

*Portsmouth Fire Department
Board of Fire Commissioners*

Richard Gamester, Chairman
Michael Hughes, Vice Chairman
Jennifer Matthes, Clerk



Monthly Meeting 6:00 PM
Tuesday, September 9, 2025
Fire Station 2
George Pierce Training Room

I. Call To Order

II. Pledge of Allegiance

III. Oath of Office None

IV. Approval of Minutes Previous Meeting
25-067 Approval of minutes from August 12, 2025

V. Public Comment Session

VI. Presentation of Written Communications

VII. Reports

A. Fire Chief's Reports

25-068 2025 Response Report -August 2025
25-069 Fire & EMS Calls
25-070 FY26 Budget
25-071 Overtime Analysis Report - August 2025

B. Staff Reports

25-072 Dept. Operations & Training (Asst. Chief Gionet)
25-073 Fire Prevention & Activity (Deputy Chief Howe)

VIII. Old Business NONE

IX. New Business

25-074 City Manager and Finance Director Oral Presentation
25-075 Keene Fire Department Thank You
25-076 North Hampton Fire Dept & Community Thank You
25-077 Updated Schedule of City Council Meetings
25-078 Rick Condon Retirement
25-079 Shane Anderson Promotion to Lieutenant

X. Adjournment

**The Board of Fire Commissioners
Portsmouth Fire Department**

Fire Station 2
George Pierce Training Room
August 12, 2025

Portsmouth, NH
1800 hours

Call to Order:

Chairman Gamester called the meeting to order at 1800 hours.

I. Pledge of Allegiance with Attendance:

Commissioner Gamester led the pledge of allegiance.

Present were Commissioners: Richard Gamester, Michael Hughes and Jennifer Mathes; Assistant Fire Chief Jason Gionet, Deputy Fire Chief Patrick Howe, Administrative Manager Nancy Savini, and members of the public.

II. Approval of Minutes of Previous Meeting:

Motion, to approve the minutes of July 8, 2025, was made by Commissioner Hughes. Motion was seconded by Commissioner Matthes and passed unanimously.

III. Public Comment Session: None.

IV. Presentation of Written Communications: None.

V. Reports:

A. Fire Chief's Reports:

Commissioner Gamester motioned to discuss Chief's reports 25-059 through 25-062. Motion was seconded by Commissioner Hughes.

Assistant Fire Chief Gionet reviewed reports with the Commission.

Report (059), 2025 Response Report for July 2025. The report shows the department responding to a total of 605 calls for the month: 270 Fire Calls with EMS Services and 167 Fire and Related Service Calls and 335 Ambulance Calls. Assistant Chief spoke briefly about some of the activities for the month, noting on 7/5/25 77 Hanover Street elevator rescue of three persons and two dogs, on 7/6/25 496 Greenside Avenue structure fire (garage), on 7/20/25 47 Weare Street Seabrook 2 alarm building fire and on 7/30/25 I-95 South Greenland brush fire.

The safety message focused on this September being National Preparedness Month. Portsmouth Fire Department along with FEMA and the National Safety Council list recommendations on Ready.gov.

Report (060), Fire and EMS Call Summary Reports, shows the department responded to 270 fire calls for the month of July. EMS activity was 335 with the top three responses being for no apparent illness or injury, weakness, and Injury (head/scalp). There were 13 calls for anxiety Attacks, 8 for abdominal pain, 8 for hip injury, and 51 non-transports. Report (061), FY25 Budget, Assistant Chief reviewed the budget noting that with it being the first month of the new FY26, annual expenses are recorded skewing the % expense to date

which will even out as we go through the year. (062), Overtime Analysis, provided a breakdown of how overtime was used in the month of July along with a summary of what was charged to OT-Recall for the month. Noting Fireworks Detail and Military Leave coverage.

Motion, to accept Chief's Reports 25-059 through 25-062, was made by Commissioner Hughes. Motion was seconded by Commissioner Mathes and passed unanimously.

B. Staff Reports:

Assistant Chief Gionet reported on facilities and operations happening within the department (063) in the month of July: Engine 3 had electrical issues repaired and new front tires and Truck 2 had a coolant leak repaired. Station 1 had 2 leaking basement windows repaired. We have two firefighters starting August 18, 2025 and currently have two open positions with two conditional offers working through the hiring process. Conducting ongoing probationary firefighter training and pumps training for all personnel, as well as EMS initial training on portable ventilators for the ambulances. New IV pump training currently underway with equipment scheduled to be placed in service at month's end.

Deputy Chief Howe reported (064) on Fire Prevention activity for the month of July with 24 permits issued, 46 inspections done, 24 prevention related meetings, and 20 approvals (not associated with FD permits). Other items of note, FPOs Wheeler and Putney attended the New Hampshire Fire Prevention Society's Board of Directors meeting, FPO Wheeler provided fire prevention education to PEAK summer program at Dondero School as well as at risk teens at station 2, FPO Putney brought all 4 shifts through the new apartment building at 80 Constitution Ave, FPO Wheeler attended the Fire Inspector Certification visiting committee in Concord and all July 3rd Fireworks were inspected with the display performance having no issues.

