

CITY OF NASHUA
BOARD OF FIRE COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 3, 2025

THE MEETING CAME TO ORDER AT 17:34 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
Local 789 President Cy Hebert

STAFF NOT PRESENT:

Business Manager Karen M. Conde

OTHERS PRESENT:

N/A

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:

25 132 November 19, 2025 Regular Meeting Minutes

Reports:

25 133 Departmental Detail Expenditures Report
25 134 Accidental/Damage Report (2)

Communications:

N/A

25 120 thru 25 123 Approval of Consent Agenda Items

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

Seconded by Commissioner Lambert

MOTION CARRIED

REGULAR AGENDA

25 10 Station Five Feasibility Study, November 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 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 17:36 PM

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot
- Assistant Chief Eric A. Tremblay

MOTION BY Commissioner Lambert 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 18:03 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 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

Staff Reports:

25 135 A Chief Buxton

Chief Buxton discussed his submitted report.

- Extreme sincere appreciation to the members for their exceptional effort at Tuesday, 12/02/2025's 6 Alarm Fire
 - From the first call to fire alarm to the final stages of suppression, investigation and support divisions
 - The professionalism, dedication of all members was extraordinary
 - Incidents of this magnitude truly show what NFR is made of.
 - Each division truly rose to the occasion
 - Humbling and proud to serve alongside everyone on scene
 - Showed the community and one another what NFR is capable of.
- Training Grounds water line
 - It will get there, just a work in progress
- Assistant Chief Pouliot will walk through the Capital Improvements request for FY27
- Chief Buxton and Karen Conde have started working on FY27 Budget basics.
 - Attended Directors' meeting at City Hall with the Mayor and Director Cummings on Wednesday, 12/03/2025
 - City Hall gave highlights of where the city is at
 - Asked if divisions had any major operational change requests coming.
- Authorizations for New Hire Firefighter list and Fire Alarm Operators
- Next Zoning Board Meeting is January 13, 2026.

Motion by Commissioner Kelly to accept Item 25 135 A, Chief Buxton's December commission report, as presented, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

25 135 B Assistant Chief Tremblay's

Assistant Chief Tremblay said he would answer any questions regarding his submitted report.

Motion by Commissioner Steere to accept Item 25 135 B Assistant Chief Tremblay's December

commission report, as presented, and place on file.

Seconded by Commissioner Lambert

MOTION CARRIED

25 135 C Assistant Chief Pouliot's

Assistant Chief Pouliot discussed his submitted report.

- HVAC Repairs/Maintenance
 - Still have a lot of winter to go
- Roof Replacement Project at Station 6 has been approved
 - Desalvo out of Hudson, NH
 - Will meet later this month to review
 - Project will hopefully start sometime in January

Motion by Commissioner Steere to accept Item 25 135 C Assistant Chief Pouliot's December commission report, as presented, and place on file.

Seconded by Commissioner Kelly

MOTION CARRIED

Discussion:

25 136-789 Local 789

Local 789 President Cy Hebert discussed the following:

- Fire on Tuesday, 12/02/2025
 - All members of all divisions were put to the test and operated at a high level
 - Many members were at home/on a day off and in an instant changed their plans and came in to help.
 - Very proud of all the members.
- MERP agreement is still outstanding but should be signed soon per Director Cummings
 - Hoping to have it in the next week or so.
- Commissioner Burgess asked how the call back works for incidents such as the fire.
 - President Hebert explained the call back process.
 - Each alarm, 1st Alarm, 2nd Alarm, 3rd Alarm, they call back a certain amount of members to pilot the out of town companies.
 - On a 4th alarm we start calling back an entire group.
 - On a 5th alarm another group comes back.
 - On a 6th alarm the last group comes back.

Commissioners commented on what a great job was done for the fire.

Motion by Commissioner Steere to accept Item 25 136-789, as presented and placed on file.

Seconded by Commissioner Lambert

MOTION CARRIED

Old Business:

25 15 Board of Fire Commission By-Laws

No update, leave on agenda

25 88 Fire Alarm Staffing Update

Chief Buxton Discussed the following:

- Newest member started Monday, 12/01/2025.
- Two new hires for approval
 - Hoping to expedite their process to start them.
- Thank you to those who did extended shifts to cover open spots. It is much appreciated.

25 126 FY27 Capital Improvements Discussion – Informational only

Assistant Chief Pouliot provided a presentation, via the computer, on what he will be submitting for Capital Improvements.

- NFR - Deferred Maintenance Program
 - Asking for \$175,000 per year for the next 5 years.
- NFR - Replacing HVAC Equipment & Building Controls in all buildings
 - Asking for \$1,500,000 per year for the next 5 years
- NFR - Relocation of Fire Training Facility
 - Total is approximately \$1,980,000
 - Cost less to buy new building then move old building and repair.
 - Would still move old building but not repair.
 - Use for search
 - Site work \$700,000
 - Use portable classes from Elm Street
 - Approximate cost to move and certify \$300,000
 - Site Lighting & Security
- NFR - New Fire Station (Station 5 Replacement)
 - \$625,00 for FY27
 - Preliminary Design – 2-year process
 - Architecture and engineering
 - \$1,250,000 for FY28
 - Final Design
 - \$30,625,000 for FY29
 - Bond for construction piece of the project

Motion by Commissioner Lambert to accept and place on file, Assistant Chief Pouliot's presentation, as presented, Item 25 126

Seconded by Commissioner Kelly

MOTION CARRIED

New Business:

25 136 Authorization for action:

2026 Board of Fire Commission Meeting Dates for Review and Approval

Motion by Commissioner Kelly to accept and approve Item 25 136, the 2026 Board of Fire Commission Meeting Dates, as presented and placed on file.

Seconded by Commissioner Lambert

MOTION CARRIED

25 137 Authorization for action:
New Hire List for 2026 Firefighters

Motion by Commissioner Kelly to accept and approve Item 25 137, the New Hire List for 2026 Firefighters, as presented and placed on file.
Seconded by Commissioner Steere

MOTION CARRIED

25 138 Authorization for action:
New Hire List for Fire Alarm Operators

Motion by Commissioner Kelly to accept and approve Item 25 138, the New Hire List for Fire Alarm Operators, as presented and placed on file.
Seconded by Commissioner Lambert

MOTION CARRIED

25 139 Review of Sealed Non-Public Minutes for 10/05/2022 Non-Public Session, 22 126D

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.

To review the minutes sealed for the Non-Public Session on 10/05/2022.

BY ROLL CALL.

