for their work in getting this done.

- Request that in September or when ready, carve out time for a presentation of the program.

Commissioner Steere commented that he also is very impressed with this program and would be more than happy to help in any way with the program.

Motion by Melizzi-Golja to adopt the Company Officer In Service Training/Development Program and related pay grids for Article 14 for Item 26 63

Seconded by Commissioner Lambert

MOTION CARRIED

Personnel:

Non-Public Session

26 64 Personnel Matter

MOTION BY Commissioner Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS GO INTO Non-Public Session. BY ROLL CALL, PURSUANT TO RSA 91-A:3 II (c) MATTERS WHICH, IF DISCUSSED IN PUBLIC, WOULD LIKELY ADVERSELY AFFECT THE REPUTATION OF ANY PERSON, OTHER THAN A MEMBER OF THIS BOARD, UNLESS SUCH PERSON REQUESTS AN

OPEN MEETING. THIS EXEMPTION SHALL EXTEND TO INCLUDE ANY APPLICATION FOR ASSISTANCE OR TAX ABATEMENT OR WAIVER OF A FEE, FINE OR OTHER LEVY; IF BASED ON INABILITY TO PAY OR POVERTY OF THE APPLICANT.

Seconded by Commissioner Kelly

A viva voce roll call was taken, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>
Commissioner Kelly	<u>X</u>	<u> </u>
Commissioner Lambert	<u>X</u>	<u> </u>
Commissioner Steere	<u>X</u>	<u> </u>
Commissioner Melizzi-Golja	<u>X</u>	<u> </u>
Commissioner Burgess	<u>X</u>	<u> </u>
TOTAL #	<u>5</u>	<u> </u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 18:38 PM

MOTION BY Commissioner Kelly TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONERS MEETING.

Seconded by Commissioner Steere

MOTION CARRIED

The Board of FIRE COMMISSIONERS came out of non-public session at 19:30 PM

MOTION BY COMMISSIONER Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS SEAL THE MINUTES OF THE NON-PUBLIC SESSION BY ROLL CALL UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED, BY ROLL CALL

Seconded by Commissioner Lambert

A viva voce roll call was taken, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>
Commissioner Kelly	<u>X</u>	<u> </u>
Commissioner Lambert	<u>X</u>	<u> </u>
Commissioner Steere	<u>X</u>	<u> </u>
Commissioner Melizzi-Golja	<u>X</u>	<u> </u>
Commissioner Burgess	<u>X</u>	<u> </u>
TOTAL #	<u>5</u>	<u> </u>

MOTION CARRIED

Motion by Steere to approve Chief Buxton's recommendation to terminate Wanjohi's employment effective immediately

Seconded by Commissioner Kelly

Motion Carried

26 65 Update on EMS License Investigation

- Two members let their EMS License lapse.
- Waiting to hear status of investigation.
- Both members have their license and are back in service.

26 66 Update on HR Investigation

- City Human Resources hired a third party to investigate.
- A letter was sent to the individual indicating that the claims were unfounded.

Remarks by Fire Commissioners

Chairman Burgess

- Ongoing conversation regarding the new station.
 - Airport movement
 - Attorney Bolton has been talking with the Airport Manager Chris Lynch still gathering information
 - Ian Buckley from Lost Cowboy reached out to request a ladder truck for the Tunnels & Towers event.

Commissioner Kelly

- Quest on getting more on the digital age
- Wants feedback from the other commissioners
- Has spoken with Chief Buxton and City IT.
- The goal is for a Shared Drive to access documents.
- More discussion took place and will be revisited in the fall.

Public Comment

- N/A

Date, Time and Location of Next BOFC Meeting:

- Wednesday ~ July 06, 2026 ~ 5:30 pm ~ 177 Lake Street Training Classroom

Date, Time and Location of other Events

- Monday ~ June 08, 2026 ~ 7:00pm - 9:00pm ~ FY27 Budget - Public Hearing – 8 Titan Way – Nashua High School North
- Wednesday ~ 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 Lambert to adjourn the meeting at 19:57 PM

Seconded by Commissioner Kelly

MOTION CARRIED