Motion, to accept Staff Reports 25-063 through 25-064, was made by Commissioner Mathes. Motion was seconded by Commissioner Hughes and passed unanimously.

VI. Old Business: None.

IX. New Business:

Firefighter Thomas Wall resignation (065).
Larry Drake Thank you (066)

X. Adjournment:

Motion, to adjourn at 1826 hours, was made by Commissioner Hughes. Motion was seconded by Commissioner Mathes and passed unanimously.

Jennifer Mosher-Matthes, Clerk



SERVICE ACTIVITY AND SAFETY MESSAGE



Month August 2025

TOTAL INCIDENT ACTIVITY: **572** YTD:4298

Fire Unit with EMS Services: **247** YTD:1779 Ambulance Services: **325** YTD: 2519
Fire and Related Services: **152** YTD: 929

Portsmouth	309
New Castle	8
Mutual Aid given	8
Mutual Aid Rcvd	3

GREEN = Increase from prev. month

RED = Decrease " " "

Incidents of Interest:

8/19 1607 hours Rescue 7 and Chief 1 responded to York Maine for Mutual Aid at 38 Freeman Street where two patients had fallen from sea wall and extrication with ropes and litter was required.

8/23 1117 hours Engine 3, Truck2, Ambulance 2&3, and Chief 1 responded to PANG FD at 301 Newmarket Street for an alert. An international 747 diverted due to engine failure. Plane landed safely and companies cleared

8/30 2324 hours Truck 2 responded mutual aid to Seabrook on a second alarm apartment building fire. Operated for an hour and a half before clearing.

The Portsmouth Fire Department and NFPA the National Fire Protection Association remind you, September marks National Preparedness Month, the annual campaign to remind everyone that preparing for emergencies and disasters can keep them, their families and their communities safe.

Disasters can happen anywhere and at any time. By taking the time to create an emergency supplies kit, your family will be prepared in the event of a disaster. The kit also helps children feel more secure knowing it is there in case of an emergency.

The supplies can be kept in a plastic tub, small suitcase, trash can, backpack or other container. To learn what else you need in an emergency supplies kit, go to www.ready.gov.

- Water – one gallon per person per day for drinking and sanitation — store 3-day supply
- Ready-to-eat food, canned juices, comfort/stress foods — at least a 3-day supply
- Battery-powered or hand-cranked radio and a NOAA weather radio, and extra batteries for both
- Flashlights and extra batteries
- First aid kit
- Non-prescription drugs such as pain reliever, anti-diarrhea medication, antacid, laxative
- Prescription medications, contact lenses and supplies, denture needs
- Whistle to signal for help
- Infant formula and diapers, if you have an infant
- Water and pet food if you have pets
- Moist towelettes, garbage bags and plastic ties for personal sanitation
- Dust mask or cotton t-shirt to filter the air
- Plastic sheeting and duct tape to shelter-in-place
- Wrench or pliers to turn off utilities
- Can opener for food
- Aluminum foil
- A jacket or coat, hat and gloves
- Change of clothes
- Blanket
- Books
- Favorite toy
- Paper, pencils and crayons
- My Personal Pack Checklist
- A complete change of clothing including long pants, long sleeve shirt, and sturdy shoes stored in a waterproof container.
- Sleeping bag or warm blanket for each person
- Rain gear
- Mess kits, paper cups, plates and plastic utensils
- Cash or traveler's checks, change
- Paper towels
- Tent
- Compass
- Matches in a waterproof container
- Signal flare
- Paper, pencil
- Personal hygiene items
- Soap
- Disinfectant and household chlorine bleach
- Important family documents such as copies of insurance policies, identification and bank account records in a waterproof, portable container. Remember to include emergency contact numbers.
- Passport, bank account numbers, credit card account numbers and companies

CITY OF PORTSMOUTH, NH FIRE DEPARTMENT

- **Books, games puzzles, portable music device**

Fire District Responses, Previous Month-ALL

FIRE_ZONE	COL_1
1	126
2	40
3	33
4	19
5	13
6	1
M/A	15
Total	247

Description: For Commission, Previous Month Fire District Responses



Actual Incident Type Found. previous month

ACTUAL INCIDENT TYPE FOUND (NFIRS)	COL_1
100 - Fire, other	2
111 - Building fire	1
140 - Natural vegetation fire, other	4
141 - Forest, woods or wildland fire	2
142 - Brush or brush-and-grass mixture fire	2
160 - Special outside fire, other	4
251 - Excessive heat, scorch burns with no ignition	1
321 - EMS call, excluding vehicle accident with injury	95
322 - Motor vehicle accident with injuries	11
323 - Motor vehicle/pedestrian accident (MV Ped)	2
324 - Motor vehicle accident with no injuries.	10
331 - Lock-in (if lock out , use 511)	2
353 - Removal of victim(s) from stalled elevator	3
356 - High-angle rescue	1
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	3
440 - Electrical wiring/equipment problem, other	1
445 - Arcing, shorted electrical equipment	3
462 - Aircraft standby	1
500 - Service Call, other	7
520 - Water problem, other	1
550 - Public service assistance, other	4
551 - Assist police or other governmental agency	4
555 - Defective elevator, no occupants	2
571 - Cover assignment, standby, moveup	1
600 - Good intent call, other	11
611 - Dispatched & canceled en route	12
622 - No incident found on arrival at dispatch address	4
651 - Smoke scare, odor of smoke	4
700 - False alarm or false call, other	2
711 - Municipal alarm system, malicious false alarm	1