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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 18:50 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the 10/05/2022 Non-Public Session, 22 126D 18:10pm-18:34pm, meeting

Seconded by Commissioner Steere

MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:

None

**MOTION BY COMMISSIONER Steere TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 18:52 p.m.

**MOTION BY COMMISSIONER Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 10/05/2022 SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
SECONDED BY COMMISSIONER Kelly**

BY ROLL CALL

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

THE MINUTES OF THE NON-PUBLIC SESSION ON 10/05/2022 WILL CONTINUE TO BE SEALED

**25 140 Review of Sealed Non-Public Minutes for 02/05/2025 Non-Public Session,
20:48pm-21:10pm**

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.

To review the minutes sealed for the Non-Public Session on 02/05/2025.

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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 18:54 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the 02/05/2025 Non-Public Session, 20:48pm – 21:10pm, meeting

Seconded by Commissioner Lambert

MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.
Determined to un-seal the minutes.

Motions made in non-public:

None

MOTION BY COMMISSIONER Steere TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED

The Board of FIRE COMMISSIONERS came out of non-public session at 18:55 p.m.

25 141 Review of Sealed Non-Public Minutes for 04/02/2025 Non-Public Session
18:28pm-18:42pm, 25 56

MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS GO INTO NON-PUBLIC SESSION BY ROLL CALL PURSUANT TO RSA 91-A:3 II (b), THE HIRING OF ANY PERSON AS A PUBLIC EMPLOYEE.

To review the minutes sealed for the Non-Public Session on 04/02/2025 18:28pm-18:42pm.

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

The Board of Fire Commissioners went into non-public session at 18:56 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Steere to unseal the minutes of the Non-Public Session from the 04/02/2025 Non-Public Session, 18:28pm – 18:42pm, 25 56 meeting
Seconded by Commissioner Kelly
MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to un-seal the minutes.

Motions made in non-public:
None

**MOTION BY COMMISSIONER Melizzi-Golja TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 18:57 p.m.

**25 142 Review of Sealed Non-Public Minutes for 04/02/2025 Non-Public Session
19:13pm-19:15pm**

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 04/02/2025 19:13pm-19:15pm.

**BY ROLL CALL.
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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 18:58 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

**MOTION BY Commissioner Steere to unseal the minutes of the Non-Public Session from the 04/02/2025 Non-Public Session, 19:13pm – 19:15pm, meeting
Seconded by Commissioner Kelly
MOTION CARRIED**

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.
Determined to un-seal the minutes.

*Motions made in non-public:
None*

**MOTION BY COMMISSIONER Steere TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 18:59 p.m.

25 143 Review of Sealed Non-Public Minutes for 08/12/2025 Non-Public Session, 25 89

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 08/12/2025

**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

The Board of Fire Commissioners went into non-public session at 19:00 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

**MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the 08/12/2025 Non-Public Session, 25 89, meeting
Seconded by Commissioner Lambert
MOTION CARRIED**

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:
None

**MOTION BY COMMISSIONER Kelly TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Steere
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 19:01 p.m.

**MOTION BY COMMISSIONER Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 08/12/2025, SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
SECONDED BY COMMISSIONER Steere**

BY ROLL CALL

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

THE MINUTES OF THE NON-PUBLIC SESSION ON 08/12/2025 WILL CONTINUE TO BE SEALED.

25 144 Review of Sealed Non-Public Minutes for 10/01/2025, 18:48pm-18:52pm Non-Public Session, 25 10

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 10/01/2025, 18:48pm-18:52pm

BY ROLL CALL.

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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 19:02 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Lambert to unseal the minutes of the Non-Public Session from the 10/01/2025, 18:48pm-18:52pm Non-Public Session, 25 10, meeting

Seconded by Commissioner Steere

MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:

None

**MOTION BY COMMISSIONER Melizzi-Golja TO COME OUT OF THE NON-PUBLIC SESSION
AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 19:03 p.m.

**MOTION BY COMMISSIONER Melizzi-Golja THAT THE BOARD OF FIRE COMMISSIONERS
KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 10/01/2025, 18:48pm-18:52pm,
SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES
THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
SECONDED BY COMMISSIONER Lambert**

BY ROLL CALL

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

**THE MINUTES OF THE NON-PUBLIC SESSION ON 10/01/2025, 18:48pm-18:52pm, WILL
CONTINUE TO BE SEALED.**

25 145 Review of Sealed Non-Public Minutes for 11/19/2025, 17:34pm-18:21pm Non-Public Session, 25 10

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 11/19/2025, 17:34pm-18:21pm 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

The Board of Fire Commissioners went into non-public session at 19:04 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

**MOTION BY Commissioner Steere to unseal the minutes of the Non-Public Session from the 11/19/2025, 17:34pm-18:21pm Non-Public Session, 25 10, meeting
Seconded by Commissioner Kelly
MOTION CARRIED**

**MOTION BY Commissioner Lambert to approve the non-public minutes from the Non-Public Session from the Wednesday, 11/19/2025, 17:34pm-18:21pm, meeting
Seconded by Commissioner Steere
MOTION CARRIED**

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:

None

MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS SEAL THE MINUTES OF THE THE NON-PUBLIC SESSION FROM THE WEDNESDAY, 11/19/2025, 17:34pm-18:21pm, 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 Kelly

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

SECONDED BY COMMISSIONER Lambert

MOTION CARRIED

The Board of FIRE COMMISSIONERS came out of non-public session at 19:06 p.m.

MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 17:34pm-18:21pm, SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED

SECONDED BY COMMISSIONER Kelly

BY ROLL CALL

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

THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 17:34pm-18:21pm, WILL CONTINUE TO BE SEALED.

25 146 Review of Sealed Non-Public Minutes for 11/19/2025, 18:40pm-18:47pm Non-Public Session 25 127 Personnel Matter

MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS GO INTO NON-PUBLIC SESSION BY ROLL CALL PURSUANT TO RSA 91-A:3 II (e), Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

To review the minutes sealed for the Non-Public Session on 11/19/2025, 18:40pm-18:47pm 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

The Board of Fire Commissioners went into non-public session at 19:07 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

**MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the 11/19/2025, 18:40pm-18:47pm Non-Public Session 25 127 Personnel Matter, meeting
Seconded by Commissioner Lambert**

MOTION CARRIED

**MOTION BY Commissioner Lambert to approve the non-public minutes from the Non-Public Session from the Wednesday, 11/19/2025, 18:40pm-18:47pm, meeting
Seconded by Commissioner Kelly**

MOTION CARRIED

MOTION BY COMMISSIONER Kelly THAT THE BOARD OF FIRE COMMISSIONERS SEAL THE MINUTES OF THE THE NON-PUBLIC SESSION FROM THE WEDNESDAY, 11/19/2025, 18:40pm-18:47pm, 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

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:

None

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

SECONDED BY COMMISSIONER Lambert

MOTION CARRIED

The Board of FIRE COMMISSIONERS came out of non-public session at 19:09 p.m.

MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 18:40pm-18:47pm, SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED

SECONDED BY COMMISSIONER Kelly

BY ROLL CALL

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

THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 18:40pm-18:47pm, WILL CONTINUE TO BE SEALED.

25 147 Review of Sealed Non-Public Minutes for 11/19/2025, 18:50pm-18:57pm Non-Public Session 25 131 Personnel Matter

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 11/19/2025, 18:50pm-18:57pm BY ROLL CALL.

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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 19:10 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the Wednesday, 11/19/2025, 18:50pm-18:57pm, meeting

Seconded by Commissioner Lambert

MOTION CARRIED

MOTION BY Commissioner Kelly to approve the non-public minutes from the Non-Public Session from the Wednesday, 11/19/2025, 18:50pm-18:57pm, meeting

Seconded by Commissioner Lambert

MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to un-seal the minutes.

Motions made in non-public:

None

**MOTION BY COMMISSIONER Burgess TO COME OUT OF THE NON-PUBLIC SESSION AND
RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Lambert
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 19:15 p.m.

25 148 Review of Sealed Non-Public Minutes for 11/19/2025, 19:01pm-19:03pm Non-Public Session 25 130 October 22, 2025 Sealed Minutes

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 11/19/2025, 19:01pm-19:03pm BY ROLL CALL.

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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 19:13 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Kelly to unseal the minutes of the Non-Public Session from the Wednesday, 11/19/2025, 19:01pm-19:03pm Non-Public Session 25 130 October 22, 2025

Sealed Minutes, meeting

Seconded by Commissioner Lambert

MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:

None

**MOTION BY COMMISSIONER Lambert TO COME OUT OF THE NON-PUBLIC SESSION AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Steere
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 19:13 p.m.

**MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS KEEP THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 19:01pm-19:03pm, SEALED, BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
SECONDED BY COMMISSIONER Lambert**

BY ROLL CALL

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

THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 19:01pm-19:03pm, WILL CONTINUE TO BE SEALED.

25 149 Review of Sealed Non-Public Minutes for 11/19/2025, 19:04pm-19:06pm Non-Public Session 25 130 October 22, 2025 Sealed Minutes

MOTION BY COMMISSIONER Burgess 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.

To review the minutes sealed for the Non-Public Session on 11/19/2025, 19:04pm-19:06pm 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>0</u>

MOTION CARRIED

The Board of Fire Commissioners went into non-public session at 19:14 p.m.

Also present:

- Chief Steve M. Buxton
- Assistant Chief Adam M. Pouliot

MOTION BY Commissioner Steere to unseal the minutes of the Non-Public Session from the Wednesday, 11/19/2025, 19:04pm-19:06pm Non-Public Session 25 130 October 22, 2025 Sealed Minutes, meeting
Seconded by Commissioner Lambert
MOTION CARRIED

The commissioners discussed if there continued to be a need to keep the minutes sealed, the pros/cons of keeping them sealed.

Determined to keep sealed.

Motions made in non-public:
None

**MOTION BY COMMISSIONER Melizzi-Golja TO COME OUT OF THE NON-PUBLIC SESSION
AND RETURN TO THE BOARD OF FIRE COMMISSIONER MEETING
SECONDED BY COMMISSIONER Kelly
MOTION CARRIED**

The Board of FIRE COMMISSIONERS came out of non-public session at 19:15 p.m.

**MOTION BY COMMISSIONER Burgess THAT THE BOARD OF FIRE COMMISSIONERS KEEP
THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 19:04pm-19:06pm, SEALED,
BY ROLL CALL, UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE
PURPOSE OF THE CONFIDENTIALITY WOULD NO LONGER BE SERVED
SECONDED BY COMMISSIONER Kelly**

BY ROLL CALL

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

**THE MINUTES OF THE NON-PUBLIC SESSION ON 11/19/2025, 19:04pm-19:06pm, WILL
CONTINUE TO BE SEALED.**

Personnel:

25 131 Personnel Item 1
Verbal update from Chief Buxton – incident at Drill Yard has been addressed.

25 150 Personnel Item 2
Verbal update from Chief Buxton - Fire Alarm overtime issue is being addressed.

Remarks by Fire Commissioners

N/A

Public Comment

N/A

Date, Time and Location of Next BOFC Meeting:

- Wednesday ~ January 7, 2026 ~ 5:30 pm ~ 177 Lake Street Training Classroom

Date, Time and Location of other Events

- Wednesday ~ December 10, 2025 ~ 6:00 pm ~ 102 Pine Hill Road ~ Station 5
- Wednesday ~ December 17, 2025 ~ 10:15 am ~ Senior Center ~ 2nd meeting for Station 5
- Thursday ~ December 18, 2025 ~ Annual Christmas Basket Distribution ~ 9:00 am ~ Station 2 ~ 177 Lake Street

Adjourn

Motion by Commissioner Steere to adjourn the meeting at 19:25 PM

Seconded by Commissioner Kelly

MOTION CARRIED

Nashua Fire Rescue - Deferred Maintenance Program

Overview

Request Owner	Steve Buxton, Fire Chief
Department	Fire
Form Type	Capital Improvement
Request Type	FY2027 City of Nashua CIP Submission Form

Description

In 2021, Nashua Fire Rescue contracted with Emergency Services Consulting Incorporated to create a Master-Plan for Nashua Fire Rescue. Within this plan one of the highest priorities identified was that, "Nashua Fire Rescue should plan for significant investment in fire station maintenance and renovation in the coming years." We continue to work hard using a watchful eye and sound judgment to prioritize how we maintain our aging systems in the eight (8) facilities that range in age from 20 to 130 years old.

It is imperative that we begin to appropriately fund a deferred maintenance line within the Fire Department Budget. This line has remained level funded for several years and actually was reduced to \$40,000 in FY21. We have not been able to keep pace with the costs associated with the necessary maintenance of our facilities due to both inflation and the increased age of our facilities. Our recently conducted Building Condition Assessment Study shows current deficiencies across all of our facilities total approximately 14.5 million dollars. A significant portion of these deficiencies are related to building controls and HVAC systems. Repairing HVAC systems is just one aspect of facility maintenance. With HVAC repairs consuming the majority of the department's maintenance budget, it doesn't leave room for other needs such as doors, windows, roofs, and electrical and plumbing needs. We would ask that this line item be increased to \$175,000 to more accurately reflect the reality of today's costs while improving our ability to properly maintain our facilities.

