

25 116

CITY OF NASHUA
BOARD OF FIRE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 1, 2025

THE MEETING CAME TO ORDER AT 17:30 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
Assistant Chief Adam M. Pouliot
Deputy Fire Chief Nathan Armstrong
Local 789 President Cy Hebert
Business Manager Karen M. Conde

STAFF NOT PRESENT:

OTHERS PRESENT:

Alderman at Large Michael O'Brien Sr.
Leftfield Senior Project Manager Dave Hurley

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:

25 108	September 3, 2025	Special Meeting Minutes
25 109	September 3, 2025	2 nd Non-Public Session Minutes Not Sealed
25 110	September 3, 2025	3 rd Non-Public Session Minutes Not Sealed

Reports:

25 111	Departmental Detail Expenditures Report
25 112	Accidental/Damage Report

Communications:

25 113 From: Thank you
Re: Veterans Count Event

25 108 thru 25 113 Approval of Consent Agenda Items

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

Seconded by Commissioner Kelly

MOTION CARRIED

REGULAR AGENDA

25 10 Station Five Feasibility Study, September Update/Presentation

Leftfield Senior Project Manager Dave Hurley gave an update

- Preview existing conditions video later on
- Meeting Wednesday, 09/24/2025 with Nashua Airport Authority (In Non-Public) regarding the project.
- Joe Sullivan is in contact with Gale Associates, Inc. to set up a time to meet with them.
- Initial kickoff with Rice Fergus Miller to take place
 - Review of information for exterior
- The working group is having meeting Friday.
- GANTT chart to be reviewed in Non-Public
- Refined FAQs to be reviewed in Non-Public
- Need to address land details
- Site due diligence
- Engage with a surveyor
- Wetland delineation

Commissioner Melizzi-Golja made note that the documents are considered Non-Public.

Motion by Commissioner Lambert to accept the oral report presented by Dave Hurley

Seconded by Commissioner Steere

MOTION CARRIED

Staff Reports:

25 114 A Chief Buxton

Chief Buxton discussed his submitted report.

- Incident on September 20th
 - Thanked members who responded
 - Fire Alarm Supervisor Allen, Fire Alarm Operator Nolan, Fire Alarm Operator Carter (FAO Carter was getting off duty), they quickly realized what was going

on and Fire Alarm Operator Carter stayed on to assist. Other members came back to assist in the Fire Alarm office and they were very busy.

- On one of the apps it showed that 25,000 people were listening to the incident.
- Cannot thank Fire Alarm enough for their efforts.
- Deputy Curran, Group 2 and all those that responded to the scene
- Emergency Management Director Emily Martuscello
- Everybody played their role
- The swiftness and professionalism at the scene was very impressive and humbling to be a part of.
- Will be going to the Finance Committee Meeting tonight for new SCBA

Commissioner Kelly - could not possibly be more-proud of the team for the response to the Sky Meadow incident

Motion by Commissioner Steere to accept Item 25 114 A, Chief Buxton's October commission report, as presented, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

25 114 B Assistant Chief Tremblay

Assistant Chief Tremblay had nothing further to add regarding his submitted report but was happy to answer any questions.

Commissioner Lambert commented on the burn barrel cause on Spindlewick Drive.

Commissioner Kelly apologized for not making it to any of the incidents.

Commissioner Melizzi-Golja was impressed with the cost savings figures.

Motion by Commissioner Kelly accept Item 25 114 B Assistant Chief Tremblay's October commission report, as presented, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

25 114 C Assistant Chief Pouliot

Assistant Chief Pouliot discussed his submitted report.

- Application period for the year is closing in a couple of days, as of this morning there are 64 applications
 - There are some quality candidates to interview.
 - October 14th is the Physical Agility Test portion of the hiring process.
- Heating season is coming and issues are already happening, i.e. Station 4 boilers and circulator motors

Motion by Commissioner Steere to accept Item 25 114 C Assistant Chief Pouliot's October commission report, as presented, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

25 114 D Quarterly Budget Update

Trending on target for Quarter 1 in all areas, payroll, operating, etc.

Motion by Commissioner Lambert to accept Item 25 114 D the Quarterly Budget Update, as presented, and place on file.

Seconded by Commissioner Steere

MOTION CARRIED

25 115 Local 789

Local 789 President Cy Hebert

- Local 789 passed the Fire Alarm MOU at their September meeting
- Continue to work with administration on several projects
- One concern is the MERP Program
 - This was to be started July 1st.
 - The legal agreement needs to be signed by Legal at City Hall but it has been with them for months so the money is sitting at MERP and not in the individuals' accounts.
 - Administrative Services sent the legal agreement to Steve Bolton.
 - Legal was to review and send back with concerns but hasn't yet.
 - Local 789 will be taking legal action on this.
 - Alderman at Large O'Brien offered to assist with this process.
 - Chief Buxton continues to bring this to the Mayor's attention and will do so again next week.
- Local 789 is holding the Fireman's Ball on Friday, November 14, 2025 at the Nashua Country Club.

Motion by Commissioner Steere to accept Item 25 115, Local 789's oral report, as presented, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

Old Business:

25 15 Board of Fire Commission By-Laws

- Commissioner Melizzi-Golja requested to review this at the November meeting.