Actual Incident Type Found. previous month

Portsmouth FD NH

Address: 170 Court St, Portsmouth, NH, 03801



ACTUAL INCIDENT TYPE FOUND (NFIRS)	COL_1
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	7
735 - Alarm system sounded due to malfunction	4
736 - CO detector activation due to malfunction	1
740 - Unintentional transmission of alarm, other	2
741 - Sprinkler activation, no fire - unintentional	1
743 - Smoke detector activation, no fire - unintentional	6
745 - Alarm system activation, no fire - unintentional	23
Total	247

Description: For Commission, Previous Month Actual Incident Types Found



Runs by Provider Impression
August 2025

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
	52	16.00%
No Apparent Illness or Injury- No Transport (Z00.00)	20	6.15%
Weakness (Unable to Diagnosis Specific Cause) (R53.1)	17	5.23%
Injury (Head/Scalp) (S09.90)	13	4.00%
Nausea/Vomiting (Unknown Etiology) (R11)	9	2.77%
Sepsis or Septic Shock (A41.9)	9	2.77%
Injury (Hip) (S79.91)	8	2.46%
Abdominal Pain / Problems (Non-Traumatic) (R10.0)	7	2.15%
Alcohol Abuse and Effects (F10)	7	2.15%
Anxiety Attack / Acute Stress Reaction (F41.9)	7	2.15%
Chest Pain, Non-Cardiac / Non-Traumatic (R07.9)	7	2.15%
Syncope / Fainting (R55)	7	2.15%
Cardiac: Rhythm Disturbance (Tachy, Brady, Ectopy, Other) (I49.9)	6	1.85%
Injury (Wrist, Hand, or Fingers) (S69.9)	6	1.85%
No Apparent Illness or Injury-Transport Requested (Z71.1)	6	1.85%
Psychiatric / Behavioral Problem (F99)	6	1.85%
Respiratory Distress Unknown Cause (J98.9)	6	1.85%
Pain: Headache or Migraine (R51)	5	1.54%
Stroke / CVA (I63.9)	5	1.54%
Back Pain (Non-Traumatic) (M54.9)	4	1.23%
Cardiac: Chest Pain, Acute Coronary Syndrome (I21)	4	1.23%
HYPERtension (I10)	4	1.23%
Infection / Infectious Disease (unspecified) (B99.9)	4	1.23%
Injury (Face) (S09.93)	4	1.23%
Injury (Lower Leg) (S89.9)	4	1.23%
Pain: Leg Pain (Non-Traumatic) Unspecified Cause or Location (M79.606)	4	1.23%
Seizures: Nonstatus Seizures, Unspecified Type (G40.909)	4	1.23%
Altered Mental Status (Unknown Cause) (R41.82)	3	0.92%
Diabetic: HYPOglycemia (E13.64)	3	0.92%
HYPOtension (I95.9)	3	0.92%
Injury (Knee) (S80.91)	3	0.92%
Injury (Neck, Anterior or Lateral) (S19.9)	3	0.92%
Injury (Nose) (S09.92)	3	0.92%
Injury (Thigh /Upper Leg) (S79.92)	3	0.92%
Pain: (Non-Traumatic) Location Not Otherwise Listed (G89.1)	3	0.92%
Suicidal or Self-Harm Ideation or Thoughts (R45.851)	3	0.92%
Cancer (Complications Related to) (D49)	2	0.62%
Cardiac: Cardiac Arrest (I46.9)	2	0.62%
Dehydration (E86.0)	2	0.62%
Diabetic: HYPERglycemia (E13.65)	2	0.62%
Disruption of wound, varicose vein, skin tear, unspecified (T81.30)	2	0.62%
Drug Overdose / Abuse: Other Illicit Drug or Misuse of Meds (F19)	2	0.62%
General Malaise (Unknown Cause) (R53.81)	2	0.62%
GI Bleed (K92.2)	2	0.62%
Injury (Eye or Orbit) (S05)	2	0.62%
Injury (Low Back / Lumbar Spine) (S39.92)	2	0.62%
Injury(Forearm) (S59.91)	2	0.62%
Respiratory: COPD (Emphysema / Chronic Bronchitis) (J44.1)	2	0.62%
Seizures: Status Seizures, Generalized / Tonic-Clonic (G40.901)	2	0.62%