Details

Project Location Notes 70 East Hollis Street, 15 Amherst Street, 2
(Assessor's Map/Lot or Conant Road, 177 Lake Street, 38 Lake
Address Details) Street, 124 Spit Brook Road, 101 Pine Hill
Road

Alignment With Critical Maintenance of Existing
Master Plan Goals and Infrastructure
Capital Planning Best
Practices

Status of Request w/ Existing/Carry-Over/Partially Funded
CIC Previously

Eisenhower Matrix Urgent & Important
Quadrant

Location

Address: 124 Spit Brook Road

Capital Cost

FY2027 Budget

\$175,000

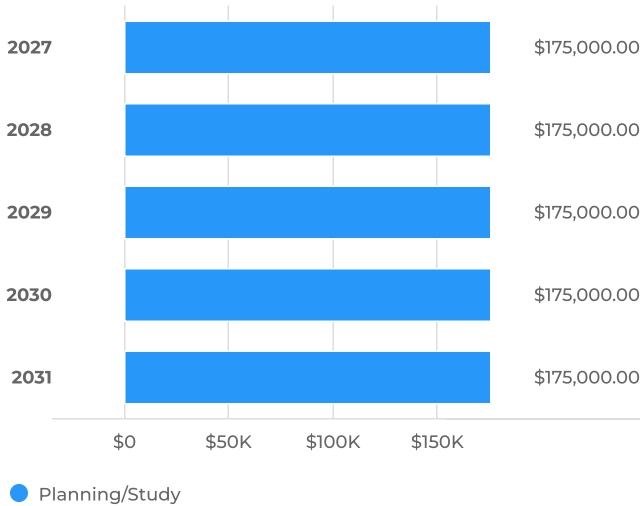
Total Budget (all years)

\$875K

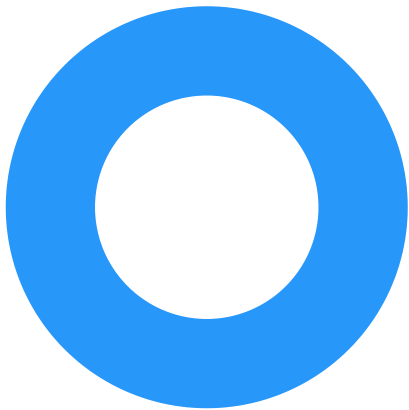
Project Total

\$875K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Planning/Study	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$875,000
Total	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$875,000

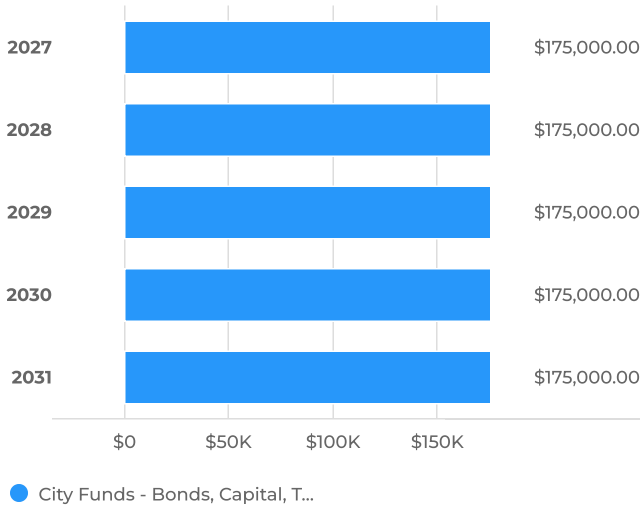
Funding Sources

FY2027 Budget
\$175,000

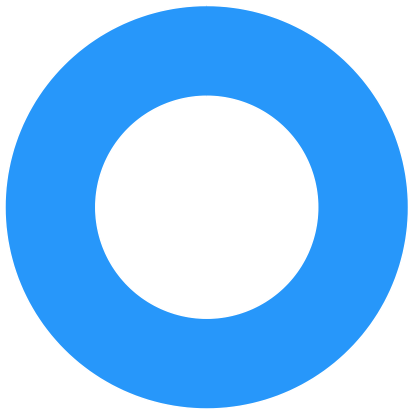
Total Budget (all years)
\$875K

Project Total
\$875K

Funding Sources by Year



Funding Sources for Budgeted Years



● City Funds - Bonds, Capital, Trust Funds, ect.

TOTAL **\$875,000.00**

Funding Sources Breakdown						
Funding Sources	FY2027	FY2028	FY2029	FY2030	FY2031	Total
City Funds - Bonds, Capital, Trust Funds, ect.	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$875,000
Total	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$875,000

Nashua Fire Rescue - Replacing HVAC Equipment and Building Controls in all buildings

Overview

Request Owner	Steve Buxton, Fire Chief
Department	Fire
Form Type	Capital Improvement
Request Type	FY2027 City of Nashua CIP Submission Form

Description

Nashua Fire Rescue is requesting funding to replace all HVAC Equipment and building controls in all of our facilities. This is a carry-over request from last year. Nashua Fire Rescue has completed an extensive building condition assessment study by Meng Analysis of Seattle Washington. The results of this study show that most of our buildings HVAC systems are at end of life and no longer function as designed. In the past year we have had to replace the heating system at our Fire Alarm Dispatch Center, a boiler at our East Hollis Street Station, the second floor AC system at our Conant Road Fire Station, and failed AC systems at our Spit Brook Road Station. We have also made countless repairs on other systems in an attempt to just keep them operating. As of November, we have already spent our entire HVAC Budget.

The ESCI Nashua Fire Rescue Master Plan, completed in 2021 states that *"Fire department infrastructure will require significant financial investments in the coming years"*. One of the most significant investments currently needed is replacement of our HVAC systems and an improvement in our indoor air quality.

Indoor air quality testing, Hazardous material testing and lead paint testing was performed at our four facilities that were built prior to 1978. All four locations tested positive for lead and asbestos containing compounds. Indoor air quality showed readings above permissible levels of VOC's (volatile organic compounds) in all locations. The American Lung Association reports the following regarding exposure to elevated levels of VOC's:

"Breathing VOCs can cause health issues such as eye, nose, and throat irritation, headaches, nausea, dizziness, and difficulty breathing. Long-term exposure can damage the liver, kidneys, and central nervous system, and some VOCs are linked to cancer. They may worsen symptoms for people with asthma and COPD".