25 88 Fire Alarm Staffing Update

- Chief Buxton gave an update
 - The MOU passed
 - Started making job offers for Fire Alarm Operators
 - Two people are in the process.
 - Will be posting the position again for the third open position

Motion by Commissioner Kelly to accept Item 25 88, as presented, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

New Business:

N/A

Personnel

N/A

Remarks by Fire Commissioners

Commissioner Steere - Thank you to Engine 1 for response to his house for a family emergency
Commissioner Lambert – Unsuccessful to RSVP for Memorial Sunday Breakfast.
Commissioner Melizzi-Golja - Thank you to all for their response to the Sky Meadow incident

Public Comment

N/A

Date, Time and Location of Next BOFC Meeting:

- Wednesday ~ November 5, 2025 ~ 5:30 pm ~ 177 Lake Street Training Classroom

Date, Time and Location of other Events

- Sunday ~ October 5, 2025 ~ 10:00am ~ Memorial Sunday ~ at Firemen's Memorial at the intersection of Manchester and Concord Streets
- Friday ~ November 14, 2025 ~ 6:00pm-10:00pm ~ Firemen's Ball ~ Nashua Country Club

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 (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

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

The Board of Fire Commissioners went into non-public session at 18:03 PM

Also present:

- Chief Steve M. Buxton
- Assistant Chief Eric A. Tremblay
- Assistant Chief Adam M. Pouliot
- Business Manager Karen M. Conde
- Leftfield Senior Project Manager Dave Hurley

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

Seconded by Commissioner Kelly

MOTION CARRIED

Motions made in non-public:

N/A

The Board of FIRE COMMISSIONERS came out of non-public session at 18:43 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 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> 0 </u>

MOTION CARRIED

25 10 Station Five Feasibility Study

September 3, 2025 1st Non-Public Session Minutes SEALED

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 (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

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

The Board of Fire Commissioners went into non-public session at 18:48 PM

Also present:

- Assistant Chief Eric A. Tremblay
- Assistant Chief Adam M. Pouliot
- Business Manager Karen M. Conde

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 18 :52 PM

Motions made in non-public:

MOTION BY COMMISSIONER Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS SEAL THE MINUTES OF THE FIRST NON-PUBLIC SESSION FROM THE WEDNESDAY, 09/03/2025, MEETING 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

Adjourn

Motion by Commissioner Lambert to adjourn the meeting at 18:53 PM
 Seconded by Commissioner Kelly

MOTION CARRIED

25 117

**CITY OF NASHUA
BOARD OF FIRE COMMISSION
SPECIAL MEETING MINUTES
WEDNESDAY, OCTOBER 22, 2025**

THE MEETING CAME TO ORDER AT 16:42 PM

MEMBERS PRESENT:

Kevin Burgess
Thomas Kelly
Gary Lambert
Mary Ann Melizzi-Golja

MEMBERS NOT PRESENT:

John Steere

STAFF PRESENT:

Chief Steve M. Buxton
Assistant Fire Chief Eric A. Tremblay
Assistant Fire Chief Adam M. Pouliot
Business Manager Karen M. Conde

STAFF NOT PRESENT:

OTHERS PRESENT:

David Hurley, Senior Project Manager from LeftField Project Management
Joe Sullivan, Project Executive from LeftField Project Management
Connor Sullivan, Project Manager from LeftField Project Management

All stood as Commissioner Lambert 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

SPECIAL AGENDA:

Non-Public Session

25 10 Station 5 (Pine Hill Road) Feasibility Study Update/Presentation

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 (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

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> </u>	<u>Absent</u>
Commissioner Melizzi-Golja	<u>X</u>	<u> </u>
Commissioner Burgess	<u>X</u>	<u> </u>
TOTAL #	<u>4</u>	<u> </u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 16:44 PM

Also present:

- Chief Steve M. Buxton
- Assistant Chief Eric A. Tremblay
- Assistant Chief Adam M. Pouliot
- Business Manager Karen M. Conde
- Leftfield Staff via zoom:
 - Senior Project Manager Dave Hurley
 - Project Executive Joe Sullivan
 - Project Manager Connor Sullivan

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

Seconded by Commissioner Kelly

MOTION CARRIED

Motions made in non-public:

N/A

The Board of FIRE COMMISSIONERS came out of non-public session at 18:27 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> </u>	<u>Absent</u>
Commissioner Melizzi-Golja	<u>X</u>	<u> </u>
Commissioner Burgess	<u>X</u>	<u> </u>
TOTAL #	<u>4</u>	<u>0</u>

MOTION CARRIED

Remarks by Fire Commission

N/A

Period for Public Comment

N/A

Date, Time and Location of Next BOFC Meeting:

- Wednesday ~ November 5, 2025 ~ 5:30 pm ~ 177 Lake Street Training Classroom

Date, Time and Location of other Events

- Friday ~ November 14, 2025 ~ 6:00pm – 10:00pm ~ Nashua Firemen's Ball ~ at Nashua Country Club