Situation Provider Primary Impression (eSituation.11)	Number of Runs	Percent of Total Runs
Vaginal Bleeding (N93.9)	2	0.62%
Vertigo / Dizziness (Complications Related To) Unknown Etiology (H81.3)	2	0.62%
Airway Obstruction by Foreign Body (T17.9)	1	0.31%
Allergic Reaction (Localized) (T78.40)	1	0.31%
Cardiac: Cardiovascular Disorder, Not otherwise listed (I99.9)	1	0.31%
Drug Overdose / Abuse: Cocaine Related (F14)	1	0.31%
Drug Overdose / Abuse: Marijuana, THC, Spice, Other Synthetic Cannabis (F12)	1	0.31%
Drug Overdose / Abuse: Opioid/Narcotic Related (F11)	1	0.31%
Drug Overdose / Abuse: Sedative /Anxiolytics (Benzos, Xanax, Versed, etc.) (F13)	1	0.31%
Effects of Stings, Bites, Plant Contact (T63)	1	0.31%
Epistaxis / Nose Bleed (Non-Traumatic) (R04.0)	1	0.31%
GU: Hematuria / Blood in Urine (R31)	1	0.31%
GU: Kidney Stones / Renal Colic (N20.0)	1	0.31%
GU: Other Urinary Problem, unspecified (N39.9)	1	0.31%
GU: UTI / Urinary Tract Infection (N39.0)	1	0.31%
Heat Exhaustion / Stroke (T67.0)	1	0.31%
Influenza / Flu Like Illness (J11)	1	0.31%
Injury (Abdomen) (S39.91)	1	0.31%
Injury (Ankle) (S99.91)	1	0.31%
Injury (Cervical/C-Spine) (S14.10)	1	0.31%
Injury (Concussion withOUT LOC) (S06.0X0A)	1	0.31%
Injury (Dislocated Hip) (M24.35)	1	0.31%
Injury (Dislocated Shoulder) (M24.31)	1	0.31%
Injury (Shoulder or Upper Arm) (S49.9)	1	0.31%
Injury (Thorax / Chest) (S29.9)	1	0.31%
Injury (Unspecified Location) (T14.90)	1	0.31%
No Apparent Illness or Injury-Transported for Safety/Protocol (Z00.129)	1	0.31%
Obvious Death (R99)	1	0.31%
Pain: Arm Pain (Non-Traumatic) Unspecified Cause or Location (M79.603)	1	0.31%
Pain: Chronic Pain, Unspecified (G89.2)	1	0.31%
Poisoning: Adverse Effect of Medication (Accidental) (T50.99)	1	0.31%
Respiratory: Asthma, Reactive Airway Disease (J45)	1	0.31%
Shock: Traumatic Shock (T79.4)	1	0.31%
TIA (Transient Ischemic Attack) (G45.9)	1	0.31%
Visual disturbance (H53.9)	1	0.31%
Total:	325	Total: 100.00%

Report Filters

Incident Date: is between '8/1/2025' and '8/31/2025'



Runs by Provider Impression
August 2025

069
EMS

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Total:	325	Total: 100.00%

Report Filters

Incident Date: is between '8/1/2025' and '8/31/2025'

Portsmouth Fire Department
FY26 Budget Projections

Report Date: 9/4/25

Pay Periods
Expenses

26
12

Past

Projected to end of yr.