The detailed facility assessment shows that in several of the stations due to failed building controls, there is no air exchange provided. This means that no outside or fresh air is brought into the building. Per the mechanical code based on occupancy type, number of occupants and the size of the buildings a certain number of air changes per hour (ACH) are required. In the Fire Alarm Dispatch Center, Station 1, and Station 6 there is no outside air entering the building. The system just keeps circulating the same stale air throughout the space.

Replacing all of our HVAC equipment and building controls and having them properly balanced to perform the correct air exchange will result in a safer and healthier environment for our members. It will also result in significant energy savings to the city. The executive summary report from Meng Analysis (page 6) shows the excessive energy use in our facilities, with the smaller and older facilities being the least efficient. New and efficient systems will also fall in line with the City of Nashua's Master Plan to cut municipal greenhouse gas emissions. Replacing these systems is an important step to providing a healthy and safe environment for the men and women that protect this community.

This project cost totals 7.5 million dollars and would be a phased project over 5 years. The request is for 1.5 million per year for the 5 year period. A schedule of the proposed work over the 5 years is attached to this request .

Details

Project Location Notes 177 Lake Street, 38 lake Street, 70 East
(Assessor's Map/Lot or Hollis Street, 15 Amherst Street, 2 Conant
Address Details) Road, 124 Spit Brook Road, 101 Pine Hill
Road

Alignment With Critical Maintenance of Existing
Master Plan Goals and Infrastructure
Capital Planning Best
Practices

Status of Request w/ New Project Request
CIC

Location

Address: 124 Spit Brook Road

Supplemental Attachments

 **Building Condition Assessment Study report(/resource/cg-prod-v2/projects/documents/1e423a28dae5bf0b988e.pdf)**

Executive Summary Report

 **Environmental report Fire Alarm Dispatch(/resource/cg-prod-v2/projects/documents/f1873d743d9c0d9c259d.pdf)**

Fire Alarm Dispatch Center 38 lake Street Lead, Asbestos and indoor air quality testing

 **Environmental Report Station 5(/resource/cg-prod-v2/projects/documents/6721f7db2395347fb343.pdf)**

101 Pine Hill Road Lead, Asbestos and indoor air quality testing

 **Master Plan(/resource/cg-prod-v2/projects/documents/910a83403776ff43e307.pdf)**

2021 Fire Department master plan

 **Environmental report station 1(/resource/cg-prod-v2/projects/documents/b1a578d3c6c8b0875d90.pdf)**

Lead, Asbestos and indoor air quality testing

 **5 Year HVAC plan(/resource/cg-prod-v2/projects/documents/d29e0493fa0d9807ab7d.docx)**

Prioritized list of HVAC system replacement

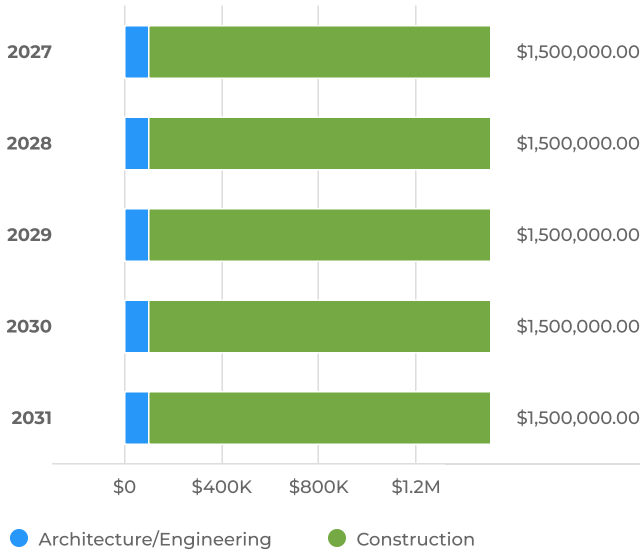
Capital Cost

FY2027 Budget
\$1,500,000

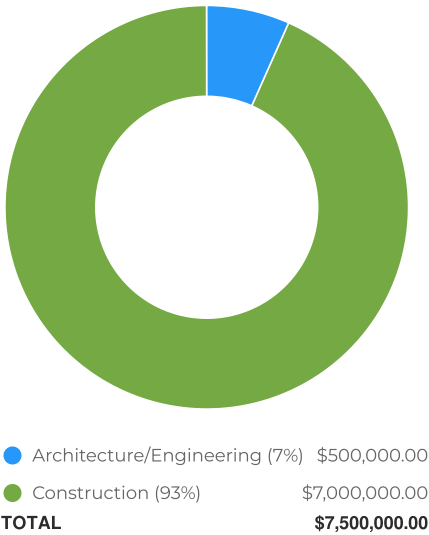
Total Budget (all years)
\$7.5M

Project Total
\$7.5M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown						
Capital Cost	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Architecture/Engineering	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Construction	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$1,400,000	\$7,000,000
Total	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000

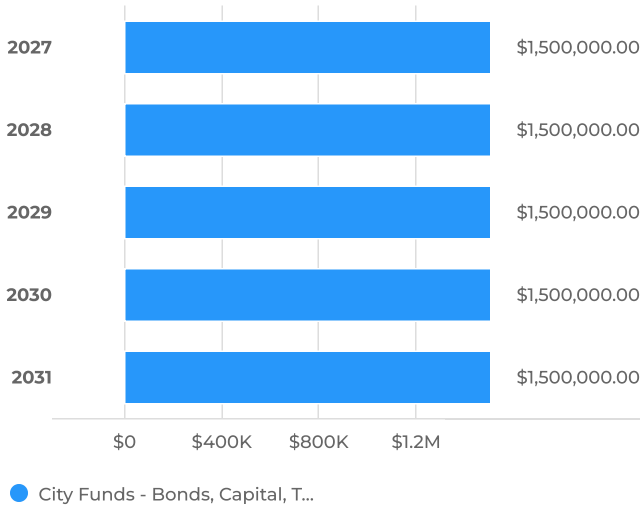
Funding Sources

FY2027 Budget
\$1,500,000

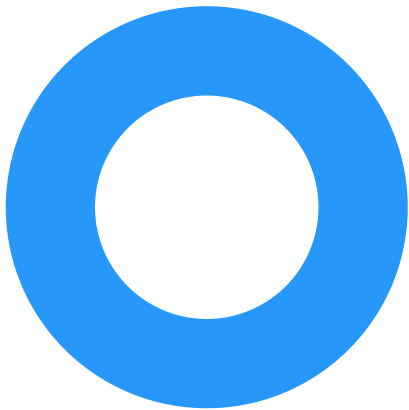
Total Budget (all years)
\$7.5M

Project Total
\$7.5M

Funding Sources by Year



Funding Sources for Budgeted Years



● City Funds - Bonds, Capital, Trust Funds, ect.