Adjourn

Motion by Commissioner Kelly to adjourn the meeting at 18:31 PM

Seconded by Commissioner Lambert

MOTION CARRIED



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2026
THROUGH JUNE 30, 2026

25 118

1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
51	SALARIES & WAGES							
51100	WAGES FULL TIME	17,102,724.00	17,102,724.00	-	-	5,532,057.56	11,570,666.44	
51300	OVERTIME	178,544.00	178,544.00	-	-	82,900.89	95,643.11	
51309	OVERTIME-TRAINING	50,000.00	50,000.00	-	-	34,147.15	15,852.85	
51330	OVERTIME-SHIFT COVERAGE	3,385,113.00	3,385,113.00	-	-	1,489,570.10	1,895,542.90	
51500	WAGES ELECTED OFFICIALS	13,500.00	13,500.00	-	-	3,530.25	9,969.75	
51600	LONGEVITY	85,000.00	85,000.00	-	-	-	85,000.00	
51614	SICK INCENTIVE	40,000.00	40,000.00	-	-	-	40,000.00	
51700	STIPENDS	182,000.00	182,000.00	-	-	59,041.47	122,958.53	
51712	SPECIAL DETAIL-PENSIONABLE	2,300.00	2,300.00	-	-	-	2,300.00	
51900	SALARY ADJUSTMENTS	89,196.00	89,196.00	-	-	-	89,196.00	
51990	YEAR END PAYROLL PARTIAL WEEK CHARGE/BAC	57,658.00	57,658.00	-	-	-	57,658.00	
		\$ 21,186,035.00	\$ 21,186,035.00	\$ -	\$ -	\$ 7,201,247.42	\$ 13,984,787.58	33.99 %
52	FRINGE BENEFITS							
52100	FICA/MEDICARE	427,394.00	427,394.00	-	-	137,496.32	289,897.68	
52150	PENSION EXPENSE	5,926,095.00	5,926,095.00	-	-	1,985,817.66	3,940,277.34	
52300	BENEFITS	4,402,325.00	4,402,325.00	-	-	1,469,088.37	2,933,236.63	
52400	(MERP) MEDICAL EXPENSE REIMBURSEMENT PLF	154,800.00	154,800.00	-	-	48,600.00	106,200.00	
52800	EDUCATIONAL ASSISTANCE	26,750.00	26,750.00	-	-	4,435.60	22,314.40	
		\$ 10,937,364.00	\$ 10,937,364.00	\$ -	\$ -	\$ 3,645,437.95	\$ 7,291,926.05	33.33 %
53	PROFESSIONAL & TECHNICAL SERVICES							
53135	MEDICAL SERVICES	220,000.00	220,000.00	-	-	-	220,000.00	
53142	CONSULTING SERVICES	25,000.00	25,000.00	6,750.00	-	2,250.00	16,000.00	
53455	TESTING SERVICES	12,000.00	12,000.00	9,217.47	-	-	2,782.53	
		\$ 257,000.00	\$ 257,000.00	\$ 15,967.47	\$ -	\$ 2,250.00	\$ 238,782.53	7.09 %
54	PROPERTY SERVICES							
54100	ELECTRICITY	175,000.00	175,000.00	-	-	46,225.91	128,774.09	
54107	HEATING OIL	2,100.00	2,100.00	-	-	-	2,100.00	
54114	HEATING GAS	75,000.00	75,000.00	-	-	6,384.25	68,615.75	
54141	WATER	50,000.00	50,000.00	-	-	14,879.62	35,120.38	
54225	INSPECTION SERVICES	20,000.00	20,000.00	-	-	18,706.20	1,293.80	
54228	PEST CONTROL SERVICES	3,000.00	3,000.00	1,987.00	-	781.00	232.00	
54243	HVAC MAINTENANCE	50,000.00	50,000.00	15,849.74	-	20,820.01	13,330.25	