4 Remain

2 Through YE projected

22

10

ACCOUNT	TITLE		BUDGET 26	YTD EXPENSED	OUTSTANDING	YEARLY EXP.	YTD Benchmark	Period/Month Proj	Period/Month Benchmark	PROJECTED FY26	Est Avail Remain
FF		% spent									
011041	Salaries Uniform Personnel	14%	\$4,798,408.00	\$671,404.17	\$3,869,148.87	\$4,540,553.04	\$738,216.62	\$174,636.66	\$184,554.15	\$4,540,553.04	\$257,854.96
012033	PT Salaries - Vehicle Maint	21%	\$27,479.00	\$5,744.04	\$34,775.76	\$40,519.80	\$4,227.54	\$1,436.01	\$1,056.88	\$40,519.80	(\$13,040.80)
014031	O/T Emergency Recall	16%	\$553,498.00	\$89,034.04	\$498,600.00	\$587,634.04	\$85,153.54	\$22,258.51	\$21,288.38	\$587,634.04	(\$34,136.04)
014032	O/T Earned Time Leave	14%	\$815,350.00	\$115,491.42	\$702,000.00	\$817,491.42	\$125,438.46	\$28,872.86	\$31,359.62	\$817,491.42	(\$2,141.42)
014033	O/T Disability Leave	55%	\$99,100.00	\$54,605.16	\$183,000.00	\$237,605.16	\$15,246.15	\$13,651.29	\$3,811.54	\$237,605.16	(\$138,505.16)
014034	O/T Workers Comp	3%	\$84,000.00	\$2,161.79	\$69,100.00	\$71,261.79	\$12,923.08	\$540.45	\$3,230.77	\$71,261.79	\$12,738.21
014042	O/T Training-Education	7%	\$94,000.00	\$6,286.03	\$84,800.00	\$91,086.03	\$7,230.77	\$1,571.51	\$3,615.38	\$91,086.03	\$2,913.97
015001	Longevity	1x pymnt	\$25,816.28	\$0.00	\$25,816.00	\$25,816.00	\$4,302.71	\$25,816.00	\$2,151.36	\$25,816.00	\$0.28
017001	Holiday Premium Pay	13	\$229,166.26	\$17,137.77	\$212,000.00	\$229,137.77	\$249,093.76	\$17,625.98	\$19,927.50	\$229,137.77	\$28.49
018031	Certification Stipend	+AEMT payment 15%	\$408,474.09	\$59,747.72	\$347,082.00	\$406,829.72	\$62,842.17	\$101,707.43	\$15,710.54	\$406,829.72	\$1,644.37
021001	Insurance - Health	1x pymnt	\$813,370.82	\$813,371.00	\$0.00	\$813,371.00	\$813,370.82	\$0.00	\$67,780.90	\$813,370.82	\$0.00
021101	Insurance - Dental		\$75,354.30	\$10,363.58	\$62,795.00	\$73,158.58	\$12,559.05	\$6,096.55	\$6,279.53	\$73,158.58	\$2,195.72
021501	Insurance - Life		\$10,364.56	\$1,049.76	\$8,637.50	\$9,687.26	\$1,727.43	\$807.27	\$863.71	\$9,687.26	\$677.30
021601	Insurance - Disability	rate incr 11/23 to .37	\$17,754.11	\$2,214.05	\$14,795.00	\$17,009.05	\$2,959.02	\$1,417.42	\$1,479.51	\$17,009.05	\$745.06
022501	Medicare	+AEMT payment 14%	\$104,070.70	\$14,265.72	\$84,752.40	\$99,018.12	\$16,010.88	\$3,566.43	\$4,002.72	\$99,018.12	\$5,052.58 *
023003	Retirement - Firefight	+AEMT payment 14%	\$2,080,550.26	\$295,016.20	\$1,775,000.00	\$2,070,016.20	\$320,084.66	\$73,754.05	\$80,021.16	\$2,070,016.20	\$10,534.06 *
036001	Prof Services - Cleaning		\$28,064.00	\$4,730.52	\$23,515.14	\$28,245.66	\$4,677.33	\$14,122.83	\$2,338.67	\$28,245.66	(\$181.66)
039071	Fire Prevention	1%	\$5,000.00	\$55.09	\$4,583.37	\$4,638.46	\$833.33	\$2,319.23	\$416.67	\$4,638.46	\$361.54
054050	Training Education	8%	\$26,500.00	\$2,128.59	\$22,547.40	\$24,675.99	\$4,416.67	\$12,338.00	\$2,208.33	\$24,675.99	\$1,824.01
068001	Clothing Allowance	9%	\$42,000.00	\$3,753.30	\$38,853.17	\$42,606.47	\$42,000.00	\$21,303.24	\$3,500.00	\$42,606.47	(\$606.47)
068003	Protective Clothing	10%	\$25,000.00	\$2,574.34	\$34,618.59	\$37,192.93	\$4,166.67	\$18,596.47	\$2,083.33	\$37,192.93	(\$12,192.93)
074001	Equipment	0%	\$11,500.00	\$0.00	\$11,500.00	\$11,500.00	\$1,916.67	\$5,750.00	\$958.33	\$11,500.00	\$0.00
AMB											
039003	Prof/Services - Licensing	0%	\$3,250.00	\$0.00	\$3,250.00	\$3,250.00	\$541.67	\$1,625.00	\$270.83	\$3,250.00	\$0.00
043015	Repairs - Equipment	34%	\$12,580.00	\$4,222.80	\$8,357.20	\$12,580.00	\$2,096.67	\$6,290.00	\$1,048.33	\$12,580.00	\$0.00
043024	Repairs - Vehicle	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054001	EMT Implementation	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
054050	Training Education	0%	\$42,000.00	\$10.99	\$41,989.01	\$42,000.00	\$7,000.00	\$21,000.00	\$3,500.00	\$42,000.00	\$0.00
061002	Miscellaneous Supplies	10%	\$46,000.00	\$4,794.09	\$41,205.91	\$46,000.00	\$7,666.67	\$23,000.00	\$3,833.33	\$46,000.00	\$0.00
063601	Diesel Fuel	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
074001	Equipment	0%	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$333.33	\$1,000.00	\$166.67	\$2,000.00	\$0.00
ADM											
011001	Regular Salaries	C1, C2, C3 Gen Asst 14%	\$580,743.94	\$80,629.09	\$501,746.88	\$582,375.97	\$89,345.22	\$145,593.99	\$22,336.31	\$582,375.97	(\$1,632.03)