TOTAL **\$7,500,000.00**

Funding Sources Breakdown						
Funding Sources	FY2027	FY2028	FY2029	FY2030	FY2031	Total
City Funds - Bonds, Capital, Trust Funds, ect.	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000
Total	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,500,000

Nashua Fire - Relocation of fire training facility

Overview

Request Owner	Steve Buxton, Fire Chief
Department	Fire
Form Type	Capital Improvement
Request Type	FY2027 City of Nashua CIP Submission Form

Description

Nashua Fire Rescue has had its own live fire training facility at the Nashua landfill for decades. It is located in an area just west of the main entrance and office building. The area is approximately 1.5 acres in size, and it houses our 3-story live-fire training building as well as several storage containers and other training props. This area is also serviced by the municipal water system with fire hydrants on site which are required by NFPA to perform live fire training. This facility allows us to train members while on duty and keep all of our resources within the city limits. If this facility did not exist, the next closest would be located in Concord.

Public works has identified a parcel of land at the landfill to relocate our training facility. Relocating our facility would give us the room we need to expand our training capacity and give the public works department the area it needs for future expansion. Our facility would move from its current location to an area at the rear of the landfill adjacent to Teak Drive. This is a larger parcel than we currently have, and it will allow us room to expand our training needs as the Fire Service has transitioned from just fighting fires to an all-hazards agency.

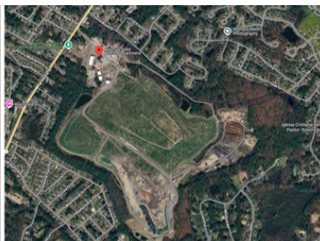
This project will include necessary site work to pour concrete pads for the construction of a new live-fire training building. The current burn building is made out of metal shipping containers and is at the end of its useful life for live fire training. The repeated heating and cooling has damaged the metal burn sleeve to the point of failure. The cost to replace the burn chamber and other associated repairs will exceed the cost of a new building. The structure is useful for other training evolutions and the plan is to disassemble it and move it to the new location. Also included in this proposal is the placement of a mobile classroom (pending further approval) with functioning restrooms at the site and the construction of an emergency vehicle-only access road through the landfill property.

Other infrastructure needs are as follows:

- Extension of the water main from Teak Drive to the site with the addition of 2 fire hydrants (NFPA Code requirement).
- Need to run power into the site for the portable classroom and SCBA compressor and fill station.
- Installation of a septic system for permanent restrooms and Decon showers.
- Installation of a perimeter fence and gate to properly secure the site.
- Installation of site lighting.
- Installation of propane UST to provide heat for the classroom.

The required funding is \$1,980,000 of FY2027 monies and will be coordinated with the DPW garage project timing; However, these are separate independent projects.

Images





Proposed new burn building

New live fire structure



Training Grounds

Roof ventilation drill



Current burn building

Live Fire training

Details

Capital Cost Notes (if applicable) Includes new structure, site work and pad requirements as well as placement of portable classroom, utilities and septic system. Includes design and engineering fees. Road Access construction to be performed by others utilizing separate budget.

Project Location Notes 848 West Hollis Street unused portion of (Assessor's Map/Lot or landfill adjacent to Teak Drive.

Address Details)

Alignment With Master Plan Goals and Welfare Protection of Public Health, Safety, and

Capital Planning Best Practices

Status of Request w/ CIC New Project Request

Eisenhower Matrix Quadrant Urgent & Important

Location

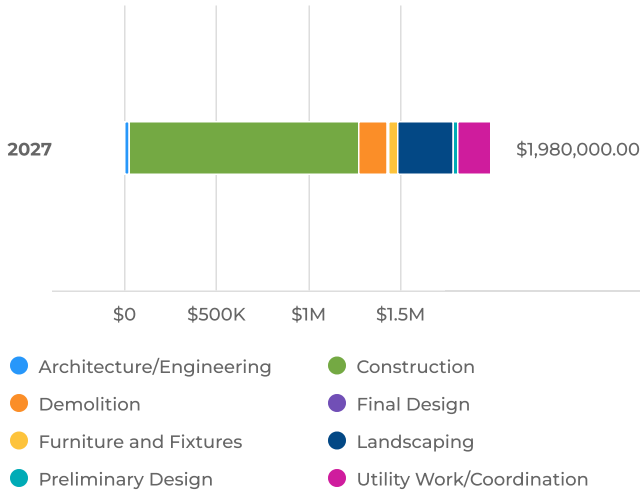
Capital Cost

FY2027 Budget
\$1,980,000

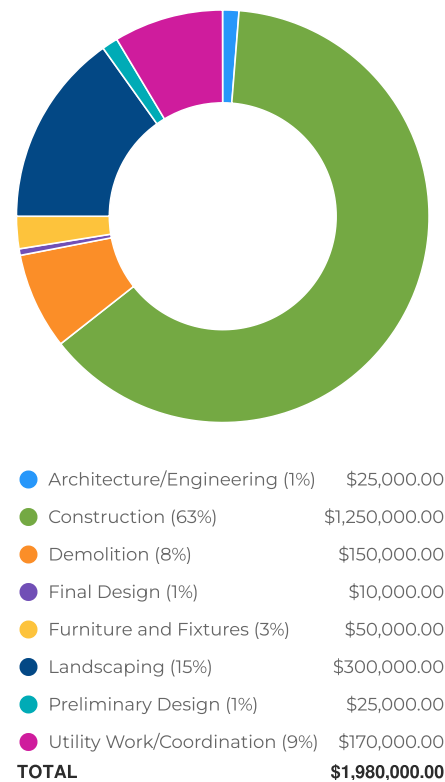
Total Budget (all years)
\$1.98M

Project Total
\$1.98M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown		
Capital Cost	FY2027	Total
Preliminary Design	\$25,000	\$25,000
Architecture/Engineering	\$25,000	\$25,000
Final Design	\$10,000	\$10,000
Demolition	\$150,000	\$150,000
Utility Work/Coordination	\$170,000	\$170,000
Construction	\$1,250,000	\$1,250,000
Furniture and Fixtures	\$50,000	\$50,000
Landscaping	\$300,000	\$300,000
Total	\$1,980,000	\$1,980,000