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2026
THROUGH JUNE 30, 2026

1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
54	PROPERTY SERVICES							
54280	BUILDING/GROUNDS MAINTENANCE	50,000.00	50,000.00	2,350.41	-	15,688.65	31,960.94	
54400	SOFTWARE LICENSING	31,000.00	31,000.00	-	-	24,999.08	6,000.92	
54407	SOFTWARE MAINTENANCE	20,000.00	20,000.00	-	-	2,400.00	17,600.00	
54414	HARDWARE MAINTENANCE	15,000.00	15,000.00	-	-	4,708.68	10,291.32	
54487	EQUIPMENT REPAIRS & MAINTENANCE	20,000.00	20,000.00	1.00	-	601.00	19,398.00	
54600	VEHICLE REPAIRS & MAINTENANCE	50,000.00	50,000.00	1,541.77	-	9,054.82	39,403.41	
54821	EQUIPMENT RENTAL	2,000.00	2,000.00	-	-	-	2,000.00	
		\$ 563,100.00	\$563,100.00	\$ 21,729.92	\$ -	\$ 165,249.22	\$ 376,120.86	33.21 %
55	OTHER SERVICES							
55118	TELEPHONE-CELLULAR	14,000.00	14,000.00	1,856.55	-	4,099.20	8,044.25	
55200	DUES AND MEMBERSHIPS	3,500.00	3,500.00	310.00	-	328.00	2,862.00	
55307	MILEAGE REIMBURSEMENTS	200.00	200.00	0.45	-	256.55	(57.00)	
55400	CONFERENCES AND SEMINARS	10,000.00	10,000.00	-	-	1,414.00	8,586.00	
55421	EMPLOYEE TRAINING & CERTIFICATIONS	30,000.00	30,000.00	1,919.00	-	2,050.00	26,031.00	
55600	PRINTING SERVICES	500.00	500.00	-	-	-	500.00	
55607	POSTAGE & DELIVERY	1,500.00	1,500.00	-	-	354.24	1,145.76	
55699	OTHER CONTRACTED SERVICES	2,000.00	2,000.00	346.86	-	153.14	1,500.00	
		\$ 61,700.00	\$61,700.00	\$ 4,432.86	\$ -	\$ 8,655.13	\$ 48,612.01	21.21 %
61	SUPPLIES & MATERIALS							
61100	OFFICE SUPPLIES	10,000.00	10,000.00	156.35	-	2,056.42	7,787.23	
61107	CLOTHING & UNIFORMS	155,000.00	155,000.00	2,040.15	-	118,365.85	34,594.00	
61110	PROTECTIVE CLOTHING	100,000.00	100,000.00	5,680.02	-	2,574.51	91,745.47	
61135	EDUCATIONAL SUPPLIES	4,000.00	4,000.00	-	-	-	4,000.00	
61142	MEDICAL SUPPLIES	20,000.00	20,000.00	2,751.13	-	7,454.07	9,794.80	
61156	CHEMICALS	1,000.00	1,000.00	-	-	-	1,000.00	
61166	GASES	1,000.00	1,000.00	74.08	-	205.92	720.00	
61245	TRAINING MATERIALS	4,000.00	4,000.00	-	-	-	4,000.00	
61299	MISCELLANEOUS SUPPLIES	5,000.00	5,000.00	0.74	-	1,569.15	3,430.11	
61300	FUEL, UNLEADED	18,000.00	18,000.00	-	-	3,232.60	14,767.40	
61307	FUEL, DIESEL	54,000.00	54,000.00	632.29	-	10,873.37	42,494.34	
61428	CLEANING & JANITORIAL SUPPLIES	30,000.00	30,000.00	929.59	-	6,100.07	22,970.34	
61435	FIRE EXTINGUISHERS	5,000.00	5,000.00	1.00	-	2,167.50	2,831.50	
61499	BUILDING SUPPLIES	3,000.00	3,000.00	-	-	209.98	2,790.02	



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2026
THROUGH JUNE 30, 2026

1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
61	SUPPLIES & MATERIALS							
61538	LIME AND FERTILIZER	2,000.00	2,000.00	525.03	-	1,339.97	135.00	
61650	COPIER SUPPLIES	1,000.00	1,000.00	-	-	-	1,000.00	
61699	EQUIPMENT MAINT SUPPLIES	25,000.00	25,000.00	358.16	-	640.18	24,001.66	
61705	TIRES	40,000.00	40,000.00	40.50	-	10,548.58	29,410.92	
61709	LUBRICANTS	10,000.00	10,000.00	2.42	-	4,358.46	5,639.12	
61799	VEHICLE PARTS & SUPPLIES	75,000.00	75,000.00	5,215.67	-	47,045.97	22,738.36	
61807	PUBLICATIONS	4,000.00	4,000.00	-	-	-	4,000.00	
61830	SUBSCRIPTIONS	1,000.00	1,000.00	-	-	-	1,000.00	
61900	MEALS	1,000.00	1,000.00	-	-	1,163.44	(163.44)	
61910	MEALS - FUNCTIONS	1,000.00	1,000.00	-	-	-	1,000.00	
68	OTHER EXPENSES	\$ 570,000.00	\$570,000.00	\$ 18,407.13	\$ -	\$ 219,906.04	\$ 331,686.83	41.81 %
68335	ARSON INVESTIGATION EXPENSES	4,000.00	4,000.00	1.24	-	1,407.26	2,591.50	
68337	NEW HIRE APPLICATION EXPENSES	125,000.00	125,000.00	9,449.28	-	2,987.88	112,562.84	
68355	SPECIAL AWARDS	5,000.00	5,000.00	-	-	-	5,000.00	
71	EQUIPMENT	\$ 134,000.00	\$134,000.00	\$ 9,450.52	\$ -	\$ 4,395.14	\$ 120,154.34	10.33 %
71025	SMALL TOOLS	4,000.00	4,000.00	-	-	-	4,000.00	
71400	EMERGENCY RESCUE EQUIPMENT	50,000.00	50,000.00	11,961.97	-	10,187.73	27,850.30	
71414	PHOTOGRAPHIC EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71432	FIRE APPARATUS EQUIPMENT	50,000.00	50,000.00	7,106.08	-	20,947.33	21,946.59	
71450	AUDIO VISUAL EQUIPMENT	1,000.00	1,000.00	-	-	-	1,000.00	
71800	FURNITURE & FIXTURES	25,000.00	25,000.00	2,013.21	-	1,469.94	21,516.85	
71999	MISCELLANEOUS EQUIPMENT	30,000.00	30,000.00	1.00	-	1,136.70	28,862.30	
		\$ 161,000.00	\$161,000.00	\$ 21,082.26	\$ -	\$ 33,741.70	\$ 106,176.04	34.05 %
TOTAL - FIRE		\$ 33,870,199.00	\$33,870,199.00	\$ 91,070.16	\$ -	\$ 11,280,882.60	\$ 22,498,246.24	33.58 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2026
THROUGH JUNE 30, 2026