011061	Insurance Reimbursement		\$225,937.80	\$0.00	\$212,098.09	\$212,098.09	\$424,196.18	\$53,024.52	\$212,098.09	\$212,098.09	\$13,839.71
012001	Part Time Salaries	PMA Contract 0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
012041	Commissioner Stipend	17%	\$3,600.00	\$600.00	\$3,000.00	\$3,600.00	\$600.00	\$300.00	\$300.00	\$3,600.00	\$0.00
014041	Overtime	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
015001	Longevity	1x pymnt	\$9,005.89	\$0.00	\$9,006.00	\$9,006.00	\$1,500.98	\$4,503.00	\$750.49	\$7,164.00	\$1,841.89
016001	Leave At Termination	1x pymnt	\$120,084.00	\$120,084.00	\$0.00	\$120,084.00	\$120,084.00	\$0.00	\$10,007.00	\$120,084.00	\$0.00
017001	Holiday Premium Pay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
018033	Admin. Stand-by Pay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
021001	Insurance - Health	1x pymnt	\$116,681.86	\$116,682.00	\$0.00	\$116,682.00	\$19,446.98	\$0.00	\$9,723.49	\$116,681.86	\$0.00
021101	Insurance - Dental		\$7,263.90	\$1,107.80	\$6,053.30	\$7,161.10	\$1,210.65	\$596.76	\$605.33	\$7,161.10	\$102.80
021501	Insurance - Life		\$1,254.41	\$127.68	\$1,045.00	\$1,172.68	\$209.07	\$97.72	\$104.53	\$1,172.68	\$81.73
021601	Insurance - Disability	rate incr 11/23 to .37	\$2,148.75	\$273.74	\$1,368.70	\$1,642.44	\$358.13	\$136.87	\$179.06	\$1,642.44	\$506.31
022001	Social Security	PMA Contract 14%	\$6,071.14	\$840.71	\$4,993.30	\$5,834.01	\$934.02	\$1,458.50	\$233.51	\$5,834.01	\$237.13
022501	Medicare	PMA/Cham 9%	\$11,927.52	\$1,129.56	\$7,773.81	\$8,903.37	\$1,835.00	\$2,225.84	\$458.75	\$8,903.37	\$3,024.15
023001	Retirement	PMA Contract 14%	\$1,026.00	\$1,736.18	\$9,659.34	\$11,395.52	\$1,850.15	\$2,848.88	\$462.54	\$11,395.52	\$630.48
023003	Retirement - Firefight	Cham 14%	\$143,417.35	\$19,534.02	\$111,280.25	\$130,814.27	\$11,032.10	\$32,703.57	\$5,516.05	\$130,814.27	\$12,603.08
026002	Insurance - Workers Comp	1x pymnt	\$597,418.20	\$582,426.00	\$0.00	\$582,426.00	\$99,569.70	\$0.00	\$49,784.85	\$582,426.00	\$14,992.20
031001	Prof. Svcs - Energy Contract	5%	\$38,000.00	\$2,080.00	\$31,405.00	\$33,485.00	\$0.00	\$16,742.50	\$0.00	\$33,485.00	\$4,515.00
033001	Prof Serv - Temp	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
034103	Telephone	17%	\$33,180.00	\$5,617.87	\$28,041.89	\$33,659.76	\$5,530.00	\$2,804.98	\$2,765.00	\$33,659.76	(\$479.76)
034104	Cellular Phones	9%	\$15,000.00	\$1,287.78	\$13,750.00	\$15,037.78	\$2,500.00	\$1,253.15	\$1,250.00	\$15,037.78	(\$37.78)
034206	Software - Annual Maint	26%	\$35,000.00	\$9,203.83	\$25,000.00	\$34,203.83	\$5,833.33	\$17,101.92	\$2,916.67	\$34,203.83	\$796.17
035001	Prof Svc-Medical Exam	300%	\$10,000.00	\$3,081.00	\$6,919.00	\$10,000.00	\$0.00	\$5,000.00	\$0.00	\$10,000.00	\$0.00
039070	Prof Serv - O/S Counsel	300%	\$1,000.00	\$3,000.00	\$1,000.00	\$4,000.00	\$0.00	\$333.33	\$83.33	\$4,000.00	(\$3,000.00)
041002	Electricity	15%	\$59,000.00	\$8,945.55	\$50,500.00	\$59,445.55	\$9,833.33	\$4,953.80	\$4,916.67	\$59,445.55	(\$445.55)
041101	Natural Gas	2%	\$35,000.00	\$546.83	\$34,500.00	\$35,046.83	\$5,833.33	\$2,920.57	\$2,916.67	\$35,046.83	(\$46.83)
041205	Water / Sewer Fees	0%	\$20,000.00	\$0.00	\$20,400.00	\$20,400.00	\$3,333.33	\$1,700.00	\$1,666.67	\$20,400.00	(\$400.00)
041301	Trash Removal	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
043001	Repairs-Structural	11%	\$27,000.00	\$2,903.22	\$23,081.98	\$25,985.20	\$4,500.00	\$12,992.60	\$2,250.00	\$25,985.20	\$1,014.80
043012	Repairs-Communications	7%	\$11,000.00	\$766.00	\$9,560.37	\$10,326.37	\$1,833.33	\$5,163.19	\$916.67	\$10,326.37	\$673.63
043018	Repairs-Equipment	12%	\$23,500.00	\$2,909.06	\$20,965.79	\$23,874.85	\$3,916.67	\$11,937.43	\$1,958.33	\$23,874.85	(\$374.85)
043019	Repairs-SCBA	142%	\$7,000.00	\$9,930.60	\$3,050.00	\$12,980.60	\$1,166.67	\$6,490.30	\$583.33	\$12,980.60	(\$5,980.60)
043021	Repairs-Fire Alarm Sys	8%	\$5,000.00	\$392.40	\$4,035.90	\$4,428.30	\$833.33	\$120.00	\$416.67	\$4,428.30	\$571.70
043024	Repairs-Vehicle	24%	\$110,000.00	\$25,882.28	\$108,615.44	\$134,497.72	\$18,333.33	\$67,248.86	\$9,166.67	\$134,497.72	(\$24,497.72)
043027	Office Equipment	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
044006	Printing Lease/Maint. (Copier)	0%	\$6,000.00	\$455.11	\$5,210.10	\$5,665.21	\$1,000.00	\$472.10	\$500.00	\$5,665.21	\$334.79
048002	Property Insurance	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
053001	Advertising										