Funding Sources

FY2027 Budget

\$1,980,000

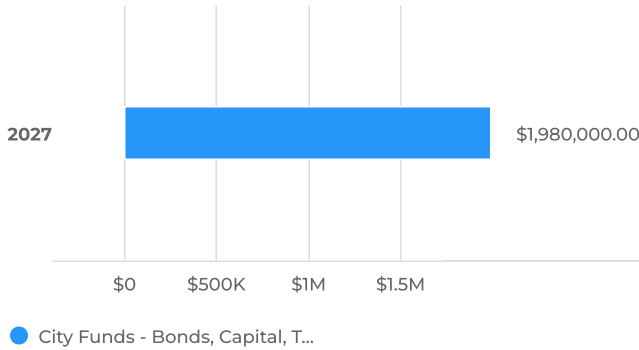
Total Budget (all years)

\$1.98M

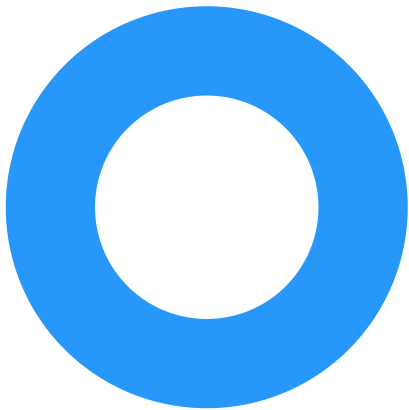
Project Total

\$1.98M

Funding Sources by Year



Funding Sources for Budgeted Years



● City Funds - Bonds, Capital, Trust Funds, ect.

TOTAL\$1,980,000.00

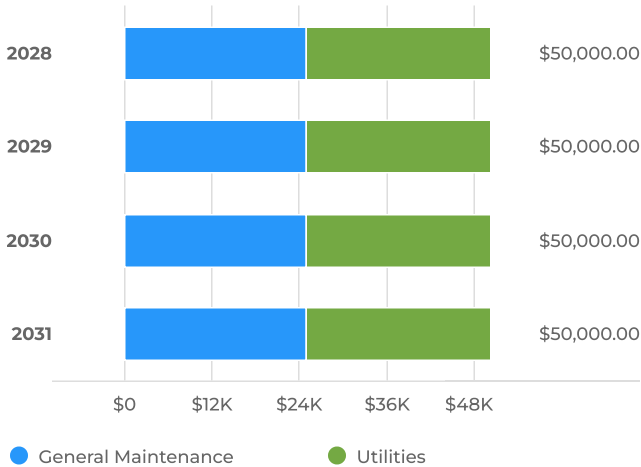
Funding Sources Breakdown		
Funding Sources	FY2027	Total
City Funds - Bonds, Capital, Trust Funds, ect.	\$1,980,000	\$1,980,000
Total	\$1,980,000	\$1,980,000

Operational Costs

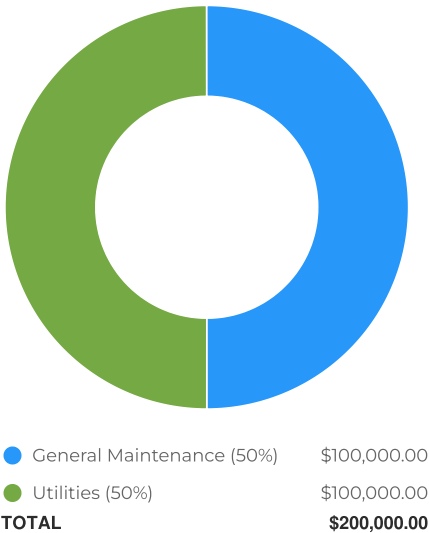
Total Budget (all years)
\$200K

Project Total
\$200K

Operational Costs by Year



Operational Costs for Budgeted Years



Operational Costs Breakdown					
Operational Costs	FY2028	FY2029	FY2030	FY2031	Total
General Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000
Utilities	\$25,000	\$25,000	\$25,000	\$25,000	\$100,000
Total	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

Nashua Fire Rescue - New Fire Station (Station Five Replacement)

Overview

Request Owner	Steve Buxton, Fire Chief
Department	Fire
Form Type	Capital Improvement
Request Type	FY2027 City of Nashua CIP Submission Form

Description

Nashua Fire Rescue is requesting funding for the replacement of the Airport Fire Station (Station 5). The station was built in 1961 and was designed for use by a single Engine Company. Sixty-four years later the building still houses a single engine company with four firefighters per shift and protects the largest geographic fire district in the city. This station protects the Boire Field area, and the Amherst Street and Broad Street corridors west of the Everett Turnpike.

Hazards in this district include 2 public elementary schools, 1 public high school, 1 charter middle/ high school, numerous large-scale multistory residential complexes, as well as large scale retail development and light industry.

Page 1 of the 2021 Fire Department Master Plan done by ESCI states the following:

Fire department infrastructure will require significant financial investments in the coming years. While the city has done a good job maintaining and replacing the apparatus in its fleet, four of the six fire stations are more than 40-years-old. Many of these fire stations have outlived their useful life and some are no longer located in the optimal location to meet the current service demands in the City of Nashua. Consideration should be given to relocating some of these stations as they come due for renovation.

The Fire Department recently completed a building condition assessment study on all of our facilities. The Study was performed by Meng Analysis of Seattle Washington. The findings from the study show that the known deficiencies for the station and the infrastructure may exceed \$2,185,000 and the general summary states the following:

The aging two-story Station 5 is nearing the end of its physical and functional life. Roofing is at end of life, thermal insulation is minimal, and interior finishes are in poor condition and contain hazardous materials. (Please see the attached hazardous materials report). The facility is also not ADA compliant. Functionally inadequate, the station also lacks many modern fire station operational and living quarters necessities and amenities. Some of these deficiencies include private dorm rooms, limited restrooms, dedicated decontamination room and bunker gear rooms, and undersized kitchen/dining/day room. This station is a great candidate for a replacement where modern fire station best practices can be applied.

The 2021 Fire Department Master Plan also shows response times in the Northwest quadrant of the city exceed the Standard of NFPA 1710. NFPA 1710: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, serves as a national consensus standard for career fire department performance, operations, and safety.

While the exact location of a new station is not known, relocating the station closer to Charron Ave and relocating the Ladder Company from Amherst Street to a new Station 5 will allow us to better meet the NFPA 1710 Standard. When Engine 5 is on an Emergency call and an additional call occurs in this district, the next apparatus to respond is from the Amherst Street Station. The Amherst Street Station is located near the top of Library Hill in the Downtown section of the city. This adds several more minutes to the response time in this district. Having the additional fire company in the same station will reduce the response time when simultaneous or additional calls occur in this district. This will then allow us to relocate the Ladder Company from the Lake Street Station to the East Hollis Street Station, Downtown. This results in better location and utilization of the departments 3 ladder Companies.