1000	GENERAL FUND	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
	TOTAL - GENERAL FUND	\$ 33,870,199.00	\$33,870,199.00	\$ 91,070.16	\$ -	\$ 11,280,882.60	\$ 22,498,246.24	33.58 %



CITY OF NASHUA, NEW HAMPSHIRE
GENERAL FUND - DEPARTMENTAL DETAIL EXPENDITURES REPORT
FISCAL YEAR 2026
THROUGH JUNE 30, 2026

1001	GENERAL FUND -CAP IMPROVEMENTS	ORIGINAL BUDGET	AVAILABLE BUDGET	ENC/COMMIT	MTD EXPENDED	YTD EXPENDED	AMOUNT REMAINING	% USED
152	FIRE							
81	CAPITAL OUTLAY/IMPROVEMENTS							
81100	CAPITAL IMPROVEMENTS	-	213,423.53	58,750.00	-	110,347.49	44,326.04	
81300	MACHINERY AND EQUIPMENT	-	173,635.43	112,362.97	-	5,325.00	55,947.46	
		\$ -	\$387,058.96	\$ 171,112.97	\$ -	\$ 115,672.49	\$ 100,273.50	74.09 %
	TOTAL - FIRE	\$ -	\$387,058.96	\$ 171,112.97	\$ -	\$ 115,672.49	\$ 100,273.50	74.09 %
	TOTAL - GENERAL FUND -CAP IMPROVEMENTS	\$ -	\$387,058.96	\$ 171,112.97	\$ -	\$ 115,672.49	\$ 100,273.50	74.09 %
	GRAND TOTAL:	\$33,870,199.00	\$34,257,257.96	\$262,183.13	\$-	\$11,396,555.09	\$22,598,519.74	

NASHUA POLICE DEPARTMENT

25 120



Chief of Police Kevin Rourke
Main Phone: (603) 594-3500
Website: www.nashuapd.com

28 Officer James Roche Drive
Mailing Address: PO Box 785
Nashua, NH 03061-0785

September 30, 2025

Chief Steven Buxton
Nashua Fire Rescue
177 Lake Street
Nashua, NH 03060

Dear Steve:

On behalf of the Nashua, NH Police Department I want to extend my deepest gratitude to you and your firefighters for the mutual aid assistance you provided during the recent active shooter incident in our community at Sky Meadow Country Club on September 20, 2025.

Your department's rapid response, professionalism, and willingness to act without hesitation were instrumental in ensuring the safety of our residents and bringing stability to a very chaotic and dangerous situation. The seamless cooperation among our agencies exemplifies the strength of local partnerships, and dedication of law enforcement professionals and firefighters to protect and serve, no matter the jurisdiction.

With you heading up and starting the command post was an integral part of the process and it displayed the great leader that you are. Your firefighters at Spit Brook Rd fire station were instrumental in assisting our Officers with gathering valuable information from victims and witnesses were extremely important.

Please extend my personal thanks and appreciation to your firefighters for their courage and commitment. The support we received from your agency allowed us to manage this critical incident more effectively and swiftly.

I value the strong relationship between our departments and look forward to continuing our collaboration in the future. It is a privilege to work alongside leaders like you who share a steadfast commitment to public safety.

With respect and gratitude,

A handwritten signature in dark ink, appearing to read "Kevin Rourke", written in a cursive style.

Kevin Rourke
Chief of Police

²⁵₁₂₁
A World where
people help,
each other,
thank you for
rescuing the
kittly on Saturday.
Jim + Sue
Trotter/Lavoie

E5 Group 2

25 122

You have a
heart of gold.

Hello-

I just wanted to take a moment to recognize a fire fighter who went above + beyond. We went to Apperfest at Sullivan's on Sunday and we met your team. My 4 year old daughter got a very in-depth tour of the truck ☺ The great firefighter ~~att~~ answered all of her many questions with kindness and patience. She loved every minute of it. Even why the equipment was the color it was, haha I was remiss in not getting his name but he was younger, clean-cut, and will remember her being surprised there were potato chips in the rig of all things! A great big thank you from myself and definitely my daughter. ☺ Debra Partridge.

E5 Group 4 (Rivello)

Town of Bedford

25 123

Fire Department

(603) 472-3219
FAX (603) 472-4565

New Hampshire

BEDFORD SAFETY COMPLEX
55 CONSTITUTION DRIVE
BEDFORD, NEW HAMPSHIRE 03110-6008
email: safety@bedfordnh.org

Building Department

Health Department

(603) 472-3838
FAX (603) 472-4565

October 9, 2025

Chief Steve Buxton
Nashua Fire Department
177 Lake Street
Nashua, NH 03060

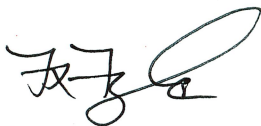
Dear Chief Buxton,

On behalf of the Bedford Fire Department, I wish to offer our sincere thanks for the assistance you provided at the third-alarm structure fire in our town. The incident took place at Winding Road on September 30, 2025 at 19:00.