071

OVERTIME ANALYSIS REPORT**August-25**

(check dates: 8.7.25 & 8.21.25)

OT -Recall	\$ 53,014.67	
OT -Earned Time	\$ 68,629.56	
OT -Disability	\$ 30,039.26	2 Officers & 1 FF
OT -WC	\$ 2,161.79	
OT -Training	\$ 5,224.83	Medic / NHFA Class / Hazmat
OT -Reimbursement	\$ 2,561.91	
	<u>\$ 161,632.02</u>	

Recall Account Breakdown

Holdover	92.98
Touch-A-Truck	425.18
National Night Out	207.00
Brush Fire Ledgewood Ave	4,076.82
Brush Fire North Hampton M/A	2,688.13
I95 Brush Fire Greenland M/A	1,582.28
Seabrook M/A	208.37
IV Pump Loading	160.50
Shift Coverage: Vacancy Coverage	518.58
Shift Coverage: Admin	243.12
Shift Coverage: Vacancy Coverage	26,436.51
Shift Coverage: Personal Leave	5,581.92
Shift Coverage: Military Leave	10,793.28
	<u>\$ 53,014.67</u>



Portsmouth Fire Department

Operations and Training

072

Fire Commission Meeting

September 9, 2025

Apparatus / Equipment / Facilities

1. Ambulance 3 Repairs
2. Engine 4 Repairs
3. Station 1 and 2 lighting upgrades

Personnel

1. Current open positions
2. 1 Firefighter beginning on September 15, 2025
3. 1 candidate in background now, 1 interview scheduled.

Training

1. Fire training – All Officers have completed their online command and control program.
We will be holding 2 3 day in-person classes the first 2 weeks of October.
2. We will be hosting a National Fire Academy 6 day class the first week of November.
3. EMS training – IV pump training has concluded and the new units are in service on all of the ambulances. New portable ventilator training will be wrapping up in the next 2-3 weeks and will be placed in service once training is complete.



PORTSMOUTH FIRE DEPARTMENT

FIRE PREVENTION BUREAU

Monthly Activity

Month: August 2025

Permits issued: 36

Inspections: 68

Prevention related meetings: 16

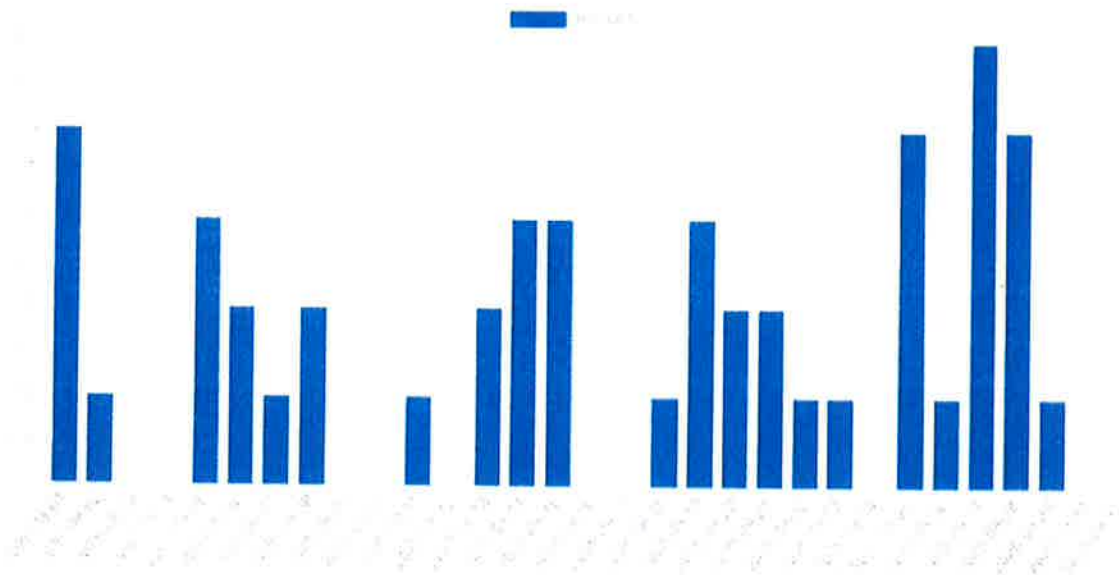
Approvals (not associated with FD permits): 28

Other items of note:

- FPOs Wheeler and Putney attended solar systems code training sponsored by the New Hampshire Fire Prevention Society.
- FPO Wheeler provided fire prevention education to Residents of the Keefe House
- FPO Wheeler attended a six-day class on electrical fire investigations at the National Fire Academy.
- We participated in meetings regarding planned work at the Music Hall.