The construction of a new station will also incorporate another need for the City and that is a dedicated Emergency Operations Center (EOC), and a permanent home for the City's Emergency Management Office. The Emergency Management Office is currently operating out of a storage room at our Fire Alarm Dispatch Center. Having a dedicated EOC will put all the necessary City agencies under one roof during times of a large scale emergency and will allow for a back-up dispatch center if the primary center was to go down for any reason.

As demands for our services continue to increase, development in this fire district continues to increase, and with the known cost of the deficiencies at the current station, it is time to replace this building. Changing the station location and relocating the ladder truck from Amherst Street to the new station would not require any additional staffing. This would improve response times and is a better utilization of our existing resources. The Board of Alderman recognize this need and have already provided \$100,000 in funding for a feasibility study. We are currently working through the study and are planning to present the results in the spring of 2026. This would allow us to receive funding for the site plan and building design phase for FY2027-2028 and then move to funding for the construction phase in 2029.

Details

Alignment With Planning for Increased Service Demand
Master Plan Goals and
Capital Planning Best
Practices

Status of Request w/ Old Request (not funded)
CIC

Eisenhower Matrix Urgent & Important
Quadrant

Location

Address: 101 Pine Hill Road

Supplemental Attachments

 **Draft facility Detail report(/resource/cg-prod-v2/projects/documents/fe63d8e1c122e7a1777b.pdf)**

Detail facility report for all NFR Buildings

 **Executive Summary Report(/resource/cg-prod-v2/projects/documents/c909bc4737044ece0b48.pdf)**

Summary report

 **NFR Master Plan(/resource/cg-prod-v2/projects/documents/c99a23774011a0c52c90.pdf)**

2021 NFR Master Plan

 **Environmental Report Station 5(/resource/cg-prod-v2/projects/documents/83b5ec91e79090140002.pdf)**

Lead, Asbestos and indoor air quality testing

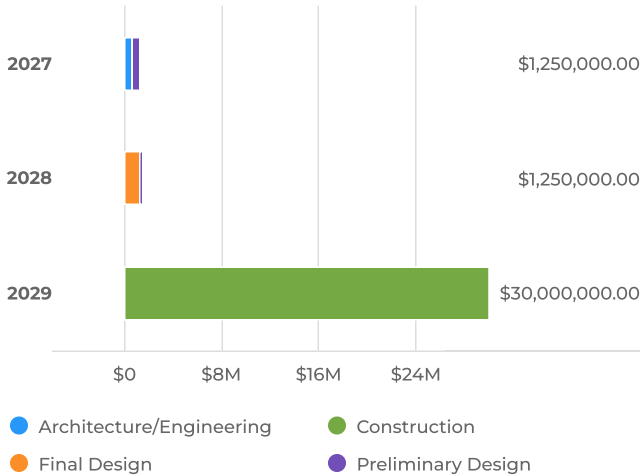
Capital Cost

FY2027 Budget
\$1,250,000

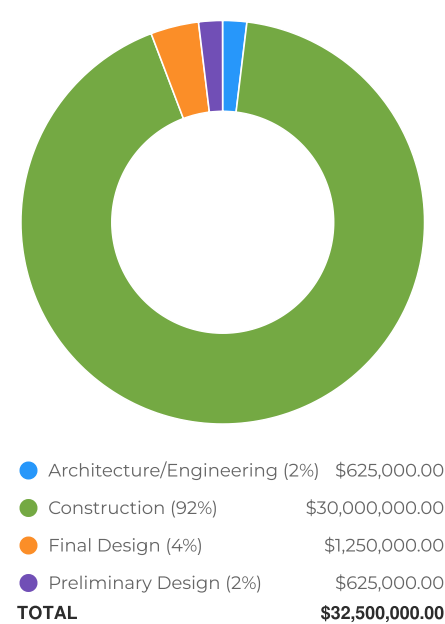
Total Budget (all years)
\$32.5M

Project Total
\$32.5M

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown				
Capital Cost	FY2027	FY2028	FY2029	Total
Preliminary Design	\$625,000	\$0	\$0	\$625,000
Architecture/Engineering	\$625,000	\$0	\$0	\$625,000
Final Design	\$0	\$1,250,000	\$0	\$1,250,000
Construction	\$0	\$0	\$30,000,000	\$30,000,000
Total	\$1,250,000	\$1,250,000	\$30,000,000	\$32,500,000

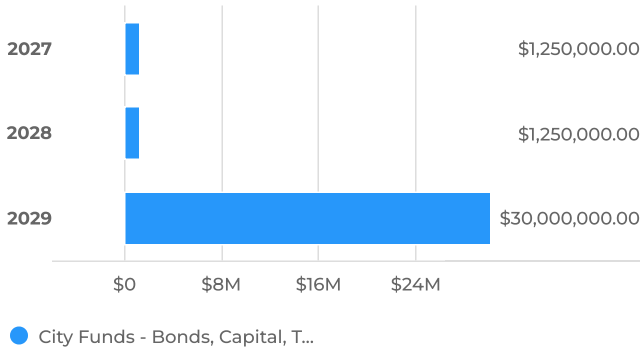
Funding Sources

FY2027 Budget
\$1,250,000

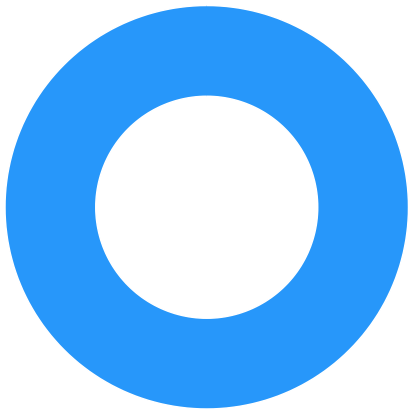
Total Budget (all years)
\$32.5M

Project Total
\$32.5M

Funding Sources by Year



Funding Sources for Budgeted Years



● City Funds - Bonds, Capital, Trust Funds, ect.

TOTAL **\$32,500,000.00**

Funding Sources Breakdown				
Funding Sources	FY2027	FY2028	FY2029	Total
City Funds - Bonds, Capital, Trust Funds, ect.	\$1,250,000	\$1,250,000	\$30,000,000	\$32,500,000
Total	\$1,250,000	\$1,250,000	\$30,000,000	\$32,500,000