Your contribution of an Engine for station coverage, as well as members of your department, played a significant role in the success of the incident, and safety of all involved.

Our strong relationships with our mutual aid partners are vital when it comes to the success of incidents such as this one. I wish to sincerely thank the members of the Nashua Fire Department for their assistance.

Best Regards,



Frank Fraitzl

Chief of Department





Nashua Fire Rescue
Administrative Office
 177 Lake Street, Nashua, NH 03060
www.nashuafire.com

Steve M. Buxton
 Chief of Department
 (603) 594-3651
 FAX (603) 594-3654
BuxtonS@NashuaNH.gov

To: Chairman Kevin Burgess
From: Chief Steve M. Buxton
Date: October 29, 2025
Re: November Commission Meeting Report

FY26 Update

As of this report, eighteen weeks of FY26 have been completed. Please find the detailed financial summary attached.

- The operating budget is tracking as expected.
- The payroll budget is also tracking as expected.

General Updates

- **Bond Proposals:** Two bond proposals have been approved to support FY26 CIP/CERF projects for NFR. These include the replacement of roofs, HVAC systems, and SCBA equipment.
 - C3 is working with vendors for the roof and HVAC projects.
 - The SCBA replacement project is moving forward and the order has been placed.
- **Training Grounds Relocation Project:**
 - The project was denied the variance needed by the Zoning Board of adjustment.
 - We are currently working with DPW to file for a variance to bring the water line in from Teak Drive as this is the only feasible option for water supply. In addition we are exploring the construction of a road through the landfill that would be adequate for our apparatus to travel on, and still provide a second access point to the site.
- **Pine Hill Road Station Feasibility Study:** Progress is ongoing.
- **Operational Adjustment:**
 - In the near future we will place Captain Mobley in the role of Acting Deputy to assist with staffing during Deputy Telgen's absence.
- **Capital Improvement Program:**
 - We have received a request to begin work on our Capital Improvements Program for FY27. The initial due date is December 12th, 2025.

- FY27 Budget
 - Business Manager Conde and I met with the new CFO (Dawn Enwright). She is hoping to have a budget process that will take place about a month earlier than it currently has been taking place. We plan to begin our budget work in the very near future to be able to start discussing it with the BoFC in December.

Personnel Update

- **Promotions:** 0
- **Open Positions:** 9
 - 6 in Suppression
 - 3 in Fire Alarm. 3 individuals in the process
- **Retirements:** 0
- **Resignations:** 0
- **Long-Term Leave:** 6
- **Investigations:** 2
- **Disciplinary Actions:** 1

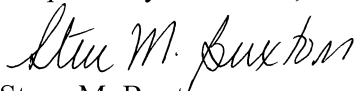
Grievances

- No outstanding grievances at this time.

Meetings & Notable Events

- Labor-Management meetings
- Staff meeting
- Training Grounds Relocation meetings
- Pine Hill Road Station Feasibility Study
- NHAFC Board & Regular meetings
- City Hall meetings (Mayor, BOA, Legal, Administrative Services, Risk, CFO)
- Infrastructure meeting on legislation pertinent to Homeless Encampments

Respectfully submitted,



Steve M. Buxton
Chief of Department



Nashua Fire Rescue
Administrative Office
177 Lake Street, Nashua, NH 03060
www.nashuafire.com

Eric Tremblay
Assistant Fire Chief
Emergency Services
(603) 589-3472
eric@NashuaNH.gov

To: Chief of Department Steve M. Buxton
Chairman Kevin Burgess
From: Assistant Chief Eric Tremblay
Date: October 29, 2025
Re: Monthly Report

Monthly Activity Report

- Year to date Statistics from Fire Alarm dated 10/09/25:
 - 46,078 Calls for Service
 - 29,559 Phone Calls
 - 140,957 Radio Transmissions
 - 740 Box Alarms
- Call Summary see attachment

Significant Incidents

- 3 Diamondback Ave building fire
 - Pre-incident value \$780,500
 - Est fire loss \$680,000
 - Potential savings \$100,500
- 53 Bridge Street building fire
 - Pre-incident value \$376,300
 - Est. fire loss \$4,000
 - Potential savings \$372,300
- 131 Searles Road building fire
 - Pre-incident value \$251,500
 - Est. fire loss \$20,000
 - Potential savings \$231,500
- Mutual Aid
 - Bedford, NH cover assignment
 - Dunstable, MA cover assignment
 - Hudson, NH scene of a building fire

Emergency Services

- Truck Committee
 - Took delivery of the new Ladder 1
 - In service training is scheduled for the week of December 14, 2025
- Engine 2 with the new Enforcer cab has started production.