Analytics

Records submitted over time



Totals

 **47**
Records Created

 **\$7,439.10**
Revenue Collected

 **43**
Inspections Done

 **36**
Permits Issued

Filter Results

Fire Department ▼

Date

 **08/01/2025 to 08/31/2025** ▼



Chief McQuillen,

Thank you very much for sending an Engine over to cover the night after the funeral. It was nice to know that our City was in good hands. I had no worries. It was an honor to see your truck in our bay. It was a pleasure to meet the crew. We definitely felt the Brotherhood. Thank you.

Respectfully, Jason Martin

076



Jacob R. MacGlashing
INTERIM FIRE CHIEF

North Hampton
FIRE & RESCUE

235 ATLANTIC AVENUE
NORTH HAMPTON, NEW HAMPSHIRE 03862
www.northhampton-nh.gov Bus. Ph. (603) 964-5500



To Portsmouth Fire Department,

On behalf of the North Hampton Fire Department and our community, I want to extend my sincere thanks for your assistance during the recent four-day brush fire incident.

Your support, whether through sending personnel, apparatus, equipment, or providing operational backup, was instrumental in our efforts to contain and ultimately extinguish the fire. The professionalism, skill, and teamwork demonstrated by every agency involved were critical to protecting lives, property, and the surrounding environment under very challenging conditions.

This incident is a strong reminder of the importance and value of our mutual aid system. Knowing we can rely on each other when the call comes in makes all the difference.

Please extend my appreciation to all members of your department who contributed to this effort. Your dedication to the job and to our region's safety does not go unnoticed, and we are proud to serve alongside you.

Thank you again for your commitment and partnership.

Respectfully,

Jacob R. MacGlashing



077

2025 SCHEDULE OF CITY COUNCIL MEETINGS AND WORK SESSIONS

Regular Meetings - 7:00 p.m.

January 6 and *21 (Tuesday)

February 3 and *18 (Tuesday)

March 3 and 17

April 7 and 21

May 5 and *19

*Opening Budget Public Hearing

June *9 and 23

*Continuation of Budget Public Hearing & Adoption
of the Budget)

July 14 (One meeting for the month of July)

August 4 and 18

September 8 and *24 (Wednesday)

October 6 and 20

November 17 (One mtg due to Municipal Election)

*Public Hearing on CIP

December *8 and 22

*Adoption of CIP

Work Sessions - 6:00 p.m.

January 6th (Market Square Master Plan Work
Session – Monday @ 6:00 p.m.)

January 15th (Budget Preview Work Session –
Wednesday @ 6:00 p.m.)

May 12th (**General Fund:** General Gov., Fire, Police,
School Depts. Budget WS – Monday @ 6:00 p.m.) with
Public Comment Session

May 14th (**Enterprise & Special Revenue Funds:**
Water/Sewer, Parking, & Stormwater Depts. Budget WS
– Wednesday @ 6:00 p.m.) with Public Comment
Session

May 28th (Continuation of Budget Review WS
Wednesday @ 6:00 p.m.) with Public Comment Session

Nov. 12th (CIP Joint WS with Planning Board
Wednesday @ 6:00 p.m.)

All Work Sessions will be held in Council Chambers unless otherwise indicated

***Footnote:** Additional Work Sessions can be scheduled at the call of the Mayor

Amended 8/19/2025

Rick Condon
141 Madison Street
Portsmouth NH, 03801

Chief William McQuillen
170 Court Street
Portsmouth NH, 03801

August 28, 2025

Dear Chief McQuillen:

I would like to inform you of my intent to retire on October 31, 2025. My last shift will begin on the morning of October 29, 2025 at 0730 and end the following morning.

Serving the City of Portsmouth and the Fire Department for over 32 years has provided a tremendous amount of pride and honor. Although I am looking forward to the next chapter of my career, I will sincerely miss being an active member of the Fire Department.

I look forward to supporting you and the other members during my retirement in a manner that serves to enhance and promote the mission of the Fire Department.

Sincerely,

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

Captain Rick Condon



PORTSMOUTH FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

679

To: Board of Fire Commissioners

From: Chief McQuillen

Date: 9/5/2025

Re: Lieutenant Promotion

On April 15, 2024, the Promotional Process for Lieutenant was completed in accordance with Department Policy #100-20, resulting in an eligibility list for a two-year period.

Captain Rick Condon announced his retirement for the end of October 2025, with over 32 years of service to the City of Portsmouth Fire Department.

I recommend that at the September 9, 2025, Board of Fire Commissioners meeting that you promote the top candidate on the Lieutenant Eligibility list, Firefighter Shane Anderson to Lieutenant effective Monday September 22, 2025.

I recommend Shane without hesitation for his dedication and commitment to the Portsmouth Fire Department and have no doubt his leadership skills will serve him well in this new role.

Firefighter Anderson would receive a week of training and orientation before being assigned to shift.

Please let me know if you have any questions or concerns.