-
- Personal Protective Committee
 - Met with vendors to have a presentation on the status of PFAS free gear and the new NFPA standard.
- Equipment Committee
 - New SCBA bid has been awarded. Awaiting delivery and in-service training

Fire Alarm Division

Status of Circuits:

- All City and Station Circuits working appropriately.
 - Performed large scale upgrade to Circuit 15 (Amherst St / Somerset Parkway area)

Ongoing Actions / Long Term Projects:

- Re-Routing Circuit 12 under highway
 - Potentially splitting circuit in half into two circuits
- Ongoing Monthly Training with Dispatchers
 - Implementing a QA/QI program with a committee
 - A committee has been assigned by the labor group.
- Overhauling the Dispatcher Manual into a Procedure and Policy Manual work continues

Training/Safety Division

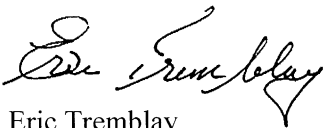
Division Update:

- Completed Actions:
 - All members have been fit tested and had their recertification on the SCBA
 - All companies completed the annual roll in drills
 - Training grounds rented to outside agency
 - Companies had an opportunity to train on a last minute acquired structure.
- Pending Actions:
 - We are in contact with the Nashua Housing Authority regarding the availability of Major Dr. for training. The tentative time frame is late August/September. TSD will be putting together training plans based on possible uses of the complex. – No new updates?

Meetings Attended

- Local 789 labor management meetings
 - Meeting on Certifications
- October Staff Meeting
- October NH Association of Fire Chiefs Meeting
- Truck Committee Meeting
- Attended candidate physical fitness testing
- Attended class in Reading, MA

Respectfully,



Eric Tremblay
Assistant Fire Chief

Incident Type Report (Summary)

Nashua Fire Rescue

Date Range: From 09/25/2025 to 10/27/2025

Company: All Companies

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
1 Fire				
100 Fire, other	1	0.08%	\$0	0.00%
111 Building fire	6	0.46%	\$1,859,300	100.00%
113 Cooking fire, confined to container	1	0.08%	\$0	0.00%
1131 Cooking Fire - Chili Pot	2	0.15%	\$0	0.00%
131 Passenger vehicle fire	4	0.31%	\$0	0.00%
140 Natural vegetation fire, other	1	0.08%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	0.08%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.08%	\$0	0.00%
Totals	17	1.30%	\$1,859,300	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
Totals	0	0.00%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	1	0.08%	\$0	0.00%
311 Medical assist, assist EMS crew	31	2.37%	\$0	0.00%
320 Emergency medical service incident, other	1	0.08%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	707	54.09%	\$0	0.00%
322 Motor vehicle accident with injuries	29	2.22%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	6	0.46%	\$0	0.00%
324 Motor vehicle accident with no injuries.	34	2.60%	\$0	0.00%
331 Lock-in (if lock out , use 511)	1	0.08%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.08%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	11	0.84%	\$0	0.00%
381 Rescue or EMS standby	2	0.15%	\$0	0.00%
Totals	824	63.05%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, other	1	0.08%	\$0	0.00%
411 Gasoline or other flammable liquid spill	2	0.15%	\$0	0.00%
412 Gas leak (natural gas or LPG)	9	0.69%	\$0	0.00%
413 Oil or other combustible liquid spill	2	0.15%	\$0	0.00%
423 Refrigeration leak	1	0.08%	\$0	0.00%
424 Carbon monoxide incident	5	0.38%	\$0	0.00%
440 Electrical wiring/equipment problem, other	2	0.15%	\$0	0.00%
442 Overheated motor	1	0.08%	\$0	0.00%
444 Power line down	1	0.08%	\$0	0.00%
480 Attempted burning, illegal action, other	1	0.08%	\$0	0.00%
Totals	25	1.91%	\$0	0.00%
5 Service Call				
500 Service Call, other	2	0.15%	\$0	0.00%
511 Lock-out	2	0.15%	\$0	0.00%
512 Ring or jewelry removal	1	0.08%	\$0	0.00%
531 Smoke or odor removal	2	0.15%	\$0	0.00%
550 Public service assistance, other	10	0.77%	\$0	0.00%
551 Assist police or other governmental agency	5	0.38%	\$0	0.00%
552 Police matter	23	1.76%	\$0	0.00%
553 Public service	7	0.54%	\$0	0.00%
554 Assist invalid	89	6.81%	\$0	0.00%
555 Defective elevator, no occupants	5	0.38%	\$0	0.00%
561 Unauthorized burning	17	1.30%	\$0	0.00%

Incident Type	Count	Pct of Incidents	Total Est Loss	Total Est Loss
571 Cover assignment, standby, moveup	2	0.15%	\$0	0.00%
Totals	165	12.62%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, other	32	2.45%	\$0	0.00%
611 Dispatched & canceled en route	27	2.07%	\$0	0.00%
622 No incident found on arrival at dispatch address	18	1.38%	\$0	0.00%
651 Smoke scare, odor of smoke	6	0.46%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be smoke	1	0.08%	\$0	0.00%
671 HazMat release investigation w/no HazMat	5	0.38%	\$0	0.00%
Totals	89	6.81%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, other	3	0.23%	\$0	0.00%
711 Municipal alarm system, malicious false alarm	4	0.31%	\$0	0.00%
712 Direct tie to FD, malicious false alarm	4	0.31%	\$0	0.00%
730 System malfunction, other	3	0.23%	\$0	0.00%
731 Sprinkler activation due to malfunction	5	0.38%	\$0	0.00%
733 Smoke detector activation due to malfunction	25	1.91%	\$0	0.00%
735 Alarm system sounded due to malfunction	10	0.77%	\$0	0.00%
736 CO detector activation due to malfunction	12	0.92%	\$0	0.00%
740 Unintentional transmission of alarm, other	11	0.84%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	1	0.08%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	51	3.90%	\$0	0.00%
744 Detector activation, no fire - unintentional	13	0.99%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	37	2.83%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	8	0.61%	\$0	0.00%
Totals	187	14.31%	\$0	0.00%
8 Severe Weather & Natural Disaster				
Totals	0	0.00%	\$0	0.00%
9 Special Incident Type				
Totals	0	0.00%	\$0	0.00%
Totals	1,307		\$1,859,300	



Nashua Fire Rescue
Administrative Offices
177 Lake Street, Nashua, NH 03060
www.nashuafire.com

Adam Pouliot
Assistant Fire Chief
Professional Standards
(603) 589-3475
PouliotA@NashuaNH.gov

To: Chief of Department Steve Buxton
Chairman Kevin Burgess
From: Assistant Fire Chief Adam Pouliot
Date: October 30, 2025
RE: November Commission Meeting Report

Hiring Process:

Firefighter/ EMT positions

- Application period for Firefighter/ EMT positions closed on 10/6/2025.
- The physical agility test was held on October 14th at the Hampshire Dome in Milford, NH.
 - 17 candidates were no show/ no call.
 - 3 cancelled / withdrew from the process.
 - 5 candidates failed the test.
 - 37 moved on to the interview phase.
- 1st round of interviews were held the week of October 27th.
- Chiefs interviews will be held the week of November 10th.
- A list for hiring approval will be presented at the December meeting.

Fire Alarm Operator Positions

- We have made 3 conditional offers of employment to fill the open Fire Alarm Operator positions. 1 Candidate has been removed from the process.
- They are going through the preemployment requirements and at this time do not have a start date.
- Application period opened again for the third open position.
- Testing and interviews will occur over the next couple of weeks.

New Pine Hill Road Station Feasibility Study

- Leftfield is working with Gale Engineering to review the project and present to the FAA.
- Rice Fergus Miller has sent us conceptual renderings of the new station. Still need more discussion on design and aesthetics before it is released to the public.

Facility Maintenance

- The new boiler has been installed at Fire Alarm. The building now has heat.
- Working on the paperwork to submit to the NHSAVES for a \$4000 rebate on the new high efficiency boiler.

- One of the boilers at Station 4 is being replaced. The money was approved at the finance committee.
- We have had significant issues with heating systems at Station 1, 2, 4 and 5. We have quotes for approximately \$20K for immediate repair needs

Homeless Concerns

- The homeless committee is still meeting monthly to discuss ongoing issues across the city. Myself and Fire Marshal DuVarney are the NFR representatives at these meetings.
- We continue to see increased call numbers at the encampment on Pine Street Extension. The City is planning on closure and cleanup of this site in November.
- We have word that the overnight warming shelter for the homeless at the Former Elm Street Middle School will open in December.

Other

- Still working on pricing for the roof replacements. The initial bid came in much higher than expected. I did solicit a separate quote for Station 6 and it came in significantly less and more in line with the numbers from the Building Condition Assessment Study.

EMS Division

- Attended training in Concord for Fall Prevention Training. Falls amongst the elderly continue to be a significant number of our EMS responses.
- Met with the administrator of Nashua Acute Care on Harris Road to discuss high number of emergency responses.

Mechanical Division

- Repaired air leaks on the Fire Alarm Bucket truck.
- Replaced leaf springs and brakes on Engine 5.
- Repaired immediate damage from Ladder 1's Accident. Will need to go out for body work.
- Replaced front and rear springs on Engine 4 as well as front and rear tires.

Fire Marshal's Office

Ongoing construction projects:

- Henry Hanger Apartments, 110 East Hollis Street.
- 579 Amherst Street, (Former Uno's).
- 3 & 5 Avery Lane (off East Hollis Street)
- 441 & 445 South Main Street (Rivier University)

Demolition projects

- The work at the former NIMCO Building in the Mill Yard has started.
- The demolition of 103 Temple Street is ongoing.

Inspections/ Enforcement

- Total Inspections YTD: 1,500
 - Total Hours Logged: 1,041
- Plan Reviews Processed YTD: 172
- Permits Processed YTD (including Place of Assembly): 1,014

Fires

- 6 Fossa Ave: Deck fire with extension to the second floor. Cause is due to improperly discarded smoking materials.
- 165 Pine Street: Fire in Apt. 314 with water damage on all floors and multiple residents displaced.
- 131 Palm Street: Exterior fire caused by use of a torch to kill weeds.
- 34 Diamondback Ave: Garage fire with extension to the home. Cause is possible electrical issue or Spontaneous ignition. Cause will remain undetermined.
- 53 Bridge Street: Small fire inside with burn injuries to male patient.

Respectfully Submitted,



Adam Pouliot
Assistant Fire Chief